

## Yando, Lori

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**From:** Seman-Graves, Joseph  
**Sent:** Wednesday, March 2, 2022 12:50 PM  
**To:** Yando, Lori  
**Cc:** Keeler, William T. - Mayor; Durocher, Michael J.  
**Subject:** BOM Agenda Item Request  
**Attachments:** Agenda Item\_Amendment to a Professional Service Agreement with CT Male A....pdf

Good afternoon all,

In December of 2021, the City was awarded \$1,050,000 from the New York State Energy Research & Development Authority (NYSERDA) through their Carbon Neutral Economic Development Program in order to achieve a carbon neutral status for Cohoes' City Hall through envelope upgrades and an HVAC replacement.

After an initial debriefing with NYSERDA, they had indicated that they would like the city to provide a more holistic scope of work and that they would be open to increasing the award amount in order for the city to achieve a carbon neutral status.

As part of this process we are working with the team of Clough Harbour Associates (CHA) and CT Male Associates to investigate additional means to reduce emissions and to create a final scope of work that can be submitted to NYERDA.

This request is to authorize CT Male associated to provide additional building envelope evaluation services to support the city's CFA carbon neutral initiative and to further investigate means to reduce emissions where possible in the existing building and compensating for the remainder by investing in carbon offset projects to achieve net zero overall emissions.

Services shall include:

1. Identify opportunities for improvement;
2. Consideration of sustainable materials;
3. Recommendations for façade efficiencies;
4. Review efficiency targets for the windows, including single glazed special units;
5. Evaluation of door installations;
6. Propose alterations to provide effective insulation; and
7. Coordination with recommended mechanical system efficiencies by others

The cost for these service will not exceed \$4,920, and will be added as an amendment to an existing professional services agreement.

Please take a look at the information and reach out should you have any questions.

Best,  
Joe

**Joseph Seman-Graves**

**City Planner**  
**City of Cohoes**  
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Cohoes, NY 12047

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REQUEST FOR AGENDA ITEM  
Legislative Request / BOM Request

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

Date 2/25/2022

Department Building & Planning

Contact Person Joe Seman-Graves

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. \$4,920

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 \_\_\$4,960\_\_

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

Explanation:

In December of 2021, the City was awarded \$1,050,000 from the New York State Energy Research & Development Authority (NYSERDA) through their Carbon Neutral Economic Development Program in order to achieve a carbon neutral status for Cohoes' City Hall through envelop upgrades and an HVAC replacement.

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As part of this process we are working with the team of Clough Harbour Associates (CHA) and CT Male Associates to investigate additional means to reduce emissions and to create a final scope of work that can be submitted to NYERDA.

This request is to authorize CT Male associated to provide building envelope evaluation services to support the city's CFA carbon neutral initiative and to further investigate means to reduce emissions where possible in the existing building and compensating for the remainder by investing in carbon offset projects to achieve net zero overall emissions.

Services shall include:

1. Identify opportunities for improvement;
2. Consideration of sustainable materials;
3. Recommendations for façade efficiencies;
4. Review efficiency targets for the windows, including single glazed special units;
5. Evaluation of door installations;
6. Propose alterations to provide effective insulation; and
7. Coordination with recommended mechanical system efficiencies by others

The cost for these service will not exceed \$4,920, and will be added as an amendment to an existing professional services agreement.

Please take a look at the information and reach out should you have any questions.

Submitted by: Joe Seman-Graves \_\_\_\_\_ date 2/25/2022 \_\_\_\_\_

 **AIA**® Document G802™ – 2017***Amendment to the Professional Services Agreement***

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<b>PROJECT:</b> <i>(name and address)</i> Cohoes City Hall/Police Station Facility Support Services 97 Mohawk Street, Cohoes, NY 12047	<b>AGREEMENT INFORMATION:</b> Date: April 16, 2020	<b>AMENDMENT INFORMATION:</b> Amendment Number: 003  Date: February 17, 2022
<b>OWNER:</b> <i>(name and address)</i> City of Cohoes 97 Mohawk Street, Cohoes, NY 12047	<b>ARCHITECT:</b> <i>(name and address)</i> C.T. Male Associates 50 Century Hill Drive Latham, NY 12110	

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The Owner and Architect amend the Agreement as follows:

Building Envelope Evaluation Services to support CFA carbon neutral initiative to further investigate means to reduce emissions where possible in the existing building and compensating for the remainder by investing in carbon offset projects to achieve net zero overall emissions.

Services shall include:

1. Identify opportunities for improvement.
2. Consideration of sustainable materials.
3. Recommendations for façade efficiencies.
4. Review efficiency targets for the windows, including single glazed special units.
5. Evaluation of door installations.
6. Propose alterations to provide effective insulation.
7. Coordination with recommended mechanical system efficiencies by others.

The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants (CHA). The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

The Architect shall manage the Facility Support Services, research applicable design criteria, attend meetings pertaining to the Facility Support Services, communicate with members of the Project team, and report progress to the Owner.

Additional services shall include design and construction contract administrations services for proposed solutions, if required, and cost estimating to assist the Owner in developing a project budget.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Hourly at current corporate billing rates in effect at time of service (estimated 24 hours allowance)

Original Service Order amount was:	\$ 52,975.00
Net changes prior to this Amendment:	\$ 3,865.00
Service Order Amount prior to this Amendment was:	\$ 56,840.00
The Service Order amount will be increased by this Amendment in the amount of:	\$ 4,920.00
The new Service Order amount will be:	<u>\$ 61,760.00</u>

Schedule Adjustment:

The Architect shall prepare, and periodically update, a schedule of Facility Support Services that identifies milestone dates for decisions required of the Owner, services furnished by the Architect, and completion of documentation to be provided by the Architect. The Architect shall coordinate the schedule of Facility Support Services with the Owner's Project schedule.

NYSERDA Project Meetings scheduled for February 4 and February 22, 2022.

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**SIGNATURES:**

C.T. Male Associates

ARCHITECT (Firm name)

SIGNATURE

Richard A. Cappagnola, RA,  
Principal Architect/Project Manager

PRINTED NAME AND TITLE

February 17, 2021

DATE

City of Cohoes

OWNER (Firm name)

SIGNATURE

William T. Keeler  
Mayor

PRINTED NAME AND TITLE

DATE