



RFP#: 2015-29
**WOODLAWN AVENUE
WATER MAIN REPLACEMENT**

Submitted to:
City of Saratoga Springs
Department of Accounts
474 Broadway
Saratoga Springs, NY 12866

August 6, 2015



2 Winners Circle | Albany | New York | 12205

August 5, 2015

City of Saratoga Springs
Department of Accounts
474 Broadway
Saratoga Springs, NY 12866



**RE: RFP#: 2015-29 Woodlawn Avenue Water Main Replacement
City of Saratoga Springs, NY**

Dear Commissioner Franck:

Creighton Manning understands the need for the City of Saratoga Springs to replace the aging water mains on Woodlawn Avenue, Van Dam Street, Greenfield Avenue, and Walton Street. Replacement of the four inch water mains will address the existing fire flow and water pressure issues in this established City neighborhood. As a local firm with experience and staff who reside in adjacent neighborhoods, we understand the constraints of your existing infrastructure and the need to provide upgrades that create both a positive return on investment and improve the quality of life for residents. Our local presence and experience has helped us develop a clear understanding of the work that needs to be done. Your selection of Creighton Manning would have the following advantages to ensure the successful completion of this project:

- ✓ **Capability:** Based on our site visit and familiarity with the City of Saratoga Springs, Creighton Manning understands the project issues and will develop a design solution that is consistent with the project budget and objectives. The overall goals of the City will help guide project decisions.
- ✓ **Experienced Staff:** Greg Beswick, PE is an experienced design engineer capable of guiding this project through all the necessary approvals and design challenges. He is supported by qualified staff, all of whom have completed numerous municipal water, sanitary, and storm sewer projects in historic urban locations.
- ✓ **Team Approach:** A successful project requires a Team approach and Creighton Manning will work closely with Commissioner Scirocco and the City's Department of Public Works. By working together early on, Creighton Manning will deliver a project consistent with the vision and goals of the City.
- ✓ **Schedule Driven:** Creighton Manning knows that delays mean additional costs. We are known as a firm that delivers projects on-time, as evidenced by our ability to deliver six Federal-aid projects funded through the American Recovery and Reinvestment Act (ARRA) – including Church Street Reconstruction, which required accelerated schedules and stringent regulatory requirements. Creighton Manning firmly believes in the adage to "Get the Job Done".

Creighton Manning is excited about this opportunity to work with the City of Saratoga Springs again. Please contact me at 518.446.0396 with any questions regarding our experience and qualifications.

Respectfully submitted,
Creighton Manning Engineering, LLP

A handwritten signature in blue ink, appearing to read "Jeffrey W. Pangburn", is written over a light blue grid background.

Jeffrey W. Pangburn, P.E.
Senior Project Manager, Partner

Project Understanding and Scope of Work



Based on our site visit, and our applicable experience in the City, Creighton Manning understands the needs and goals of the project. The project involves design and engineering services to replace approximately 2,500 LF of existing 4" water main with 8" DIP water main on Woodlawn Avenue; 950 LF of 6" water main with 12" DIP water main on Van Dam Street; 750 LF of 4" water main with 10" DIP main on Greenfield Avenue; and 550 LF of 4" water main with 8" DIP main on Walton Street. In addition we understand the project involves the relocation of existing sanitary sewers which are located either on top of or in close proximity to the existing water mains. Due to the narrow streets and associated vehicular traffic, appropriate maintenance and protection of traffic planning and implementation will be key to providing access to homes and businesses in the project area. Temporary road closures are expected and the design plans will include detour plans. Detours effecting the Broadway/Route 50 intersection and traffic light will require coordination with NYSDOT. Engineering services include, but are not limited to, preliminary and final design, regulatory approvals, cost estimating, bidding and contract award, construction administration, and construction observation.

The water improvement project is needed to address existing infrastructure which is beyond its service life. As with many upstate municipalities, the City of Saratoga Springs must stretch limited financial resources as far as possible. Creighton Manning's project approach will involve working with the City and contractor to facilitate value added results.

For this project, Creighton Manning will meet with City staff to document the "Critical Success Factors" for the City such as material types, fitting requirements, design approaches for the water and sanitary sewer mains (especially in rock) and for private water services, sewer laterals, and schedule. Our goal is make sure at the end of the project, the City is left with a system replacement that meets City standards as well as a project that is sensitive to the community/neighborhood it serves.

During construction administration and observation, Creighton Manning will review submittals, respond to requests for information from the contractor and document any changes to the plans so that the City is left with an accurate record of what was installed subsurface for future asset management needs.

Creighton Manning has assembled a highly qualified team to collaborate with the City to deliver the project on-time and within budget. Creighton Manning has established an excellent working relationship with the City and we look forward to being of service to the City for this project.

Team Overview

Creighton Manning Engineering, LLP is one of the top ten civil engineering firms in the Capital Region. The firm has been providing engineering services to municipalities in New York State for 50 years. Creighton Manning has a staff of 67 professionals including professional engineers, landscape architects, surveyors, inspectors and technicians, and is fully authorized by the State of New York to practice engineering and land surveying.

Creighton Manning specializes in civil engineering including design of water and sanitary sewer systems; highway and bridge design; SEQRA/NEPA; landscape architecture; land surveying; site design; permitting; soil erosion and sediment control plans; stormwater pollution prevention plans (SWPPPs) and stormwater management; and construction inspection and administration.

Jeff Pangburn, PE will serve as the Project Manager. Jeff has 20 years of experience delivering successful projects for clients, as can be seen in the City of Saratoga Springs where Jeff was responsible for design of highway and infrastructure improvements on Church Street, and South Broadway (US Route 9), as well as design of city-owned traffic signals. Similarly, he has a long-term relationship with the Engineer in the City of Rensselaer based on successful project delivery of water and sewer infrastructure replacement projects.

Our Senior Project Engineer will be Greg Beswick, PE. He has more than 40 years of experience and has been responsible for engineering and environmental permitting for a variety of water main and sanitary sewer projects throughout the greater Capital Region. Greg will be assisted by Doug Teator, PE. Together they have designed over 20,000 linear feet of water mains and 15,000 linear feet of sanitary sewer mains for Creighton Manning projects.

Robert Hansen, PE has over 35 years of experience working with funding agencies and will serve the role of Agency Coordination. As an example, Bob worked with the New York State Environmental Facilities Corp to successfully deliver over \$10 million of NYS Clean Water State Revolving Fund (CWSRF) projects in the City of Rensselaer.

Howard Croote will oversee the construction inspection/administration aspects of the project. Howard has over 30 years of experience in heavy highway and bridge construction projects, including supervising the successful construction of water line replacement projects in Glens Falls, Troy, Albany and Rensselaer. The duration of construction is anticipated at 10 weeks, with 75% full time construction observation and 25% part time construction observation.



Project Experience

Following are brief descriptions of Creighton Manning's representative project experience.



Church Street, Saratoga Springs

Church Street Reconstruction, City of Saratoga Springs, Saratoga County, NY; D032058, \$2.7 Million (2007-2009): Survey, design and construction for the replacement of 750 linear feet of cast iron main with 12 inch ductile iron main including hydrants and valves. Other improvements included new pavement, curb, sidewalks, closed storm sewer system and street lighting. Permits and approvals were secured from Federal, State and local agencies. The project followed the Federal and State processes to secure 100% Federal funding through the American Recovery and Reinvestment Act.

Contact: Anthony "Skip" Scirocco (518) 587-3550, Ext 2561



Washington Avenue, Rensselaer

Washington Avenue and Broadway Utility Improvements, City of Rensselaer, Rensselaer County, NY; \$8.9 Million (2012-2016): The water distribution project, which was funded under the Drinking Water State Revolving Fund, included survey and design for the replacement 5,200 linear feet of 12" C-900 DR18 water main, 6,750 linear feet of 8" C-900 DR18 water main, hydrants, valves and appurtenances on Washington Avenue in the City of Rensselaer. The project scope includes 12 side streets, water service laterals, and hydraulic modeling to document flow rates and water pressures. In addition the project included modeling of the City's water distribution system, both the existing condition and future condition. Creighton Manning also provided design for the separation of over 11,500 linear feet of 8" through 18" PVC (SDR-26) sanitary sewer mains from the existing combined sanitary/storm drainage system, including design of a new storm drainage system and a new sanitary sewer interceptor system under Amtrak's rail yard, funded by the Clean Water State Revolving Fund. *Contact: Osvaldo Priotti, PE, (518) 694-3968*



Congress Street, Troy

Congress Street Reconstruction, City of Troy, Rensselaer County, NY, PIN 1756.62, D032022; \$7.2 Million (2006-2010): Survey, design and construction of a complex municipal water system within the limits of a \$7.2 million Federal-Aid highway reconstruction project. The project included relocating one-half mile of waterline, and tying into the existing City system. Permits and approvals were secured from Federal, State and local agencies. Extensive coordination with SHPO was required due to the impacts to an abandoned historic railroad tunnel. The project followed the Federal and State processes to secure 100% Federal funding through the American Recovery and Reinvestment Act.

Contact: Russ Reeves, P.E., (518) 270-4604



Warren, Glen, & Bay Streets, Glens Falls

Warren, Glen, and Bay Streets, City of Glens Falls, Warren County, NY; (2003-2010): Survey, design and construction for the replacement of over 12,000 linear feet of cast iron water main with new ductile iron water mains varying in size from 16 to 4 inches, including numerous residential service connections, hydrants and valves. These replacements required extensive coordination with the City Water Department and residents to identify shutdown locations and time periods. The utility work was completed as part of Federal-aid urban street reconstruction projects. Permits and approvals were secured from Federal, State and local agencies; some of which were eligible for 100% Federal funding through the American Recovery and Reinvestment Act.

Contact: Edward Bartholomew, (518) 761-3833



Fuller Road & Washington Ave, Albany

Fuller Road and Washington Avenue Intersection Project, City of Albany, Albany County, NY; D261876, \$14.5 Million (2007-2011): Survey and design of the relocation of 2,600 linear feet of ductile iron water main varying in size from 24 to 20 inches, including 100 linear feet of directional drilling to maintain traffic. The utility work was part of a \$14.5 million Locally Administered Federal Aid project to reconstruct the Fuller Road/Washington Ave intersection. This project was certified by NYS DOT GreenLITES *Evergreen* for its sustainable design practices.

Contact: Angelo Trichilo, (518) 457-9980



Couse Corners, East Greenbush

Couse Corners, Town of East Greenbush, Rensselaer County, NY; PIN 1MB014; \$2.2 million (2009-2011): Survey and design for relocation of 475 linear feet of 30-inch and 250 linear feet of 12-inch ductile iron water mains, gate valves and two 30-inch line stops. The \$2.2 million New York State funded intersection reconstruction project also included design of an 8-inch sanitary sewer main, and reconstruction of a signalized intersection as a two-lane roundabout with sidewalks.

Contact: Joe Cherubino, (518) 477-6225



Albany NanoTech Expansion

Albany NanoTech Complex Expansion, City of Albany, NY (2010-11): Survey and design of 1,460 linear feet of 16-inch and 270 linear feet of 20-inch HDPE water mains, 525 linear feet of 12-inch and 160 linear feet of 20-inch ductile iron water mains, including jack and bore of 150 linear feet of 24-inch and 250 linear feet of 30-inch steel casings. The water lines were required for NanoFab Xtension, a \$365 million, 500,000 square feet building expansion at the College of NanoScale Science and Engineering (now known as SUNY Polytechnic Institute).

Contact: Jonathan Holder, (518) 956-7150

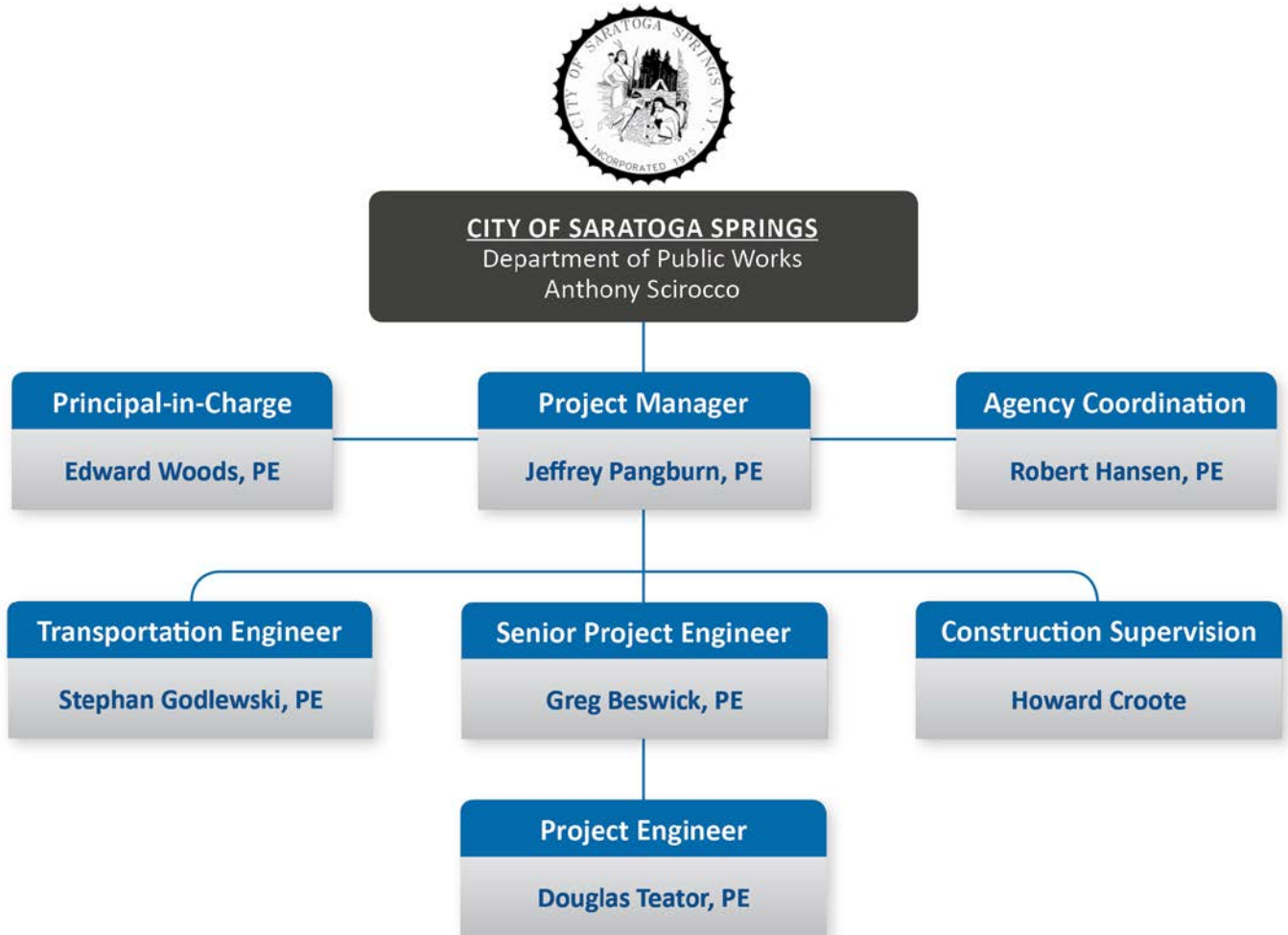


Hudson Ave, Glens Falls

Hudson Avenue, City of Glens Falls, NY (2014): Survey and design to replace 6-inch cast iron water line with 1,050 linear feet of 8-inch ductile iron water line, with hydrants, valves and appurtenances. The utility work was part of a locally administered Federal Aid highway rehabilitation and reconstruction project including new sidewalk, curb, traffic signals and replacement of sanitary sewer and water infrastructure.

Contact: Steve Gurzler (518) 761-3815

Project Organization Chart



Jeffrey Pangburn, PE

Project Manager

PROFESSIONAL EXPERIENCE SUMMARY

Mr. Pangburn is a Senior Project Manager with 22 years of experience including the design of highways, storm and sanitary sewers, water mains, traffic signal systems, roundabouts, and transit stations. His experience also includes NEPA and SEQRA Environmental Impact Statements and Assessments, Public Hearings and Informational Meetings, and hydraulic analysis for highway drainage.

RELEVANT PROJECT EXPERIENCE

Washington Avenue and Broadway Utility Improvements, City of Rensselaer, NY. Project Manager responsible for coordinating several EFC projects for the City, including a water distribution project and separation of sanitary sewer and stormwater facilities projects. The water distribution project, which was funded under the Drinking Water State Revolving Fund, included the installation of 5,200 linear feet of 12" C-900 DR18 water main, 6,750 linear feet of 8" C-900 DR18 water main, hydrants, valves and appurtenances. In a concurrent project, funded by the Clean Water State Revolving Fund, over 11,500 linear feet of 8" through 18" PVC (SDR-26) sanitary sewer mains will be installed to facilitate the separation of the existing combined sanitary/storm drainage system, including under Amtrak's rail yard. *\$8.9 Million (2012-2016)*

Fuller Road and Washington Avenue Intersection Project (D261876), City of Albany, NY. Project Manager responsible for Preliminary and Final Design for this Locally Administered Federal Aid Project to reconstruct the Fuller Road and Washington Ave intersection. The project includes design of state highway on new alignment and a bridge over a roundabout. The project included the relocation of 2621 feet of ductile iron water main varying in size from 24 inch to 6 inch including 100 feet of pipe jacking to maintain traffic. This replacement required extensive coordination with the City Water Department and the adjacent SUNY Albany and CNSE. *\$14.5 Million (2011)*

Church Street Reconstruction (PIN 1755.59), City of Saratoga Springs, NY. Project Manager for this Locally Administered Federal Aid Project, Preliminary and Final Design with Construction Supervision. The Project reconstructed one mile of Church Street. Major improvements included new pavement, curb, sidewalks, an extension of the closed storm sewer system, a new traffic signal, water main replacement and upgrade, and period street lighting. *\$2.6 Million (2007-2010)*

Warren, Bay and Glen Streets (PIN 1755.59.121), City of Glens Falls, NY. Project Manager for these Locally Administered Federal Aid Projects to reconstruct roadways in an historic urban area. Major improvements include new pavement, curb, sidewalks, installation of a new closed storm sewer system (removed 11 acres from the combined sewer), replacement of over 6300 linear feet of cast iron water main with ductile iron main varying in size from 16 inch to 4 inch including numerous service connections, valves and hydrants water main replacement, period street lighting, and vault enclosures. *\$17 Million (2002-2006)*

Professional Registration:

- *Professional Engineer (NY)*

Total Years of Experience: 22

Years with firm: 19

Education:

- *M.S., Transportation Engineering, 1996, The University of Texas at Austin*
- *B.S., Civil Engineering, 1993, Rensselaer Polytechnic Institute*

Professional Affiliations:

- *American Public Works Association*
- *American Society of Civil Engineers*
- *American Society of Highway Engineers*
- *New York State Association of Transportation Engineers*

Gregory Beswick, PE

Senior Project Engineer

PROFESSIONAL EXPERIENCE SUMMARY

Mr. Beswick is a Senior Engineer/Project Manager with over 40 years of experience. He has been responsible for engineering and environmental permitting for a variety of water main and sanitary sewer projects.

RELEVANT PROJECT EXPERIENCE

Washington Avenue and Broadway Utility Improvements, City of Rensselaer, NY. Senior Project Engineer responsible for civil engineering for a water distribution project, separation of sanitary sewer, and stormwater facilities project. The water distribution project, funded under the Drinking Water State Revolving Fund, included the installation of 5,200 LF of 12" C-900 DR18 water main, 6,750 LF of 8" C-900 DR18 water main, hydrants, valves and appurtenances. The project included modeling of the City's water distribution system. Mr. Beswick was also responsible for all civil engineering for the separation of over 11,500 LF of 8" through 18" PVC (SDR-26) sanitary sewer mains from the existing combined sanitary/storm drainage system, including design of a new storm drainage system and sanitary sewer interceptor system under Amtrak's rail yard. *\$8.9 Million (2012-2016)*

Killian's View, Town of Fort Edward, NY. Project Manager responsible for all Civil Engineering and Environmental permitting for this 352 Lot Cluster Residential Subdivision. The project included 17,800 LF of 8" and 10" C-900 water main, with gate valves, hydrants and house water services, 17,800 LF of 8" and 10" PVC (SDR-26) gravity sewer mains, 3,300 LF of 6" and 8" PVC (SDR-21) sanitary force main, and 20,000 LF of 12" through 48" HDPE storm drainage piping to serve the development. Responsible for design of two sanitary sewer pump stations, storm-water management and the storm-water pollution prevention plan. Environmental Impact Statements were completed and a Findings Statement for project approval was issued. *\$11 Million (2005-2010)*

Albany NanoTech Complex Expansion, City of Albany, NY. Civil Engineer responsible for design of 1,460 linear feet of 16" and 270 linear feet of 20" HDPE water mains, 525 linear feet of 12" and 160 linear feet of 20" ductile iron water mains, including jack and bore of 150 linear feet of 24" and 250 linear feet of 30" steel casings. The project included horizontal directional drilling of 280 linear feet of HDPE pipe all for a facilities expansion at the College of Nanoscale Science and Engineering (CNSE). *(2011)*

Fuller/Washington Ave Intersection Project (PIN 1757.31), City of Albany, NY. Civil Engineer for this Locally Administered Federal Aid Project to reconstruct the intersection on new alignment with a bridge over a roundabout. Mr. Beswick was responsible for design of 2,620 linear feet of 6" through 24" ductile iron water main, including jack and bore for a 36" steel casing sleeve under Fuller Road, gate valves, butterfly valves and hydrants. *\$14.5 Million (2011)*

Couse Corners Intersection Reconstruction (PIN 1MB014), Town of East Greenbush, Civil Engineer responsible for the Preliminary and Final Design and Contract Specifications for relocation of 475 linear feet of 30" and 250 linear feet of 12" ductile iron water mains, gate valves and two (2) 30" line stops. *\$2.2 Million (2009-2011)*

Professional Registration:

- Professional Engineer (MA, VT)

Total Years of Experience: 40

Years with firm: 5

Education:

- B.S., Civil Engineering Technology, 1981, Northeastern University

Professional Affiliations:

- American Society of Civil Engineers (ASCE)

Douglas Teator, PE

Project Engineer

PROFESSIONAL EXPERIENCE SUMMARY

Mr. Teator has 9 years of civil engineering experience including utility infrastructure and highway design.

RELEVANT PROJECT EXPERIENCE

Fuller/Washington Ave Intersection Project (PIN 1757.31), City of Albany, NY. Project Engineer for this Locally Administered Federal Aid project responsible for utility coordination and design of the relocated facilities. He was responsible for coordination with the City of Albany regarding relocation of 2,600 linear feet of 20- and 24-inch ductile iron water main distribution system. He also coordinated with CNSE regarding a 16 inch HDPE redundant water supply line that was directionally drilled to connect to the City's system. *\$14.5 Million (2011)*

CR306/203 Normanskill/Johnston Road Rehabilitation Project, Towns of New Scotland and Guilderland, NY. Project Engineer responsible for the design of multiple water line relocations due to conflicts with the proposed horizontal and vertical realignment of the roadway and storm water system. He designed the improvements to reduce property and wetland impacts. He coordinated with the Army Corps of Engineers to mitigate wetland impacts. *\$9.0 million (2007-2010)*

Congress Street Reconstruction (PIN 1756.62, D032022), City of Troy, NY. Project Engineer responsible for the design and upgrade of a complex water line system within the limits of a Federal-Aid highway reconstruction project. Mr. Teator was responsible for relocating one-half mile of waterline, and tying into the existing City system. Various conflict points, including an abandoned railroad tunnel, brick sewer tunnel, a newly separated stormwater system and other underground utilities resulted in a complex design. He was also responsible for coordinating directly with the City. *\$7.2 Million (2006-2010)*

Church Street Reconstruction (PIN 1757.14, D032058), City of Saratoga Springs, NY. Project Engineer responsible for the design of 750 feet of relocated 12 inch water line. Mr. Teator coordinated with the City of Saratoga Springs on the relocation and satisfied all potential conflicts. *\$2.2 Million (2007-2010)*

Luther Forest Technology Campus Roads, Town of Malta, NY. Project Engineer responsible for designing the vertical and horizontal alignment of nearly 2.5 miles of new 30" water line, solving various conflicts with wetlands, existing utilities and a storm water drainage system. He also calculated quantities and developed the cost estimate for the design. He also designed three separate relocations of existing 8" and 10" PVC water lines within the project area that were impacted by earthwork. He used a combination of directionally drilled HDPE and traditional trenched laid pipe to keep the existing water line in service throughout the construction of the site roadways until the connections could be made for service thereafter. *\$33 Million (2006-2009)*

Professional Registration:

- *Professional Engineer (NY)*

Total Years of Experience: 9

Years with firm: 9

Education:

- *B.S., Civil Engineering, 2006, Rensselaer Polytechnic Institute*

Professional Affiliations:

- *American Society of Civil Engineers, Associate Member*
- *American Society of Highway Engineers*

Howard Croote

Resident Engineer – Construction Inspection

PROFESSIONAL EXPERIENCE SUMMARY

Mr. Croote has over 30 years of experience in heavy highway and bridge construction projects. He has a working knowledge of NYSDOT Standard Specifications, M.U.R.K. and the MUTCD.

RELEVANT PROJECT EXPERIENCE

Washington Avenue and Broadway Utility Improvements, City of Rensselaer, NY. Resident Engineer for a utility improvement project in the Washington Avenue and North Broadway neighborhoods to restore a 50-year service life to the sanitary and storm sewers as well as to remove a combined sewer overflow from the Hudson River near Partition Street. The project includes water main replacement; water service replacements; sanitary sewer mainline and manhole rehabilitation and replacement; and replacement of storm drainage manholes and storm drainage pipe. *\$8.9 Million (2012-2016)*

Route 4 Reconstruction (D031045, PIN 1089.61), Village of Hudson Falls, NY. Chief Inspector (NICET IV) for this NYSDOT project to reconstruct 1.2 miles of US Route 4 (Main Street) from Gibson Street to the Whitehall Bridge, which crosses the Feeder Canal. Route 254 (River Street) and Park Place within Juckett Park were also reconstructed. The work included new waterline and sewer, new drainage systems, granite curbing, concrete sidewalks, and asphalt pavement. *(2013-2014)*

Congress and Ferry Streets Reconstruction (PIN 1756.62), City of Troy, NY. Chief Inspector responsible for the Inspection and Contract Administration for full depth reconstruction, the construction of the 6th street extension, new water main installation, granite curb, ADA compliant sidewalk ramps, new closed drainage, asphalt paving, and utility coordination. Responsibilities included assigning field staff which included two inspectors. APPIA software was implemented to administer the project records, quantities and contractor payment applications in conformance with MURK. *\$6.0 Million (2009-2010)*

Fuller/Washington Ave Intersection Project (PIN 1757.31), City of Albany, NY. Chief Inspector for this \$14.6 million Locally Administered Federal Aid intersection reconstruction project. The scope of work includes significant earth work, reconstruction of Washington Avenue Extension on new alignment with an overpass over a two-lane roundabout on Fuller Road, utilities and right-of-way. *(2012)*

Central Avenue Reconstruction, City of Albany, NY. Senior Inspector Level III responsible for full depth pavement reconstruction, new curbs, sidewalks, storm drainage including catch basins, pipe and underdrain, water mains, sanitary sewer, guiderail and fence. Also inspected the pouring of concrete for footings and piers and the brick work for the decorative fences. Responsible for paving of driveways and the maintenance strips. Ensured work was performed in accordance with the plans and specifications. Prepared daily reports using *Field Manager* software. Performed calculations for payment quantities. *(2008)*

Total Years of Experience: 31

Years with firm: 9

Training:

- *NICET Certified Level IV
ACI Grade I*
- *Maintenance and
Protection of Traffic*
- *Surveying*

Stephan Godlewski, PE

Project Engineer

PROFESSIONAL EXPERIENCE SUMMARY

Mr. Godlewski is a civil engineer with 12 years of design experience. He has been involved in all phases of the highway and infrastructure design process. He is very familiar with the locally administered Federal Aid design process and NYSDOT design specifications.

RELEVANT PROJECT EXPERIENCE

Bay Street Rehabilitation – Phase II (PIN 1758.61.12, D032030) City of Glens Falls, NY. Project Engineer responsible for Preliminary and Final Design for this Locally Administered Federal Aid project to rehabilitate 1 mile of urban street. The project included the replacement of 1700 feet of cast iron water main with new ductile iron main varying in size from 16 inch to 4 inch including numerous residential service connections, hydrants and valves. This replacement required extensive coordination with the City Water Department and residents to identify shutdowns. *\$2.4 Million (2008-2010)*

Church Street Reconstruction (D032058), City of Saratoga Springs, NY. Project Engineer responsible for this Locally Administered Federal Aid Project. Major improvements included new pavement, curb, sidewalks, closed storm sewer system and street lighting. The project included the replacement of 750 feet of cast iron main with 12 inch ductile iron main including hydrants and valves. *\$2.7 Million (2007-2009)*

Glen and Bay Street Reconstruction/Rehabilitation (D022008), City of Glens Falls, NY. Project Engineer responsible design of 1.3 miles of urban street reconstruction for this Locally Administered Federal Aid project. The project included replacement of 3700 feet of cast iron water main with a ductile iron main varying in size from 16 to 6 inch including numerous service connections, valves and hydrants. This replacement required extensive coordination with the City Water Department and residents to identify shutdowns. *\$8.5 Million (2004-2007)*

Fuller/Washington Ave Intersection Project (PIN 1757.31), City of Albany, NY. Project Engineer responsible for Preliminary and Final Design for this Locally Administered Federal Aid Project to reconstruct the Fuller Road and Washington Ave intersection. The project includes design of state highway on new alignment and a bridge over a roundabout. The project included the relocation of 2621 feet of ductile iron water main varying in size from 24 inch to 6 inch including 100 feet of pipe jacking to maintain traffic. This replacement required extensive coordination with the City Water Department and the adjacent SUNY Albany and CNSE. *\$14.5 Million (2011)*

Warren Street (NY Route 32) Reconstruction/Rehabilitation (PIN 1754.59), City of Glens Falls, NY. Assistant Project Engineer for the reconstruction of approximately 1.2 miles of urban highway for this Locally Administered Federal Aid project. The project also included the replacement of 6300 feet of cast iron water main with ductile iron main varying in size from 16 inch to 4 inch including numerous service connections, valves and hydrants. *\$6.5 Million (2003-2005)*

Professional Registration:

- *Professional Engineer (NY)*

Total Years of Experience: 12

Years with firm: 12

Education:

- *B.S., Civil Engineering, 2003, Clarkson University*

Professional Affiliations:

- *American Society Of Civil Engineers, Member*



Waiver of Immunity Clause
Section §139(a) State Finance Law

Upon the refusal by a representative of your firm, when called before a grand jury to testify concerning any transaction or contract with the City of Saratoga Springs, New York, or to sign a waiver of immunity against subsequent criminal prosecution or to answer any relevant question concerning such transactions or contracts,

(a) such person, and any firm, partnership or corporation of which he is a member, partner, director or officer shall be disqualified from thereafter selling to or submitting bids to or receiving awards from or entering into any contracts with any municipal corporation or fire district, or any public department, agency or official thereof, for goods, work or services, for a period of five years after such refusal, and to provide also that

(b) any and all contracts made with any municipal corporation or fire district, or any public department, agency or official thereof, since the effective date of this law, by such person, and by any firm, partnership or corporation of which he is a member, partner, director or officer may be cancelled or terminated by the City without incurring any penalty or damages on account of such cancellation or termination, but any monies owing by the City for goods delivered or work done prior to the cancellation or termination shall be paid.

Non-Collusive Bidding Certification
Section §139(d) State Finance Law

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and, in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition."

A bid shall not be considered for award nor shall any award be made where (1), (2), (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore.

Signature: *Edward V. Woods* Print Name: Edward V. Woods, PE

Title: Partner Date: August 3, 2015

Company: Creighton Manning Engineering, LLP Address: 2 Winners Circle, Albany, New York 12205

Subscribed to under penalty of perjury under the laws of the State of New York, this 3rd day of August, 2015 as the act and deed of said corporation of partnership. Hillary M. Foster



Vendor/Supplier Code of Conduct

The City of Saratoga Springs is committed to conduct business in a lawful, ethical and moral manner and expects the same standards from vendors/suppliers that the City conducts business with. The City requires that all vendors/suppliers abide by this Code of Conduct. Failure to comply with this Code may be sufficient cause for the City to exercise its' rights to terminate its' business relationship with vendors/suppliers. Vendors/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

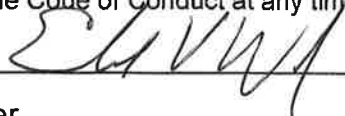
At a minimum, the City requires that all vendors/suppliers meet the following standards:

- **Legal:** Vendors/suppliers and their subcontractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- The City expects vendors/suppliers to respect the City's rules and procedures.
- **Conflict of Interest:** The vendor/supplier represents and warrants that it has no conflict, actual or perceived, that would prevent it from doing business with the City of Saratoga Springs.
- **Wages & Benefits:** Vendors/suppliers will set working hours, wages, and NYS statutory benefits and overtime pay in compliance with all applicable laws and regulations. Where applicable, as defined by NYS Labor Law, the vendor/supplier must comply with prevailing wage rates.
- **Health & Safety:** Vendors/suppliers and their subcontractors shall provide workers with a safe and healthy work environment that complies with local, state and federal health and safety laws.
- **Discrimination:** No person shall be subject to any discrimination in employment, including hiring, salary, benefits, advancement, discipline, termination or retirement on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinion, party affiliation or social ethnic origin.
- **Working conditions:** Vendors/suppliers must treat all workers with respect and dignity and provide them with a safe and healthy environment.
- **Right to organize:** Employees of the vendor/supplier should have the right to decide whether they want collective bargaining.
- **Subcontractors:** Vendors/suppliers shall ensure that subcontractors shall operate in a manner consistent with this Code.
- **Protection of the Environment:** Vendors/suppliers shall comply with all applicable environmental laws and regulations. Vendors/suppliers shall ensure that the resources and material they use are sustainable, are capable of being recycled and are used effectively and a minimum of waste. Where practicable, vendors/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

Vendor Acknowledgement

The undersigned vendor/supplier hereby acknowledges that it has received the City of Saratoga Springs Vendor/Supplier Code of Conduct and agrees that any and all of its facilities and subcontractors doing business with the City will receive the Code and will abide by each and every term therein.

Vendor/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor/supplier reserves the right to terminate its agreement to abide by the Code of Conduct at any time for any reason upon ninety (90) days prior written notice to the City.

Signature: 

Printed name: Edward V. Woods, PE

Title: Partner

Date: August 3, 2015

Company Name: Creighton Manning Engineering, LLP



City of Saratoga Springs, NY: Risk and Safety Agreement for Professional Services

City Project Number: RFP# 2015-29 City Project Name: Woodlawn Avenue Water Main Replacement
 City Department: Public Works Department Contact Person: Anthony Scirocco City Ext. _____
 Company Name: Creighton Manning Engineering, LLP
 Company Address: 2 Winners Circle, Albany, New York 12205
 Company Telephone No.: 518.436.0396 Company Fax No.: 518.436.0397
 Consultant Primary Contact for This Project: Shelly A. Johnston, PE Title: Partner

The City of Saratoga Springs herein requires the following terms and conditions regarding the agreement for the provision of professional services as outlined above:

The Consultant shall procure and maintain during the term of this contract, at the Consultant's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Consultant shall be solely responsible for any self-insured retention or deductible losses under each of the required policies. Every required policy, including any required endorsements and any umbrella or excess policy, shall be primary insurance. Insurance carried by the City of Saratoga Springs, its officers, or its employees, if any, shall be excess and not contributory insurance to that provided by the Consultant. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Consultant may utilize umbrella/excess liability coverage to achieve the limits required hereunder; such coverage must be at least as broad as the primary coverage (follow form). The Office of Risk & Safety Management must approve all insurance certificates. The City of Saratoga Springs reserves its right to request certified copies of any policy or endorsement thereto. All insurance shall be provided by insurance carriers licensed & admitted to do business in the State of New York and must be rated "A--:VII" or better by A.M. Best (Current Rate Guide). If the Consultant fails to procure and maintain the required coverage(s) and minimum limits such failure shall constitute a material breach of contract, whereupon the City of Saratoga Springs may exercise any rights it has in law or equity, including but not limited to the following: (1) immediate termination of the contract; (2) withholding any/all payment(s) due under this contract or any other contract it has with the vendor (common law set-off); OR (3) procuring or renewing any required coverage(s) or any extended reporting period thereto and paying any premiums in connection therewith. All monies so paid by the City of Saratoga Springs shall be repaid upon demand, or at the City's option, may be offset against any monies due to the Consultant.

The City of Saratoga Springs requires the Consultant name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

- **Commercial General Liability Including Completed Products and Operations and Personal Liability Insurance:** One Million Dollars per Occurrence with Two Million Dollars Aggregate (*City is also an Additional Insured on a Primary and Non-contributory Basis for this coverage*);
- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles
- **Excess Liability Insurance:** Three Million Dollars per Occurrence Aggregate
- **Professional Liability Insurance:** One Million per Claims with Two Million Aggregate
- **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance**

It shall be an affirmative obligation of the Consultant to advise City's Office of Risk and Safety via mail to Office of Risk and Safety, City of Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866, within two days of the cancellation or substantive change of any insurance policy set out herein, and failure to do so shall be construed to be a breach of this Agreement. The Consultant acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the City. The Consultant is to provide the City with a Certificate of Insurance naming the City as **Additional Insured on a primary and non-contributory basis prior** to the commencement of any work or use of City facilities. The failure to object to the contents of the Certificate of Insurance or the absence of same shall not be deemed a waiver of any and all rights held by the municipality. In the event the Consultant utilizes a Subcontractor for any portion of the services outlined within the scope of its activities, the Subcontractor shall provide insurance of the same type or types and to the same extent of coverage as that provided by the Consultant. All insurance required of the Subcontractor shall name the City of Saratoga Springs as an **Additional Insured on a primary and non-contributory** basis for all those activities performed within its contracted activities for the contact as executed.

The Consultant, to the fullest extent provided by law, shall indemnify and save harmless the City of Saratoga Springs, its Agents and Employees (hereinafter referred to as "City"), from and against all claims, damages, losses and expense (including, but not limited to, attorneys' fees), arising out of or resulting from the performance of the work or purchase of the services, sustained by any person or persons, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of property caused by the tortious act or negligent act or omission of Consultant or its employees or anyone for whom the Consultant is legally liable or Subcontractors. Without limiting the generality of the preceding paragraphs, the following shall be included in the indemnity hereunder: any and all such claims, etc., relating to personal injury, death, damage to property, or any actual or alleged violation of any applicable statute, ordinance, administrative order, executive order, rule or regulation, or decree of any court of competent jurisdiction in connection with, or arising directly or indirectly from, errors and/or negligent acts by the Consultant, as aforesaid.

The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this contract whenever Consultant and/or Consultant's employees or subcontractors are proceeding in a manner that threatens the life, health or safety of any of Consultant's employees, subcontractor's employees, City employees or member(s) of the general public on City property. This reservation of rights by the City of Saratoga Springs in no way obligates the City of Saratoga Springs to inspect the safety practices of the Consultant. If the City of Saratoga Springs exercises its rights pursuant to this part, the Consultant shall be given three days to cure the defect, unless the City of Saratoga Springs, in its sole and absolute discretion, determines that the service cannot be suspended for three days due to the City of Saratoga Springs' legal obligation to continuously provide Consultant's service to the public or the City of Saratoga Springs' immediate need for completion of the Consultant's work. In such case, Consultant shall immediately cure the defect. If the Consultant fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this contract. In the event that the City of Saratoga Springs terminates this contract, any payments for work completed by the Consultant shall be reduced by the costs incurred by the City of Saratoga Springs in rebidding the work and/or by the increase in cost that results from using a different vendor.

Consultant, having agreed to the terms and the recitals set forth herein, and in relying thereon, herein signs this Agreement.

Consultant Signature: Edward V. Woods, PE, Partner Date: August 3, 2015



CREIMAN-01

LTELLER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/3/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rose & Kiernan, Inc. 99 Troy Road East Greenbush, NY 12061	CONTACT NAME: PHONE (A/C, No, Ext): (518) 244-4245 FAX (A/C, No): (518) 244-4262	
	E-MAIL ADDRESS:	
INSURED Creighton Manning Engineering LLP 2 Winners Circle Albany, NY 12205	INSURER(S) AFFORDING COVERAGE NAIC #	
	INSURER A : Continental Casualty Company 20443	
	INSURER B : The Continental Insurance Company 35289	
	INSURER C : American Casualty Company 20427	
	INSURER D : ARCH Insurance Company 11150	
	INSURER E :	
INSURER F :		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		6011202464	12/29/2014	12/29/2015	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			6011202500	12/29/2014	12/29/2015	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							\$	
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			B6011202335	12/29/2014	12/29/2015	EACH OCCURRENCE	\$ 10,000,000
							AGGREGATE	\$ 10,000,000
							\$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A	6016605952	12/29/2014	12/29/2015	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
D	Prof. Liability			PAAEP0004100	07/01/2015	07/01/2016	Each Claim	3,000,000
D	Prof Liability			PAAEP0004100	07/01/2015	07/01/2016	Aggregate	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RFP #2015-29 Woodlawn Avenue Water Main Replacement

City of Saratoga Springs is a primary non-contributory additional insured for General Liability as required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

City of Saratoga Springs 474 Broadway Saratoga Springs, NY 12866	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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STATE OF NEW YORK
WORKERS' COMPENSATION BOARD

CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE

<p>1a. Legal Name and address of Insured (Use street address only)</p> <p>Creighton Manning Engineering, LLP. 2 Winners Circle Albany, NY 12205</p> <p>Work Location of Insured (<i>Only required if coverage is specifically limited to certain locations in New York State, i.e. a Wrap-Up Policy</i>)</p>	<p>1b. Business Telephone Number of Insured (518) 446-0396</p> <p>1c. NYS Unemployment Insurance Employer Registration Number of Insured</p> <p>1d. Federal Employer Identification Number of Insured or Social Security Number 14-1779483</p>
<p>2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</p> <p>City of Saratoga Springs 474 Broadway Saratoga Springs NY 12866</p>	<p>3a. Name of Insurance Carrier American Casualty Company</p> <p>3b. Policy Number of entity listed in box "1a": 6016605952</p> <p>3c. Policy effective period: December 29, 2014 to December 29, 2015</p> <p>3d. The Proprietor, Partners or Executive Officers are: <input checked="" type="checkbox"/> included. (Only check box if all partners/officers included) <input type="checkbox"/> all excluded or certain partners/officers excluded.</p>

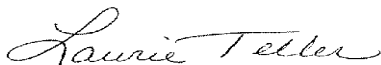
This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. (To use this form, New York (NY) must be listed under **Item 3A** on the INFORMATION PAGE of the workers' compensation insurance policy). The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

The Insurance Carrier will also notify the above certificate holder within 10 days IF a policy is canceled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from the coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for a one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in box "3c", whichever is earlier.

Please Note: Upon the cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by:



(Print name of authorized representative or licensed agent of insurance carrier)

Approved by:

6/11/15

(Signature)

(Date)

Title:

Assistant Vice President

Telephone Number of authorized representative or licensed agent of insurance carrier:

518-244-4214

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.

C-105.2 (9-07)

www.wcb.state.ny.us

Workers' Compensation Law

Section 57. Restriction on issue of permits and the entering into contracts unless compensation is secured.

1. The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any compensation to any such employee if so employed.

2. The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in a hazardous employment defined by this chapter, notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that compensation for all employees has been secured as provided by this chapter.

STATE OF NEW YORK
WORKER'S COMPENSATION BOARD
CERTIFICATE OF INSURANCE COVERAGE UNDER THE NYS DISABILITY BENEFITS LAW

PART 1. To be completed by Disability Benefits Carrier or Licensed Insurance Agent of that Carrier

1a. Legal Name and Address of Insured (Use street address only)
 CREIGHTON MANNING ENGINEERING, LLP
 2 WINNERS CIRCLE
 ALBANY, NY 12205

1b. Business Telephone Number of Insured
 (518) 446-0396
 1c. NYS Unemployment Insurance Employer Registration Number of Insured
 45815606
 1d. Federal Employer Identification Number of Insured or Social Security Number
 14 1779483

2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)
 City of Saratoga Springs
 474 Broadway
 Saratoga Springs NY 12866

3a. Name of Insurance Carrier
The Guardian Life Insurance Company of America
 3b. Policy Number of entity listed in box "1a":
 00922549-0000
 3c. Policy effective period:
 01/01/2015 to 01/01/2016

4. Policy Covers:
- a. All of the employer's employees eligible under the New York Disability Benefits Law
 - b. Only the following class or classes of the employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability Benefits insurance coverage as described above.

Date Signed: 06/12/2015

By: *Stuart J. Shaw*

Stuart J. Shaw, FSA, MAAA

Telephone Number: 1-888-278-4542

Title: Vice President, Group Insurance

IMPORTANT: If box "4a" is checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.
 If box "4b" is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the Disability Benefits Law. It must be mailed for completion to the Workers' Compensation Board, DB Plans Acceptance Unit, 20 Park Street, Albany, New York 12207.

PART 2. To be completed by NYS Workers' Compensation Board (Only if box "4b" of Part 1 has been checked)

**State Of New York
Workers' Compensation Board**

According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability Benefits Law with respect to all of his/her employees.

Date Signed:

By:

(Signature of NYS Workers' Compensation Board Employee)

Telephone Number:

Title:

Please Note: Only insurance carriers licensed to write NYS disability benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. **Insurance brokers are NOT authorized to issue this form.**

Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in box "3" on this form is certifying that it is insuring the business referenced in box "1a" for disability benefits under the New York State Disability Benefits Law. The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed as the certificate holder in box "2". *This Certificate is valid for the earlier of one year after this form is approved by the insurance carrier or its licensed agent, or the policy expiration date listed in box "3c".*

Please Note: Upon the cancellation of the disability benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of NYS Disability Benefits Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Disability Benefits Law.

DISABILITY BENEFITS LAW

§220.Subd. 8

- (a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.
- (b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits for all employees has been secured as provided by this article.

Fee Proposal

The Scope of Services was described in Section I of the proposal and is summarized as follows:

Task 1: Design

- Attend Project Kickoff Meeting with City Engineer upon Contract Execution with City.
- Complete any required SEQR/Environmental Review Forms and Resolutions for City Execution.
- Create Design Plans and Project Manual for the City to Bid and Construct this Project.
- Assume One 8 hour day of fieldwork to log test pits for design purposes in the ROW by City. Excavator
- Provide Design Review submissions at 30, 60 and 95% complete.
- Prepare Engineers Construction Cost Estimate with updates at 30, 60 and 95% complete milestones.
- Assume two meetings with City Engineer to review plans and progress.
- Submit and acquire final plan approval from NYSDOH for Project.

Task 2: Bidding Services

- Provide Bidding Services for Project including attendance at Pre-Bid Meeting.
- Provide 20 CD copies of Plans and Project Manual for distribution by City.

Task 3: Construction Administration Services

- Provide Construction Administration Services, including Submittal Review for Project.

Task 4: Construction Observation

- Provide Construction Observation Services for assumed 10 week construction period, with full-time on-site inspection for 75% of the time and part-time inspection for 25% of the time.

The lump sum fee for design, bidding services, construction administration services, and construction observation is summarized in the following table.

TASK	FEE	FEE BASIS
Design	\$31,700.00	Lump Sum Cost
Bidding Services	\$1,320.00	Lump Sum Cost
Construction Administration	\$1,880.00	Lump Sum Cost
Construction Observation	\$21,000.00	Not to exceed amount based on \$60 per hour
TOTAL	\$55,900.00	

The City of Saratoga Springs bid form is also enclosed.

It shall be the bidder's responsibility to carefully examine each item of the specification. Failure to offer a completed bid or failure to respond to each section of the technical specification will cause the proposal to be rejected without review as "non-responsive". All variances, exceptions and/or deviations shall be fully described in the appropriate section.

TOTAL BID IN FIGURES: \$ 55,900

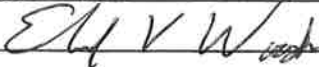
TOTAL BID WRITTEN: Fifty five thousand nine hundred dollars

COMPANY NAME: Creighton Manning Engineering, LLP

ADDRESS: 2 Winners Circle

Albany NY 12205 Phone No. (518) 446 -0396
(City) (State) (Zip)

E-MAIL ADDRESS: ewoods@cmellp.com

AUTHORIZED SIGNATURE: 

PRINTED NAME: Edward V. Woods

TITLE: Partner DATE: August 5, 2015