1. Agenda

   Documents:

   AGENDA 06-11-20.PDF

2. Supporting Documents

   Documents:

   MEETING DOCS 061120.PDF

3. Claims Analysis

   Documents:

   CLAIMS ANALYSIS 061120.PDF

REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK
June 11, 2020
5:00 P.M.

AGENDA

Pledge of Allegiance
(RC)
Present: Mayor Colin Read, Councilors Ira Barbell (W1), Mike Kelly (W2), Elizabeth Gibbs (W3), Steve Brodi (W4), Patrick McFarlin (W5), Jeff Moore (W6)
Absent:
****

MAYOR'S COMMENTS:
****

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: That the Minutes of the Regular Meeting of the Common Council held on June 4, 2020 are approved and placed on file among the public records of the City Clerk's Office

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore
****

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending June 10, 2020 in the amount of **$ _____** are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore
****

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for May 26 – June 8, 2020
- Minutes from the Governance, Strategy & City Operations Committee meeting held on June 4, 2020
- Reports from the Police Department dated June 8, 2020

COUNCILOR/DEPARTMENT CHAIR COMMITTEE REPORTS:

Governance, Strategy, and City Operations- Chair Councilor Barbell

City Infrastructure – Chair Councilor Moore

Finance and Budget – Chair Councilor Kelly

Public Safety – Chair Councilor Gibbs

Plattsburgh Public Library – Chair Councilor McFarlin

MLD - MLD Board President Councilor McFarlin

RESOLVED: That the reports as listed are hereby ordered received and any written reports are placed on file among the public records of the City Clerk's Office.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

****

4. CORRESPONDENCE OR RECOMMENDATIONS FROM BOARDS: None

****

5. AUDIT OF CLAIMS:

RESOLVED: That the bills Audited by the Common Council for the week ending June 12, 2020 in the amount of **$_____** are authorized and allowed and the Mayor and City Clerk are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor _____; Seconded by Councilor _____
(All in Favor/opposed)
Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

****

6. PERSONS ADDRESSING COUNCIL ON AGENDA ITEMS ONLY:

_____

_____

****

7. OTHER ITEMS:

A. WHEREAS, the COVID-19 Pandemic has had a large impact on the world, the United States of America, and New York State in the first half of 2020;

WHEREAS, to address the spread of COVID-19, Governor Andrew Cuomo has issued several executive orders and implemented the policy known as PAUSE New York which required, *inter alia*, restaurants to close operations;

WHEREAS, Governor Cuomo has lessened the restrictions on restaurant operations and on June 4, 2020 restaurants in certain parts of New York including Plattsburgh, New York are permitted to begin serving

customers for in person dining, provided that customers only be permitted to occupy tables located outside;

WHEREAS, Mickey's Restaurant and Lounge ("Mickeys") is a business located in the City of Plattsburgh at 26 Riley Avenue on the northern side of the block located in between Hyde Avenue and Weed Street;

WHEREAS, Mickey's Restaurant owns the parking lot that encompasses the entirety of the southern edge of Riley Avenue between Margaret/Weed Streets and the railroad tracks;

WHEREAS, Riley Avenue is a one-way street running in a westerly direction between Weed Street and Hyde Avenue;

WHEREAS, Mickey's is the only commercial establishment located on the block of Riley Avenue described *supra*, and the only other edifice located on said block is a residence with the address of 3 Weed Street;

WHEREAS, an owner of Mickey's, Julie Lilledahl has asked the Plattsburgh Common Council if Riley Avenue in front of Mickey's can be closed to traffic to allow for additional seating for patrons of Mickey's;

WHEREAS, Ms. Lilledahl has received consent for her request from all residents on the affected portion of Riley Avenue;

WHEREAS, the aforementioned block of Riley Avenue is not a major thoroughfare in the City of Plattsburgh and can be readily bypassed by utilizing Hyde Avenue;

BE IT THEREFORE RESOLVED, that the Plattsburgh Common Council hereby permits Riley Avenue to be closed off to traffic in front of Mickey's Restaurant and Lounge until such time as Mickey's is able to resume normal operations, the day subsequent to Labor Day 2020, or further action by the Common Council to the contrary, whichever is sooner;

BE IT FURTHER RESOLVED, that the Plattsburgh Common Council hereby authorizes the Mayor to enter into a contract with Ms. Lilledahl to effectuate the aforementioned resolution provided that all costs associated with same be borne by Mickey's Restaurant and Lounge and no cost be borne by the City of Plattsburgh.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

B. RESOLVED: In accordance with the request therefore the Common Council approves extending Contract # 2018-04 "Electrical Services - Water Resource Recovery Facility" until June 27, 2021 with Triangle Electrical Systems, Inc wages match the CPI-U and not to exceed 3%.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

C. RESOLVED: In accordance with the request therefore the Common Council approves Chapter One Coffee & Tea, located at 30 City Hall Place to use **one** parking spaces in front of their establishment for outdoor dining seating, subject to appropriate licensing by NYS Liquor authority, and subject to City permits issued by Building Inspector which may include additional COVID-19 restrictions. All permits must be received prior to barrier placement.

The City is asked to permit the licensee to use concrete barricades. The requested dates are subject to NYS Business reopening permission – September 30, 2020.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

D. RESOLVED: In accordance with the request therefore the Common Council approves the City Chamberlain to establish capital project H5110.75, 2020 Street Resurfacing, for $380,000.00 to be funded by the City's 2020/21 CHIPS, PaveNY and Extreme Winter Recovery Program funding at 80% of the amounts published by NYS designated as the City's annual share.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

E. RESOLVED: In accordance with the request therefore the Common Council approves increasing the General Fund budget by $6,706.00 equally in Estimated Revenues for 2020 insurance recoveries for

demolished vehicle #308 and in Appropriations for 2020 Police motor vehicle costs to add to the provision for the purchase of Police vehicles.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

F. RESOLVED: In accordance with the request therefore the Common Council approves that the 'Public Private Partnership for Waterfront Development' be awarded to Skyward Hospitality. This approval is made pursuant to the Request for Proposals issued for this project. The Common Council authorizes the Director of Community Development to commence negotiations with Skyward Hospitality for purposes of pursuing a mixed-use development on the City-owned Dock Street site. Subsequent approval of the Common Council shall be required to formalize the terms of the proposed development.

By Councilor _____; Seconded by Councilor _____

Discussion:

Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore

ACTION TAKEN: Adopted _____ Defeated _____ Withdrawn _____ Tabled _____
Follow up Action:

****

8. TRAVEL REQUEST: None

****

9. RESOLUTIONS FOR INITIAL CONSIDERATION: None

****

10. NEW BUSINESS AND COUNCILOR REPORTS:

_____

_____

_____

****

11. CLOSING PUBLIC COMMENTS ON ANY TOPIC:

_____

_____

_____

****

Motion to Adjourn by Councilor _____; Seconded by Councilor _____
Roll call: Councilors Barbell, Kelly, Gibbs, Brodi, McFarlin, Moore
MEETING ADJOURNED: _____

DISCOVER
Plattsburgh

Plattsburgh, New York

Scott Lawliss
Fire Chief

Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-536-7542
Fax: 518-561-8236
lawlisss@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Colin L. Read
Members of the Common Council

FROM: Fire Chief, Scott Lawliss

DATE: June 9, 2020

RE: Fire and Ambulance Responses

For this two week period: Tuesday, May 26, 2019 to Monday, June 8, 2020
our Department has responded to the following:

Fire Calls 24

1 outside equipment fire
1 MVA with patient care and hazardous mitigation
8 alarm activations with investigation of cause
6 EMS assist with patient care prior to transport ambulance
1 defective elevator with no occupants
1 lock-in
1 wildland fire
1 service call
1 good intent call
1 excessive heat / scorch burns
1 power line down
1 smoke/odor removal

Ambulance Calls 105

Mutual Aid by CVPH 15

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 01/01/2020 00:00 TO 06/08/2020 11:24

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	6	5	0	3	4	5	3	7	1	6	8	5	53
ABC VIOLATIONS	0	12	0	0	0	0	0	1	0	0	1	2	2	18
ABSCONDED	0	1	1	1	1	1	1	0	1	2	0	0	2	11
ADMINISTRATIVE	0	3	2	2	1	4	2	2	0	2	3	7	3	31
AIDED MEDICAL	0	10	11	5	3	3	9	11	12	13	17	13	7	114
ALARM	0	7	15	6	12	15	12	11	12	7	8	6	6	117
ANIMAL DOMESTIC	0	2	3	3	1	4	12	12	6	6	11	7	6	73
ANIMAL WILD	0	0	0	0	0	0	2	3	0	0	1	0	1	7
ARSON	0	0	0	0	0	0	1	0	0	0	0	0	0	1
ASSAULT	0	1	4	0	4	0	1	2	0	3	1	4	1	21
BEAT MONITORING	0	21	10	0	0	0	0	0	0	0	1	0	0	32
BKGRND INVST CIVILIAN	0	0	0	6	27	84	55	51	8	1	0	0	0	232
BKGRND INVST SWORN	0	0	0	0	0	0	2	0	0	0	0	0	0	2
BURGLARY	0	0	0	1	0	1	0	0	3	3	1	4	0	13
CHILD SEAT INSTALL	0	0	0	0	0	0	0	0	0	0	1	3	0	4
CITY CODE VIOLATION	0	1	1	1	0	3	3	2	8	5	7	7	0	38
CRIMINAL MISCHIEF	0	3	0	1	3	7	5	6	8	7	7	3	0	50
CROSSING GUARD	0	0	1	2	1	0	0	0	0	1	0	0	1	6
DEATH INVEST	0	0	1	1	2	2	2	1	1	0	0	1	2	13
DISORDERLY PERSONS	0	13	9	5	3	7	14	7	11	13	16	3	14	115
DOG SEIZURE	0	0	0	0	0	0	0	3	1	1	0	0	0	5
DOMESTIC	0	20	6	6	3	11	16	15	13	18	26	24	29	187
DOOR UNLOCKING	0	0	1	1	6	6	18	14	16	18	14	6	5	105
DRUG INVESTIGATION	0	4	1	2	2	10	8	13	19	9	7	7	5	87
DWI / IMPRD / DRUGS	0	1	2	0	1	0	0	0	0	0	0	2	5	11
EMOTIONALLY DISTRBD PERSN	0	5	5	3	3	7	7	9	6	12	14	7	15	93
ENDANGERING WELFARE	0	1	0	0	0	0	0	0	0	1	0	0	0	2
FINGERPRINTING	0	0	0	0	2	16	26	25	11	5	3	2	1	91

FIRE	0	0	1	1	0	0	1	1	3	0	2	3	1	13
FOOT PATROL	0	93	72	27	0	20	37	19	36	18	5	57	83	467
FRAUD	0	0	0	0	0	1	2	4	2	1	2	2	0	14
HARASSMENT	0	3	3	0	2	5	12	15	15	19	18	17	15	124
INSECURE PROPERTY	0	16	23	2	0	4	11	5	10	3	3	6	12	95
JUVENILE	0	2	1	0	1	9	10	10	10	8	5	2	3	61
LARCENY	0	4	1	1	3	9	26	24	20	13	13	7	4	125
LOST AND FOUND	0	3	7	4	5	13	12	13	16	21	7	3	3	107
M/V ACCIDENT	0	2	2	0	8	21	28	47	65	35	21	9	5	243
M/V OFFENSE	0	4	1	0	0	1	2	3	2	4	4	9	8	38
M/V THEFT	0	0	1	0	0	0	0	0	0	0	0	0	0	1
MARIHUANA INVST	0	0	0	0	0	1	0	0	0	1	0	1	0	3
MEDIATION-NO OFFENSE	0	1	1	0	1	0	6	4	3	0	3	0	1	20
MISC CALLS	0	11	16	3	5	27	23	35	34	44	34	33	27	292
MISC OFFENSES	0	3	1	0	0	7	8	3	9	10	2	2	3	48
MISSING PERSON	0	0	0	0	3	1	1	1	0	2	2	0	1	11
NARCO INTEL	0	0	0	1	0	0	0	0	0	0	0	0	1	2
NEIGHBOR CRISIS	0	1	0	0	1	3	5	10	5	4	9	5	2	45
NOISE VIOLATION	0	45	21	4	4	5	13	14	20	21	21	46	57	271
OPEN CONTAINER	0	0	0	0	0	0	0	0	0	0	0	0	1	1
OUTSIDE AGENCY ASSIST	0	2	2	1	0	5	5	4	5	4	4	1	4	37
PARKING VIOLATIONS	0	7	1	1	1	2	6	12	10	3	3	2	0	48
PAROLE NOTIFICATION	0	0	0	0	1	16	11	15	6	0	0	0	0	49
PRISONER TRANSPORT	0	0	1	0	3	26	7	5	5	5	5	5	0	62
PROPERTY RETRIEVAL	0	0	0	0	0	2	8	6	10	9	6	10	3	54
REPOSSESION	0	0	0	0	0	0	0	0	0	1	0	0	0	1
SAFE SCRIPTS PROGRAM	0	0	0	0	0	5	8	3	10	0	0	0	0	26
SERVICES	0	4	3	3	3	35	17	18	17	9	4	7	5	125
SEX CRIMES	0	0	0	0	0	2	5	8	4	6	4	1	1	31
SEX OFFNDR REGISTRATION	0	0	0	0	1	31	21	6	9	2	1	0	0	71
SICK LEAVE	0	1	8	14	9	5	9	10	30	18	7	4	10	125
SUSPICIOUS ACTIVITY RPT	0	15	19	5	4	4	10	8	9	7	6	19	19	125
TRAFFIC DETAIL	0	0	0	0	0	0	0	1	1	1	1	5	0	9

TRAFFIC STOP	0	74	42	11	0	9	32	20	29	26	30	152	139	564
TRESPASSING	0	5	9	1	3	1	8	7	8	7	11	3	10	73
WARRANT	0	3	1	1	0	3	2	3	3	6	1	6	0	29
WELFARE CHECK	0	22	8	2	7	17	41	46	29	30	41	33	22	298
Totals:	0	432	323	128	143	475	588	571	578	466	420	566	550	5240

BLOTTER ACTIVITY REPORT

By Time of Day

FOR DATE RANGE OF 05/31/2020 00:00 TO 06/08/2020 11:24

Call Type	Invalid Time	0000-0159	0200-0359	0400-0559	0600-0759	0800-0959	1000-1159	1200-1359	1400-1559	1600-1759	1800-1959	2000-2159	2200-2359	TOTALS
ABANDONED 911	0	0	0	0	1	0	2	0	0	0	1	1	1	6
ADMINISTRATIVE	0	0	0	0	1	0	1	0	0	0	1	1	0	4
AIDED MEDICAL	0	0	3	0	0	1	0	1	1	1	1	0	1	9
ALARM	0	1	1	0	2	0	0	1	0	1	0	0	0	6
ANIMAL DOMESTIC	0	0	0	0	0	0	2	2	0	0	0	0	1	5
ANIMAL WILD	0	0	0	0	0	0	0	0	0	0	0	0	1	1
BKGRND INVST CIVILIAN	0	0	0	0	0	0	0	15	0	0	0	0	0	15
CITY CODE VIOLATION	0	0	0	0	0	0	1	0	0	1	0	0	0	2
CRIMINAL MISCHIEF	0	2	0	0	0	0	0	1	0	0	0	0	0	3
DISORDERLY PERSONS	0	1	0	1	1	1	2	0	0	0	0	2	2	10
DOMESTIC	0	2	0	0	0	1	1	1	0	1	1	4	1	12
DOOR UNLOCKING	0	0	0	0	0	1	0	1	1	0	1	1	0	5
DRUG INVESTIGATION	0	1	0	0	0	0	0	0	0	0	1	0	0	2
DWI / IMPRD / DRUGS	0	1	0	0	0	0	0	0	0	0	0	0	0	1
EMOTIONALLY DISTRBD PERSN	0	1	0	0	0	0	0	1	0	0	0	0	0	2
FIRE	0	0	0	0	0	0	0	0	0	0	0	1	0	1
FOOT PATROL	0	4	4	2	0	1	0	2	2	1	1	3	1	21
HARASSMENT	0	0	0	0	0	0	2	2	0	1	1	3	1	10
INSECURE PROPERTY	0	1	3	0	0	0	0	1	0	0	0	0	0	5
JUVENILE	0	1	0	0	0	0	2	1	0	0	1	0	0	5
LARCENY	0	0	0	1	0	1	3	1	1	1	0	1	1	10
LOST AND FOUND	0	0	0	1	0	0	1	0	0	1	1	1	0	5
M/V ACCIDENT	0	1	0	0	0	1	1	1	0	0	1	1	0	6
M/V OFFENSE	0	0	0	0	0	0	0	0	0	0	0	0	1	1
MEDIATION-NO OFFENSE	0	0	0	0	0	0	0	0	0	0	1	0	0	1
MISC CALLS	0	0	0	0	0	3	1	2	2	6	1	0	2	17
MISC OFFENSES	0	0	0	0	0	0	1	0	1	0	0	0	0	2
MISSING PERSON	0	0	0	0	0	0	0	0	0	1	0	0	0	1

NEIGHBOR CRISIS	0	0	0	0	0	0	1	0	1	0	0	0	0	2
NOISE VIOLATION	0	3	0	0	0	0	1	0	0	0	2	2	2	10
OUTSIDE AGENCY ASSIST	0	0	0	0	0	2	1	2	1	0	0	0	1	7
PARKING VIOLATIONS	0	0	0	0	0	0	0	1	1	0	0	0	0	2
PAROLE NOTIFICATION	0	0	0	0	1	0	1	1	0	0	0	0	0	3
PRISONER TRANSPORT	0	0	0	0	0	0	1	0	0	0	0	1	0	2
PROPERTY RETRIEVAL	0	0	0	0	0	0	1	0	0	0	1	0	0	2
SERVICES	0	0	0	0	0	1	1	1	0	0	0	0	0	3
SICK LEAVE	0	0	0	1	0	1	0	0	0	0	1	1	0	4
SUSPICIOUS ACTIVITY RPT	0	3	2	0	0	0	1	0	2	1	0	1	2	12
TRAFFIC STOP	0	4	0	0	0	1	1	2	0	1	0	3	2	14
TRESPASSING	0	0	0	0	0	0	0	1	0	1	0	1	0	3
WARRANT	0	0	0	0	0	1	0	0	0	1	0	1	0	3
WELFARE CHECK	0	2	0	0	0	0	2	3	1	1	1	2	0	12
Totals:	0	28	13	6	6	16	31	44	14	20	18	31	20	247

Plattsburgh, New York

Kristofer Gushlaw
Chief Plant Operator
Water Resource Recovery Facility

53 Green Street
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
gushlawk@cityofplattsburgh-ny.gov

June 9, 2020

Honorable Mayor Colin Read
and Members of the Common Council
41 City Hall
Plattsburgh, NY 12901

RE: Triangle Electrical Systems, Inc.
Contract #2018-04: Electrical Services for the WRRF
Contract Extension Request

Dear Mayor Read and Councilors:

The above referenced contract expires on June 27, 2020. The contract includes an option for extending the period of service for an additional year (up to two times). Triangle Electrical Systems, Inc. has requested that the final one-year extension option be utilized. It is requested that authorization be given to extend the period of service to June 27, 2021.

The wages have been adjusted to match the CPI-U (published by the Dept. of Labor for the Northeast Urban), and not to exceed 3% as outlined in the original bid packet (Section 2.6 E). A copy of the letter dated May 7, 2020 from Linda Brienza is attached for your convenience. This letter also outlines the new wage rates.

Best Regards,

Kristofer Gushlaw
Chief Plant Operator

KG: Bids and Contracts

TRIANGLE
ELECTRICAL SYSTEMS, INC.
WWW.TRIANGLESYSTEMS.COM
126 IDAHO AVENUE
PLATTSBURGH, NY 12903
PHONE (518) 562-5425

May 7, 2020

Kris Gushlaw
Water Resource Recovery Facility
53 Green Street
Plattsburgh, NY 12901

Re: Renewal of Contract #2018-04
Electrical Services for WPCP

Dear Kris:

I am writing today to notify you of Triangle Electrical Systems, Inc. intent to extend the above referenced contract for another year. The current contract expires on June 27th 2020.

We would like to renew the contract at the below rates:

Straight Time (WPCP)	=	$ 88.50/hour
Overtime	=	$119.50/hour
Sunday's & Holidays	=	$151.00/hour
Straight Time (other City Depts)	=	$ 95.00/hour
SCADA Programming/Design/ Communications/ Greg Brienza	=	$125.00/hour

The above rates if acceptable will be effective on July 1, 2020.

Thank you for the opportunity to assist you over the past year and we look forward to continuing our relationship. If you have any questions please give me a call.

Sincerely,

Linda Brienza

Certified NYS Women Owned Business

SERVICE AGREEMENT

THIS AGREEMENT made the 9th day of May, 2019 by and between the City of Plattsburgh, New York, a municipal corporation of the State of New York, chartered by the Laws of 1902, Chapter 269, as amended, with principal office at 41 City Hall, Plattsburgh, New York, hereinafter called the "Owner" and Triangle Electrical Systems, Inc., 126 Idaho Avenue, Plattsburgh, NY 12903.

WITNESSETH:

That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will provide services as detailed in the Owner CONTRACT DOCUMENTS titled:

Electrical Services
Water Pollution Control Plant/City
Contract No. 2018-04
1st Extension (2 Possible)

2. The CONTRACTOR will furnish all equipment, labor and other services necessary to provide the service as described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS after issuance of the NOTICE TO PROCEED and the term of this agreement shall be from date of acceptance until June 27, 2020.

4. The CONTRACTOR agrees to perform the work described in the CONTRACT DOCUMENTS and comply with the terms therein for the unit prices as may be quoted in the BID PROPOSAL FORM and total estimated cost of **$157,056.00.**
COST BREAKDOWN:
- **$86.00** per hour for one primary electrician and any additional electrician to provide electrical services at the WPCP (1800 manhours).
- **$116.00** per hour for regular overtime at the WPCP-Saturdays (12 manhours).
- **$92.50** per hour for work at other City Depts.- Straight time (50 manhours).
- **$147.00** per hour for holiday and Sunday overtime.
- **$98.50** per hour for Greg Brienza SCADA programming/design/communications.

5. The term "CONTRACT DOCUMENTS" means and includes the following:

   a. Notice to Bidders.
   b. Specification Manual.
   c. Bid Proposal.
   d. Bid Proposal Information Sheet.
   e. Notice of Award/Notice to Proceed.
   f. All addenda issued.
   g. Change Orders.

6. The CONTRACTOR will be paid for work performed based on the above unit price and payment will be made based on the services provided as determined in accordance with the CONTRACT DOCUMENTS.

7. Monthly payments will be made by the Owner to the CONTRACTOR based on invoices submitted and verified by the Owner. "Claim Vouchers", as furnished by the Finance Department for the Owner, shall be completed and signed by the Contractor and shall accompany each invoice. Payment to the CONTRACTOR will be made within 30 days of receipt of a completed pay request.

8. The CONTRACTOR shall maintain all insurance requirements as required by the CONTRACT DOCUMENTS, in full force and effect throughout the duration of this Agreement.

9. No portion of the service to be furnished as detailed in the CONTRACT DOCUMENTS be modified without prior written permission from the Owner.

10. The Owner reserves the right to terminate this Service Agreement at any time by serving written notification of such to the CONTRACTOR.

IN WITNESS WHEREOF, the parties have executed this agreement in three counterparts, each of which shall be deemed an original the year and day first above written.

City of Plattsburgh

(SEAL)

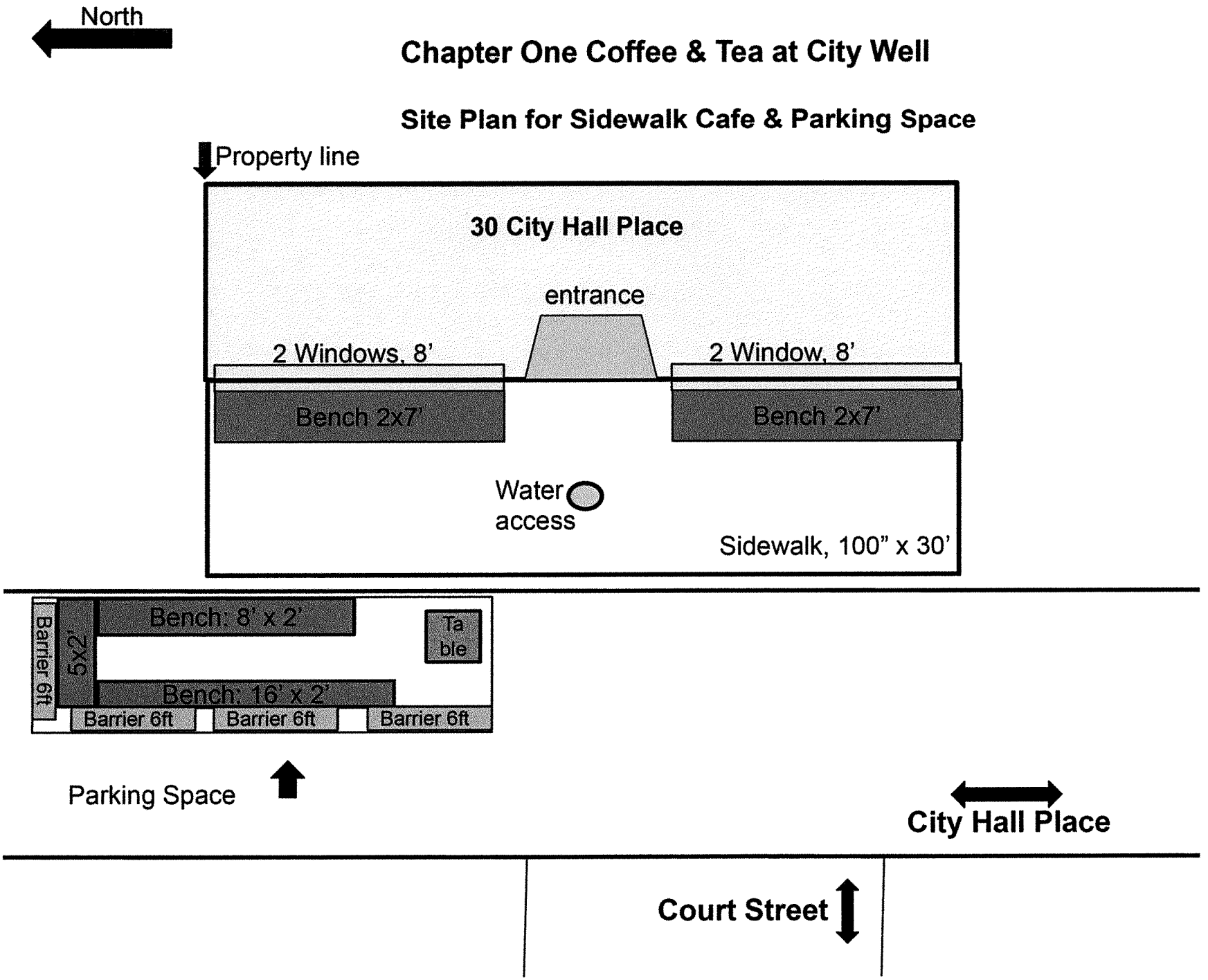
By: _____
Mayor Colin Read
OWNER

ATTEST:

Sylvia Parrotte
Sylvia Parrotte
CITY CLERK

By: Linda Brienza
CONTRACTOR

Linda Brienza President
Print Name & Title


North
Chapter One Coffee & Tea at City Well
Site Plan for Sidewalk Cafe & Parking Space
Property line
30 City Hall Place
entrance
2 Windows, 8'
2 Window, 8'
Bench 2x7'
Bench 2x7'
Water access
Sidewalk, 100" x 30'
Barrier 6ft
5x2'
Bench: 8' x 2'
Ta ble
Bench: 16' x 2'
Barrier 6ft
Barrier 6ft
Barrier 6ft
Parking Space
City Hall Place
Court Street

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held June 11th, 2020, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on June 11th, 2020, and

WHEREAS, the Capital Expenditure Plan adopted December 12th, 2019, includes a Street Resurfacing & Improvements category, and

WHEREAS, the Infrastructure Division is establishing a 2020 Street Resurfacing project for items included in and items not included in the Street Resurfacing & Improvements category of the Capital Expenditure Plan adopted December 12th, 2019, and

WHEREAS, the cost of the 2020 Street Resurfacing project has been estimated by the Infrastructure Division for the costs to implement the planned and unplanned improvements through revising the street expenditure plan during 2020, as follows:

	2020 Capital Plan	**2020 Estimated Cost**
Lafayette Street	$ 90,000	$ 90,000
Montcalm St.	100,000	100,000
Mason Drive	35,000	35,000
Ridgewood Drive	40,000	40,000
Stratton Place	30,000	30,000
Turner Court	30,000	30,000
University Place	30,000	30,000
Miscellaneous Paving	25,000	25,000
Total	$ 380,000	$ 380,000

Project Funding:

CHIPS – NYS Funding	$ 380,000	$ 380,000
Total	$ 380,000	$ 380,000

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 11th day of June 2019, as follows:

1) That, the amount of Three Hundred Eighty Thousand and 00/100 ($380,000.00) Dollars is hereby appropriated for the capital project **2020 Street Resurfacing (H5110.75)** for the cost of the project items listed above and is hereby authorized to be expended for such purpose.

2) That, the amount of Three Hundred Eighty Thousand and 00/100 ($380,000.00) Dollars of such appropriation be provided by funding from the Consolidated Local Street and Highway Improvement Program (CHIPS) sponsored by New York State.

3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

_____

CITY CLERK

Marks, Richard A.

From: Bessette, Michael
Sent: Monday, June 01, 2020 7:54 AM
To: Marks, Richard A.
Cc: Brodi, Arsene
Subject: 2020 Street Resurfacing Resolution

Rich,

Would like to put a resolution on this weeks agenda for Street Resurfacing. Not sure where funding might come from because of uncertainty of CHIPS/EWR/PaveNY.

Mason Drive - $35,000
Ridgewood Drive - $40,000
Stratton Place - $30,000
Turner Court - $30,000
University Place - $30,000
Lafayette Street - $90,000
Montcalm Street- $100,000

Please advise on how we might proceed.

Thanks

Discover Plattsburgh

Michael Bessette
Assistant Superintendent
City of Plattsburgh
Department of Public Works
215 Idaho Ave
Plattsburgh, NY 12903
518-536-7473 (Voice)
518-562-1128 (Fax)

DISCOVER
Plattsburgh

Richard A. Marks
City Chamberlain

Department of Finance
41 City Hall Place
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

DATE: June 9, 2020

MEMO TO: Mayor Read

FROM: Richard Marks

RE: Budget Adjustment – General Fund

It is being requested to adjust the 2020 General Fund Budget, as follows:

Increase: General Fund – Police Motor Vehicles	13120000-2300	$6,706.00
Increase: General Fund – Insurance Recoveries	00001127-2608	$6,706.00

To provide for under-budgeted appropriations for the Police Department in the General Fund for the purchase or motor vehicles in 2020 through appropriating the insurance recovery proceeds from demolished vehicle #308. The budget adjustment will not increase the General Fund budget for appropriations in 2020 because of the increase in Estimated Revenues for the receipt of insurance proceeds and equipment removal fees of $6,706.00.

Thank you for your attention to this request.

Cc: Chief Ritter
Melisa Lucia
Cala Colpoys

PLATTSBURGH POLICE DEPARTMENT
45 PINE STREET
PLATTSBURGH, NY 12901
518-563-3411
518-566-9000 FAX

Levi Ritter
Chief of Police

MEMO

To: Richard Marks

From: Melisa Lucia

Date: 2/12/2020

RE: Tokio Marine

Attached is check # 0000217258 in the amount of $6280.66, dated 2/5/2020. This check is the Total Loss Payment for Claim # NY6194720, the 2011 Ford Crown Vic patrol vehicle that was totaled 10/31/2019. Attached is check # 18164 dated 2/7/2020, that was reimbursement for the costs through Wells Communication for the removal of equipment. Can you please add these funds into the 2020 budget to help cover the costs of replacing vehicle equipment needed for the Dodge Charger we purchased at the end of last year, and for the new Patrol vehicles that we will be receiving this year. Thank you.

DISCOVER
Plattsburgh

Community Development Office
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-563-7642
cdo@cityofplattsburgh-ny.gov

MEMORANDUM

From: Matthew Miller, Director of Community Development

To: Colin Read, Mayor

Members of the Common Council

Subject: Dock Street Development RFP

Date: June 10, 2020

In August of 2018, as part of the Downtown Revitalization Initiative's (DRI) Dock Street project, the City issued a Request for Proposals (RFP) for developers interested in the large undeveloped area to the immediate east of the City's Harborside parking lots. Four firms expressed interest in the project but no proposals were ultimately received. The most common concerns expressed by those four developers related to the operations and current state of the adjacent Water Resource Recovery Facility (WRRF).

Subsequently, over $20 million in various grants and zero interest loans for odor, sound, and aesthetic mitigation have been obtained for the WRRF and construction activities associated with these mitigating efforts have commenced. We felt that the considerable progress made over the past two years warranted a reissue of the Dock Street development RFP to determine if that progress would satisfy the concerns of the interested developers. Reissuance of the RFP was also precipitated, in part, by recently expressed developer interest in the Dock Street site which further convinced us of its value as a development opportunity.

As the Council is aware, the anticipated financial impact of the COVID-19 pandemic has caused the NYS Budget Office to institute a moratorium on the signing of any new grant contracts until further notice. In 2019, the City was awarded a grant to complete a Harborside Masterplan that includes the Dock Street development parcel but the grant contract for this project has yet to be executed. This calls into question whether that grant's funding will be available in the future and reduces the risks of pursuing development opportunities within the grant's geographic footprint without a Harborside Masterplan in place.

Proposals in response to the RFP were due on June 10. The City issued a press release announcing reissuance of the RFP and contacted all the firms that had previously expressed interest in 2018

along with other developers. We were able to reach all but one of the developers we first spoke to in 2018 and each explained that they were no longer interested in submitting a proposal.

The City received one proposal from Skyward Hospitality detailing an ambitious plan to develop the bulk of the City's Harborside in several phases. As only one proposal was received, a resolution has been drafted authorizing the Community Development Office to enter into negotiations with Skyward Hospitality to facilitate a mixed-use development on the Dock Street site. This resolution does not constitute final approval of the proposed project and is akin to the initial resolution passed by the Council which authorized City staff to pursue the Durkee Lot Mixed-Use Development along the general lines proposed by Prime Companies.

Request for Proposals

Public Private Partnership
for
Waterfront Development
City of Plattsburgh, New York

Issued: **May 19th, 2020**
Submission Deadline: **June 10th, 2020**

Respond to:

Matthew Miller
Director of Community Development
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

I. INTRODUCTION

The City of Plattsburgh is seeking a qualified private investor/developer to propose and build a waterfront development project that will contribute to achieving the City's goals of creating an economically vibrant waterfront and downtown. Development of the Dock Street Waterfront District – with its views of Lake Champlain, existing open spaces and kayak launch, Amtrak Access, marinas, and future home of the Plattsburgh Farmer's and Crafter's Market – presents an opportunity to attract catalytic investment in Downtown Plattsburgh, connecting Plattsburgh's Historic Core with its waterfront and attracting visitors. The City envisions a project which will enhance activation of the waterfront, support tourism by creating a destination, and provide a significant amenity to Plattsburgh Residents.

PUBLIC PRIVATE PARTNERSHIP

The City believes that a public-private partnership presents the best opportunity to reach its development goals while also giving the private sector incentives to build a profitable project. The role of the private sector is to bring development expertise and financing while the City will offer a wide range of cost saving opportunities including:

1. A parking lot with 341 spaces complete with lighting and landscaping.
2. Full support and clerical assistance through the development review process.
3. Willingness to hold land until all permits are secured.
4. A variety of New York State funding sources are available for this project and the City will apply for them as negotiated.
5. Landscaping improvements to the City's waterfront park to improve views from the site.
6. HVS Hotel Feasibility Study – Completed in 2018
7. Highest and Best-Use Study – Completed in 2018
8. The City was awarded grant funding to develop a Harborside Masterplan which will include a matrix of prioritized next steps for revitalization efforts, including potential funding sources and a timeline for implementation, as well as relevant maps, tables, and data.
9. The City was recently awarded grant funding to update its comprehensive plan and zoning code as well as finalize its Local Waterfront Revitalization Plan (LWRP). The completion of this will allow the City to apply for funding for future improvements to the Harborside area to make it a pedestrian oriented, waterside gateway with mixed-use development.
10. The recently completed demolition of the former PMLD site on Green Street.
11. Over $20 million in various grants and zero interest loans for odor, sound, and aesthetic mitigation for the Water Resource Recovery Facility.
12. The City is in progress of relocating the Plattsburgh Farmer's Market to the Harborside area. The market will be a tenant with renovation of an existing facility along with new construction of a pavilion and other site improvements. It is the City's vision a reciprocal relationship occurs with the farmer's market will help draw visitors which will help strengthen future development, and in turn the future development will help strengthen the market.
13. Public Support: the type of development envisioned by the City has been vetted by the public through an extensive public engagement process so a project that fits within the City's development goals will likely gain the support of a large majority of the public.

a) Plattsburgh's Development Goals

City of Plattsburgh has completed a thorough public engagement process for the subject area. Through the State of New York's Local Waterfront Revitalization Program, the city engaged citizens, elected officials, and other stakeholders to determine a desired future for the parcel. Through the City of Plattsburgh's Downtown Revitalization Initiative process as part of the City's 2017 Strategic Investment Plan, further public input discussion was conducted. While funding for development did not get awarded through the DRI, funding was awarded for independent highest and best-use study of the economic feasibility of different uses of the site. The objectives for developing this parcel include increasing foot traffic to downtown and the waterfront, attracting visitors and increasing tourism, improving the City's recreational opportunities, and creating a vibrant waterfront. Desired land uses for this parcel include:

- Developments that enhance and create opportunities for commercial tourism
- Recreation and related facilities that can leverage the site's proximity to Lake Champlain
- Retail, restaurants, and entertainment
- Hotel and/or other short-term niche lodging experiences
- Conference center
- Museums or other cultural facilities
- Market rate residential units

Interested developers are welcome to propose one or any combination of these uses.

b) Property Location and Description

Size: +/- 10 acres lot adjacent to city park land, recreation path, Amtrak Train Station, a DEC boat launch, and 2 marinas with a total of over 200 slips.

Amenities: Newly paved parking lot with 341 spaces, lighting and landscaping, sewer and storm water infrastructure on site, power on site.

Electricity: The City of Plattsburgh's Municipal Lighting Dept. offers among the lowest electric costs in the U.S., as low as .03/KWH.

Current Environmental Condition: The site was a former participant in the New York State brownfield clean-up program, BCP C510022. In August 2005 the City hired consulting engineers to complete the remediation plan and substantial work had occurred. In 2010, documents show that the City's monitoring of the site and the associated reporting was discontinued and the site was removed from the program. Recent written communications (August 2018) with the State Brownfield Program coordinator revealed that the site has no known development restrictions. Currently, the site is actively used for large public events.

Ownership, Covenants and Restrictions: The site is currently owned by the City of Plattsburgh with no covenants or restrictions.

Price: Property will be sold or leased to a developer at a negotiated price based on the most attractive development proposal that meets the City's goals for this property.

Assessment: Tax Assessor records for this parcel show the following:

Tax ID: 207.20-1-2.31
Land Assessment: $454,000
Full Market Value: $721,700
Property Class: 570 – Marina

Zoning District: RC-1 permitted uses include: Multifamily residences; townhouse residences; Hotels and motels; eating and drinking establishments; retail; indoor and outdoor recreation and entertainment; personal and business services.

II. PROPOSAL CONTENTS

Please submit a proposal for your preferred development project that includes the following information:

a) Cover Letter or Executive Summary

Summarize your project proposal and your organization's ability to complete the project. Include summaries of your experience with similar projects. Introduce the general concept and present the main strengths of your skill set as they relate to real estate development, particularly waterfront development and the type of development you are proposing. Present key abilities of your proposed team and discuss any critical elements that make your organization preferable over other proposers.

b) Description of Proposer

Please provide the following:

I. Describe whether you are proposing this project as an individual, corporation, joint venture, consortium or another type of partnership.

II. Describe your organizational structure with capabilities or specialties. Include an organization chart of key firms and/or personnel that would be involved in the effort. As applicable please include lead companies, supporting firms, sub- consultants, external experts and the like.

III. Describe your (team's) experience in working with public/private partnerships and with applicable federal, state, and local governments and/or public corporations or development authorities.

IV. Describe your financial capacity to carry out the proposed project. This should include publicly available information (or information you are willing to share) about your assets so that the City can understand your financial strength. You need not share private information. Letters of credit from lenders or other indicators of financial strength would be helpful.

c) Experience and References

Provide no more than ten pages of experience and past relevant projects (Note: additional materials will not be considered). Summarize your best examples that are most like the one you are proposing for the Plattsburgh waterfront. Include: location; size; uses; approximate contract value; completion date; graphic material and/or photographs; and contact information (i.e., name, phone, and email) for applicable reference.

d) Description of the Proposed Project

The evaluation criteria will weigh heavily on the quality of your proposed project. Your proposal should include extensive detail of your proposed project so that the City can

gain a thorough understanding of your proposal. You will not be limited by length or number of pages. Your description of the proposal project should include at least the following categories but may include additional information as you deem appropriate.

I. Overall Vision of the Project

Describe your overall vision for the project. Based on the information you have received to date from the City and your own research, what is the end goal of your project? Is this project the best opportunity for this site? Why or why not? Describe the project 5 or 10 years from now when it is part of the City's waterfront. How is it being used? Who is it serving? What does it look like? What is the frequency of visitation? What other City businesses or employment activities were started because of your proposed project?

II. Purchase or Lease

The property is available for sale or lease. Either option has pros and cons. State whether you are proposing to purchase and, if so, what is your offering price. If you are proposing to lease the land, describe your lease terms (length of time and annual lease payments).

III. Land Use Plan

Describe your intended use of the property. Include a detailed description of all +/- 10 acres of the parcel, including:

a. Yards and outdoor spaces and whether they are public or private
b. Parking lots and how they are managed
c. The building or buildings and what activities they support
d. Egress and access
e. Connectivity with neighboring property

IV. Physical Plan

Describe your primary building, any ancillary buildings as applicable, and all physical infrastructure to the building. You do not need to provide graphic drawings of the proposed building, though graphics of any kind will improve your presentation. If you have photographs or drawings of buildings similar to the one you are proposing, then we highly recommend using graphics to help explain your concept.

V. Financial Plan

Describe the financial operations of your project. The purpose of this section is to give the City confidence that your project is financially viable over the long term. We will accept a wide range of financial and market indicators that you feel will support your assertion that the project is viable. Be advised that the evaluation of your proposal will depend heavily on its financial viability and it is therefore

highly recommended that you choose the most convincing data and assumptions. We strongly recommend that you include the following information:

1. A detailed description of all operational revenue sources and operating expenses including staffing and capital reserve funds, and an estimated return on investment (ROI).
2. Preliminary pro-forma financial statements that forecast your revenue and expenses over a period of 10 years or greater that includes capital costs, debt financing, financial leveraging of any type, and gross and net profits.

VI. Estimated Economic Impact

You are not expected to calculate the exact economic impacts of your proposed project. However, please comment on the following based on your experience with similar projects:

1. The number of jobs this project will create.
2. The number and types of local businesses from which your project will purchase goods and/or services.

VII. Additional Information

You are welcome to provide additional information about your proposed project that you feel is relevant and necessary for the City to fully understand your concept and to judge your project accordingly.

IV. RFP SUBMITTAL AND SELECTION PROCESS

a) New York State Finance Laws (SECTIONS 139-J AND 139-K)

State Finance Law Sections 139-j and 139-k (collectively, the "Procurement Requirements") apply to this RFP. These Procurement Requirements (1) govern permissible communications between potential respondents and the City of Plattsburgh or other involved entities with respect to this RFP; (2) provide for increased disclosure in the public procurement process through identification of persons or organizations whose function is to influence procurement contracts, public works agreements and real property transactions; and (3) establish sanctions for knowing and willful violations of the provisions of the Procurement Requirements, including disqualification from eligibility for an award of any contract pursuant to this RFP. Compliance with the Procurement Requirements requires that all communications regarding this RFP, from the time of its issuance through final award and execution of any resulting contract (the "Restricted Period"), be conducted only with the designated contact persons listed below.

Respondents must submit the Offerer Disclosure of Prior Non-Responsibility Determinations, and the Offerers Affirmation of Understanding of and Agreement pursuant to State Finance Law as part of their submittal. These forms are attached.

If a prospective bidder is found to have knowingly and willfully violated the State Finance Law provisions, that prospective bidder and its subsidiaries, related or successor entities will be determined to be a non-responsible bidder and will not be awarded any contract issued pursuant to this solicitation.

For the purpose of compliance with State Finance Law Sections 139-j, contacts with only the following persons are considered permissible:

Matthew Miller
Director of Community Development City of Plattsburgh
41 City Hall Place Plattsburgh, NY 12901
(518) 536-7510
(518) 561-7367
millerma@cityofplattsburgh-ny.gov
www.cityofplattsburgh.com

b) Discussions with Proposers and Revisions to Submittals

The City of Plattsburgh reserves the right to obtain additional information where necessary to achieve full and complete understanding of proposer's product, services, and/or terms of a potential transaction. Discussions and additional investigations may be conducted with responsible entities who submit a proposal deemed to be reasonably likely of being selected for

award. The purpose of such discussions and investigations being will be to provide clarification and to assure a proposer's full understanding of, and responsiveness to, the solicitation requirements. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of submittals, and such revisions may be permitted after submissions. In conducting such discussions, there shall be no disclosure of any information derived from submittals submitted by competing proposers. The purposes of such discussions shall be to:

a. Determine in greater detail such proposer's qualifications.
b. Explore with the proposer the scope and nature of the project.
c. The proposer's method of performance
d. Determine that the proposed project is financially viable and meets the City's development objectives.

c) Selection Process

One Proposer will be awarded to the right to purchase or lease and develop the subject property based on the most responsive proposal that best demonstrates relevant experience and expertise and which, upon evaluation of all proposals received:

a) Best demonstrates its ability to achieve the objectives of this RFP;
b) Offers the best value to the City of Plattsburgh;
c) Best serves the public interest.

The City of Plattsburgh reserves the right to reject any and all proposals, and to waive technicalities, irregularities and omissions or solicit new proposals if, in the City of Plattsburgh's sole judgment, the best interests of the City will be served thereby.

d) Evaluation Criteria

Your project will be judged using 6 evaluative elements and the following criteria for each

I. Background and Experience - 35 Points

a) Evaluative Element 1: Demonstrated ability to design, build, manage, and maintain the proposed project **(10 Points).** Evaluative Criteria include:

i. Size, scale, complexity and long-term viability of previous projects comparable to the proposed project.
ii. Economic performance of previous and current projects with which the proposer has been involved, including jobs created and economic benefits to the host community.
iii. Examples of public and private partnerships in projects comparable to the proposed project.

b) Evaluative Element 2: Personnel qualifications and experience **(10 Points)**. Evaluative criteria may include:

   i. Managerial capacity and organizational structure;
   ii. Background, experience and ability of specific individuals identified for the effort, as demonstrated through current/past performance and references outlined in resumes;
   iii. Availability of management resources in consideration of other business commitments of the proposer.

c) Evaluative Element 3: Demonstrated financial capacity to realize the proposed project **(15 points).** Evaluative criteria may include:

   i. Letters of support from lenders, letters of credit, and/or performance bonding capacity;
   ii. Assets, liabilities, recent bankruptcies, equipment, facilities, personnel resources and expertise;
   iii. Availability of financial resources in consideration of other business commitments of the proposer;
   iv. Other relevant information that you may include.

II. Quality of the Proposed Project - 65 Points

a) Evaluative Element 4: Proposal for the overall vision of the development, and operational plans of the proposed project **(25 points).** Evaluative criteria may include:

   i. The overall quality and comprehensiveness across the entire project (such as the level of integration across the waterfront);
   ii. The overall vision of the land use and physical plans, their proposed timetables, the projected quality of the experience and the extent that the plans would complement and enhance local economic development objectives and other existing/planned assets and/or development projects within the City of Plattsburgh;
   iii. Operation plans that include management, staffing, operating schedules, capacity for ongoing maintenance and repair, and patron hospitality and safety;
   iv. Public imaging, marketing, and inclusivity including the project's ability to appeal to a range of demographics and maintain customer interest.

b) Evaluative Element 5: The quality of the overall financial plan and impact of the proposal **(25 points).** Evaluative criteria may include:

i. The use of reasonable and attributable assumptions;
ii. Presentation of the data;
iii. Economic and financial logic behind the calculations.

c) Evaluative Element 6: The best return to the city and economic impact of the proposal **(15 points).** Evaluative criteria may include:

i. Purchase or lease price of the property and the proposed terms thereof;
ii. Estimated economic impact to the City including employment created and businesses supported;
iii. Other relevant information you may include.

Evaluative Elements and Points

Background and Experience -35 points	
Demonstrated ability to design, build, manage, and maintain the proposed project	10 points
Personnel qualifications and experience	10 points
Demonstrated financial capacity to realize the proposed project	15 points
Quality of the Proposal - 65 Points	
Proposal for the overall vision of the development, and operational plans of the proposed project	25 points
The quality of the overall financial plan and impact of the proposal	25 points
The best return to the city and economic impact of the proposal	15 points

e) Pre-Proposal Conference

To maintain the confidentiality of all proposers there will be no pre-proposal conference. This RFP allows you to obtain additional clarifications and information by contacting one of the permissible contact persons cited herein.

f) Oral Presentations

Proposer may be asked to present their project either in person or through teleconferencing solutions such as Zoom within one week after submitting the written proposal, following local and State health guidance regarding the COVID-19 pandemic. Each proposer should be prepared to appear before the City to present the project during the week following submission. The City will do its best to accommodate your schedule.

g) Process Timeline – Subject to change based on received submissions.

Distribution of the RFP:	May 19th, 2020
Deadline for Submission of RFP:	June 9th, 2020

h) Submission Instructions

All proposals must be received by the City of Plattsburgh by 3:00 p.m. Wednesday Jun 10th, 2020.

Please send 4 paper copies and one electronic version (USB or via email) of your proposal to:

Matthew Miller
Director of Community Development City
of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901
millerma@cityofplattsburgh-ny.gov

i) Next Steps

The awarded developer will gain exclusivity with the City to negotiate a development agreement. The City of Plattsburgh and the selected developer will begin drafting a Public Private Partnership agreement.

Attachment 1
Non-Responsibility Form

All proposals must include the following completed form.

Offeror Disclosure of Prior Non-Responsibility Determinations

Name of individual or Entity Seeking to Enter into the Procurement Contract:

_____

Address:_____

_____

Name and Title of Person Submitting this Form:_____

_____

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years?
(Please circle): No Yes
If yes, please answer the next questions:

2. Was the basis for the finding of non-responsibility due to a violation of State Finance Law § 139-j?
(Please circle) No Yes

3. Was the basis for the finding of non-responsibility due to the intentional provision of false or incomplete information to a Governmental Entity?
(Please circle) No Yes

4. If you answered yes to any of the above questions, please provide details regarding the finding of non- responsibility below.

Governmental Entity:_____

Date of Finding of Non-Responsibility:_____

Basis of Finding of Non-Responsibility:_____

(Add additional pages as necessary)

5. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information? (Please circle) No Yes

6. If yes, please provide details below.

Governmental Entity:_____

Date of Termination or Withholding of Contract:

Basis of Termination or Withholding:

_____

_____

_____

_____

_____

_____

_____

_____

(Add additional pages as necessary)

Offerer certifies that all information provided to the Governmental Entity with respect to State Finance Law 139-k is complete, true and accurate.

Signature:_____ Date:_____

Name:

Title:

Attachment 2

Compliance with State of New York Finance Law

Offeror affirms that it understands and agrees to comply with the procedures of the Government Entity relative to permissible Contacts as required by State Finance Law § !39-j (3) and § l 39-j (6) (b).

Signed: _____

Date: _____

Name: _____
Title: _____
Company Name: _____
Company Address: _____
_____
_____
_____

City of Plattsburgh
Weekly Expenditure Analysis - Large Dollar Items
Week of 06/12/2020

	Payee	Description	Amount
City:			
	The Depository Trust Company	Debt Serv principal and interest-Public Improv Serial Bonds 2019 - due June 15th	208,456.16
	ProAct, Inc.	Prescription health care cost for actives & retirees - May 16 - May 31, 2020 - all depts.	50,989.61
	City Chamberlain - T&A Acct.	Transfer ACH payment - weekly Blue Shield & monthly CanaRx cost	48,295.87
	Triangle Electric	Misc electrical services - WPCP - May 2020	12,463.00
	City Chamberlain - Soc Sec Acct.	Transfer to deposit FICA/Medicare Payroll withholding	4,069.03
	Verizon Wireless	Mobile phone billing monthly charges - May 2020 - all departments	3,530.01
	NYS Electric & Gas	Elec. & gas charges all facilities - WPCP, Library, Police, Pumt Stat - May 2020	2,260.44
	Others - 28 total others	Various (average $275.99 each)	7,727.88
		Total City	337,792.00
MLD:			
	The Depository Trust Company	Debt Serv principal and interest-Public Improv Serial Bonds 2019 - due June 15th	552,268.84
	IEEP - Energy Efficiency Program	Monthly Efficiency Program payment from customer collections - May 2020	36,540.47
	MLD	MLD Operating cash trans to MLD HDLS Restricted - June 2020	23,590.33
	City Chamberlain	Sales tax for May 2020 transfer to make state payment	22,705.67
	Clinton County DSS (1)	Refunds of HEAP payments applied to electricity accts - Apr 2020	3,206.23
	WESCO Dist. Inc.	Brackets, pins, clevis, fuselinks - May 2020	1,446.58
	NYS Electric & Gas	Electricity and natural gas for Sharron Ave - May 2020	1,180.41
	Refunds (5)	Refund customers overpayments - June 2020	1,075.96
	Others - 6 total	Various (average $244.62 each)	1,467.74
		Total MLD	643,482.23
Specials:			
	Journal Vouchers (not expenditures)	2020 Internal Fund/Svcs trans-Rec/Library/Water/Sewer - June; Lights - May	151,151.63
	Journal Transfers (not expenditures)	Debt Serv principal and interest-Public Improv Serial Bonds 2019 - due June 15th	208,456.16
		Total Specials	359,607.79
	Gross Total		$ 1,340,882.02
	Less: Inter-Fund Transactions		359,607.79
	Total Net Expenditures		$ 981,274.23

Payroll:			Pay Period		Year to Date	
	Total Payroll Headcount		42		263	
	Base Hourly & Salary		41,681.29		$ 4,820,085.81	
	Overtime, Standby & Shift Differentials	Fire holiday and O/T adjustments	5,318.93	12.76%	475,028.40	9.86%
	Vacation, Holiday, Pers. & Accum. Leave & severance	(Todd 12.7k, Drolette .8k, Ellsworth 12.1k, Martineau 1.3k, Polhemus 1.4k, Tardiff 2.8, Trim 1.1k, Williamson .2k, Wood .2k, Kiroy .3k, Pelletier 3.6k, Brown 1.7k, Maurice 5.1k, Sciole 18.0k)	6,101.34	14.64%	758,396.32	15.73%
	Sick, Bereavement Leave, Jury		2,187.97	5.25%	255,315.46	5.30%
	Longevity - AFSCME bi-weekly $4.3k	Mgmt. bi-weekly $3k		0.00%	107,968.51	2.24%
	Higher Class Pay		4.80	0.01%	25,224.30	0.52%
	Sick Leave Buyout			0.00%	-	0.00%
	Health Insurance Buyout			0.00%	31,479.74	0.65%
	Clothing/Uniform Allow - PD, MLD			0.00%	21,450.00	0.45%
	College Degree Allowances	Police		0.00%	-	0.00%
	Severance - sick leave time	(Todd 41.6k, Drolette .1k, Ellsworth 39.7k, Tardiff .2k, Trim .2k, Wood .2k, Kiroy 22.5k, Pelletier .1k, Brown 2.1k, Maurice 9.4k, Sciole 24.8k)		0.00%	141,004.76	2.93%
	Retroactive Pay			0.00%	5,349.65	0.11%
	Grand Total		$ 55,294.33		$ 6,641,302.95	
	Overtime, Standby & Shift Diff	Fire		0.00%	$ 171,697.37	36.14%
		DPW		0.00%	70,729.98	14.89%
		Police	5,318.93	100.00%	118,271.65	24.90%
		MLD		0.00%	66,530.62	14.01%
		WPCP		0.00%	33,065.61	6.96%
		Other City Depts.		0.00%	13,495.07	2.84%
		Library		0.00%	1,238.10	0.26%
		Overtime, Standby & Shift Diff - by depart.	$ 5,318.93		$ 475,028.40	

City of Plattsburgh
Overtime, Standby & Shift Differential Analysis - 2020 Budget vs. Actual
Payroll Period Ended 6/12/2020
(in dollars)

Department	Budget	YTD Budget	YTD Actual	YTD Variance
Fire	266,000.00	119,226.81	171,697.37	(52,470.56)
DPW	209,627.00	93,959.24	70,729.98	23,229.26
Police	266,000.00	119,226.81	118,271.65	955.16
MLD	163,440.00	73,257.26	66,530.62	6,726.64
WPCP	71,310.00	31,962.65	33,065.61	(1,102.96)
Other City	45,154.00	20,238.98	13,495.07	6,743.91
Library	4,842.00	2,170.29	1,238.10	932.19
Total	1,026,373.00	460,042.04	475,028.40	(14,986.36)

Net O/T Cost	YTD Actual	O/T Recoveries	Net O/T Cost	Net YTD Variance
Fire	171,697.37	420.00	171,277.37	(52,050.56)
DPW	70,729.98		70,729.98	23,229.26
Police	118,271.65	2,636.84	115,634.81	3,592.00
MLD	66,530.62		66,530.62	6,726.64
WPCP	33,065.61		33,065.61	(1,102.96)
Other City	13,495.07		13,495.07	6,743.91
Library	1,238.10		1,238.10	932.19
Total	475,028.40	3,056.84	471,971.56	(11,929.52)

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ira Barbell (Jun 11, 2020 16:15 EDT)

Steve Brodi
Steve Brodi (Jun 11, 2020 14:51 EDT)

Elizabeth Gibbs
Elizabeth Gibbs (Jun 11, 2020 15:12 EDT)