

CITY OF WATERTOWN, NEW YORK
REVISED AGENDA
TUESDAY, January 21, 2020

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Tuesday, January 21, 2020, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Authorizing Amendment #3 of the GHD Engineering Agreement for Phase 1B of the Sludge Disposal Modifications Project
- Resolution No. 2 - Authorizing Amendment #4 of the GHD Engineering Agreement for Phase 1B Of the Sludge Disposal Modifications Project
- Resolution No. 3 - Accepting Change Order GC-1 for Thompson Park Pool & Bathhouse, Con Tech Building Systems, Inc.
- Resolution No. 4 - Accepting Change Order EC-1 for Thompson Park Pool & Bathhouse, Ridley Electric Company, Inc.
- Resolution No. 5 - Re-Adopt Fiscal Year 2019-20 General Fund Budget
- Resolution No. 6 - Authorizing Professional Services Agreement for Design Services for the Public Square Area Traffic Signal Optimization and Coordination Project, PIN 7807.20, Fisher Associates
- Resolution No. 7 - Authorizing Adjustment to the 2019-20 City Tax Bill for 133 Orchard Street North

Resolution No. 8 - Authorizing the City Manager to Develop Rules and
(Added) Regulations for Content on the City-Wide Facebook
Page

Resolution No. 9 - Acknowledging Establishment of a Non-City Sponsored
(Added) Watertown City Council Facebook Page

ORDINANCES

Ordinance No. 1 - Changing the Approved Zoning Classification of 231, 237,
and 241 Goodale Street, Respective Parcel Numbers 11-01-
109.000, 11-01-108.000, 11-01-107.000 from Commercial
to Downtown and 201 and 209 Sterling Street, Respective
Parcel Numbers 11-01-106.000 and 11-01-105.000 from
Residence C to Downtown

LOCAL LAW

PUBLIC HEARING

7:30 p.m. Approving Assessment Charge for Sidewalk Improvement
Special Assessment Program, District No. 14

OLD BUSINESS

STAFF REPORTS

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
FEBRUARY 3, 2020.**

Res Nos. 1 and 2

January 15, 2020

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Amendments Nos. 3 and 4 of GHD Consulting Services Inc. Agreement for Phase 1B of Sludge Disposal Modifications Project

On October 17, 2016, City Council approved GHD Consulting Services Inc. to proceed with Phase 1B Final Design, Bidding and Construction the Waste Water Treatment Plant Sludge Disposal Process Modification in the amount of \$540,450.

On August 7, 2017, City Council approved Amendment No. 1 to perform additional Design and Construction services for digester cover replacements (2), new digester mixing systems for Primary Digester No. 1 and Secondary Digester, Secondary Digester heating, and related improvements in the amount of \$208,200.

On April 16, 2018, City Council approved Amendment No. 2 to perform additional Design and Construction services for the digester control building roof replacement, hydronic piping in the digester control building, asbestos surveys and revisions to the existing SEQRA, in the amount of \$35,070.

GHD Consulting Services Inc. has submitted two additional Amendments. Amendment No. 3 includes additional funding to the Engineer's subconsultant for actual Resident Project Representatives (RPR Services which increased from \$80/hour to \$90/hour due to delays in the construction (17/18 originally, and now 19/20) in the amount of \$18,375.

Amendment No. 4 includes additional funding to GHD Consulting Services Inc. for Design and Construction Phase Services for the construction of a new mixing system for Primary Digester No. 2 in the amount of \$52,450.

These Amendments bring the total contract amount to \$854,545. A Bond Ordinance approved by City Council on November 7, 2016 has sufficient funding to cover these Amendments.

Resolutions for Council consideration are attached.

RESOLUTION

Page 1 of 1

Authorizing Amendment #3 of the GHD Engineering Agreement for Phase 1B Of the Sludge Disposal Modifications Project

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C. P.
- Council Member RUGGIERO, Lisa L.
- Mayor SMITH, Jeffrey M.

YEA	NAY

Introduced by

Total

WHEREAS, GHD Consulting Services Inc., and the City of Watertown entered into an Agreement to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS the construction phase was scheduled to be completed during 2017 and 2018; and

WHEREAS, due to delays associated with award of additional grant funding and additional Project scope, the construction will be completed in 2019 and 2020; and

WHEREAS, the Engineer’s subconsultant cost for Resident Project Representative (RPR) services increased from \$80/hr to \$90/hr; and

WHEREAS, the Engineer requests an Amendment for the additional \$18,375 cost of subconsultant RPR services;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes amending the GHD agreement, a copy of which is attached and made part of this resolution, to include the additional services in the amount of \$18,375, and

BE IT FURTHER RESOLVED that the City Manager Richard Finn is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

Seconded by



AMENDMENT NO. 3

**TO AGREEMENT BETWEEN
CITY OF WATERTOWN
AND
GHD CONSULTING SERVICES INC.**

WHEREAS, GHD Consulting Services Inc. (ENGINEER) and City of Watertown (OWNER) entered into an Agreement dated September 16, 2016 to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS, Amendment No. 1 was authorized on August 8, 2017; and

WHEREAS, Amendment No. 2 was authorized on June 15, 2018; and

WHEREAS, the Construction Phase was scheduled to be completed during 2017 and 2018 and

WHEREAS that due to delays associated with award of additional grant funding and additional Project Scope, the construction will be completed in 2019 and 2020, and

WHEREAS the ENGINEER'S Subconsultant actual cost for Resident Project Representatives (RPR) Services increased from \$80/hour (2016) to \$90/hour (2019).

WHEREAS ENGINEER requests an Amendment for the additional cost of Subconsultant RPR services.

SCOPE OF SERVICES

Construction Phase Services

A. Schedule

Construction Phase Services including services of Resident Project Representative will be provided for the period of Notice to Proceed May 2, 2019 through anticipated Final Completion date of December 2, 2020.

B. Cost

Fee for Resident Project Representative will be increased from an hourly rate of \$80/hour to an hourly rate of \$90/hour.

Not to Exceed Fee for Resident Project Representative will increase \$18,375, from a Not to Exceed Cost of \$178,100, to a Not to Exceed Cost of \$196,475.

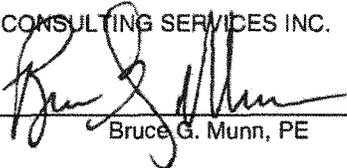
AUTHORIZATION

The return of one signed copy of this Amendment No. 3, together with a copy of a formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for ENGINEER to proceed with the Scope of Service outlined above.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 3 as of the last date entered below.

ENGINEER:

GHD CONSULTING SERVICES INC.

By:  _____
Bruce G. Munn, PE

Title: Vice President

Date: 6/24/19

OWNER:

CITY OF WATERTOWN

By: _____
Richard Finn

Title: City Manager

Date: _____

BGM/mla

RESOLUTION

Page 1 of 1

Authorizing Amendment #4 of the GHD Engineering Agreement for Phase 1B Of the Sludge Disposal Modifications Project

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C. P.
- Council Member RUGGIERO, Lisa L.
- Mayor SMITH, Jeffrey M.

YEA	NAY

Introduced by

Total

WHEREAS, GHD Consulting Services Inc., and the City of Watertown entered into an Agreement to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS the City of Watertown has requested GHD to perform additional services for the Design and Construction of a new mixing system for Primary Digester #2; and

WHEREAS, the additional design and construction tasks will increase the contract by an estimated \$52,450;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes amending the GHD agreement, a copy of which is attached and made part of this resolution, to include the additional services in the amount of \$52,450, and

BE IT FURTHER RESOLVED that the City Manager Richard Finn is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

Seconded by



AMENDMENT NO. 4

**TO AGREEMENT BETWEEN
CITY OF WATERTOWN
AND
GHD CONSULTING SERVICES INC.**

WHEREAS, GHD Consulting Services Inc. (ENGINEER) and City of Watertown (OWNER) entered into an Agreement dated September 16, 2016 to perform engineering services for design and construction of Phase 1B Sludge Disposal Modifications; and

WHEREAS, Amendment No. 1 was authorized on August 8, 2017; and

WHEREAS, Amendment No. 2 was authorized on June 15, 2018; and

WHEREAS, Amendment No 3 was authorized prior to Amendment No. 4 on January 21, 2020; and

WHEREAS, the Construction Contract included and \$315,000 allowance for repair/replacement of existing Raw Influent Pumps No 2, 3 and 5.

WHEREAS The Owner has decided not to complete the repair/replacement of existing Raw Influent Pumps No. 2, 3 and 5, and complete replacement of the mixing system for Primary Digester No 2, and

WHEREAS the Owner has requested Engineer to complete Design and Construction Phase Engineering Services for the Construction of a new mixing system for Primary Digester No 2, and

NOW, THEREFORE, ENGINEER and OWNER agree to amend the Agreement as follows:

SCOPE OF SERVICES

Design Phase Services

A. New Primary Digester No 2 Mixing System including:

1. Final design drawings and specifications for new mixing system for Primary Digester No. 2.
2. Mixing system to be pumped mix nozzle system with associated pumps and piping. Up to two pumps will be designed; one operational and one standby (if provided) for redundancy.
3. Demolition of existing gas mixing system and associated compressors, piping, appurtenances and electrical.
4. New electrical feed and instrumentation/control.
5. SCADA monitoring of status of mixing system pumps(s).

Construction Phase Services

B. Construction Contract Change Orders.

1. Prepare Construction Contract Change Orders for Contract No. 1 for General Construction and Contract No 2 for Electrical Construction.
2. Review construction costs proposals from Contract No. 1 and Contract No. 2.
3. Shop drawing submittal.

4. Review shop drawings submittal reviews for the General Contract and Electrical Contract for the associated work.

C. Resident Project Representative (RPR)

1. Provide 100 additional hours of RPR services.

Post Construction Services

- A. Complete review of equipment O&M manuals for pumped mixing system.
- B. Complete record drawings of pumped mixing system and associated electrical work.

PERIOD OF SERVICE

The Construction Contract period for Substantial Completion will be extended 2 months (total of 20 months) and 60 days for Final Completion.

FEES

The Scope of Services will be completed in accordance with the following breakdown:

Design Phase Services	\$25,250
Construction Phase Services	\$15,100
Resident Project Representative (hourly @ \$90/hour)	\$ 9,450
Post Construction (Record Drawings and O&M manuals)	\$ 2,650

AUTHORIZATION

The return of one signed copy of this Amendment No. 4, together with a copy of a formal resolution of approval, constitutes acceptance of this Amendment and shall be written authorization for ENGINEER to proceed with the Scope of Service outlined above.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 4 as of the last date entered below.

ENGINEER:

GHD CONSULTING SERVICES INC.

By:  _____
Bruce G. Munn, PE

Title: Vice President _____

Date: 1/16/20 _____

OWNER:

CITY OF WATERTOWN

By: _____
Richard Finn

Title: City Manager _____

Date: _____

BGM/mla



CITY OF WATERTOWN, NEW YORK

DEPARTMENT OF ENGINEERING

Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Tel. (315) 785-7740
Fax (315) 785-7829

Res Nos. 3 and 4

January 7, 2020

To: Richard M. Finn, City Manager
From: Michael Delaney, City Engineer
Subject: Thompson Park Pool & Bathhouse, Change Orders for General Contractor and Electrical Contractor

Attached is Change Order GC-1 between Con Tech Building Systems Inc. and the City of Watertown, as well as Change Order EC-1 between Ridley Electric Company Inc. and the City of Watertown, for the project stated above.

This Change Orders are a result of the New York State Department of Health (NYSDOH) comments and Owner initiated Bathhouse Revisions and Site/Sidewalk Revisions approved by NYSDOH, City Code Enforcement, and the City Council on 9/23/2019 and to include adding Exterior Doors to Men's Restroom 112 and Women's Restroom 104 and associated appurtenances for year round access to the Bathhouse Restrooms, revising Corridor Door 107A and Exterior Door EX-09 to Dutch Style Doors, Chlorine Pump addition, additional Surge Tank piping and Surge Tank relocation, and additional Site/Sidewalk work around Bathhouse to accommodate Exterior Restroom Doors.

- Resolution No. 3 for Change Order GC-1 is in the amount of \$26,534.88, bringing the total contract amount to \$2,165,174.88.
- Resolution No. 4 for Change Order ED-1 is in the amount of \$6,422.51, bringing the total contract amount to \$156,222.51.

Attached for Council consideration are the Resolutions. A Bond Ordinance approved by City Council on January 6, 2020 has sufficient funding to cover these Change Orders.

ACTION: City Manager recommends approval.

RESOLUTION

Page 1 of 1

Accepting Change Order GC-1 for
Thompson Park Pool & Bathhouse,
Con Tech Building Systems, Inc.

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C. P.
- Council Member RUGGIERO, Lisa L.
- Mayor SMITH, Jeffrey M.

YEA	NAY

Introduced by

Total

WHEREAS on August 19, 2019 City Council accepted the bid from Con Tech Building Systems, Inc. in the amount of \$2,138,640.00, for the Thompson Park Pool & Bathhouse Project, per our specifications, and

WHEREAS Con Tech Building Systems, Inc, has now submitted Change Order GC-1 in the amount of \$26,534.88,

NOW THEREFORE BE IT RESOLVED by the City Council that it hereby accepts Change Order GC-1 submitted by Con Tech Building Systems, Inc. in the amount of \$26,534.88 for the Thompson Park Pool & Bathhouse Project, bringing the total amount to \$2,165,174.88, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all documents necessary to accept Change Order GC-1 on behalf of the City.

Seconded by



CHANGE ORDER: Thompson Park Swimming Pool and Bathhouse Project

Page 1 of 2

Owner	City of Watertown	Contractor	Con Tech Building Systems, Inc.
Project	Thompson Park Swimming Pool and Bathhouse Project	Engineer's File No.	129.101.010
Contract	#1 – General Construction	Change Order No.	GC-1
In accordance with Article 11.04 of the Standard General Conditions of the Contract, when recommended by the Engineer and signed by the Owner and the Contractor, this Change Order amends the Contract Documents to provide for additions, deletions, and revisions in the Work or to modify the terms and conditions thereof.			

Description of Change:

Provided changes as requested and approved by the City Council, City Code Enforcement and NYS Department of Health. See attached drawing from the City Engineering Department dated 9/23/19. Post Bid changes were made by C&S engineers and incorporated into a new set of drawings issued on 10/07/2019 to all (4) prime contractors.



CHANGE ORDER: Thompson Park Swimming Pool and Bathhouse Project

Page 2 of 2

Enclosures and References:					
In executing this change order, it is mutually agreed that the amounts provided for herein will be accepted by the contractor as full compensation for all known costs associated in the work, including all direct and indirect costs, and any and all known costs associated with delays or additional time, if any, which may be required as a result of said changes.					
		AMOUNT		CONTRACT TIME	
Original Contract Price		\$2,138,640.00	Substantial Completion Date Prior to Change Order		07/08/2020
Contract Price Prior to Change Order		\$2,138,640.00	Net Time This Change Order		N/A
Net Amount This Change Order		\$26,534.88	Revised Substantial Completion Date		Unchanged
Revised Contract Price		2,165,174.88			
ENGINEER		OWNER		CONTRACTOR	
		Approved:		Approved:	<i>NJR</i>
Recommended:	Ron Jackson, P.E.	Title:	Mayor	Title:	Project Manager
Date:	01/03/2020	Date:		Date:	01/07/2019
Telephone:	315-703-4160	Telephone:	315-342-8136	Telephone:	315-287-0135



4524 State Highway 58
 Gouverneur, NY 13642
 Ph: (315)287-0135

Change Request

To: Pat Currier
 City of Watertown
 City of Watertown
 245 Washington Street
 Watertown, NY 13601
 Ph: (315) 785-7740

Number: 1
Date: 11/19/19
Job: 19-062 Thompson P. Pool & Bath House
Phone:

Description: Post Bid Drawing Revisions

Reason: Design Change
 Source: Addendum # Post Bid

We are pleased to offer the following specifications and pricing to make the following changes:

General Contractor shall furnish and install all labor, material, equipment, and incidentals associated with Post Bid drawing revisions.

Description	Labor	Material	Equipment	Subcontract	Other	Price
Misc. Metals - Added Lintels (2 Carp./2.5hr)	\$328.25	\$2,100.00				\$2,428.25
FRP Doors, Frames, & Hardware - Changes in Door Schedule (2 Carp/8hr)	\$1,050.40	\$10,060.00				\$11,110.40
Pool Systems - Added Chlorine Pump				\$4,415.00		\$4,415.00
Pool Systems - Relocate Surge Tank (Piping)				\$800.00		\$800.00
Earthwork - Deduct 19 Tree Protection				\$-127.61		\$-127.61
Earthwork - Deduct Lawn Restoration				\$-395.21		\$-395.21
Earthwork - Deduct Silt Fence				\$-142.00		\$-142.00
Earthwork - Relocate Surge Tank				\$1,840.00		\$1,840.00
Paving - Added Asphalt Walk				\$4,250.00		\$4,250.00
Fencing - Added Spear Detail				\$1,200.00		\$1,200.00
Temp. Construction Fencing - Deduct 775'				\$-1,500.00		\$-1,500.00
					Subtotal:	\$23,878.83
		Fee for General Contractor		\$13,538.65	15.00%	\$2,030.80
		Fee for Subcontracts		\$12,505.00	5.00%	\$625.25
					Total:	\$26,534.88

Please note that Con Tech Building Systems, Inc. will require an extra 5 Days.

If you have any questions, please contact me at (315) 287-0135.

Submitted by: Nick Reddick
 Con Tech Building Systems Inc

Approved by: _____
 Date: _____



BENCHMARK
ARCHITECTURAL PRODUCTS
GROUP LLC

December 20, 2019

CHANGE-ORDER REQUEST FORM

*Con Tech Building Systems, Inc.
4524 State Highway 58
Gouverneur, NY 13642*

Attn: Mr. Nick Reddick – Project Manager

*Re: Benchmark Project# SO19-1382
Con Tech PO# 190628300006*

*Project: Thompson Park Pool & Bathhouse
Location: 1 Thompson Park
Watertown, NY 13601*

Base Contract: \$52,600.00

CHANGE-ORDER #1R2:

Add to include [5] FRP Door & Frame openings with Hardware Sets:

#104 w/set H-7	+ \$3,307.00
#107A w/set H-9	+ \$3,468.00
#EX11 w/set H-8	+ \$3,434.00
#EX-12 w/set H-8	+ \$3,434.00

Also, there were revisions made to openings 111 & EX-09:

111: Hardware Set changed to H-7	+ \$136.00
----------------------------------	------------

EX-09: Door changed to 'Dutch' type; Hardware Set changed to H-9	(\$549.00)
--	------------

Deduct openings #103 w/Hardware Sets H-6	(\$3,170.00)
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TOTAL CHANGE: + \$10,060.00

Project Total including C-O #1R2: **\$62,660.00**

Approved By: _____

Date: ____ / ____ / ____

RESOLUTION

Page 1 of 1

Accepting Change Order EC-1 for
Thompson Park Pool & Bathhouse,
Ridley Electric Company, Inc.

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C. P.
- Council Member RUGGIERO, Lisa L.
- Mayor SMITH, Jeffrey M.

YEA	NAY

Introduced by

Total

WHEREAS on August 19, 2019 City Council accepted the bid from Ridley Electric Company, Inc. in the amount of \$149,800.00, for the Thompson Park Pool & Bathhouse Project, per our specifications, and

WHEREAS Ridley Electric Company, Inc, has now submitted Change Order EC-1 in the amount of \$6,422.51,

NOW THEREFORE BE IT RESOLVED by the City Council that it hereby accepts Change Order EC-1 submitted by Ridley Electric Company, Inc. in the amount of \$6,422.51 for the Thompson Park Pool & Bathhouse Project, bringing the total amount to \$156,222.51, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all documents necessary to accept Change Order EC-1 on behalf of the City.

Seconded by



CHANGE ORDER: Thompson Park Swimming Pool and Bathhouse Project

Page 1 of 2

Owner	City of Watertown	Contractor	Ridley Electric Company, Inc.
Project	Thompson Park Swimming Pool and Bathhouse Project	Engineer's File No.	129.101.010
Contract	#1 – Electrical Construction	Change Order No.	EC-1
In accordance with Article 11.04 of the Standard General Conditions of the Contract, when recommended by the Engineer and signed by the Owner and the Contractor, this Change Order amends the Contract Documents to provide for additions, deletions, and revisions in the Work or to modify the terms and conditions thereof.			

Description of Change:

Provided changes as requested and approved by the City Council, City Code Enforcement and NYS Department of Health. See attached drawing from the City Engineering Department dated 9/23/19. Post Bid changes were made by C&S engineers and incorporated into a new set of drawings issued on 10/07/2019 to all (4) prime contractors.



CHANGE ORDER: Thompson Park Swimming Pool and Bathhouse Project

Page 2 of 2

Enclosures and References:			
In executing this change order, it is mutually agreed that the amounts provided for herein will be accepted by the contractor as full compensation for all known costs associated in the work, including all direct and indirect costs, and any and all known costs associated with delays or additional time, if any, which may be required as a result of said changes.			
	AMOUNT		CONTRACT TIME
Original Contract Price	\$149,800.00	Substantial Completion Date Prior to Change Order	07/08/2020
Contract Price Prior to Change Order	\$149,800.00	Net Time This Change Order	N/A
Net Amount This Change Order	\$6,422.51	Revised Substantial Completion Date	Unchanged
Revised Contract Price	\$156,222.51		
ENGINEER		OWNER	
Approved:		Approved:	
Recommended:	Ron Jackson, P.E.	Title:	Mayor
Date:	01/03/2020	Date:	
Telephone:	315-703-4160	Telephone:	315-342-8136
		CONTRACTOR	
		Approved: <i>William E. Kelle</i>	
		Title: <i>Manager</i>	
		Date: <i>11/8/20</i>	
		Telephone: <i>315-463-8606</i>	

RIDLEY ELECTRIC CO., INC.
ELECTRICAL CONTRACTORS
P. O. BOX 316
SYRACUSE, NEW YORK 13206-0316
PHONE (315) 463-8606
FAX (315) 463-8638

12/2/19

Patrick Currier
C&S Engineers
200 Washington Street
Watertown, NY 13601
Re: Thompson Park Pool

Dear Patrick,
The following is the cost breakdown for the extra work requested.

Material:

1- lot fixtures, 2- J-em, 3- XA, 3- L	\$1,262.00
1- Freight	\$ 150.00
3- 1p switches	\$ 18.40
4- 1p Keyed switches	\$ 66.00
1- GFI receptacle	\$ 15.33
1- Regular to GFI change	\$ 8.22
13- Deep Mud boxes	\$ 54.60
180- ½" Emt	\$ 77.31
58- ½"- fittings	\$ 12.76
28- Conduit straps	\$ 22.40
580'- #12 thhn	\$ 61.62
160'- 12/2 mc cable	\$ 63.36
30- mc connectors	\$ 37.50
8- 4" sq bx and cover	\$ 9.40
1- Manual motor starter	\$ 88.00
1- Thermal overload	\$ 36.00
Lot- misc sundries	<u>\$ 20.00</u>
	\$2,002.90

Labor:

41 hrs @85.35	<u>\$3,499.35</u>
	\$5,502.25
15%	<u>\$ 825.34</u>
	\$6,327.59
1.50% Bond	<u>\$ 94.92</u>
Total	\$6,422.51

Sincerely,



William E. Kuhn

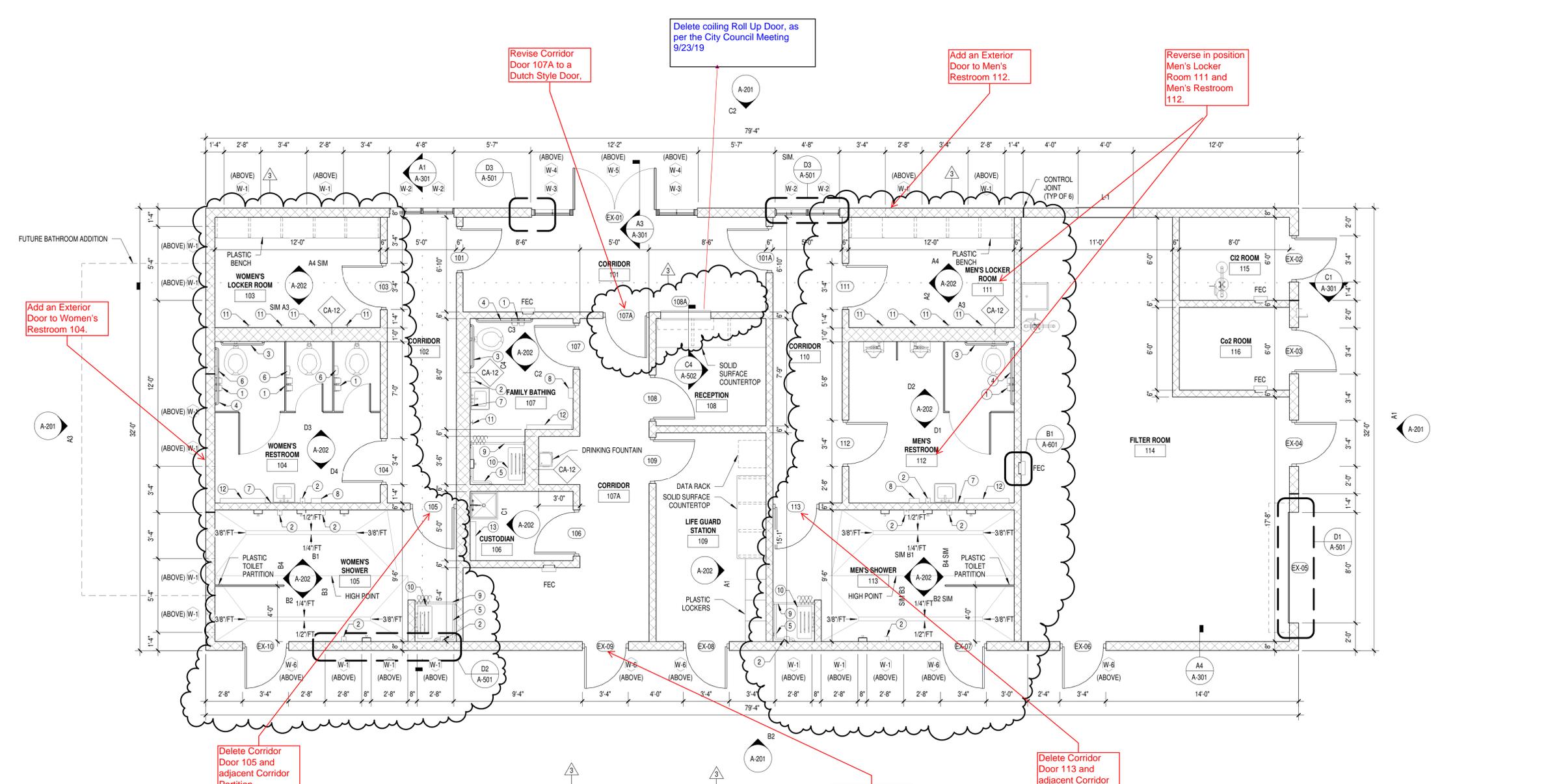


**THOMPSON PARK SWIMMING POOL
AND BATHHOUSE
CITY OF WATERTOWN
NEW YORK**

MARK	DATE	DESCRIPTION
3	8/16/19	POST-BID REVISIONS
REVISIONS		
PROJECT NO: 129.101.008		
DATE: JUNE 27, 2019		
DRAWN BY: M.E. BARNES		
DESIGNED BY: M.E. BARNES		
CHECKED BY: R.S. SLADE, PE, RA		
NO ALTERATION PERMITTED HEREON EXCEPT AS PROVIDED UNDER SECTION 7209 SUBDIVISION 2 OF THE NEW YORK EDUCATION LAW		

FIRST FLOOR PLAN

A-101



ACCESSORIES SCHEDULE		ROOM NUMBER							
ITEM		103	104	105	106	107	111	112	113
1	TOILET PAPER HOLDER	-	3	-	-	1	-	1	-
2	SOAP DISPENSER	-	1	4	-	1	-	1	4
3	36" GRAB BAR	-	1	-	-	1	-	1	-
4	42" GRAB BAR	-	1	-	-	1	-	1	-
5	16"x27" L-SHAPED GRAB BAR	-	-	1	-	1	-	1	-
6	SANITARY NAPKIN WASTE RECEPTACLE	-	3	-	-	-	-	-	-
7	MIRROR (CONTINUOUS, 3' H X 2' W)	-	1	-	-	1	-	1	-
8	HAND DRYER	-	1	-	-	1	-	1	-
9	SHOWER CURTAIN AND ROD	-	-	1	-	1	-	1	-
10	FOLDING SHOWER SEAT	-	-	1	-	1	-	1	-
11	ROBE HOOK	4	-	-	-	1	4	-	-
12	DIAPER CHANGING STATION	-	1	-	-	1	-	1	-
13	HOP AND BROOM HOLDER WITH SHELF	-	-	-	1	-	-	-	-

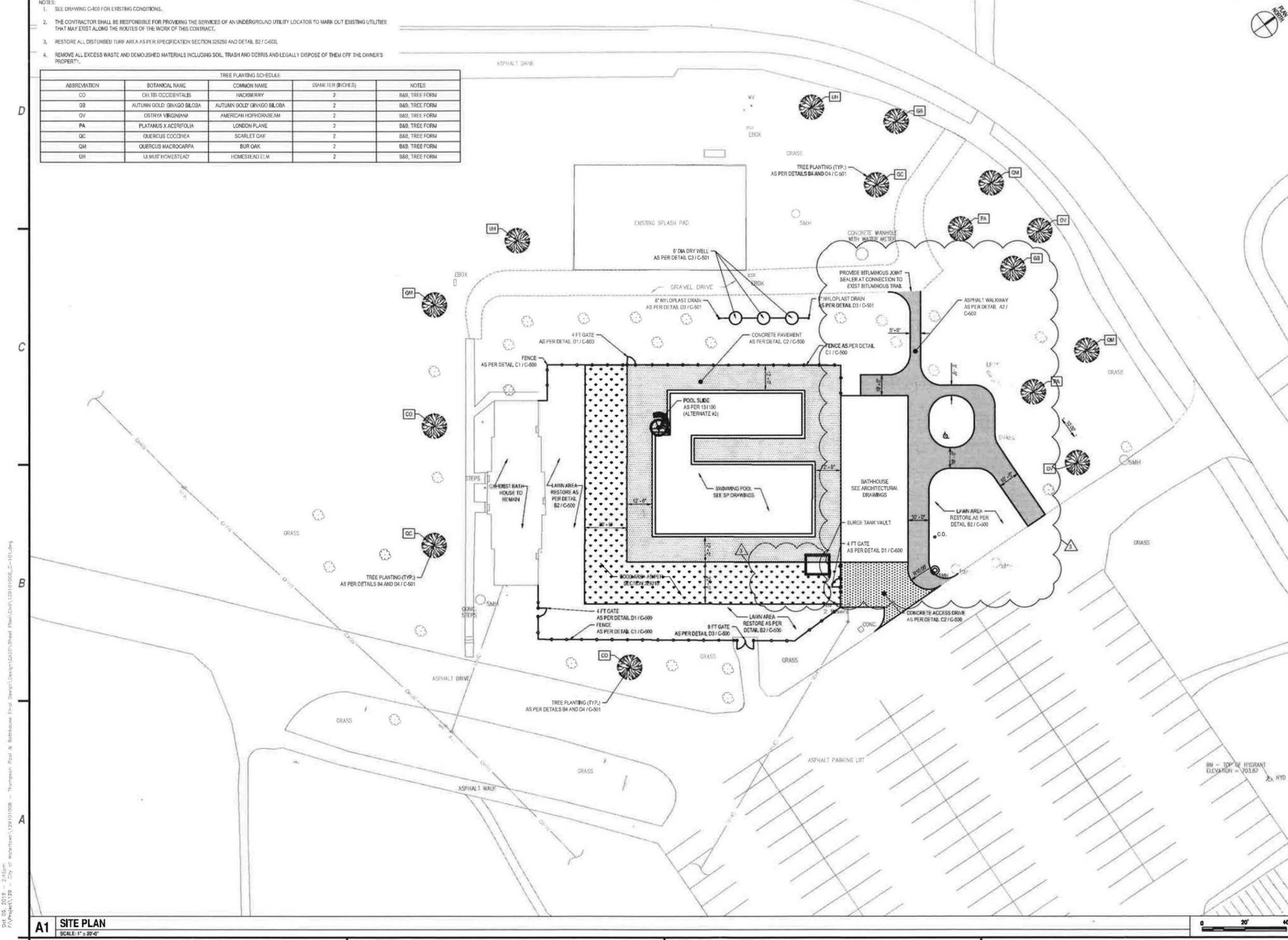
** DENOTES PROVIDED BY OWNER

- GENERAL NOTES:**
- ALL INTERIOR PARTITIONS ARE TYPE CA-6 UNLESS NOTED OTHERWISE.
 - MOUNT ALL ACCESSORIES WITH FASTENERS AND ANCHORS AS RECOMMENDED BY THE MANUFACTURER.
 - MOUNT ALL ACCESSORIES AT ADA ACCESSIBLE HEIGHTS AND LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.
 - ALL PIPING BELOW ALL SINKS TO BE COVERED WITH ACCESSIBILITY APPROVED INSULATION WITH PVC (WHITE) COVERS. USE PRODUCTS BY "TRU-BRO" OR APPROVED EQUIVALENT.

These changes were requested and approved by the NYS Department of Health, City Code Enforcement, and the City Council. 9/23/19

- NOTES:
- SEE DRAWING C-100 FOR EXISTING CONDITIONS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE SERVICES OF AN UNDERGROUND UTILITY LOCATOR TO MARK OUT EXISTING UTILITIES THAT MAY EXIST ALONG THE ROUTES OF THE WORK OF THIS CONTRACT.
 - RESTORE ALL DISTURBED TURF AREA AS PER SPECIFICATION SECTION 325250 AND DETAIL B2 / C-600.
 - REMOVE ALL EXCESS WASTE AND DEMOLISHED MATERIALS INCLUDING SOIL, TRASH AND DEBRIS AND LEGALLY DISPOSE OF THEM OFF THE OWNER'S PROPERTY.

TREE PLANTING SCHEDULE				
ABBREVIATION	BOTANICAL NAME	COMMON NAME	DIAMETER (INCHES)	NOTES
CO	CHI-TIS OCCIDENTALIS	HACKBERRY	2	B&B, TREE FORM
GB	AUTUMN GOLD GINKGO BILOBA	AUTUMN GOLD GINKGO BILOBA	2	B&B, TREE FORM
OV	OSTRYA VIRGINIANA	AMERICAN HOPHORNBEAM	2	B&B, TREE FORM
PA	PLATANUS X ACERIFOLIA	LONDON PLANE	2	B&B, TREE FORM
OC	QUERCUS COCCINEA	SCARLET OAK	2	B&B, TREE FORM
QM	QUERCUS MACROCARPA	BUR OAK	2	B&B, TREE FORM
UH	ULMUS HOMESTEAD	HOMESTEAD ELM	2	B&B, TREE FORM



C&S Engineers, Inc.
 499 Col. Eileen Collins Blvd.
 Syracuse, New York 13212
 Phone: 315-455-2000
 Fax: 315-455-9667
 www.cscos.com



**THOMPSON PARK SWIMMING POOL
 AND BATHHOUSE
 CITY OF WATERTOWN
 NEW YORK**

MARK	DATE	DESCRIPTION
3	10/07/19	POST BID REVISIONS

PROJECT NO:
 DATE: JUNE 27, 2019
 DRAWN BY: E. AVERSA
 DESIGNED BY: E. AVERSA
 CHECKED BY: R. JACKSON, P.E.

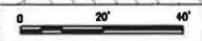
NO ALTERATION PERMITTED HEREON EXCEPT AS PROVIDED UNDER SECTION 7209 SUBDIVISION 2 OF THE NEW YORK EDUCATION LAW

SITE PLAN

C-101

P:\Projects\128 - City of Watertown\128101008 - Thompson Pool & Bathhouse Final Design\128101008_Sheet_Plan\Cow\128101008_C-101.dwg
 04/05/2019 09:45:58 AM
 E. Aversa

A1 SITE PLAN
 SCALE: 1" = 20'-0"



Res No. 5

January 14, 2020

To: Richard M. Finn, City Manager
From: James E. Mills, City Comptroller
Subject: Fiscal Year 2019-20 General Fund Budget Re-adoption

With the adoption of the bond ordinance on January 6th to partially pay for the Thompson Park Pool and Bathhouse project with debt rather than appropriated fund balance, City Council should now also pass a resolution to re-adopt the Fiscal Year 2019-20 General Fund budget and lower the appropriated fund balance for this project.

The amount of appropriated fund balance is represented on the Fiscal Year 2018-19 audited fund financial statements to be presented at the February 3rd City Council meeting. Currently, the approved level of appropriated fund balance for the Fiscal Year 2019-20 General Fund budget is \$3,400,000 (the original \$500,000 plus the subsequent budget re-adoption on August 19th for \$2,900,000 for the project). Approving this resolution will allow the amount presented on the financial statements to be lowered to \$2,000,000 (original \$500,000 plus \$1,500,000 for the pool project) and avoid possible misinterpretation of a reader of the financial statements by leaving the \$3,400,000 as the appropriated fund balance amount.

ACTION: City Manager recommends approval.

A handwritten signature in black ink, appearing to read "R. Finn", is written over the "ACTION:" line.

RESOLUTION

Page 1 of 1

Re-Adopt Fiscal Year 2019-20
General Fund Budget

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member ROSHIA, Jesse C. P.
Council Member RUGGIERO, Lisa L.
Mayor SMITH, Jeffrey M.
Total

YEA	NAY

Introduced by

WHEREAS on May 29, 2019 the City Council passed a resolution adopting the Budget for Fiscal Year 2019-20, of which \$44,148,031 was appropriated for the General Fund, and

WHEREAS on August 19, 2019 City Council re-adopted the Fiscal Year 2019-20 General Fund budget to appropriate \$2,900,000 of fund balance to partially fund the Thompson Park Pool and Bathhouse project and,

WHEREAS on January 6, 2020 City Council approved a bond ordinance which negates the use of \$1,400,000 of appropriated fund balance,

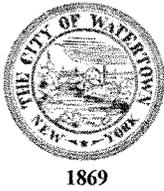
NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2019-20 to decrease the appropriated fund balance used to fund the Thompson Park Pool and Bathhouse project by \$1,400,000 and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the following adjustments be included in the re-adopted General Fund Budget:

<u>Appropriated Fund Balance</u>	
A.0000.0909 Fund Balance	(\$ 1,400,000)
Total Appropriated	<u>(\$ 1,400,000)</u>
 <u>Expenditures</u>	
A.9950.0900 Transfer to Capital Fund	(\$ 1,400,000)
Total Expenditures	<u>(\$ 1,400,000)</u>

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby

Seconded by



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

Res No. 6

DATE: December 30, 2019
TO: Richard Finn, City Manager
FROM: Michael Delaney, City Engineer
SUBJECT: Authorizing Professional Design Services Agreement
Public Square Traffic Signal Optimization – NYSDOT PIN: 7807.20

Fisher Associates, Syracuse NY, has been retained to perform professional design services for the Public Square Traffic Signal Optimization Project. The project scope will collect current traffic and pedestrian data for various peak hours throughout the day at multiple locations. This data will be utilized to develop a series of simulated traffic models to optimize signal timing. In addition, traffic signal equipment will be specified that will communicate between the studied intersections. Improvements to signal timing and traffic signal coordination will reduce congestion in the area around and through Public Square, improve travel speeds and pedestrian safety and reduce idling and pollutants that are emitted during travel.

The limits of the project include all of Public Square, Arsenal Street from Massey Street to Public Square, Washington Street from Academy Street to Public Square, State Street from High Street to Public Square and Mill Street from Main Street to Public Square.

The projected \$505,000 highway project will be funded by 80% federal funds (\$404,000), and up to 20% local funds (\$101,000), for design, construction and construction administration, and is tentatively scheduled for 2020 construction. Funding is included in the 2019-2020 Budget with a transfer from the General Fund.

The Design Agreement is for a Maximum Amount Payable of \$135,000 which covers preliminary design, final design. Construction Administration/Inspection effort will be included in a separate future supplemental agreement.

A resolution for Council consideration is attached.

ACTION: City Manager recommends approval.

RESOLUTION

Page 1 of 1

Authorizing Professional Services Agreement for Design Services for the Public Square Area Traffic Signal Optimization and Coordination Project, PIN 7807.20, Fisher Associates

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member ROSHIA, Jesse C. P.
 Council Member RUGGIERO, Lisa L.
 Mayor SMITH, Jeffrey M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown is planning to improve traffic flow, reduce congestion, allow the redevelopment and improve access to the businesses around Public Square, and

WHEREAS in support of this project, the City Engineering Department has negotiated a professional services agreement with Fisher Associates for the design, construction and construction administration services of the Street and Bridge Rehabilitation in the amount of \$135,000.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement between the City of Watertown and Fisher Associates, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by

Public Square Traffic Signal Optimization and Coordination

City of Watertown, NY

NYSDOT PIN: 7807.20

Scope of Services

December 11, 2019

Section 1 - General

1.01 Project Description and Location

Project Name: Public Square Traffic Signal Optimization and Coordination

PIN: 7807.20

Project Description/Limits: The project will collect current traffic and pedestrian data for various peak hours throughout the day at multiple locations. This data will be utilized to develop a series of micro-simulation traffic models to optimize signal timing and phasing. In addition, traffic signal coordination parameters will also be developed. Typical work at the signalized intersections in question will be new traffic signal controllers (and other signal hardware); loop detectors (if needed); wireless traffic signal coordination equipment; etc. The new traffic signal equipment, improvements to signal timing and traffic signal coordination will reduce congestion in the area around and through Public Square, improve travel speeds and pedestrian safety and reduce idling and pollutants that are emitted during travel.

The limits of the project include all of Public Square, Arsenal Street from Massey Street to Public Square, Washington Street from Academy Street to Public Square, State Street from High Street to Public Square and Mill Street from Main Street to Public Square.

Sponsor: City of Watertown

City, Town, County(ies): City of Watertown, Jefferson County

The anticipated start day of preliminary design: December 2019

The anticipated letting date: August 2020

The anticipated construction completed date: August 2021

The anticipated design costs: \$135,000

The budgeted construction and inspection costs: \$370,000

1.02 Project Manager

The **Sponsor's** Project Manager for this project is Michael DeLaney, who can be reached at (315) 785-7740 or mdelaney@watertown-ny.gov

All correspondence to the **Sponsor** should be addressed to:

Michael DeLaney
City Engineer
City of Watertown
City Hall, Suite 305
245 Washington Street
Watertown, NY 13601

The Project Manager should receive copies of all project correspondence directed other than to the **Sponsor**.

1.03 Project Classification

This project is assumed to be a Class II action under USDOT Regulations, 23 CFR 771.

Classification under the New York State Environmental Quality Review Act (SEQRA) Part 617, Title 6 of the Official Compilation of Codes, Rules, and Regulations of New York State (6 NYCRR Part 617) is assumed to be Type II.

1.04 Categorization of Work

Project work is generally divided into the following sections:

- Section 1 General
- Section 2 Data Collection & Analysis
- Section 3 Preliminary Design
- Section 4 Environmental
- Section 5 Right-of-Way
- Section 6 Detailed Design
- Section 7 Advertising, Bid Opening and Award
- Section 8 Construction Support*
- Section 9 Construction Inspection*
- Section 10 Estimating & Technical Assumptions

*Sections 8 and 9 will be added by supplemental agreement at a later date.

When specifically authorized in writing to begin work the **Consultant** will render all services and furnish all materials and equipment necessary to provide the **Sponsor** with reports, plans, estimates, and other data specifically described in Sections 1, 2, 3, 4, 5, 6, 7 and 10.

1.05 Project Familiarization

The **Sponsor** will provide the Consultant with the following information:

- Approved project initiation document (Initial Project Proposal or similar documentation) indicating project type, project location, cost estimate, schedule, and fund source(s).
- Transportation needs.
- Plans for future related transportation improvements or development in the area of the project.
- Any available traffic data
- Anticipated permits and approvals (initial determination).
- Available project studies and reports.
- Other relevant documents pertaining to the project.

The **Consultant** will become familiar with the project before starting any work. This includes a thorough review of all supplied project information and a site visit to become familiar with field conditions.

1.06 Meetings

The **Consultant** will prepare for and attend all meetings as directed by the **Sponsor's** Project Manager. Meetings may be held to:

- Present, discuss, and receive direction on the progress and scheduling of work in this agreement.
- Present, discuss, and receive direction on project specifics.
- Discuss and resolve comments resulting from review of project documents, advisory agency review, and coordination with other agencies.
- Preview visual aids for public meetings.
- Manage subconsultants and subcontractors.

The **Consultant** will be responsible for the preparation of all meeting minutes; the minutes will be submitted to meeting attendees within one (1) week of the meeting date.

1.07 Cost and Progress Reporting

For the duration of this agreement, the **Consultant** will prepare and submit to the **Sponsor** on a monthly basis a Progress Report in a format approved by the **Sponsor**. The Progress Report must contain the Cost Control Report. The beginning and ending dates defining the reporting period must correspond to the beginning and ending dates for billing periods, so that this reporting process can also serve to explain billing charges. (In cases where all work under this contract is officially suspended by the **Sponsor**, this task will not be performed during the suspension period.)

1.08 Policy and Procedures

- The design of this project will be progressed in accordance with the current version of the *NYSDOT Procedures for Locally Administered Federal Aid Projects (PLAFAP) Manual* including the latest updates.
- If there are conflicts between local policies and procedures and those listed in the *PLAFAP* those listed in the *PLAFAP* take precedence.

1.09 Standards & Specifications

The project will be designed and constructed in accordance with the current edition of the NYSDOT Standard Specifications for Construction and Materials, including all applicable revisions.

1.10 Subconsultants

The **Consultant** will be responsible for:

- Coordinating and scheduling work, including work to be performed by subconsultants.
- Technical compatibility of a subconsultant's work with the prime consultant's and other subconsultants' work.

1.11 Subcontractors

Procurement of subcontractors must be in accordance with the requirements set forth in the *NYS DOT PLAFAP Manual*"

Section 2 – Data Collection & Analysis

2.01 Design Survey

A. Ground Survey

NOT USED

B. Photogrammetric Survey

NOT USED

C. Stream Survey

NOT USED

D. Survey of Wetland Boundaries

NOT USED

E. Supplemental Survey

NOT USED

F. Standards

NOT USED

G. Abbreviated Control Report

NOT USED

2.02 Design Mapping

NOT USED

2.03 Determination of Existing Conditions

The **Consultant** will determine, obtain or provide all information needed to accurately describe in pertinent project documents the existing conditions within and adjacent to the project limits.

2.04 Accident Data and Analysis

NOT USED

2.05 Traffic Counts

The **Consultant** will provide traffic count data for existing conditions, growth factors for forecasting, and forecast data, in accordance with the requirements noted in the “Locally Administered Federal Aid Procedures Manual.” The Municipality will share available data, which may include recent counts from the NYSDOT.

The **Consultant** will provide flow diagrams for appropriate peak periods (e. g., am, pm) showing existing and design year volumes on the mainline, on each approach of all intersections, and at major traffic generators.

2.06 Capacity Analysis

The **Consultant** will perform capacity analyses using the latest version of the Transportation Research Board’s “Highway Capacity Manual” at mainline and intersection locations within the project limits to determine:

- existing level of service
- design year level of service (ETC and ETC+20)

2.07 Future Plans for Trails and Coordination with Other Projects

The **Sponsor** will provide a brief written statement specifying whether or not plans exist to reconstruct or widen the highway segments immediately adjacent to the project within the next twenty years.

The **Sponsor** will determine the influence, if any, of other existing or proposed projects or proposed developments in the vicinity of this project.

The **Sponsor** will provide all necessary information pertaining to the other projects or developments.

2.08 Soil Investigations

NOT USED

2.09 Hydraulic Analysis

NOT USED

2.10 Bridges to be Rehabilitated

A. Inspection

NOT USED

B. Bridge Deck Evaluation

NOT USED

C. Load Rating of Existing Bridge

NOT USED

D. Fatigue Evaluation

NOT USED

2.11 Pavement Evaluation

NOT USED

Section 3 - Preliminary Design

3.01 Design Criteria

The **Consultant** will identify the applicable design standards to be used for this project, and will establish project-specific design criteria in accordance with the *NYSDOT Project Development Manual*.

The **Sponsor** will approve the selected project design criteria and will obtain NYSDOT concurrence (either by a written submission or at a meeting).

Based on the selected design criteria, the **Consultant** will identify all existing non-standard features that are within and immediately adjacent to the project limits. Non-standard features that correlate with a high accident rate will be noted.

3.02 Development of Alternatives

A. Selection of Design Alternative(s)

The **Consultant** will identify and make rudimentary evaluations of potential design alternative concepts that would meet the **Sponsor's** defined project objectives. These evaluations are not to be carried beyond the point of establishing the feasibility of each concept as a design alternative; only those significant environmental and geometric design constraints that bear on the feasibility should be identified.

For each concept the **Consultant** will prepare rudimentary sketches of plan views which show:

- **Where necessary:** important existing features, and existing/proposed traffic signal equipment.
- **Where pertaining to feasibility:** significant environmental and geometric design constraints, labeled as such.

These sketches will include only the minimum information needed to select design alternatives to be studied in further detail.

The **Consultant** will meet with the **Sponsor** to discuss the concepts, using the sketches as discussion aids to describe the relative order-of-magnitude costs, advantages, disadvantages, and problem areas of each. From these concepts the **Sponsor** will select on, or in some cases more, design alternative(s) for further development.

B. Detailed Evaluations of Alternative(s)

The **Consultant** will prepare the following drawings for each design alternative analyzed:

- 1" = 20' plans showing (as a minimum) roadway geometrics, traffic signal equipment and construction limits.

3.03 Cost Estimates

The **Consultant** will develop, provide and maintain a cost estimate for each design alternative.

The **Consultant** will update the estimate periodically and as necessary to incorporate significant design changes.

3.04 Preparation of Draft Design Approval Document

For this project the Design Approval Document (DAD) will be an Initial Project Proposal/Final Design Report (IPP/FDR).

The **Sponsor** will make all determinations not specifically assigned to the **Consultant** which are needed to prepare the Draft DAD.

The **Consultant** will prepare a Draft DAD, which will include the results of analyses and/or studies performed in other Sections of this document. The DAD will be formatted as specified in the *NYS DOT Project Development Manual*.

The **Consultant** will submit 3 hard copies and 1 electronic copy of the Draft DAD to the **Sponsor** for review. The **Sponsor** will review the Draft DAD and provide the **Consultant** with review comments. The **Consultant** will revise the Draft DAD to incorporate the comments.

3.05 Advisory Agency Review

The **Consultant** will provide the **Sponsor** with 1 electronic copy of the Draft DAD for distribution to advisory agencies.

The **Sponsor** will distribute the Draft DAD to the advisory agencies.

The **Consultant** will assist the **Sponsor** in evaluating and preparing individual responses to the review comments received.

3.06 Public Information Meeting(s) and/or Public Hearing(s)

A Public Information Meeting(s)

The **Consultant** will assist the **Sponsor** at one (1) public information meeting with advisory agencies, local officials, and citizens, at which the **Consultant** will provide visual aids and present a technical discussion of the project.

The **Sponsor** will arrange for the location of public information meeting. The **Consultant** will assist the **Sponsor** with appropriate notification.

B. Public Hearing(s)

No Public Hearing is anticipated.

3.07 Preparation of Final Design Approval Document

The **Sponsor** will obtain all necessary approvals and concurrences, and will publish all applicable legal notices.

The **Consultant** will prepare the Design Recommendation, and will modify the DAD to include the Design Recommendation, re-title the DAD in accordance with the *PDM* Manual, and update existing conditions and costs as necessary. The **Consultant** will incorporate changes resulting from the advisory agency review and all public information meetings.

The **Consultant** will submit 3 hard copies and 1 electronic copy of the Final DAD to the **Sponsor** for review. The **Sponsor** will review the Final DAD and provide the **Consultant** with review comments. The **Consultant** will revise the Final DAD to incorporate the comments.

The **Sponsor** will submit 1 electronic copy of the Final DAD to the NYSDOT for a Final Environmental Determination. The NYSDOT will make the determination or obtain FHWA's determination. If necessary, the NYSDOT will transmit the Final DAD to FHWA for final review and concurrence. The **Consultant** will again revise the Final DAD to incorporate changes (assumed minor) resulting from the NYSDOT and/or FHWA review.

The **Sponsor** and the NYSDOT will provide their reviews concurrently.

The **Sponsor** will grant or obtain, from or through the NYSDOT, Design Approval.

Section 4 – Environmental

4.01 NEPA Classification

The **Consultant** will verify the anticipated NEPA Classification.

The project is assumed to be a Class II Categorical Exclusion action, therefore the **Consultant** will complete the FEA, and include it as an Appendix in the Draft and Final DAD for review by the **Sponsor** for forwarding to NYSDOT (with the Final DAD) for a final NEPA determination.

The Lead Agency for NEPA is the Federal Highway Administration (FHWA).

4.02 SEQRA Classification

The project is assumed to be a Type II action. The **Consultant** will document the results of SEQRA processing in the body of the Design Approval Document (DAD) and will include documentation of the final SEQRA determination in the Appendix of the DAD.

4.03 Smart Growth

The **Consultant** will complete the Smart Growth Checklist developed by NYSDOT to measure whether and to what extent a project conforms to the principles and objectives of Smart Growth and submit same to **Sponsor** for attestation.

4.04 Screenings and Preliminary Investigations

The **Consultant** will screen and perform preliminary investigations to determine potential impacts resulting from the proposed design at each location. The work to be completed shall be consistent with the requirements of the Environmental Scoping Checklist, and as detailed in the NYSDOT “Locally Administered Federal Aid Procedures Manual.

The results of these screenings and preliminary investigations will be summarized in the appropriate sections of the DAD.

4.05 Detailed Studies and Analyses

Based on the work performed in Section 4.04, the **Consultant** will determine whether detailed analysis or study is required. Prior to commencing such detailed study or analysis, the **Sponsor** must concur with the **Consultant’s** determination.

Detailed study or analysis work will be performed and documented as detailed in the NYSDOT “Locally Administered Federal Aid Procedures Manual.” Results of the detailed study or analysis will be summarized in the appropriate section of the DAD.

No detailed studies or analyses anticipated. A phase 1A-1B Cultural Resource Survey is not anticipated, pending NYSDOT/SHPO review of the Project Submittal Package. If required, it will be added by supplemental agreement. Any other detailed studies or analyses determined to be required as a result of the screening process under Section 4.04 will be added by supplemental agreement.

4.06 Permits and Approvals

The **Consultant** will obtain all applicable permit(s) and certification(s), including but not necessarily limited to:

- NYSDEC State Pollution Discharge Elimination System (SPDES) Permit

4.07 Public Hearing

No Environmental Hearings are assumed necessary for the project.

Section 5 - Right-of-Way

5.01 Abstract Request Map and/or Title Search

NOT USED

5.02 Right-of-Way Survey

NOT USED

5.03 Right-of-Way Mapping

NOT USED

5.04 Right-of-Way Plan

NOT USED

5.05 Right-of-Way Cost Estimates

NOT USED

5.06 Public Hearings/Meetings

NOT USED

5.07 Property Appraisals

NOT USED

5.08 Appraisal Review

NOT USED

5.09 Negotiations and Acquisition of Property

NOT USED

5.10 Relocation Assistance

NOT USED

5.11 Property Management

NOT USED

Section 6 - Detailed Design

6.01 Preliminary Bridge Plans

NOT USED

6.02 Advance Detail Plans (ADP)

The ADP submittal will include all items as outlined in the Locally Administered Federal Aid Procedures Manual, and Chapter 21 of the NYSDOT Highway Design Manual, except that the Estimate of Quantities (and Engineer's Estimate) shall be required.

The Consultant will prepare and submit 3 hard copies and 1 electronic copy of the ADP's to the Project Sponsor for review. The Consultant will modify the design to reflect the review of the ADP package.

Advance Detail Plans shall include, at a minimum, the following:

- Title Sheet
- Index and Abbreviations
- Estimate of Quantities
- Legend Sheets
- General Notes
- Table of Quantities
- Traffic Control Plan
- Miscellaneous Tables
- Miscellaneous Details
- General Plans – 1"=20' B size
- Traffic Signal Plans

6.03 Contract Documents

The **Consultant** will prepare a complete package of bid-ready contract documents. The package will include, as necessary:

- Instructions to bidders.
- Bid documents.
- Contract language, including applicable federal provisions and prevailing wage rates.
- Special notes.
- Specifications.
- Plans.
- A list of supplemental information available to bidders (i. e., subsurface exploration logs, record as-built plans, etc.).
- Other pertinent information.

The **Consultant** will submit the contract documents to the **Sponsor** for approval. Upon approval, the **Sponsor** will submit 1 electronic copy of the contract documents to the NYSDOT as described in the “Locally Administered Federal Aid Procedures Manual.”

The Consultant shall provide an updated, organized compilation of the Design Detail Computation Sheets as defined in Chapter 21 of the NYSDOT Highway Design Manual that reflect all changes.

6.04 Cost Estimate

The **Consultant** will develop, provide, and maintain the construction cost estimate for the project. The **Consultant** will update the estimate periodically and as necessary to incorporate significant design changes, and will develop and provide the final Engineer's Estimate, including all quantity computations.

6.05 Utilities

No utility work is anticipated on this project.

6.06 Railroads

No railroad work is anticipated on this project.

6.07 Bridge Inventory and Load Rating Forms

Assume no bridge work will be required.

6.08 Information Transmittal

Upon completion of the contract documents, the **Consultant** will transmit to the **Sponsor** all project information, including electronic files. The electronic information shall be:

- The same in every way as the corresponding information appearing in the printed PS&E transmittal;
- Delivered in the most recent version of Microstation; and
- Be transmitted, either electronically or on disk, to the **Project Sponsor** for archiving.

Section 7 - Advertisement, Bid Opening and Award

7.01 Advertisement

The **Consultant** will prepare the advertisement for bids to be placed in the NYS Contract Reporter and any other newspaper or publication identified by the **Sponsor**. The **Consultant** will submit the ad(s) to the **Sponsor** for review and will revise the ad(s) to reflect the comments generated by that review. The **Sponsor** will place the advertisements.

7.02 Bid Opening (Letting)

The **Consultant** will answer calls and respond to questions (concerning the contract plans and bid documents) from prospective bidders, will attend a pre-bid meeting, if necessary and be responsible for the preparation of meeting minutes; the minutes will be submitted to meeting attendees within one (1) week of the meeting date.

7.03 Award

The **Consultant** will perform all reviews and checks for the **Project Sponsor** as defined in Chapter 14, Section 14.3 and 14.4 of the Locally Administered Federal Aid Procedures Manual, and provide all findings in writing. This shall include verifying bidder responsibility, performing the bid analysis, and developing an organized, completed pre-award package compilation for review by the **Project Sponsor**. Two final copies of all required documentation shall be provided the **Project Sponsor**.

The **Project Sponsor** will transmit the pre-award package to the NYSDOT for review, and subsequently award the contract.

Section 8 - Construction Support

8.01 Construction Support

The Consultant will provide design response to unanticipated or changed field conditions, analyze and participate in proposed design changes, and interpret design plans.

Work under this section will always be in response to a specific assignment from the Sponsor under one of the tasks below:

- In response to unanticipated and/or varying field conditions or changes in construction procedures, the Consultant will conduct on-site field reconnaissance and, where required, prepare Field Change Sheets modifying pertinent contract plan sheets.
- The Consultant will analyze and make recommendations on the implementation of changes proposed by the Sponsor or the construction contractor. This includes the Traffic Control Plan.
- The Consultant will interpret and clarify design concepts, plans and specifications.
- The Consultant will review and approve shop drawings for construction.
- The Consultant will prepare record drawings off of the Resident Engineer's red lines.

Not reimbursable under this Section are:

- Corrections of design errors and omissions
- Straightforward interpretations of plans and designer intentions

Section 9 - Construction Inspection

May be added under Supplemental Agreement

Section 10 - Estimating & Technical Assumptions

10.01 Estimating Assumptions

The following assumptions have been made for estimating purposes and are organized by scope section:

- Section 1 Estimate 5 meetings during the life of this agreement (not included elsewhere).
- One meeting with **Sponsor** to kick off project.
 - One meeting to review the existing traffic signal equipment.
 - One meeting to review comments on the DAD.
 - One meeting for review of the ADP submission.
 - One meeting for review of the PS&E submission.

Estimate 12 cost and progress reporting periods will occur during the life of this agreement.

The fee estimate only covers work outlined in sections 1 through 7. Sections 8 and 9 to be added under Supplemental Agreement, if needed.

- Section 2 No survey will be required. As Build plans of all intersections will be provided to the **Consultant**.

Accident analysis will not be required

It is assumed the project will include the following intersections:

- Arsenal Street/Massey Street
- Arsenal Street/Sherman Street
- Arsenal Street/Public Square
- Public Square/Franklin Street
- Public Square/Northside Pedestrian Crossing
- Public Square/State Street/Mill Street
- State Street/Mechanic Street
- State Street/High Street
- Mill Street/Factory Avenue
- Mill Street/Main Street
- Washington Street/Sterling Street/Clinton Street
- Washington Street/Mullin Street/Academy Street

Estimate that weekday AM (7-9), Noon (11-1) and PM (4-6) peak period turning movement traffic data will be collected at up to five (5) intersections.

Estimate that 12 intersections will require traffic analysis for the weekday AM, Noon and PM peak hour for the existing conditions, ETC, and ETC+20.

- Section 3 Estimate 1 concepts will be evaluated.
- Estimate 1 design alternative(s) will be analyzed in addition to the null alternative.
- Estimate 1 cost estimate plus 2 update will be required.
- Assume the DAD will be an IPP/FDR revised one time based on minor comments from the **Project Sponsor**, and 1 time following comments received from involved agencies (NYSDOT, Etc.)
- Estimate 1 public meeting
- Section 4 Assume the proposed action will be a Class II categorical Exclusion under NEPA
- Assume the proposed action will be a Type II action under SEQRA.
- Estimate 0 Detailed Environmental Analyses will be required.
- Estimate preparation of a PSP for Cultural Resources. Estimate no Phase 1A or 1B Cultural Resource Assessments will be required.
- Estimate that no state or federal wetlands are within the corridor that require delineation.
- Estimate 1 permit will be required.
- Section 5 Estimate 0 properties will require title searches.
- Estimate 0 ROW maps will be required.
- Estimate 0 property acquisitions will be required.
- Section 6 Final Design will include but not be limited to:
- Development of wireless traffic signal coordination plans.
 - Traffic signal phasing, timing and coordination information
 - Maintenance and protection of traffic during construction.
 - Preparation and submission of final Plans, Specifications and Estimate (PS&E) for the project.
- Estimate 1 cost estimate plus 1 update will be required.
- Estimate 0 utility companies and 0 railroad agency will be affected and no utility relocations will be required.

Assume no relocation of municipally owned utilities to be included in this project.
Assume no Utility Inventory Report is required.

Assume no landscaping is included in this project.

Section 7 Estimate 1 electronic and 1 paper copy of the final contract bid documents will be provided to the **Project Sponsor**.

Consultant shall prepare advertisements. Estimate advertisements will be placed in 1 local publication in addition to the NYS Contract Reporter.

Consultant shall prepare for and attend a prebid meeting, if necessary.

Consultant shall prepare the pre-award package for review by the Project Sponsor. The **Consultant** will perform all reviews and checks per Chapter 14, Section 14.3 and 14.4 of the LAFAPM.

Section 8 Construction Support will include but not be limited to:

- Providing technical support during construction on questions relating to the design.
- Review of shop drawings.

Estimate 5 requests that require effort will be made during the construction phase of the project.

Estimate 6 progress meetings, 5 will be done as teleconferences with the construction support staff.

Section 9 Not in contract

Section 10 Schedule

The following schedule is proposed for the project:

Proposed Project Schedule

- Negotiation and Execution of Agreement: December 2019
- Project Start: December 2019
- Preliminary Design Complete: March 2020
- A.D.P. Complete: May 2020
- Final PS&E / Bid Documents Complete: July 2020

- Letting: August 2020
- Construction Award: November 2020
- Construction Complete July 2021

10.02 Technical Assumptions

Determination of Existing Conditions

1. Existing traffic data provided by the City will be utilized for seven intersections and traffic data will be collected for 5 intersections for a typical weekday AM (7-9), Noon (11-1pm) and PM (4-6) peak periods.
2. The latest version of Synchro will be used for all capacity analyses.
3. One day of observations will be performed for calibration of traffic models.
4. One day of travel time runs will be completed for calibration of the traffic models

Development of Alternatives

1. Existing drawings of each intersection will be provided.
2. It is assumed that the only design work will consist of the design of a wireless traffic signal coordination system. It is assumed that there will be no other improvements to the traffic signal infrastructure.
3. In addition to the Null alternative, one build alternative will be analyzed that will consist of signal timing and coordination plans for the weekday AM, Noon and PM peak hours

Public Information Meeting

1. It is assumed that a determination of preferred alternative will be made prior to the public information meeting.

Environmental

1. NEPA documentation will include development of the FEA and supporting text, if necessary. It is assumed that the project will be progressed as a Programmatic Categorical Exclusion.
2. Labor hours for SEQR review based on the project being progressed as a Type II project, and the City of Watertown being lead agency. Preparation of the short form environmental assessment form (EAF) will not be required. No allowance has been made for drafting lead agency letters, SEQR negative declaration, or public meeting notices if required, as it is assumed these tasks will be completed by the City of Watertown.
3. It is assumed that this project will be progressed with an Uncoordinated Review.
4. Environmental screening tasks do not include data collection and evaluation of: Coastal Zone Management, Noise, Air Quality, Energy, Farmlands and Resources. However, a minor hourly allotment has been provided to write those items off.
5. Field delineation of federal and/or state wetlands is not anticipated and no allotment has been allocated to the task.
6. No allowance has been made for first flush evaluation for surface water screening.

7. No Section 4(f) and 6(f) screenings are anticipated during the design process. It is assumed that detailed studies will not be required.
8. Hazardous Waste/Contaminated Material Screening (HW/CM) is based on the understanding that real estate takings will not be required and that review of title abstracts will not be required.
9. HW/CM Screening interviews will be conducted with private property owners and will be limited to commercial property owners of impacted parcels if necessary. Interviews will be conducted as part of the site walk-over, and no cost allowance has been made for separate site visits to conduct the interviews.
10. The HW/CM Screening is based on the assumption that development and preparation of a sampling and analysis plan will not be required.
11. A commercial database search firm will be utilized to assist with the historic review. It is assumed that Sanborn map coverage will not be available for the project area.
12. The ACM Assessment is based on the assumption that development and preparation of an asbestos sampling plan will be not required.
13. The ACM sampling will include caulks, sheet packing, bond breakers, sealants, and other potential ACMs. Samples will be collected based on visual observations made during the reconnaissance and the sampling frequency will be field determined based on the observed media. It is anticipated that the sampling frequency will be that required by NYSDOL (minimum of 2 samples per media identified).
14. Up to ten (10) samples (2 each from 5 materials) will be collected during the site reconnaissance. An allowance has been provided to test all collected samples using PLM analysis and 80% of the collected samples (8) with TEM analysis.
15. ACM site observations will be limited to the materials anticipated for disturbance based on the scope of work provided, and no building observations will be made as it is assumed that no building acquisitions will be required.
16. Lead paint samples will be collected during the site reconnaissance. An allowance has been made for the collection and testing of up to six (6) paint samples.
17. A single report will be prepared for inclusion in the DAD Appendix to summarize the HW/CM, ACM, and lead paint evaluations.
18. It is assumed that the Cultural Resources screening will follow the revised (December 2012) PLAFAP Chapter 7 process for compliance with Section 106 of the NHPA. It is assumed that a geomorphologic study will not be required as a component of the CR investigations.

19. A Project Submittal Package will be prepared and submitted to the Regional Local Project Liaison (RLPL) for RCRC review. No allowance has been made for a site visit with the RCRC following PSP submittal. It is assumed that the RCRC will issue a “No Effect” Finding based on the PSP.
20. No allowance has been made for additional meetings or CR coordination. It is assumed that no further coordination with the SHPO and THPO will be required.
21. No allowance has been made for Detailed Studies or Analysis. If required, these items will be conducted under separate proposal.
22. No allowance has been made for environmental hearings.

Detailed Design

1. No underground utility design work is included.
2. It is assumed that wireless interconnection plans, traffic signal timing and phasing and wztc elements are included.

Advertisement, Bid Opening and Award

1. There will be zero Pre-Bid Meetings.
2. Two addendums to the contract documents will be required.
3. The Consultant will provide the City with copies of the bid documentation. The City will distribute the bid documents to prospective bidders.
4. It is assumed that an acceptable low bidder will result from the bids received for the project and that the project will not need to be re-bid.

Exhibit A, Page 1
Salary Schedule

FISHER ASSOCIATES, PE, LS, LA, DPC

D and PIN 7807.2
Name Public Square Traffic Signal Optimization and Coordination
Location Watertown, NY
Date: December 2019

JOB TITLE	ASCE (A) OR NICET (N) GRADE	AVERAGE HOURLY RATES		MAX. HOURLY RATES			OVERTIME CATEGORY
		PRESENT 11/2019	PROJECTED XX/2020	2019	2020	2021	
Project Manager	VIII (A)	87.82	90.00	90.00	90.00	90.00	A
Project Manager	VII (A)	61.62	63.47	73.12	75.31	77.57	A
Senior Engineer	VI (A)	58.56	60.32	67.00	69.01	71.08	A
Project Engineer	V (A)	55.28	56.94	55.30	56.96	58.67	A
Environmental Scientist	IV (A)	51.58	53.13	61.00	62.83	64.71	B
Design Engineer	IV (A)	43.58	44.89	48.00	49.44	50.92	B
Engineer	III (A)	35.50	36.57	40.00	41.20	42.44	B
Senior Designer	III (A)	40.68	41.90	44.75	46.09	47.47	B
Junior Engineer	III (A)	27.67	28.50	30.00	30.90	31.83	B
Resident Engineer	IV (N)	49.50	50.99	61.00	62.83	64.71	C
Senior Engineering Technician	IV (N)	49.50	50.99	61.00	62.83	64.71	C
Engineering Technician	III (N)	41.86	43.12	45.00	46.35	47.74	C
Party Chief	III (N)	28.07	28.91	36.00	37.08	38.19	C
Project Surveyor	III (N)	44.00	45.32	56.75	58.45	60.20	B
Senior Cad Operator	III (N)	36.80	37.90	40.87	42.10	43.36	C
Survey Manager	III (N)	60.92	62.75	73.12	75.31	77.57	A
Survey Technician	III (N)	29.02	29.89	31.30	32.24	33.21	C
Assoc. Engineering Technician	II (N)	32.38	33.35	33.50	34.51	35.55	C
Cad Operator/Tech II	II (N)	29.06	29.93	32.00	32.96	33.95	C
Project Surveyor	II (N)	33.83	34.84	36.00	37.08	38.19	C
Instrument Person	I (N)	21.12	21.75	25.50	26.27	27.06	C
Jr Engineer Tech/Tech I	I (N)	22.95	23.64	28.00	28.84	29.71	C
Technical Typist	NA	22.05	22.71	24.00	24.72	25.46	C
Party Chief (Field)*	III (N)	28.07	28.91	36.00	37.08	38.19	C
Instrument Person (Field)*	I (N)	21.12	21.75	25.50	26.27	27.06	C

NOTES:
Hourly rates shall not exceed those shown above or the current NYSDOT
Maximum Allowable, as described in Exhibit E of the original agreement.

OVERTIME POLICY

Category A - No overtime compensation.
Category B - Overtime compensated at straight time rate.
Category C - Overtime compensated at straight time rate x 1.50.

Overtime applies to hours worked in excess of the normal working hours of 40 hours per week.

*Prevailing Wage Rates - The difference between the required prevailing wage rate and the normal hourly rate is considered a direct cost:

		Prevailing Rate	Projected Rate	Normal Rate	Difference	Payroll Additive	Total
Party Chief	III (N)	\$42.86	\$44.15	\$28.91	\$15.24	\$2.06	\$17.30
Instrument Person	I (N)	39.37	40.55	21.75	18.80	2.54	21.34

*Supplemental Benefits are also considered direct costs. The net benefit is the difference between required amounts and deductions made through existing plans (overhead):

		Prevailing Benefit	Normal Rate	Difference (Net)	Wage Adjustment	Payroll Additive	Total
Party Chief	III (N)	\$25.60	\$5.41	\$20.19	\$0.00	\$2.73	\$22.92
Instrument Person	I (N)	25.60	4.55	21.05	0.00	2.84	23.89

Exhibit A, Page 2
Staffing Table

FISHER ASSOCIATES, PE, LS, LA, DPC

D and PIN 7807.2

Name Public Square Traffic Signal Optimization and Coordination

Location Watertown, NY

Date: December 2019

JOB TITLE	ASCE (A) OR NICET (N) GRADE	T A S K S									Total Hours	PROJECTE HOURLY RATE	DIRECT TECHNICAL LABOR
		Section 1	Section 2	Section 3	Section 4	Section 5	Section 6	Section 7	Section 8	Section 9			
Project Manager	VIII (A)										0	90.00	0.00
Project Manager	VII (A)	44	24	32			24	16	8		148	63.47	9,393.56
Senior Engineer	VI (A)		4								4	60.32	241.28
Project Engineer	V (A)										0	56.94	0.00
Environmental Scientist	IV (A)				14						14	53.13	743.82
Design Engineer	IV (A)										0	44.89	0.00
Engineer	III (A)	16	180	80			60	16	40		392	36.57	14,335.44
Senior Designer	III (A)										0	41.90	0.00
Junior Engineer	III (A)			120	20		160	24	8		332	28.50	9,462.00
Resident Engineer	IV (N)										0	50.99	0.00
Senior Engineering Technician	IV (N)										0	50.99	0.00
Engineering Technician	III (N)				51						51	43.12	2,199.12
Party Chief	III (N)										0	28.91	0.00
Project Surveyor	III (N)										0	45.32	0.00
Senior Cad Operator	III (N)										0	37.90	0.00
Survey Manager	III (N)										0	62.75	0.00
Survey Technician	III (N)										0	29.89	0.00
Assoc. Engineering Technician	II (N)										0	33.35	0.00
Cad Operator/Tech II	II (N)			40			40				80	29.93	2,394.40
Project Surveyor	II (N)										0	34.84	0.00
Instrument Person	I (N)										0	21.75	0.00
Jr Engineer Tech/Tech I	I (N)		80	90			40				210	23.64	4,964.40
Technical Typist	NA										0	22.71	0.00
Party Chief (Field)*	III (N)										0	28.91	0.00
Instrument Person (Field)*	I (N)										0	21.75	0.00
TOTAL		60	288	362	85	0	324	56	56	0	1231		\$43,734.02

Exhibit B, Page 1
 Estimate of Direct Non-Salary Cost

FISHER ASSOCIATES, PE, LS, LA, DPC

D and PIN 7807.2
 Name Public Square Traffic Signal Optimization and Coordination
 Location Watertown, NY
 Date: December 2019

EXPENDABLE COSTS

1. Travel, Lodging & Subsistence

Personal Vehicle

<u>Trips to</u>	<u>trips</u>	<u>miles per</u>		
Site (from Syracuse)	5	150	miles/trip	750
Site (from Rochester)	5	320	miles/trip	1600
Region (from Rochester)			miles/trip	0
On-Site			miles/trip	0

Company Vehicle

Site (from Rochester)			miles/trip	0
Region (from Rochester)			miles/trip	0

Total Mileage - 2350 @ \$0.580 \$1,363.00

Per Diem	1 people for	1 days @	\$55.00 /day	\$55.00
Lodging	1 people for	1 nights @	\$125.00 /night	\$125.00
Tolls	2 trips @	\$4.50 /trip		\$9.00
Rental Car	days @	\$50.00 /day		\$0.00

TOTAL TRAVEL, LODGING, & SUBSISTENCE \$1,552.00

2. Reproduction, Drawings & Reports

	<u>sheets/set</u>	<u>sets</u>	<u>cost/sheet</u>	
Vellums (22"x34")			\$10.13	\$0.00
Blueprint (22"x34")			\$1.30	\$0.00
Mylar (22"x34")			\$10.39	\$0.00
B & W Copies (8½"x11")	50	5	\$0.09	\$22.50
B & W Copies (11"x17")	20	5	\$0.18	\$18.00
Color Print (8½"x11")			\$0.99	\$0.00

TOTAL REPRODUCTION, DRAWINGS & REPORTS \$40.50

3. Owner's Protective Insurance (Estimated)

\$0.00

4. Mailings & Deliveries

months @	mailings/month	\$2.80 per mailing	\$0.00
months @	deliveries/month	\$15.00 per delivery	\$0.00

TOTAL MAILINGS & DELIVERIES \$0.00

5. Survey Personnel Costs

		<u>Hours</u>	<u>@</u>	<u>Rate</u>	
Wage Differential					
Party Chief	III (N)	0		\$17.30	\$0.00
Instrument Person	I (N)	0		21.34	0.00

SUBTOTAL Wage Differential \$0.00

		<u>Hours</u>	<u>@</u>	<u>Rate</u>	
Supplemental Benefits					
Party Chief	III (N)	0		\$22.92	\$0.00
Instrument Person	I (N)	0		23.89	0.00

SUBTOTAL Supplemental Benefits \$0.00

TOTAL SURVEY PERSONNEL COSTS 0.00

TOTAL DIRECT NON - SALARY COST \$1,592.50

SUB-CONTRACTOR COSTS

Environmental Sample Testing	LS	\$400	\$400.00
Environmental Database	Ea	\$350	\$350.00
Traffic Counts	LS	\$1,800	\$1,800.00
WZTC			
UBIU			

TOTAL DIRECT NON - SALARY COST, SUB-CONTRACTOR COST \$2,550.00

Exhibit C
Summary

FISHER ASSOCIATES, PE, LS, LA, DPC

D and PIN 7807.2
Name Public Square Traffic Signal Optimization and Coordin.
Location Watertown, NY
Date: December 2019

Item IA, Direct Technical Salaries (estimated) subject to audit	\$43,735
Item IB, Direct Technical Salaries Premium Portion of overtime subject to Salary Cost (estimated) subject to audit	\$0
Item IIA, Direct Non-Salary Cost (estimated) subject to audit	\$1,593
Item IIB Direct Non-Salary Cost (estimated) subject to audit (Sub-Contractor Cost)	\$2,550
Item III, Overhead (169%) (estimated) subject to audit	\$73,913
Item IV, Fixed Fee (negotiated)	\$13,000
Item IIC Direct Non-Salary Cost (estimated) subject to audit (Sub-Consultant Cost)	\$0
Total Estimated Cost	----- \$134,791
MAXIMUM AMOUNT PAYABLE	\$135,000 =====

FISCAL YEAR 2019-2020
CAPITAL BUDGET
INFRASTRUCTURE
TRAFFIC SIGNALS

PROJECT DESCRIPTION	COST
<p>Downtown Public Square Traffic Signal Coordination</p> <p>This project will involve the extensive traffic data collection, modeling, and design for construction and modifications to coordinate traffic signals in the downtown core and main arterials. Improvements will include traffic signal hardware upgrades, wireless communication between signals, as well as vehicle detection.</p>  <p style="text-align: center;">Public Square Area Traffic Signal Optimization and Coordination Project</p> <p>Design: \$135,000 (FY 2019/20) Inspection: \$56,000 (FY 2020/21) Construction \$314,000 (FY 2020/21)</p> <p>Funding to support this project will be through the Federal Congestion Mitigation and Air Quality Program administered by NYSDOT 80% federal and the 20% local match to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$135,000</p>
TOTAL	\$135,000

Res No. 7

January 14, 2020

To: Richard M. Finn, City Manager, City Manager
From: James E. Mills, City Comptroller
Subject: 2019-20 City Tax Bill Adjustment for Water and Sewer Charges

An amount of \$326.60 was relieved onto the 2019-20 City tax bill for 133 Orchard Street North. It has come to the attention of the Water Department that the meter had actually been pulled so there never should have been any outstanding water and sewer charges relieved onto the City tax bill.

A resolution to correct the 2019-20 City tax bill has been prepared for City Council consideration.

ACTION: City Manager recommends approval.

A handwritten signature in black ink, appearing to read "R. Finn", is positioned to the right of the "ACTION:" line.

RESOLUTION

Page 1 of 1

Authorizing Adjustment to the 2019-20
City Tax Bill for 133 Orchard Street North

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member ROSHIA, Jesse C. P.
 Council Member RUGGIERO, Lisa L.
 Mayor SMITH, Jeffrey M.
 Total

YEA	NAY

Introduced by

WHEREAS an amount of \$329.60 representing unpaid water and sewer charges was relevelied to the 2019-20 City tax bill for 133 Orchard Street north and

WHEREAS the full amount of the relevelied water and sewer charges was subsequently determined to be an error and accordingly resulting in no unpaid balance to relevy,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reduces the 2019-20 City property tax bill for 133 Orchard Street North, parcel 07-05-237.000, by \$329.60 for the erroneously relevelied water and sewer charges, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that the above amount is abated and the City Comptroller is hereby authorized to mark the books and records accordingly.

Seconded by

1

RESOLUTION

Page 1 of 1

Authorizing the City Manager to Develop Rules and Regulations for Content on the City-Wide Facebook Page

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member ROSHIA, Jesse C. P.
Council Member RUGGIERO, Lisa L.
Mayor SMITH, Jeffrey M.

YEA	NAY

Introduced by

Total

WHEREAS, the City Council of the City of Watertown is aware that two departments of the City have established Facebook pages for purposes of keeping the public apprised of events and milestones within their departments; and

WHEREAS, the City Council encourages the use of social media by the City to disseminate information concerning upcoming projects, public hearings and debates, and City events and activities; and

WHEREAS, the City Council believes it is in the best interests of the City to have a single Facebook page dedicated to all City departments and activities, with the option that a user may then determine which department(s) of the City that user desires to “follow;” and

WHEREAS, the City Council believes that the City should have a uniform policy in connection with posts to and comments upon, the City Facebook page to ensure that they conform with content rules designed to encourage positive participation by the public;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City shall establish one official City Facebook page for the City of Watertown government and that each department of the City desiring to have a special section devoted to that department shall abide by any and all rules and regulations established by the City Manager for postings; and

BE IT FURTHER RESOLVED that the City Manager of the City of Watertown shall develop rules concerning comment, which rules shall be uniform for all departments of the City and which shall be posted on the City’s main Facebook page; and

BE IT FURTHER RESOLVED by the City Council that the City shall have one Administrator of the City’s Facebook page, to be appointed by the City Manager, to ensure compliance with the posting and content policy.

Seconded by

RESOLUTION

Page 1 of 1

Acknowledging Establishment of a Non-City Sponsored Watertown City Council Facebook Page

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C. P.
- Council Member RUGGIERO, Lisa L.
- Mayor SMITH, Jeffrey M.

Introduced by

Total

YEA	NAY

WHEREAS, the City Council of the City of Watertown has developed a Facebook page for the dissemination of news and information pertaining to City-wide projects and initiatives, and to announce upcoming events and milestones of interest to the public; and

WHEREAS, the City Council acknowledges that its Facebook page is not sponsored by the City of Watertown, and that postings thereon, and comments to those postings, are not to be considered official acts of the City of Watertown or otherwise endorsed by the City; and

WHEREAS, the City Council desires to establish rules pertaining to its Facebook page content which may be posted by Council Members or by the public which will be maintained by a City Council Member Administrator;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City Council will establish rules concerning its Facebook page content which conform to the rules developed for the official City Facebook page by the Office of the City Manager; and

BE IT FURTHER RESOLVED that rules concerning content will be posted by the City Council Facebook page Administrator on the Council’s Facebook site.

Seconded by

Ord No. 1

January 15, 2020

To: Richard M. Finn, City Manager

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Changing the Approved Zoning Classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 From Residence C to Downtown

The City of Watertown recently acquired the five subject parcels, which are across Goodale Street from City Hall, as part of its efforts to expand City Hall parking. However, two of the five parcels are currently zoned Residence C, which does not allow off-street parking as a primary use. The other three are zoned Commercial. In order to zone the site legally for the proposed project, and maintain uniform zoning with City Hall, Staff recommends changing all five parcels to Downtown zoning.

At your direction, Planning Staff prepared an application to change the zoning of the five parcels. The Planning Board reviewed the request at its January 7, 2020 meeting and adopted a motion recommending that City Council approve the zone change request as submitted. Attached is an excerpt from their meeting minutes.

The Staff Report prepared for the Planning Board, the zone change application, maps and other related materials have all been previously sent to Council as part of the Planning Board agenda package. The complete application package can also be found in the online version of the City Council agenda.

The ordinance attached for City Council consideration approves the zone change as proposed. The City Council must hold a public hearing on the ordinance before it may vote. Staff recommends that City Council schedule a public hearing for 7:30 p.m. on Monday, February 3, 2020. A SEQRA resolution will be presented for City Council consideration at that meeting.

ACTION: City Manager recommends setting a public hearing for Monday, February 3, 2020 at 7:30 p.m.



ORDINANCE

Page 1 of 2

Changing the Approved Zoning Classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Henry J.

Council Member ROSHIA, Jesse C. P.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total

YEA	NAY

Introduced by

BE IT ORDAINED where the City of Watertown, pursuant to Section 83 of the New York General City Law, has submitted an application to change the approved zoning classification of 231, 237, and 241 Goodale Street, respective Parcel Numbers 11-01-109.000, 11-01-108.000 and 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its January 7, 2020 meeting and adopted a motion recommending that City Council approve the zone change, and

WHEREAS the Jefferson County Planning Board was scheduled to review the application at its January 28, 2020 meeting, pursuant to Section 239-m of New York State General Municipal Law, and

WHEREAS a public hearing was held on the proposed zone change on February 3, 2020, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 231, 237, and 241 Goodale Street, respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 shall be changed from Commercial to Downtown, and the approved zoning classification of 201 and 209 Sterling Street, respective Parcel Numbers 11-01-106.000 and 11-01-105.000 shall be changed from Residence C to Downtown, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

ORDINANCE

Page 2 of 2

Changing the Approved Zoning Classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Henry J.

Council Member ROSHIA, Jesse C. P.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total

YEA	NAY

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by

ZONE CHANGE

231, 237 and 241 GOODALE STREET, PARCEL NUMBERS 11-01-109.000, 11-01-108.000 and 11-01-107.000 – COMMERCIAL TO DOWNTOWN

AND

**201 and 209 STERLING STREET, PARCEL NUMBERS 11-01-106.000 and 11-01-105.000
RESIDENCE C TO DOWNTOWN**

The Planning Board then considered a request submitted by the City of Watertown to change the approved zoning classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown.

Planning Staff represented the request.

Mr. Urda began by saying that the request stemmed from the City's efforts to expand the City Hall parking lot. He said that the City of Watertown recently acquired five parcels across Goodale Street from City Hall, three of which were zoned Commercial and two of which were zoned Residence C.

Mr. Urda then explained that the Residence C district did not permit off-street parking as a primary use, and the City would need to change the zoning to move ahead with the project. Mr. Urda then said that since a zone change was inevitable, Staff felt that it was most appropriate to unify the zoning of all five parcels to match City Hall's zoning classification, which was Downtown.

Mr. Urda then said that Staff included a conceptual drawing along with the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) in the Planning Board packets. He explained that to avoid segmentation, the City would need to consider the environmental impacts of the zone change and the parking lot together, pursuant to SEQR. He said that he and Mr. Lumbis had discussed this at length and agreed this was the most appropriate way forward. He also said that the City Council would serve as lead agency.

Mr. Urda then reiterated that the drawing was only conceptual, and further design work was likely to follow, but Staff was advancing the zone change now because the City Manager wanted the zoning to be appropriate once a finished design was shovel-ready.

Mr. Katzman then asked why the City did not seek to change the zoning for the entire block and that this sounded like spot zoning to him. Mr. Urda replied that at this time, Staff felt it was only appropriate to change parcels that the City owned. He noted that the City did have the legal authority to change the zoning on any parcel in the City, but in this case, Staff only recommended these five. Mr. Urda then said that this was not spot zoning, since the parcels to be changed were contiguous to the existing Downtown District. He then asserted that the

three commercially zoned parcels were actually a better example of spot zoning, as they were isolated.

Ms. Capone then said that the City would be completing a new Zoning Ordinance soon as it had just adopted a new Comprehensive Plan. Mr. Urda said that was correct, and that the Comp Plan recommended the entire Sterling Street corridor for Downtown/Central Business District. He also referenced Staff's memorandum to point out that the memo now identified the Comp Plan's recommendation for the subject parcels instead of the 1987 Land Use Plan, and that the Planning Board would see that for all zone change requests moving forward.

Ms. Fields then asked about ADA accessible parking spaces. Mr. Urda replied that the City would provide the required number of accessible spaces per the Americans with Disabilities Act. He said that the required number is dependent on how many total spaces were in the lot, but confirmed that the City would meet the requirement.

Ms. Fields then moved to recommend that City Council approve the request submitted by the City of Watertown to change the approved zoning classification of 231, 237, and 241 Goodale Street, Respective Parcel Numbers 11-01-109.000, 11-01-108.000, 11-01-107.000 from Commercial to Downtown and 201 and 209 Sterling Street, Respective Parcel Numbers 11-01-106.000 and 11-01-105.000 from Residence C to Downtown.

Mr. Coburn seconded the motion and all voted in favor.

Public Hearing – 7:30 p.m.

January 15, 2020

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Assessment Charge for Sidewalk Improvement Special Assessment Program, District 14

On December 2, 2019, the City Council approved the establishment of the Sidewalk Improvement Special Assessment for District 14. As you will recall, under the Charter provisions related to Special Assessment Programs, after a Public Hearing, the City Council must officially determine whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner.

Notices were sent to all property owners in the defined area notifying them of their inclusion in this year's program and also notifying them of the Public Hearing to consider whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. The attached report provides a detailed listing of the properties that will be included in Sidewalk Special Assessment District 14.

Staff prepared the notices to property owners using the \$16.50 per sq. ft. price, with a maximum charge "cap" of \$3,000 per property for work complete (excluding taxes) in order to adhere to the Sidewalk Improvement Special Assessment Program final goal of 75% expense to the property owner and 25% expense to the City.

It was noted at the December 9, 2019 Work Session that City Council wishes to further discuss whether the cap would apply to commercial properties.

As in previous years, this Special Assessment Program provides taxpayers with an opportunity to pay the cost of work performed by the City over a ten-year period. Property owners will have the option of having the City perform the work, hiring a contractor to do the work, or doing the work themselves.

A Public Hearing for Special Assessment District 14 has been scheduled for Tuesday, January 21, 2020, at 7:30 p.m. in City Council Chambers. Following the Public Hearing, the City Council can consider the attached resolution, which approves the assessment charge for the Special Assessment District 14.

RESOLUTION

Page 1 of 1

Approving Assessment Charge for
Sidewalk Improvement Special Assessment
Program, District No. 14

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member ROSHIA, Jesse C.P.
- Council Member RUGGIERO, Lisa A.
- Mayor SMITH, Jeffrey M.

Total

YEA	NAY

Introduced by
Council Member Cody J. Horbacz

WHEREAS a public hearing was held in accordance with Section 93 of the City Charter on January 21, 2020 at 7:30 p.m. to hear public comment concerning whether all or a portion of the cost for proposed sidewalk improvements to the properties identified in the attached report, which constitutes Special Assessment District 14, shall be a charge or expense upon the abutting properties, and

WHEREAS the City Council has determined that it shall fix the charge to be paid by the abutting property owner at \$16.50 per square foot, with the maximum charge “cap” of \$3,000 per property for work completed (excluding taxes),

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, pursuant to Section 93 of the City Charter, hereby fixes the charge to be paid for by the abutting property owner’s of Special Assessment District 14 at \$16.50 per square foot, with the maximum charge “cap” of \$3,000 per property for work completed (excluding taxes).

Seconded by Council Member Ryan J. Henry-Wilkinson



1869

CITY OF WATERTOWN, NEW YORK

DEPARTMENT OF ENGINEERING

Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Tel. (315) 785-7740
Fax (315) 785-7829

**City of Watertown
Sidewalk Maintenance Program**

Proposed Work Areas:
District #14 (2020)

November 25, 2019

**Proposed By:
Jeffrey Hammond, CE1**

The purpose of this report is to provide information so that locations can be chosen for District #14 of the sidewalk program.

The proposed street and blocks are as follows:

- Winslow Street 100 – 300 Blocks

The City has received complaints about the sidewalks in this area within the last couple of years. Proposed District #14 will provide a corridor of newly updated walks; building upon previously improved Sidewalk District. By concentrating on this area, the City will be able to greatly improve the pedestrian corridor from outlying residential neighborhoods to a main arterial, Washington Street, as well as safer routes to school.

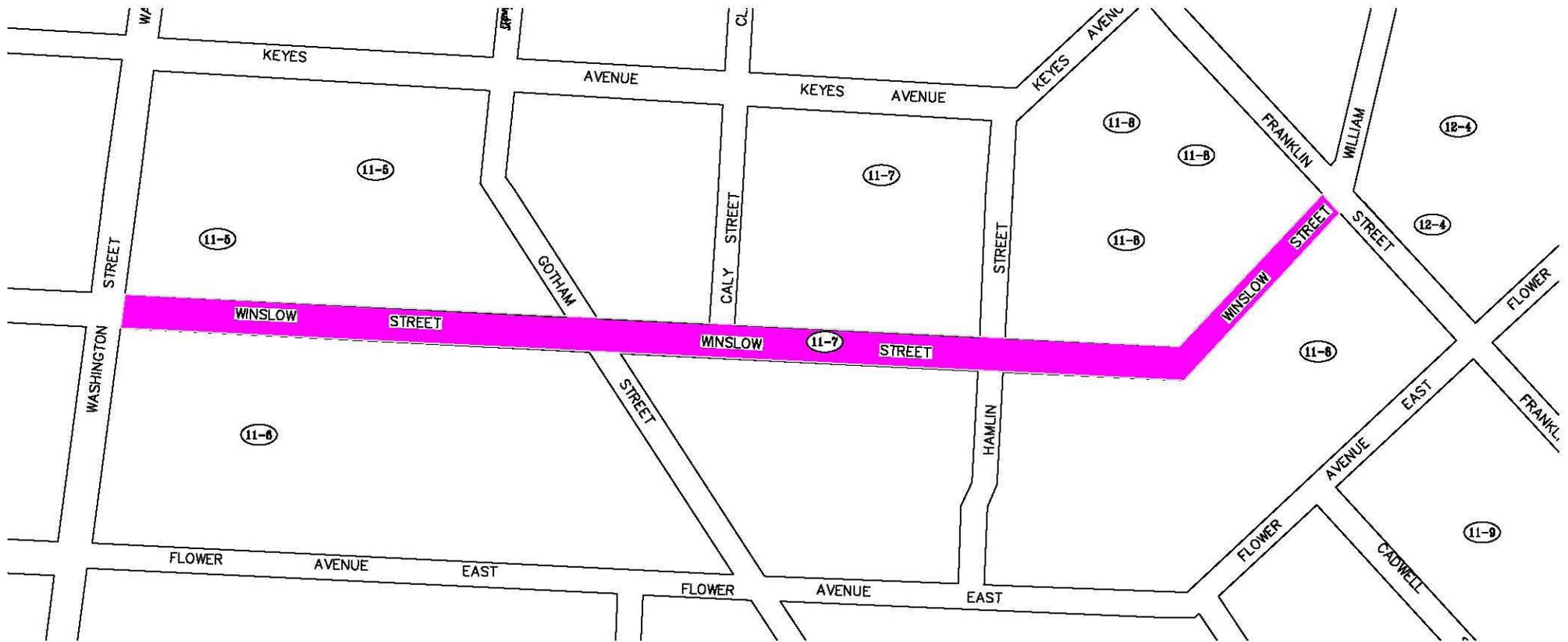
Winslow Street; 100 Block



The proposed district is approximately 12,200 SQFT district. The start date for District #14 is tentatively set for May 1st, 2020. The proposed work is scheduled to be completed end of July 2020. A bid will be required to fulfill the work estimated.

2019/2020 SIDEWALK WORK UPDATE

- POSSIBLE CDBG WORK
- POSSIBLE ENGINEERING WORK
- DISTRICT 14



PROPOSED DISTRICT 14

	ff = full frontage NW = No Work	Total Area	Total Cost	Over 50%	75% Owner Pays	City Pays	Over \$3,000.00 Properties			
							Cp	Ap	Res.	
110 Winslow St.		125	\$ 2,750.00		\$ 2,062.50	\$ 687.50	\$ 2,750.00			
116 Winslow St.	ff	450	\$ 9,900.00	* Y	\$ 3,000.00	\$ 6,900.00	\$ 9,900.00		\$ 9,900.00	
122 Winslow St.		75	\$ 1,650.00		\$ 1,237.50	\$ 412.50	\$ 1,650.00			
126 Winslow St.		150	\$ 3,300.00	*	\$ 2,475.00	\$ 825.00	\$ 3,300.00		\$ 3,300.00	
127 Winslow St.		100	\$ 2,200.00		\$ 1,650.00	\$ 550.00	\$ 2,200.00			
132 Winslow St.	ff	325	\$ 7,150.00	* Y	\$ 3,000.00	\$ 4,150.00	\$ 7,150.00		\$ 7,150.00	
133 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
138 Winslow St.	ff	400	\$ 8,800.00	* Y	\$ 3,000.00	\$ 5,800.00	\$ 8,800.00		\$ 8,800.00	
139 Winslow St.		112	\$ 2,464.00		\$ 1,848.00	\$ 616.00	\$ 2,464.00			
144 Winslow St.	ff	350	\$ 7,700.00	* Y	\$ 3,000.00	\$ 4,700.00	\$ 7,700.00		\$ 7,700.00	
145 Winslow St.		112	\$ 2,464.00		\$ 1,848.00	\$ 616.00	\$ 2,464.00			
146 Winslow St.		175	\$ 3,850.00	*	\$ 2,887.50	\$ 962.50	\$ 3,850.00		\$ 3,850.00	
151 Winslow St.		112	\$ 2,464.00		\$ 1,848.00	\$ 616.00	\$ 2,464.00			
154 Winslow St.	NW	Ap			\$ -	\$ -	\$ -			
155 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
158 Winslow St.	ff	400	\$ 8,800.00	* Y	\$ 3,000.00	\$ 5,800.00	\$ 8,800.00		\$ 8,800.00	
159 Winslow St.	ff	176	\$ 3,872.00	* Y	\$ 2,904.00	\$ 968.00	\$ 3,872.00		\$ 3,872.00	
163 Winslow St.		96	\$ 2,112.00		\$ 1,584.00	\$ 528.00	\$ 2,112.00			
164 Winslow St.		25	\$ 550.00		\$ 412.50	\$ 137.50	\$ 550.00			
170 Winslow St.		166	\$ 3,652.00	*	\$ 2,739.00	\$ 913.00	\$ 3,652.00	\$ 3,652.00		
201 Winslow St.		208	\$ 4,576.00	*	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
204 Winslow St.		80	\$ 1,760.00		\$ 1,320.00	\$ 440.00	\$ 1,760.00			
205 Winslow St.	ff	176	\$ 3,872.00	* Y	\$ 2,904.00	\$ 968.00	\$ 3,872.00		\$ 3,872.00	
209 Winslow St.	ff	256	\$ 5,632.00	* Y	\$ 3,000.00	\$ 2,632.00	\$ 5,632.00		\$ 5,632.00	
210 Winslow St.	ff	240	\$ 5,280.00	* Y	\$ 3,000.00	\$ 2,280.00	\$ 5,280.00		\$ 5,280.00	
214 Winslow St.	ff	208	\$ 4,576.00	* Y	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
215 Winslow St.		32	\$ 704.00		\$ 528.00	\$ 176.00	\$ 704.00			
218 Winslow St.		16	\$ 352.00		\$ 264.00	\$ 88.00	\$ 352.00			
220 Winslow St.	ff	128	\$ 2,816.00	Y	\$ 2,112.00	\$ 704.00	\$ 2,816.00			
223 Winslow St.		112	\$ 2,464.00		\$ 1,848.00	\$ 616.00	\$ 2,464.00			
224 Winslow St.	ff	240	\$ 5,280.00	* Y	\$ 3,000.00	\$ 2,280.00	\$ 5,280.00		\$ 5,280.00	
227 Winslow St.	ff	208	\$ 4,576.00	* Y	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
228 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
231 Winslow St.		16	\$ 352.00		\$ 264.00	\$ 88.00	\$ 352.00			
232 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
235 Winslow St.		96	\$ 2,112.00		\$ 1,584.00	\$ 528.00	\$ 2,112.00			
238 Winslow St.	ff	224	\$ 4,928.00	* Y	\$ 3,000.00	\$ 1,928.00	\$ 4,928.00		\$ 4,928.00	
240 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
241 Winslow St.		16	\$ 352.00		\$ 264.00	\$ 88.00	\$ 352.00			
244 Winslow St.		16	\$ 352.00		\$ 264.00	\$ 88.00	\$ 352.00			
245 Winslow St.		80	\$ 1,760.00	Y	\$ 1,320.00	\$ 440.00	\$ 1,760.00			
248 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
249 Winslow St.		64	\$ 1,408.00		\$ 1,056.00	\$ 352.00	\$ 1,408.00			
252 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
253 Winslow St.		32	\$ 704.00		\$ 528.00	\$ 176.00	\$ 704.00			
257 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
300 Winslow St.	NW				\$ -	\$ -	\$ -			
306 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
308 Winslow St.		64	\$ 1,408.00		\$ 1,056.00	\$ 352.00	\$ 1,408.00			
309 Winslow St.	ff	224	\$ 4,928.00	* Y	\$ 3,000.00	\$ 1,928.00	\$ 4,928.00		\$ 4,928.00	
312 Winslow St.		96	\$ 2,112.00		\$ 1,584.00	\$ 528.00	\$ 2,112.00			
313 Winslow St.	ff	224	\$ 4,928.00	* Y	\$ 3,000.00	\$ 1,928.00	\$ 4,928.00		\$ 4,928.00	
317 Winslow St.	ff	208	\$ 4,576.00	* Y	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
318 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
320 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00	\$ 4,224.00		
321 Winslow St.		16	\$ 352.00		\$ 264.00	\$ 88.00	\$ 352.00			
324 Winslow St.		96	\$ 2,112.00		\$ 1,584.00	\$ 528.00	\$ 2,112.00			
325 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
328 Winslow St.		88	\$ 1,936.00		\$ 1,452.00	\$ 484.00	\$ 1,936.00			
329 Winslow St.		80	\$ 1,760.00		\$ 1,320.00	\$ 440.00	\$ 1,760.00			
332 Winslow St.		64	\$ 1,408.00		\$ 1,056.00	\$ 352.00	\$ 1,408.00			
335 Winslow St.		128	\$ 2,816.00		\$ 2,112.00	\$ 704.00	\$ 2,816.00			
336 Winslow St.		64	\$ 1,408.00		\$ 1,056.00	\$ 352.00	\$ 1,408.00			
340 Winslow St.	ff	208	\$ 4,576.00	* Y	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
343 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
344 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
345 Winslow St.	ff	192	\$ 4,224.00	* Y	\$ 3,000.00	\$ 1,224.00	\$ 4,224.00		\$ 4,224.00	
346 Winslow St.	ff	160	\$ 3,520.00	* Y	\$ 2,640.00	\$ 880.00	\$ 3,520.00		\$ 3,520.00	
349 Winslow St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
350 Winslow St.	ff	304	\$ 6,688.00	* Y	\$ 3,000.00	\$ 3,688.00	\$ 6,688.00		\$ 6,688.00	
531 Washington St.	Cp	495	\$ 10,890.00	*	\$ 3,000.00	\$ 7,890.00	\$ 10,890.00	\$ 10,890.00		
603 Washington St.	Cp	50	\$ 1,100.00		\$ 825.00	\$ 275.00	\$ 1,100.00			
531 Hamlin St.	ff	611	\$ 13,442.00	* Y	\$ 3,000.00	\$ 10,442.00	\$ 13,442.00		\$ 13,442.00	
538 Franklin St.	ff/W	384	\$ 8,448.00	* Y/W	\$ 3,000.00	\$ 5,448.00	\$ 8,448.00		\$ 8,448.00	
602 Franklin St.	ff/W	320	\$ 7,040.00	* y/W	\$ 3,000.00	\$ 4,040.00	\$ 7,040.00		\$ 7,040.00	
1105 Bronson St.		48	\$ 1,056.00		\$ 792.00	\$ 264.00	\$ 1,056.00			
112 Gill St.		208	\$ 4,576.00	*	\$ 3,000.00	\$ 1,576.00	\$ 4,576.00		\$ 4,576.00	
Totals		11857	\$ 260,854.00		\$ 149,829.00	\$ 111,025.00	\$ 260,854.00	\$ 10,890.00	\$ 7,876.00	\$ 184,382.00

\$ 260,854.00

\$ 260,854.00

Cp = Commercial Property \$ 22.00
 Ap = Apartment
 RM = Residential Multiple
 SpSc = Special School
 * = Properties with over \$3,000.00 in work.