

CITY OF SARATOGA SPRINGS

City Council Meeting



July 17, 2018

City Council Room

06:40 PM P.H. - Bike Lane on Lake Avenue

06:45 PM P.H. - Amend Chapter 225 - Parking Joseph St and Stop Sign at Union, Adelphi and Finley

06:50 PM P.H. - Amend Chapter 240 and Chapter 118 - Enforcement Powers

06:55 PM P.H. - Amend 2018 Capital Budget for Katrina Trask Gateway Project

 [Print](#)

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION(S):

1. Charter Review: Update
2. 2018 Annual Report: Code Blue

EXECUTIVE SESSION:

1. Pending Litigation: 1 York Street LLC v. City of Saratoga Springs

CONSENT AGENDA

1. Approval of 7/2/18 City Council Meeting Minutes
2. Approval of 7/2/18 Pre-Agenda Meeting Minutes
3. Approve Budget Amendments - Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 07/06/18 \$522,147.67
6. Approve Payroll 07/13/18 \$541,154.16
7. Approve Warrant - 2018 18MWJUL1 \$762,573.10
8. Approve Warrant - 2018 18JUL2 \$389,476.58
9. Approve Warrant - 2018 18MWJUL2 \$100.00
10. Authorization for the Mayor to Sign the Youth Service Project Agreement with the County of Saratoga

11. Authorization for the Mayor to Sign Agreement with Auctions International
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MAYOR'S DEPARTMENT

1. Set Public Hearing: 2019-2024 Capital Budget Program
 2. Discussion and Vote: Authorization for the Mayor to Sign NYSCA CFA Funding Application
 3. Discussion and Vote: Authorization for the Mayor to Sign 2018 CFA Funding Application: Flat Rock Centre
 4. Discussion and Vote: Authorization for the Mayor to Execute a Retainer with Napoli Shkolnik, PLLC
 5. Appointments: Saratoga Race Course Advisory Board
 6. Appointments: Design Review Commission
 7. Announcement: Public Hearing Procedure
 8. Discussion and Vote: Resolution - Justify to Saratoga Springs
-

ACCOUNTS DEPARTMENT

1. Discussion and Vote: Approval of Resolution to Appoint Marriage Officer
 2. Award of Bid: Equipment Purchase for the Water Treatment Plant Flocculation Tank Equipment to Envirodyne Systems, Inc.
 3. Award of Bid: Extension of Bid for HVAC Services to BPI Mechanical Service
 4. Award of Bid: Katrina Trask Gateway Repairs to Ganem Contracting Corporation
-

FINANCE DEPARTMENT

1. Announcement: 2019 Budget Update
 2. Discussion and Vote: Accept Donations on behalf of the Downtown Special Assessment District for Drop Box
 3. Discussion and Vote: Bond Resolution - Katrina Trask Stairway Project
 4. Discussion and Vote: Budget Amendment - Capital (Increase) Katrina Trask Stairway
 5. Discussion and Vote: Budget Amendment - Payroll
 6. Discussion and Vote: Budget Transfers - Payroll
-

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Amend the 2018 Capital Budget for the Katrina Trask Gateway Project
 2. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Ganem Contracting Corporation for the Katrina Trask Gateway Project
 3. Discussion and Vote: Accept Donation from Stonhard Group for the Putnam Deck Parking Lot Repairs
 4. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Stonhard Group for the the Putnam Deck Parking Lot Repairs
 5. Discussion and Vote: Authorization for the Mayor to Sign Agreement with BPI Mechanical Services for HVAC Services
 6. Discussion and Vote: Approval to Pay Invoices to Chazen Engineering Land Surveying & Landscape Architecture Co. D.P.C.
 7. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Envirodyne Systems Inc for the Flocculation Tank Equipment Upgrade Project
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PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign Agreement with NYRA for 2018 Racing Season
2. Discussion and Vote: Amend Chapter 225 of the City Code, Vehicles and Traffic, with respect to traffic control at the intersection of Union Street, Adelphi Street, and Finley Street and with Respect to Parking on Joseph Street and Empire Way

3. Discussion and Vote: Amend Chapter 240 of the City Code with Respect to Enforcement Powers
 4. Discussion and Vote: Amend Chapters 118 of the City Code with respect to enforcement powers
-

SUPERVISORS

1. Tara Gaston
 1. NACo Update
 2. Board of Supervisors Update
 3. Upcoming Community Forum
-

ADJOURN



July 2, 2018

CITY OF SARATOGA SPRINGS

City Council Meeting

City Council Room

7:00 PM

6:10 PM P.H. – Amend Chapter 225 – Bike Lane

6:40 PM P.H. – Amend Chapter 148 – Noise

6:50 PM P.H. – Amend Chapter 240 and Chapter 118 – Enforcement Powers

6:55 PM P.H. – Amend Chapter 225 – Parking Joseph St and Stop Sign at Union, Adelphi and Finlay

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION

1. Charter Review Update

CONSENT AGENDA

1. Approval of 6/18/18 Pre-Agenda Meeting Minutes
2. Approval of 6/19/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 6/20/18 \$177.06
6. Approve Payroll 6/22/18 \$618,218.58
7. Approve Payroll 6/29/18 \$490,778.44
8. Approve Warrant - 2018 18MWJUN3 \$21,408.90
9. Approve Warrant - 2018 18JUL1 \$593,112.07

MAYOR'S DEPARTMENT

1. Discussion and Vote: Approval for Saratoga PLAN to Apply to 2018 Saratoga County Trails Grant Program on Behalf of City
2. Discussion and Vote: Authorization for the Mayor to Sign Contract with the Saratoga Springs Public Library
3. Discussion and Vote: Civil Service Commission Appointment
4. Appointments: Downtown Special Assessment District
5. Proclamations: Design Review Commission Retirements
6. Announcement: Schedule for August 21, 2018 City Council Meeting

ACCOUNTS DEPARTMENT

1. Award of Bid: Finance Department Renovations architectural/Engineering Services to Mesick Cohen Wilson Baker Architects, LLP

FINANCE DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mesick Cohen Wilson Baker Architects, LLP to Perform Architectural and Engineering Services for the Finance Department Renovation Project
2. Discussion and Vote: Standard Workday Resolution
3. Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Way Finding Signage
4. Discussion and Vote: Budget Amendment – Payroll
5. Discussion and Vote: Budget Transfers – Payroll and Benefits

PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign Contract with Schnabel Engineering of New York for the Loughberry Lake Dam Project
2. Discussion and Vote: Authorization for the Mayor to Sign Contract with Grant Street Construction, Inc. for the Waste Water Pump Station Upgrades
3. Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum #8 with Greenman-Pedersen, Inc. for the Ballston Avenue Traffic Improvement Project
4. Discussion and vote: Establish Step & Longevity for DPW Purchasing Coordinator
5. Set Public Hearing: Amend 2018 Capital Budget for the Katrina Trask Gateway Projects

PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Renewal Affiliation Agreement with Hudson Valley Community College
2. Appointment: Erin Maciel to the Complete Streets Advisory Board
3. Discussion and Vote: Accept Funds from the New York State Department of Transportation for a Multi-Modal Project for the Purpose of Conducting Surveying & Engineering, and Installation of Signage to Facilitate Bicycle Lanes on Lake Avenue
4. Discussion and Vote: A Resolution of the City Council of the City of Saratoga Springs, New York Supporting the Installation of Bicycle Lanes on City Streets in Saratoga Springs
5. Discussion and Vote: Amend Chapter 148 of the City Code, Noise with Respect to Noise on Sunday through Thursday Nights

SUPERVISORS

Matt Veitch

1. Saratoga County Capital Resource Corporation
2. Saratoga County Law Library Annual Report
3. Galway Supervisor Paul Lent
4. July 17, 2018 City Council Meeting

Tara Gaston

1. Nothing at this time.

ADJOURN



July 2, 2018

CITY OF SARATOGA SPRINGS
City Council Meeting
City Council Room
7:00 PM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
John Franck, Commissioner of Accounts
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW
John Daley, Deputy Commissioner, DPS

Vincent DeLeonardis

Matthew Veitch, Supervisor

EXCUSED: Tara Gaston, Supervisor

RECORDING OF PROCEEDING

The proceedings of this meeting were taped for the benefit of the secretary. Because the minutes are not a verbatim record of the proceedings, the minutes are not a word-for-word transcript.

PUBLIC HEARINGS

Amend Chapter 225 – Bike Lane

Mayor Kelly opened the public hearing at 6:10 p.m.

Commissioner Martin advised this is to amend chapter 225 of the City Code to add bike lanes on Lake Avenue. They have been told by the city attorney that they may not have to amend the code to add the bike lanes, however; he is keeping this public hearing to hear what the public has to say.

Erin Conklin of North Street stated she and her children bike 4 – 5 times a week. They are excited that they would have more possibilities to bike to other locations.

Bill Boehmke of Sustainable Saratoga read a message into the record (attached).

Greg Redling of Saratoga PLAN stated he is here to support the City accepting funds for a traffic and engineering study for bike accommodations on Lake Avenue. They would like to see a plan for safety for cyclists, pedestrians, and drivers.

Douglas Meyer of Saratoga Springs and part of the Greenbelt Trail Committee stated they are encouraging the Council to get to final plans. He read letters into the record from the principal of (attached)

Peter Goudos of the July 4th Firecracker Race stated this race supports the Greenbelt Trail. It is important to take a paced and measured approach.

Molly Gagne of Saratoga Springs stated she saw a poster today advertising bike benefits and perks that come with biking to downtown businesses. She referenced the e-mail she sent to the Council (attached) and read part of an article from the Times Union regarding striping of bike lanes in Albany.

Joanne Klepetar, Patrice Carroll, and Matt Hctor, read a letter that went to all the commissioners and the mayor (copy attached).

Ted Oris, member of the Complete Streets Advisory Board stated the Board supports the addition of complete streets and traffic calming across the City. They look forward to working with the Council and staff

Todd Shimkus of Saratoga Springs and president of Saratoga county Chamber stated they reached out to AAA and Blue Sky Cycles to promote videos to teach drivers and cyclists what they need to do to be safe.

Kathryn Hover of Saratoga Springs stated she is excited to have this moving forward. They are excited to be involved as a business owner.

Dillon Moran of 177 Lake Avenue stated he believes the bike lanes on Lake Avenue will address safety issues and will help decrease the speeds on Lake Avenue. He appreciates the Council taking a look at this issue.

Jen Hunt, communication director of Waldorf School stated their older children and a lot of faculty ride to work. They welcome the bike lanes on Lake Avenue.

Darlene McGraw of Saratoga Springs stated the plan for the bike lanes on Lake Avenue is a great plan. We need the bike lanes as the bikers will take up the lane if they don't have their own.

Ken Gray of Saratoga Springs thanked the Council for doing a lot of listening. Everyone has heard the challenges; we want it to be safe. The chance to expand and bring us into other communities is a great opportunity.

Erin Marciel of Saratoga Springs stated she is encouraged with the Council's support of the bike lanes.

Colin Klepetar of Saratoga Springs stated bike lanes do make it safer for bicyclists and cars.

Mayor Kelly concluded the public hearing at 6:40 p.m. and left it open.

Amend Chapter 148 – Noise

Mayor Kelly opened the public hearing at 6:40 p.m.

Commissioner Martin stated this amendment will change the maximum level of noise from 90 decibels to 85 on week nights (Sunday through Thursday). There is also a correction that defines weekends mean Friday and Saturday nights.

Dillon Moran of Saratoga Springs stated he is one of the people that approached Commissioner Martin about this. He has skin in this from every angle; local resident, local business owner, and local musician.

Mayor Kelly closed the public hearing at 6:46 p.m.

Amend Chapter 240 and Chapter 118 – Enforcement Powers

Mayor Kelly opened the public hearing at 6:46 p.m.

Commissioner Martin stated this amendment will allow the code enforcement officers to enforce the building code. This will help with efficiencies and will be backed by an internal memorandum between the Public Safety Office and the Mayor's Office.

No one spoke.

Mayor Kelly concluded the public hearing at 6:51 p.m. and left it open.

Amend Chapter 225 – Parking Joseph St. and Stop Sign at Union, Adelphi and Finley

Mayor Kelly opened the public hearing at 6:51 p.m.

Commissioner Martin stated the amendment to this chapter includes making the intersection of Union, Adelphi and Finley a 4 –way stop. The amendment will also address the removal of parking spaces on Joseph Street and Empire Way.

No one spoke.

Mayor Kelly concluded the public hearing at 7:00 p.m. and left it open.

CALL TO ORDER

Mayor Kelly called the meeting to order at 7:00 p.m.

Commissioner Madigan asked for a moment of silence for Amy Raimo who passed away over the weekend. She was the executive director of the Saratoga Hospital Foundation and Vice-President of Community Engagement. The Saratoga Springs community is a better place because of her and she will be missed.

PUBLIC COMMENT

Mayor Kelly said the public comment period is limited to a total of 15 minutes and individuals are limited to two minutes.

Mayor Kelly opened the public comment period at 7:02 p.m.

Darlene McGraw of Saratoga Springs stated she doesn't see a big recycling initiative in the City. She feels people should be forced to recycle.

Mayor Kelly closed the public comment period at 7:05 p.m.

PRESENTATION

Charter Review Commission Update

Vince DeLeonardis, city attorney and chair of the Charter Review Commission stated they held their 9th meeting on June 27th. They reviewed responses received from the public, employees, former commissioners, and former mayors. The information received was consistent with the direction they were finding they were headed. The information confirmed the following:

- Moving the capital program to the Finance Department.
- Moving the Recreation Department to DPW.
- Risk and Safety and HR will be in the Legal Department
- There is no momentum for changing the terms from 2 years to 4 years or instituting term limits.
- There is interest in increasing the terms of the County Supervisors from 2 years to 4 years with alternating elections.

The upcoming meetings are as follows:

- 7/11/18 - regular meeting at 3 p.m.
- 7/19/18 - workshop from 9 a.m. – 3 p.m.
- 7/25/18 – regular meeting at 3 p.m.
- 7/31/18 – regular meeting at 3 p.m.
- 8/14/18 - regular meeting at 3 p.m.
- 8/28/18 - regular meeting at 3 p.m.
- 8/21/18 – public forum to be held during the City Council meeting

CONSENT AGENDA

Mayor Kelly moved and Commissioner Madigan seconded to accept the consent agenda as follows:

1. Approval of 6/18/18 Pre-Agenda Meeting Minutes
2. Approval of 6/19/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers – Regular
5. Approve Payroll 6/20/18 \$177.06
6. Approve Payroll 6/22/18 \$618,218.58
7. Approve Payroll 6/29/18 \$490,778.44
8. Approve Warrant – 2018 18MWJUN3 \$21,408.90
9. Approve Warrant – 2018 18JUL1 \$593,112.07

Ayes – All

MAYOR'S DEPARTMENT

Discussion and Vote: Approval for Saratoga PLAN to Apply to 2018 Saratoga County Trails Grant Program on Behalf of City (18-210)

Brad Birge explained this is an opportunity for the City to authorize Saratoga PLAN to apply for a grant on behalf of the City. This is a matching grant not to exceed \$10,000 for a bridge in Bog Meadow Trails.

Mayor Kelly moved and Commissioner Martin seconded to approve Saratoga PLAN to apply to 2018 Saratoga County Trails Grant Program on behalf of the City.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Contract with the Saratoga Springs Public Library (18-211)

Mayor Kelly advised the Recreation Department will provide a learn to skateboard program.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign a contract with the Saratoga Springs Public Library as attached to the agenda.

Ayes – All

Discussion and Vote: Civil Service Commission Appointment (18-212)

Mayor Kelly advised she is re-appointing Paul Kisselbrack effective May 31, 2018 – May, 31, 2024.

Mayor Kelly moved and Commissioner Madigan seconded to approve the appointment of Paul Kisselbrack to the Civil Service Commission.

Ayes – All

Appointments: Downtown Special Assessment District

Mayor Kelly appointed the following people to the Downtown Special Assessment District: Rod Sutton and Amy Smith.

Proclamations: Design Review Commission Retirements

Mayor Kelly read the following proclamations into the record:

**A PROCLAMATION
OF THE CITY OF SARATOGA SPRINGS, NEW YORK**

WHEREAS, the City of Saratoga Springs is bestowed with a significant historic and architectural legacy including more than 1,000 properties listed on the New York State and National registers of historic places, and four National Historic Landmarks; and

WHEREAS, the City has created and designated the Design Review Commission as the entity to protect, maintain and enhance these historic resources. Our City has long been recognized as a leader in historic preservation in New York State due, in no small part, to the efforts and guidance of the Design Review Commission; and

WHEREAS, Steven Rowland was first appointed to the Design Review Commission by Mayor Michael Lenz in 2004. Since then, Steven has served on the Design Review Commission for more than 16 years and during the tenure of six Mayors, including serving as Vice Chair of the Commission for five years and more than eight years as Commission Chair; and

WHEREAS, Steven recently announced his intent to retire as a regular member of the Commission.

NOW, THEREFORE, I, Meg Kelly, Mayor of City of Saratoga Springs, hereby recognize the expertise, commitment, and leadership that Steven Rowland has provided the community and fellow Commission members throughout his tenure, and I join with my fellow Saratogians in expressing our gratitude for the countless hours of volunteer service that Steven Rowland has provided the City and for his dedication, assistance and generosity that has contributed to the betterment of the City of Saratoga Springs.

**A PROCLAMATION
OF THE CITY OF SARATOGA SPRINGS, NEW YORK**

WHEREAS, the City of Saratoga Springs is bestowed with a significant historic and architectural legacy including more than 1,000 properties listed on the New York State and National registers of historic places, and four National Historic Landmarks; and

WHEREAS, the City has created and designated the Design Review Commission as the entity to protect, maintain and enhance these historic resources. Our City has long been recognized as a leader in historic preservation in New York State due, in no small part, to the efforts and guidance of the Design Review Commission; and

WHEREAS, Richard Martin was first appointed to the Design Review Commission by Mayor A.C. Riley in 1990. Since then Rich has demonstrated exemplary dedication to the community and to the Design Review Commission in his service of more than 25 years. He has earned the distinction of being the longest serving member of the Design Review Commission and has served during the tenure of eight consecutive Mayor.

WHEREAS, Rich recently announced his intent to retire as a regular member of the Commission.

NOW, THEREFORE, I, Meg Kelly, Mayor of the City of Saratoga Springs, hereby recognize the significant contribution that Richard Martin has provided the community and fellow Commission members through his expertise, his fair-minded approach, his good humor and generosity, and I join with my fellow Saratogians in expressing our gratitude for the countless hours of volunteer

service that Richard Martin has provided the City and for his dedication, assistance and generosity that has contributed to the betterment of the City of Saratoga Springs.

Announcement: Schedule for August 21, 2018 City Council Meeting

Mayor Kelly announced the Charter Review Commission is going to hold their second public forum as a part of the regular City Council meeting. The Council meeting will begin an hour earlier at 6 p.m. and the public forum will begin after the public comment period.

ACCOUNTS DEPARTMENT

Award of Bid: Finance Department Renovations architectural/Engineering Services to Mesick Cohen Wilson Baker Architects, LLP (18-213)

Commissioner Franck moved and Commissioner Madigan seconded to award the bid for the Finance Department Renovations for Architectural/Engineering Services to Mesick Cohen Wilson Baker Architects, LLP in the amount not to exceed \$78,280 and amend the excess insurance limits of \$3 million dollars.

Ayes - All

FINANCE DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mesick Cohen Wilson Baker Architects, LLP to Perform Architectural and Engineering Services for the Finance Department Renovation Project (18-214)

Commissioner Madigan moved and Commissioner Franck seconded to authorize the mayor to sign an agreement with Mesick Cohen Wilson Baker Architects, LLP for architectural and engineering services for the Finance Department Renovations for \$78,280 plus reimbursable expenses in the amount not to exceed \$1,000.

Ayes – All

Discussion and Vote: Standard Workday Resolution (18-215)

Commissioner Madigan stated the standard workday resolution was updated and distributed with the agenda. The resolution is for Margaret Kelly, Michele Madigan, Peter Martin, John Franck, Vince DeLeonardis, Lisa Shields, Michael Sharp, Joe O'Neill, John Daley, and Maire Materson to properly have their retirement calculated.

Commissioner Madigan moved and Commissioner Martin seconded to approve the standard workday resolution as circulated with the agenda.

Ayes – All

Discussion and Vote: Accept Donations on Behalf of the Downtown Special Assessment District for Way Finding Signage (18-216)

Commissioner Madigan advised the following donations were received: \$390 from Embrace the Race, \$140 from Pro Nails, \$400 from Impressions of Saratoga, \$90 from Saratoga Community Federal Credit Union, \$100 from the Adelphi Hotel Partners, \$100 from Salt and Char, \$4,643 from Saratoga Springs City Center for a total donation of \$5,863.

Commissioner Madigan moved and Commissioner Martin seconded to accept the donations on behalf of the Downtown Special Assessment District for Way Finding signage as previously distributed and uploaded with the agenda.

Ayes - All

Discussion and Vote: Budget Amendment – Payroll (18-217)

Commissioner Madigan moved and Commissioner Franck seconded to approve the budget amendment – payroll as previously circulated with the agenda.

Ayes – All

Discussion and Vote: Budget Transfers – Payroll and Benefits (18-218)

Commissioner Madigan moved and Commissioner Franck seconded to approve the budget transfers – payroll and benefits as previously submitted with the agenda.

Ayes – All

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Contract with Schnabel Engineering of New York for the Loughberry Lake Dam Project (18-219)

Commissioner Scirocco explained this is for the next phase of the project which includes design and negotiation and permitting.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign a agreement with Schnabel Engineering of New York for the Loughberry Lake Dam Project in the amount of \$789,970.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Contract with Grant Street Construction, Inc. for the Waste Water Pump Station Upgrades (18-220)

Commissioner Scirocco explained this is for the sanitary waste water pump station upgrades. Each station has exceeded its lifespan.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign an agreement with Grant Street Construction, Inc. for the waste water pump station upgrade project in the amount of \$619,000.

Ayes – All

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum #8 with Greenman-Pedersen, Inc. for the Ballston Avenue Traffic Improvement Project (18-221)

Franck recused himself as he owns property on Ballston Avenue. He left the room at the vote.

Commissioner Scirocco explained this is for the review of additional construction claims by Bast Hatfield and recommendations to the City to avoid potential litigation. The project was completed 2 years ago but the contracture has submitted for additional funds.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign agreement addendum #8 with Greenman-Pedersen for the Ballston Avenue Traffic Improvement Project in the amount of \$10,154.70.

Ayes – All

Discussion and vote: Establish Step & Longevity for DPW Purchasing Coordinator (18-222)

Commissioner Scirocco explained the person qualified for this position was working at an engineering assistant at a grade 11. Moving to this position would be a decrease in pay for this person. To rectify the situation, he is asking for approve to have this person start at grade 13 step 6. The employee has agreed to increase their hours from 33 per week to 40 per week.

Commissioner Scirocco moved and Commissioner Franck seconded to upgrade the DPW purchasing coordinator to be a step 6. This would be effective July 9, 2018. The employees corresponding longevity date would continue to be July 1, 2002.

Ayes – All

Set Public Hearing: Amend 2018 Capital Budget for the Katrina Trask Gateway Projects

Commissioner Scirocco set a public hearing for Tuesday, July 17, 2018 at 6:55 p.m.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Renewal Affiliation Agreement with Hudson Valley Community College (18-223)

Commissioner Martin advised this is a revenue contract where the City provides training for Hudson Valley Community College's training program.

Commissioner Martin moved and Commissioner Franck seconded that the mayor be authorized to sign the affiliation agreement for furnishing clinical experience to EMT/Paramedic students which is attached to this agenda item.

Ayes – All

Appointment: Erin Maciel to the Complete Streets Advisory Board

Commissioner Martin appointed Erin Maciel to the Complete Streets Advisory Board.

Discussion and Vote: Accept Funds from the New York State Department of Transportation for a Multi-Modal Project for the Purpose of Conducting Surveying & Engineering, and Installation of Signage to Facilitate Bicycle Lanes on Lake Avenue (18-224)

Commissioner Martin advised NYSDOT has made up to \$50,000 available in funds for this purpose.

Commissioner Martin moved and Commissioner Madigan seconded to accept funds from the New York State Department of Transportation for this multi-modal project for the purpose of conducting, surveying, and engineering, and installation of signage to facilitate bicycle lanes on Lake Avenue.

Commissioner Scirocco asked if an RFP should be done before the money is accepted as this may not be enough money.

Commissioner Martin advised the RFP will follow after they have these funds.

Commissioner Scirocco advised this may not be enough money. Also, the money needs to be in their budget as it is a reimbursable grant.

Commissioner Martin stated they have a strong belief they will be able to get engineering done for less than the \$50,000 grant. They have money in their budget to pay for this.

Commissioner Scirocco verified this is for bike lanes specifically on Lake Avenue.

Commissioner Martin advised that was correct.

Commissioner Scirocco stated he is troubled by the fact no RFP was done to take this money on.

Commissioner Martin stated they are not taking the money on before they do the project. They are doing the project first. He has confidence they will be able to get engineering services for less than \$50,000.

Commissioner Madigan stated this is how they handle a grant like this. They need to amend the budget, which they have done through the Consent Agenda and this item. The City has plenty of cash flow to make a \$50,000 revenue line item and do have access to \$200,000 through complete streets. Commissioner Scirocco stated he can't support this as they are not following the process.

Ayes – 4

Nays – 1 (Commissioner Scirocco)

Discussion and Vote: A Resolution of the City Council of the City of Saratoga Springs, New York Supporting the Installation of Bicycle Lanes on City Streets in Saratoga Springs (18-225)

Commissioner Martin moved and Commissioner Madigan seconded:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SARATOGA SPRINGS, NEW YORK SUPPORTING THE INSTALLATION OF BICYCLE LANES ON LAKE AVENUE BETWEEN REGENT STREET AND HENNING ROAD

Be it resolved, by the City Council of the City of Saratoga Springs, New York as follows:

WHEREAS, this body adopted the City of Saratoga Springs' Complete Streets Plan in 2016, with the goal of making travel safer for all modes of transportation; and

WHEREAS, We as a City Council believe in the benefits of improving our city's transportation infrastructure for all modes of transportation; and

WHEREAS, Major corridors into the heart of Saratoga Springs, connecting its greenbelt to its downtown and bringing travelers into our city; and

WHEREAS, many bicyclists currently ride on city streets without the safety benefits of designated bicycle lanes; and

WHEREAS, Bicycle lanes on our streets will provide numerous benefits to the community; and

WHEREAS, The city has been fortunate to attain a state grant to fund an engineering study and survey to make this project possible;

NOW, THEREFORE, BE IT IS RESOLVED that the City Council of the City of Saratoga Springs supports the installation and signage of bicycle lanes as recommended in Section 3.1 of the 2016 Saratoga Springs Complete Streets Plan.

Commissioner Scirocco stated he supports the Complete Street Plan but feels this resolution is redundant of the plan. The letter from the state indicates the money is for Lake Avenue only. He is going to support this because he supports the Complete Streets Plan.

Mayor Kelly stated there is community wide support of bike-able and walk-able neighborhoods. An engineering firm can now be selected through our purchasing process. She challenged the Council to

establish a clear process for building a network of bike lanes and trails throughout the City. This was a process problem throughout the bike lane on Lake Avenue.

Commissioner Madigan thanked Commissioner Martin for his work on this and hopes to see more of this on the west side.

Commissioner Franck stated we have in the past accepted grant funding before doing an RFP.

Mayor Kelly stated again that she feels the process is really broken. They could have started this in April when the letter was received. She is on board and talked it out with Commissioner Martin and they are going to move forward. Her biggest problem was the process.

Commissioner Madigan asked if the engineering services don't cost the full \$50,000 could they use the difference for another piece of the project.

Commissioner Martin advised he is going to have the RFP ask for alternatives as there are many complete street applications that can be made on Lake Avenue such as crosswalks.

Commissioner Madigan reminded everyone there is \$200,000 available to be used in complete streets.

Commissioner Scirocco stated the grant was originally applied for from Circular Street to Weibel Avenue. It changed to from Regent Street to Henning; that raised concern for him. The letter is specific; it is for Lake Avenue only.

Ayes – All

Discussion and Vote: Amend Chapter 148 of the City Code, Noise with Respect to Noise on Sunday through Thursday Nights (18-226)

Commissioner Martin advised they received complaints regarding noise on the east side.

The ordinance is as follows:

AN ORDINANCE TO AMEND CHAPTER 148 OF THE CODE OF THE CITY OF SARATOGA SPRINGS, NY, ENTITLED "NOISE"

BE IT ORDAINED by the City Council of the City of Saratoga Springs, NY, as follows:

SECTION 1: Section 148-4 (C) of the Code of the City of Saratoga Springs, NY, entitled "Noise – Specific Acts Deemed Unreasonable Noise" is hereby amended as follows (new material underlined, old material in brackets):

C. In any nonresidential zoning district, the use of any device for the amplification of sound in the following manner:

1. [Monday through Friday:] Sunday through Thursday:

- (a) Daytime: between the hours of 8:00 a.m. and 12:00 midnight, in such a manner as to generate an instantaneous sound-pressure level of [90] 85 decibels (dBA) or greater, as measured from any point along the boundary line of the real property on which the sound pressure is generated.
- (b) Nighttime: between the hours of 12:00 midnight (1:00 a.m. for Sunday) and 8:00 a.m. either outdoors or inside a building or structure so as to allow the amplified sound to be clearly and distinctly heard outside such building or structure.

2. [Saturday and Sunday] Friday and Saturday:

- (a) Daytime: between the hours of 8:00 a.m. and 1:00 a.m. the following day in such a manner as to generate an instantaneous sound-pressure level of 90 decibels (dBA) or greater, as measured from any point along the boundary line of the real property on which the sound pressure is generated.
- (b) Nighttime: between the hours of 1:00 a.m. and 8:00 a.m. either outdoors or inside a building or structure so as to allow the amplified sound to be clearly and distinctly heard outside such building or structure.

SECTION 2: This ordinance shall take effect the day after publication as provided by the City Charter of the City of Saratoga Springs, NY.

Commissioner Martin moved and Commissioner Franck seconded to amend chapter 148 of the City Code – noise with respect to noise on Sunday through Thursday nights pursuant to the resolution that is attached as a part of this agenda.

Ayes - All

SUPERVISORS

Matt Veitch

Saratoga County Capital Resource Corporation

Supervisor Veitch reported they approved the bond for the Hudson Headwaters Network for new construction of a facility in Moreau. The bond is for up to \$9 million dollars. They also set aside \$40,000 for grants for the Capital Resource Corporation.

Saratoga County Law Library Annual Report

Supervisor Veitch reported the hours are 8 a.m. to noon and 1 p.m. – 3:45 .pm. on weekdays. They have looked at several locations and will announce the new location once decided upon.

Galway Supervisor Paul Lent

Supervisor Veitch reported Supervisor Paul Lent passed away. He had been supervisor since 2014.

July 17, 2018 City Council Meeting

Supervisor Veitch reported he will not be here for that meeting.

Tara Gaston

Nothing at this time.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:18 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:



July 2, 2018

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
9:30 AM

PRESENT: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance
Anthony Scirocco, Commissioner of DPW
Peter Martin, Commissioner of DPS

STAFF PRESENT: Lisa Shields, Deputy Mayor
Mike Sharp, Deputy Commissioner, Finance
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: John Franck, Commissioner of Accounts

Maire Masterson, Deputy Commissioner, Accounts
Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Mayor Kelly called the meeting to order at 9:32 a.m.

PUBLIC HEARINGS

1. Amend Chapter 225 – Bike Lanes: No comments.
2. Amend Chapter 148 – Noise: Commissioner Martin advised this is the second public hearing. They made a revision for the maximum decibel level in the downtown area to be 85 decibels Sunday through Thursday evenings.
3. Amend Chapter 240 and Chapter 118 – Enforcement Powers: Commissioner Martin advised this will allow the code enforcers to enforce zoning ordinances.
4. Amend Chapter 225 – Parking Joseph St and Stop Sign at Union, Adelphi and Finley: Commissioner Martin stated this is for parking on Joseph Street and Empire and to install a stop sign at the intersection of Union Street, Adelphi and Finley.

PRESENTATION

1. Charter Review Update – no comments.

CONSENT AGENDA

1. Approval of 6/18/18 Pre-Agenda Meeting Minutes
2. Approval of 6/19/18 City Council Meeting Minutes
3. Approve Budget Amendments – Regular (Increases)
4. Approve Budget Transfers - Regular
5. Approve Payroll 6/20/18 \$177.06

6. Approve Payroll 6/22/18 \$618,218.58
7. Approve Payroll 6/29/18 \$490,778.44
8. Approve Warrant - 2018 – 18MWJUN3 \$21,408.90
9. Approve Warrant - 2018 – 18JUL1 \$593,112.07

No comments.

MAYOR'S DEPARTMENT

Proclamation: Design Review Commission Retirements

No comments.

Discussion and Vote: Civil Service Commission Appointment

Mayor Kelly advised she will be appointing Paul Kisselbrack.

Discussion and Vote: Authorization for the Mayor to Sign Contract with the Saratoga Springs Public Library

John Hirliman of the Recreation Center advised the kids that attend the library's reading program will have the option to register for the skateboard program. The library will pay the City directly.

Appointments: Downtown Special Assessment District

No comments.

Mayor Kelly advised she is adding 2 items: Discussion and Vote: Saratoga PLAN to Apply for Grant on City's Behalf; and Discussion: Schedule for August 21st meeting.

Tina Carton, sustainability coordinator advised the Saratoga County Board of Supervisors has allocated \$50,000 in grant money to assist municipalities with the planning and construction of trails. Funds will be awarded upon completion of the proposed project. Funds can be used for planning, construction, and reconstruction of trails. The maximum amount of the award is \$10,000 with a 50/50 match.

ACCOUNTS DEPARTMENT

Commissioner Madigan read the title for Commissioner Franck's agenda item: Award of Bid: Finance Department Renovations Architectural/Engineering Services to Mesick Cohen Wilson Baker Architects, LLP.

FINANCE DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Agreement with Mesick Cohen Wilson Baker Architects, LLP to Perform Architectural and Engineering Services for the Finance Department Renovations Project

No comments.

Discussion and Vote: Standard Workday Resolution

No comments.

Discussion and Vote: Accept Donations on Behalf of the downtown Special Assessment District for Way Finding Signage

No comments.

Discussion and Vote: Budget Amendment – Payroll

No comments.

Discussion and Vote: Budget Transfers – Payroll and Benefits

No comments.

PUBLIC WORKS DEPARTMENT

Discussion and Vote: Authorization for the Mayor to Sign Contract with Schnabel Engineering of New York for the Loughberry Lake Dam Project

Tim Wales, city engineer, advised this is to continue with the design and permitting phase.

Discussion and Vote: Authorization for the Mayor to Sign Contract with Grant Street construction Inc., for the Waste Water Pump Station Upgrades

Tim Wales advised this is for 3 sanitary pump station upgrades.

Discussion and Vote: Authorization for the Mayor to Sign Agreement Addendum #8 with Greenman-Pedersen, Inc. for the Ballston Avenue Traffic Improvement Project

Tim Wales, city engineer, advised they have some claims post construction by the contractor. They have submitted a package to justify their additional claims. We need our engineers to go through it to determine what is acceptable.

Discussion and Vote: Establish Step & Longevity for DPW Purchasing Coordinator

Commissioner Scirocco advised the best qualified candidate for this position is an Engineering Department employee. The employee taking this position would be looking at a pay decrease. To rectify the situation, he will be asking the Council to approve an increase for the DPW purchasing coordinator to a step 6. The employee has also agreed to an increase in hours from 33 to 40 hours per week.

Set Public Hearing: Amend 2018 Capital Budget for the Katrina Trask Gateway Projects

Commissioner Scirocco advised they sent out an RFP. The results of that showed that the project will need to be done in 2 phases. They are looking to amend the capital budget to include both phases.

PUBLIC SAFETY DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Renewal Affiliation Agreement with Hudson Valley Community College

Commissioner Martin advised this agreement provides the college to use the City's EMT facilities.

Appointment: Erin Maciel to the Complete Streets Advisory Board

No comments.

Discussion and Vote: A Resolution of the City Council of the City of Saratoga Springs, New York
Supporting the Installation of Bicycle Lanes on Lake Avenue Between Regent Street and Henning Road

No comments.

Discussion and Vote: Amend Chapter 148 of the City Code, Noise, with Respect to Noise on Sunday
Through Thursday Nights

No comments.

SUPERVISORS

Mayor Kelly read the following into the record:

Matt Veitch

1. Saratoga County Capital Resource Corporation
2. Saratoga County Law Library Annual Report
3. Galway Supervisor Paul Lent
4. July 17, 2018 City Council Meeting

Tara Gaston

1. Nothing at this time.

ADJOURN

Mayor Kelly adjourned the meeting at 9:49 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:


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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY AMEND			
2018	07	123 07/17/2018	071718	071718BARG	BUA 071718BARG	1 2			
1	A053	42230	DPW	INTERGOVERNMENTAL CHARGES	GAS REIMBURSEMENT		-289.35	-176.31	-465.66
	A	-05-3-0000-0-42230	-		PUBLIC HEALTH NURSING GAS	MAY 07/17/2018			
2	A3335014	54520	STREETS	CS	GAS & OIL		90,289.35	176.31	90,465.66
	A	-33-3-5010-4-54520	-		PUBLIC HEALTH NURSING GAS	MAY 07/17/2018			
3	A103	42726	MISCELLANEOUS	LOCAL SOURCES	REIMBURSEMENT LABOR EXPENSE		-3,616.00	-30.00	-3,646.00
	A	-10-3-0000-0-42726	-		MOORE EVENT 07/23/18	07/17/2018			
4	A3031621	51964	CITY HALL	PS	SPECIAL EVENTS		3,381.82	30.00	3,411.82
	A	-30-3-1620-1-51964	-		MOORE EVENT 07/23/18	07/17/2018			
5	A103	42726	MISCELLANEOUS	LOCAL SOURCES	REIMBURSEMENT LABOR EXPENSE		-3,616.00	-60.00	-3,676.00
	A	-10-3-0000-0-42726	-		SAVOY JULY	07/17/2018			
6	A3031621	51964	CITY HALL	PS	SPECIAL EVENTS		3,381.82	60.00	3,441.82
	A	-30-3-1620-1-51964	-		SAVOY JULY	07/17/2018			
					** JOURNAL TOTAL		0.00		

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CITY OF SARATOGA SPRINGS LIVE
BUDGET AMENDMENT JOURNAL ENTRY PROOF

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YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 7 123									
BUA A053-42230						GAS REIMBURSEMENT	5		176.31
07/17/2018 071718BARG 071718 071718BARG						T PUBLIC HEALTH NURSING GAS MAY			
BUA A3335014-54520						GAS & OIL	5	176.31	
07/17/2018 071718BARG 071718 071718BARG						T PUBLIC HEALTH NURSING GAS MAY			
BUA A103-42726						REIMBURSEMENT LABOR EXPENSE	5		30.00
07/17/2018 071718BARG 071718 071718BARG						T MOORE EVENT 07/23/18			
BUA A3031621-51964						SPECIAL EVENTS	5	30.00	
07/17/2018 071718BARG 071718 071718BARG						T MOORE EVENT 07/23/18			
BUA A103-42726						REIMBURSEMENT LABOR EXPENSE	5		60.00
07/17/2018 071718BARG 071718 071718BARG						T SAVOY JULY			
BUA A3031621-51964						SPECIAL EVENTS	5	60.00	
07/17/2018 071718BARG 071718 071718BARG						T SAVOY JULY			
								.00	.00
BUA A-2960						APPROPRIATIONS			266.31
07/17/2018 071718BARG 071718 071718BARG									
BUA A-1510						ESTIMATED REVENUES		266.31	
07/17/2018 071718BARG 071718 071718BARG									
						SYSTEM GENERATED ENTRIES TOTAL		266.31	266.31
						JOURNAL 2018/07/123 TOTAL		266.31	266.31

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CITY OF SARATOGA SPRINGS LIVE
BUDGET AMENDMENT JOURNAL ENTRY PROOF

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2018	7	123	07/17/2018			
	A-1510					ESTIMATED REVENUES	266.31	
	A-2960					APPROPRIATIONS		266.31
FUND TOTAL							266.31	266.31

** END OF REPORT - Generated by Christine Gillmett-Brown **

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CITY OF SARATOGA SPRINGS LIVE
BUDGET AMENDMENTS JOURNAL ENTRY PROOF

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LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT				LINE DESCRIPTION					
<hr/>										
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2018	07	124	07/17/2018	071718	071718BTRG BUA	071718BTRG	1	1		
1	A3011214	54110			MAYOR CONTRACTED SERVICES	OFFICE SUPPLIES	1,000.00	700.00	1,700.00	
	A	-30-1-1210-4-54110	-			COVER ANTICIPATED EXPENSES	07/17/2018			
2	A3011654	54730			CITY PHONE SYSTEM CONTRACT SERVICE	CONTRACTS MAINTENANCE	17,785.00	-700.00	17,085.00	
	A	-30-1-1650-4-54730	-			COVER ANTICIPATED EXPENSES	07/17/2018			
3	E3577162	52101			CITY CENTER AUTHORITY EQ CAP BUILDING	EQUIPMENT	8,000.00	4,500.00	12,500.00	
	E	-35-7-7160-2-52101	-			COVER ANTICIPATED EXPENSES	07/17/2018			
4	E3577164	54610			CITY CENTER AUTHORITY CS	REPAIRS & MAINTENANCE BUILDING	35,000.00	-4,500.00	30,500.00	
	E	-35-7-7160-4-54610	-			COVER ANTICIPATED EXPENSES	07/17/2018			
								** JOURNAL TOTAL		
								0.00		

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BUDGET AMENDMENT JOURNAL ENTRY PROOF

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YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 7 124									
BUA A3011214-54110	07/17/2018	071718BTRG	071718	071718BTRG		T OFFICE SUPPLIES	5	700.00	
						COVER ANTICIPATED EXPENSES			
BUA A3011654-54730	07/17/2018	071718BTRG	071718	071718BTRG		T SERVICE CONTRACTS MAINTENANCE	5		700.00
						COVER ANTICIPATED EXPENSES			
BUA E3577162-52101	07/17/2018	071718BTRG	071718	071718BTRG		T BUILDING EQUIPMENT	5	4,500.00	
						COVER ANTICIPATED EXPENSES			
BUA E3577164-54610	07/17/2018	071718BTRG	071718	071718BTRG		T REPAIRS & MAINTENANCE BUILDING	5		4,500.00
						COVER ANTICIPATED EXPENSES			
JOURNAL 2018/07/124 TOTAL								.00	.00

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BUDGET AMENDMENT JOURNAL ENTRY PROOF

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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
FUND TOTAL					.00	.00

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NEW INVOICES

VENDOR REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
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APPROVED UNPAID INVOICES TO BE POSTED

6950	00000 AMSURE	164725 88344	165707	18MWJUL1	702,145.98		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3011478	58010	809.60	1099:	
ACCT 1200	DEPT 2000	DUE 07/11/2018	DESC:88345			A3719068	58010	30,193.64	1099:	
PO BOX 15044	ALBANY NY 12212					A3729068	58010	21,063.30	1099:	
						A3739068	58010	152,783.69	1099:	
						A3749068	58010	403,151.16	1099:	
						A3759068	58010	16,751.82	1099:	
						A3769068	58010	8,213.62	1099:	
						A3769068	58010	15,016.84	1099:	
						E3577168	58010	1,234.46	1099:	
						F3739068	58010	35,686.58	1099:	
						G3739068	58010	17,241.27	1099:	
4947	00002 MAGNA5	164726 4866593	165708	18MWJUL1	58.16		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3143124	54670	58.16	1099:	
ACCT 1200	DEPT 4000	DUE 07/11/2018	DESC:1639							
P O BOX 780410	PHILADELPHIA PA 19178-0410									
6575	00000 DIRECT ENERGY BU	164727 181840035221566	165709	18MWJUL1	5,986.90		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: Y	DISC: .00		E3577164	54650	5,986.90	1099:	
ACCT 1200	DEPT 7000	DUE 07/11/2018	DESC:1277000							
P.O. BOX 70220	PHILADELPHIA PA 19176-0220									
200	00001 THE HARTFORD-PRI	164728 739298743017	165710	18MWJUL1	974.40		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3011474	54774	4.00	1099:	
ACCT 1200	DEPT 2000	DUE 07/11/2018	DESC:000040370001			A3719044	54774	68.00	1099:	
GROUP BENEFITS DIVISION	P O BOX 783690	PHILADELPHIA PA 19178-3690				A3729044	54774	44.00	1099:	
						A3739044	54774	305.86	1099:	
						F3739044	54774	73.86	1099:	
						G3739044	54774	45.88	1099:	
						A3749044	54774	336.80	1099:	
						A3759044	54774	32.00	1099:	
						A3769044	54774	24.00	1099:	
						A3769044	54774	40.00	1099:	

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NEW INVOICES

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
1699	00001 TIME WARNER CABL	164733 489463802062518		165715	18MWJUL1	106.48	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3021694 54740		106.48	1099:	
ACCT 1200	DEPT 2000	DUE 07/11/2018	DESC:202-489463802-001							
P.O. BOX 70872	CHARLOTTE NC	28272-0872								
1927	00001 VERIZON	164734 164734		165716	18MWJUL1	74.48	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		F3638334 54670		74.48	1099:	
ACCT 1200	DEPT 3000	DUE 07/11/2018	DESC:518Q720140071243							
P O BOX 15124	ALBANY NY	12212-5124								
1927	00001 VERIZON	164735 164735		165717	18MWJUL1	93.18	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3031654 54670		93.18	1099:	
ACCT 1200	DEPT 3000	DUE 07/11/2018	DESC:518Q720139070248							
P O BOX 15124	ALBANY NY	12212-5124								
1927	00001 VERIZON	164736 164736		165718	18MWJUL1	127.74	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3567184 54670 3000		127.74	1099:	
ACCT 1200	DEPT 3000	DUE 07/11/2018	DESC:5185801086							
P O BOX 15124	ALBANY NY	12212-5124								
1927	00001 VERIZON	164737 164737		165719	18MWJUL1	229.04	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3143414 54670		229.04	1099:	
ACCT 1200	DEPT 4000	DUE 07/11/2018	DESC:DPS							
P O BOX 15124	ALBANY NY	12212-5124								
1831	00001 VERIZON WIRELESS	164738 9809652841		165720	18MWJUL1	284.25	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: Y	DISC: .00		E3577164 54670		284.25	1099:	
ACCT 1200	DEPT 7000	DUE 07/11/2018	DESC:480169107-00001							
P O BOX 408	NEWARK NJ	07101-0408								
1831	00001 VERIZON WIRELESS	164739 164739		165722	18MWJUL1	151.31	.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3051414 54671		60.45	1099:	
ACCT 1200	DEPT 5000	DUE 07/11/2018	DESC:ACCOUNTS			A3051414 54671		50.85	1099:	
P O BOX 408	NEWARK NJ	07101-0408				A3051414 54573		40.01	1099:	

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
1831	00001 VERIZON WIRELESS	164740 9809673483		165723	18MWJUL1	657.12		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3031444	54670		122.50	1099:	
ACCT 1200	DEPT 3000	DUE 07/11/2018	DESC:642000522-00001			A3031494	54670		108.69	1099:	
P O BOX 408	NEWARK NJ 07101-0408					A3031654	54670		32.46	1099:	
						A3335014	54670		195.86	1099:	
						A3537114	54670		18.39	1099:	
						A3567144	54670	3000	18.39	1099:	
						A3638194	54670		18.39	1099:	
						F3638314	54670		65.63	1099:	
						F3638334	54670		18.39	1099:	
						F3638344	54670		18.39	1099:	
						G3638124	54670		40.03	1099:	
1831	00001 VERIZON WIRELESS	164741 9809654904		165724	18MWJUL1	817.77		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3143414	54670		817.77	1099:	
ACCT 1200	DEPT 4000	DUE 07/11/2018	DESC:486851008-00001								
P O BOX 408	NEWARK NJ 07101-0408										
1831	00001 VERIZON WIRELESS	164742 9809612729		165725	18MWJUL1	890.25		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3143124	54670		890.25	1099:	
ACCT 1200	DEPT 4000	DUE 07/11/2018	DESC:242016471-00001								
P O BOX 408	NEWARK NJ 07101-0408										
1831	00001 VERIZON WIRELESS	164743 9809559403		165726	18MWJUL1	1,473.11		.00	.00		
CASH A	2018/07	INV 07/09/2018	SEP-CHK: N	DISC: .00		A3143124	54670		1,473.11	1099:	
ACCT 1200	DEPT 4000	DUE 07/11/2018	DESC:386851082-00001								
P O BOX 408	NEWARK NJ 07101-0408										
19 APPROVED UNPAID INVOICES						TOTAL			762,573.10		
19 INVOICE(S)						REPORT POST TOTAL			762,573.10		

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CITY OF SARATOGA SPRINGS LIVE
18MWJUL1

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2018 07	A3011474	A -30-1-1431-4-54774	- LIFE INSURANCE	4.00	96.00
	A3011478	A -30-1-1431-8-58010	- HOSPITALIZATION	809.60	4,048.00
	A3021694	A -30-2-1681-4-54740	- SERVICE CONTRAC	106.48	6,027.32
	A3031444	A -30-3-1440-4-54670	- PHONES	122.50	608.36
	A3031494	A -30-3-1490-4-54670	- PHONES	108.69	1,319.03
	A3031624	A -30-3-1620-4-54650	- UTILITIES	31.64	29,869.12
	A3031654	A -30-3-1623-4-54650	- UTILITIES	213.64	23,835.13
	A3031654	A -30-3-1623-4-54670	- PHONES	125.64	1,175.41
	A3051414	A -30-5-1410-4-54573	- RISK-SAFETY PRO	40.01	30,494.91
	A3051414	A -30-5-1410-4-54671	- PHONES & FAX	111.30	1,085.05
	A3143124	A -31-4-3120-4-54650	- UTILITIES	83.39	775.00
	A3143124	A -31-4-3120-4-54670	- PHONES	2,421.52	20,510.82
	A3143314	A -31-4-3310-4-54751	- UTILITIES TRAFF	1,651.19	15,563.48
	A3143414	A -31-4-3410-4-54670	- PHONES	1,046.81	9,156.41
	A3335014	A -33-3-5010-4-54670	- PHONES	195.86	2,466.94
	A3335184	A -33-3-5182-4-54750	- STREET LIGHTING	32,070.48	236,109.16
	A3335654	A -33-3-5650-4-54650	- UTILITIES	468.42	3,698.90
	A3416314	A -34-1-6310-4-54650	- UTILITIES	275.80	2,110.00
	A3537114	A -35-3-7110-4-54650	- UTILITIES	799.66	32,280.52
	A3537114	A -35-3-7110-4-54670	- PHONES	18.39	45.82
	A3567144	A -35-6-7140-4-54650	-3000 UTILITIES	1,023.29	9,251.14
	A3567144	A -35-6-7140-4-54670	-3000 PHONES	18.39	189.60
	A3567184	A -35-6-7180-4-54670	-3000 PHONES	127.74	206.91
	A3567194	A -35-6-7181-4-54650	-3000 UTILITIES	272.73	97,370.16
	A3638194	A -36-3-8185-4-54650	- UTILITIES	190.59	77.12
	A3638194	A -36-3-8185-4-54670	- PHONES	18.39	189.60
	A3719044	A -37-1-9045-4-54774	- LIFE INSURANCE	68.00	508.00
	A3719068	A -37-1-9060-8-58010	- HOSPITALIZATION	30,193.64	176,149.42
	A3729044	A -37-2-9045-4-54774	- LIFE INSURANCE	44.00	256.00
	A3729068	A -37-2-9060-8-58010	- HOSPITALIZATION	21,063.30	111,820.80
	A3739044	A -37-3-9045-4-54774	- LIFE INSUARNE	305.86	1,460.64
	A3739068	A -37-3-9060-8-58010	- HOSPITALIZATION	152,783.69	780,132.98
	A3749044	A -37-4-9045-4-54774	- LIFE INSURANCE	336.80	2,052.20
	A3749068	A -37-4-9060-8-58010	- HOSPITALIZATION	403,151.16	2,240,143.47
	A3759044	A -37-5-9045-4-54774	- LIFE INSURANCE	32.00	188.00
	A3759068	A -37-5-9060-8-58010	- HOSPITALIZATION	16,751.82	83,688.26
	A3769044	A -37-6-9045-4-54774	- LIFE INSURANCE	24.00	120.00
	A3769044	A -37-6-9045-4-54774	-3000 LIFE INSURANCE	40.00	248.00
	A3769068	A -37-6-9060-8-58010	- HOSPITALIZATION	8,213.62	41,031.57
	A3769068	A -37-6-9060-8-58010	-3000 HOSPITALIZATION	15,016.84	86,335.85
	E3577164	E -35-7-7160-4-54650	- UTILITIES	10,534.17	82,544.52
	E3577164	E -35-7-7160-4-54670	- PHONES	344.24	3,738.38
	E3577168	E -35-7-7160-8-58010	- HOSPITALIZATION	1,234.46	113,102.84
	F3638314	F -36-3-8310-4-54670	- PHONES	65.63	1,070.86
	F3638324	F -36-3-8320-4-54650	- UTILITIES	2,104.19	33,020.24
	F3638334	F -36-3-8330-4-54650	- UTILITIES	2,472.14	312,870.51
	F3638334	F -36-3-8330-4-54670	- PHONES	92.87	2,387.35
	F3638344	F -36-3-8340-4-54670	- PHONES	18.39	374.61
	F3739044	F -37-3-9045-4-54774	- LIFE INSURANCE	73.86	467.96
	F3739068	F -37-3-9060-8-58010	- HOSPITALIZATION	35,686.58	180,436.24
	G3638124	G -36-3-8120-4-54650	- UTILITIES	2,238.51	32,676.51

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
G3638124	G	-36-3-8120-4-54670 -	PHONES	40.03	355.20
G3739044	G	-37-3-9045-4-54774 -	LIFE INSURANCE	45.88	232.08
G3739068	G	-37-3-9060-8-58010 -	HOSPITALIZATION	17,241.27	82,827.39
REPORT TOTALS				762,573.10	

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2018 7 27	API A3011478-58010	07/11/2018 W	18MWJUL1	006950		164725	HOSPITALIZATION 88345		809.60	
API A3719068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		30,193.64	
API A3729068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		21,063.30	
API A3739068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		152,783.69	
API A3749068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		403,151.16	
API A3759068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		16,751.82	
API A3769068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		8,213.62	
API A3769068-58010-3000	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		15,016.84	
API E3577168-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		1,234.46	
API F3739068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		35,686.58	
API G3739068-58010	07/11/2018 W	18MWJUL1	006950			164725	HOSPITALIZATION 88345		17,241.27	
API A3143124-54670	07/11/2018 W	18MWJUL1	004947			164726	PHONES 1639		58.16	
API E3577164-54650	07/11/2018 W	18MWJUL1	006575			164727	UTILITIES 1277000		5,986.90	
API A3011474-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		4.00	
API A3719044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		68.00	
API A3729044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		44.00	
API A3739044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		305.86	
API F3739044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		73.86	
API G3739044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		45.88	
API A3749044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		336.80	
API A3759044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		32.00	
API A3769044-54774	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		24.00	
API A3769044-54774-3000	07/11/2018 W	18MWJUL1	000200			164728	LIFE INSURANCE 000040370001		40.00	
API A3031624-54650							UTILITIES		31.64	

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3638194-54650						UTILITIES		190.59	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3031654-54650						UTILITIES		213.64	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3567194-54650-3000						UTILITIES		272.73	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3416314-54650						UTILITIES		275.80	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3335654-54650						UTILITIES		468.42	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3537114-54650						UTILITIES		799.66	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	G3638124-54650						UTILITIES		809.09	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3567144-54650-3000						UTILITIES		1,023.29	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	G3638124-54650						UTILITIES		1,429.42	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	F3638324-54650						UTILITIES		2,104.19	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	F3638334-54650						UTILITIES		2,472.14	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3335184-54750						STREET LIGHTING		32,070.48	
		07/11/2018 W	18MWJUL1	000319		164729	DPW			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		66.05	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143124-54650						UTILITIES		83.39	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		106.11	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		111.65	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		142.65	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		152.42	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		183.27	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		207.09	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		208.17	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		215.33	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		258.45	
		07/11/2018 W	18MWJUL1	000319		164730	DPS			
API	E3577164-54650						UTILITIES		4,547.27	
		07/11/2018 W	18MWJUL1	000319		164731	CITY CENTER			

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YEAR PER SRC ACCOUNT	JNL EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
API E3577164-54670	07/11/2018	W 18MWJUL1	001699		164732	PHONES		59.99	
API A3021694-54740	07/11/2018	W 18MWJUL1	001699		164733	202-485526901-001 SERVICE CONTRACTS - EQUIPMENT		106.48	
API F3638334-54670	07/11/2018	W 18MWJUL1	001927		164734	202-489463802-001 PHONES		74.48	
API A3031654-54670	07/11/2018	W 18MWJUL1	001927		164735	518Q720140071243 PHONES		93.18	
API A3567184-54670-3000	07/11/2018	W 18MWJUL1	001927		164736	518Q720139070248 PHONES		127.74	
API A3143414-54670	07/11/2018	W 18MWJUL1	001927		164737	5185801086 PHONES		229.04	
API E3577164-54670	07/11/2018	W 18MWJUL1	001831		164738	DPS PHONES		284.25	
API A3051414-54671	07/11/2018	W 18MWJUL1	001831		164739	480169107-00001 PHONES & FAX		60.45	
API A3051414-54671	07/11/2018	W 18MWJUL1	001831		164739	ACCOUNTS PHONES & FAX		50.85	
API A3051414-54573	07/11/2018	W 18MWJUL1	001831		164739	ACCOUNTS RISK-SAFETY PROGRAMMING		40.01	
API A3031444-54670	07/11/2018	W 18MWJUL1	001831		164740	ACCOUNTS PHONES		122.50	
API A3031494-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		108.69	
API A3031654-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		32.46	
API A3335014-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		195.86	
API A3537114-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		18.39	
API A3567144-54670-3000	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		18.39	
API A3638194-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		18.39	
API F3638314-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		65.63	
API F3638334-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		18.39	
API F3638344-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		18.39	
API G3638124-54670	07/11/2018	W 18MWJUL1	001831		164740	642000522-00001 PHONES		40.03	
API A3143414-54670	07/11/2018	W 18MWJUL1	001831		164741	486851008-00001 PHONES		817.77	
API A3143124-54670	07/11/2018	W 18MWJUL1	001831		164742	242016471-00001 PHONES		890.25	
API A3143124-54670	07/11/2018	W 18MWJUL1	001831		164743	386851082-00001 PHONES		1,473.11	

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2018	7	27	07/11/2018			
	A-1522					EXPENDITURES	690,380.88	
	A-2600					ACCOUNTS PAYABLE		690,380.88
						FUND TOTAL	690,380.88	690,380.88
E	CITY CENTER AUTHORITY	2018	7	27	07/11/2018			
	E-1522					EXPENDITURES	12,112.87	
	E-2600					ACCOUNTS PAYABLE		12,112.87
						FUND TOTAL	12,112.87	12,112.87
F	WATER FUND	2018	7	27	07/11/2018			
	F-1522					EXPENDITURES	40,513.66	
	F-2600					ACCOUNTS PAYABLE		40,513.66
						FUND TOTAL	40,513.66	40,513.66
G	SEWER FUND	2018	7	27	07/11/2018			
	G-1522					EXPENDITURES	19,565.69	
	G-2600					ACCOUNTS PAYABLE		19,565.69
						FUND TOTAL	19,565.69	19,565.69

** END OF REPORT - Generated by Stefanie Richards **

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CITY OF SARATOGA SPRINGS LIVE
PURCHASE ORDER LIQUIDATION/RECEIVING REPORT

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PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
160847	001	FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00	9	WEIBEL AVE LANDFILL LITIGATION ADDE
171001	001	TOWNE, RYAN & PARTNE	1.00	0.00	0.00	1.00	9	ARTICL 7 CCA 12/29/16
171002	001	FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00	9	ARTICLE 7 CCA 12/29/16
	001	FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00		ARTICLE 7 CCA 12/29/16
171587	001	GREENMAN-PEDERSEN, I	1.00	0.00	0.00	1.00	9	DESIGN SERVICES PER RFP 2017-07 CCA
171705	001	CLARK EQUIPMENT CO.	1.00	0.00	1.00	0.00	0	S595 T4 BOBCAT SKID STEER NYS PC671
171800	001	EMERICK ASSOCIATES	1.00	0.00	0.00	1.00	9	2 LOW AND 2 HIGH LIFT PER QUOTE DATE
171825	001	GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE 9527703 FOR AARON BENWARE
180012	001	H L GAGE SALES INC	1.00	0.00	1.00	0.00	0	VARIUOS STOCK PARTS PER QUOTE DATED
180017	001	WALSH & WALSH LLP	1.00	0.00	0.00	1.00	8	BOND COUNCEL SERVICES
180021	001	FIBER TECHNOLOGIES N	12.00	0.00	0.00	12.00	8	MONTHLY FIBER LEASE
180107	001	SARATOGA COUNTY OFFI	1.00	0.00	1.00	0.00	0	2018 NUTRITION AND TRANSPORTATION C
180191	001	SARATOGA CONVENTION	1.00	0.00	0.00	1.00	8	2018 BUDGET
180198	001	CLARK EQUIPMENT CO.	1.00	0.00	1.00	0.00	0	68" ANGLE BROOM PART#6905805 PER QU
180205	001	GALLS INC	1.00	0.00	0.00	1.00	8	PER QUOTE 9846580
180212	001	COMPLUS DATA INNOVAT	1.00	0.00	0.00	1.00	8	2018 PARKING TICKET MAINTENANCE SYST
180216	001	WELLNESS FARM	12.00	0.00	0.00	12.00	8	2018 HORSE BOARDING
180225	001	US SECURITY ASSOCIAT	1.00	0.00	0.00	1.00	8	2018 SECURITY SERVICES
180248	001	LAW ENFORCEMENT SEMI	6.00	0.00	6.00	0.00	0	TUITION: BACKGROUND INVESTIGATIONS F
180279	001	PALLETTE STONE CORP	1.00	0.00	0.00	1.00	8	RUBBLE/BLACKTOP SARTAOGA COUNTY 18
180286	001	MOORE MEDICAL LLC	1.00	0.00	0.00	1.00	8	EMERGENCY MEDICAL SUPPLIES 3/6/18-3
180288	001	BOUND TREE MEDICAL L	1.00	0.00	0.00	1.00	0	EMERGENCY MEDICAL SUPPLIES 3/6/18-3
180295	001	FUSION GRAPHIX INC.	1.00	0.00	1.00	0.00	0	AS FOLLOWS:
180297	001	FITZGERALD MORRIS BA	1.00	0.00	1.00	0.00	0	ADDENDUM 2 100 GEYSER ROAD EMINENT D
180304	001	GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE #10163827
180310	001	NATIONAL BUSINESS TE	1.00	0.00	0.00	1.00	8	SERVICE AGREEMENT 9 MOS @ \$80.00 =

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CITY OF SARATOGA SPRINGS LIVE
PURCHASE ORDER LIQUIDATION/RECEIVING REPORT

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CLERK: u101 BATCH: 2870

PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
180311	001	DEHN'S FLOWERS INC	1.00	0.00	0.00	1.00	8	FLOWERS, BULBS, & MISC. SUUPLIES PE
	001	DEHN'S FLOWERS INC	1.00	0.00	0.00	1.00		FLOWERS, BULBS, & MISC. SUUPLIES PE
180316	001	EMERICK ASSOCIATES	1.00	0.00	1.00	0.00	0	IMPELLER WITH RINGS AND CASE RINGS,
180342	001	GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE 10362578
180343	001	GALLS, LLC	1.00	0.00	0.00	1.00	0	PER QUOTE 10286883
180353	001	SARATOGA HISTORIC PR	1.00	0.00	0.00	1.00	8	OFFICE RENT FOR HR OFFICE TILL 12/31
180382	001	SHERATON SYRACUSE UN	1.00	0.00	1.00	0.00	0	NYS CIVIL SERVICE CONFERENCE, MELAS,
180387	001	KUBRICKY CONSTRUCTIO	1.00	0.00	0.00	1.00	8	EQUIPMENT RENTAL SARATOGA COUNTY 1
180389	001	PALLETTE STONE CORP	1.00	0.00	0.00	1.00	8	RUBBLE/BLACKTOP SARATOGA COUTNY 18
180391	001	GALLS, LLC	1.00	0.00	0.00	1.00	8	PER QUOTE 10415730
	001	GALLS, LLC	1.00	0.00	0.00	1.00		PER QUOTE 10415730
180394	001	BONACIO CONSTRUCTION	1.00	0.00	0.00	1.00	8	CHANGE ORDER #10 FOR DISPATCH PROJEC
180398	001	GALLS, LLC	1.00	0.00	0.00	1.00	8	PER QUOTE 10452258
180409	001	GOLDBERGER AND KREME	1.00	0.00	0.00	1.00	8	LABOR AND EMPLOYMENT LEGAL SERVICES
180412	001	EBERL IRON WORKS INC	1.00	0.00	1.00	0.00	0	AS FOLLOWS:
180414	001	ADVANCED ELECTRONIC	2.00	0.00	2.00	0.00	0	NEW COMPUTERS AND ASSOCIATED EQUIPME
180432	001	EAGLE POINT GUN/T J	1.00	0.00	0.00	1.00	8	AS FOLLOWS:
180444	001	NEWMONT ELEVATOR ANA	1.00	0.00	0.00	1.00	8	THIRD PARTY INSPECTIONS ELEVATORS A
180451	001	S & J ENTERPRISES	15.00	0.00	15.00	0.00	0	SIMONIZE PREMIER PLUS WAX 5 GALLOON
180454	001	S & J ENTERPRISES	1.00	0.00	1.00	0.00	0	AS FOLLOWS:
180461	001	MOTOROLA SOLUTIONS I	8.00	0.00	8.00	0.00	0	REMOTE SPEAKER MIC. NYS PT67405
180469	001	FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00	8	ADDEDNUM THREE CCA 6/5/18 NOT TO E
	001	FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00		ADDEDNUM THREE CCA 6/5/18 NOT TO E
180473	001	HOLLAND CO INC	1.00	0.00	0.00	1.00	8	POLYALUMINUM CHLORIDE PC H-180 6/5/
180475	001	SURPASS CHEMICAL COM	1.00	0.00	0.00	1.00	8	SODIUM HYPOCHLORITE 6/5/18-6/6/19
180479	001	CITY OF UTICA FIRE D	1.00	0.00	1.00	0.00	0	BASIC FIREFIGHTER TRAINING PROGRAM
180485	001	E A MORSE & CO INC	1.00	0.00	1.00	0.00	0	AS FOLLOWS:

07/12/2018 09:10
 u101

 CITY OF SARATOGA SPRINGS LIVE
 PURCHASE ORDER LIQUIDATION/RECEIVING REPORT

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CLERK: u101 BATCH: 2870

PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
180487	001	JOHNSON CONTROLS FIR	1.00	0.00	1.00	0.00	0	REPAIR SPRINKLER MAINS NOT TO EXCEE
180489	001	PALOS SPORTS INC.	1.00	0.90	0.00	0.10	0	AS FOLLOWS:
	001	PALOS SPORTS INC.	1.00	0.00	0.90	0.10		AS FOLLOWS:
180492	001	LAW ENFORCEMENT TARG	1.00	0.00	1.00	0.00	0	36" BRASS COLLECTOR
180494	001	GRAINGER	10.00	0.00	10.00	0.00	0	ADA PADS NYS PC67235 PER QUOTE 417
180503	001	NYS INDUSTRIES FOR T	6.00	0.00	6.00	0.00	0	#F6666-0000-000 FOAMING TOUCH-FREE D
180506	001	CORE & MAIN LP	1.00	0.00	1.00	0.00	0	PER QUOTE J064918 AS FOLLOWS:
180514	001	CASELLA WASTE SERVIC	1.00	0.00	0.00	1.00	8	2018 TRANSPORTATION AND TIPIING PER

07/12/2018 09:10 | CITY OF SARATOGA SPRINGS LIVE
u101 | 18JUL2

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apinvent

CLERK: u101 BATCH: 2870

NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
APPROVED UNPAID INVOICES TO BE POSTED										
7550	00000 AMAZON CAPITAL S	164758 164758		164758	18JUL2	413.33	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031494 54110		18.99	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:A272JK82AK683L			A3031654 54110		6.35	1099:	
PO BOX 035184	SEATTLE WA 98124					F3638314 54110		387.99	1099:	
4140	00000 ACCURATE PEST CO	164744 118442		165727	18JUL2	120.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164 54720		120.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:119527							
1161	CURRY ROAD	SCHENECTADY NY 12306								
6117	00000 LAW ENFORCEMENT	164745 0383798-IN	180492	165728	18JUL2	780.15	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143122 52620		780.15	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:0134269							
8802	WEST 35W	SERVICE DRIVE NE BLAINE MN 55449-6740								
7057	00000 ADIRONDACK NORTH	164746 2018 MEMBERSHIP		165729	18JUL2	100.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164 54230		100.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:RYAN MCMAHON							
67	MAIN STREET, SUITE 201	SARANAC LAKE NY 12983								
2785	00001 ADIRONDACK TIRE	164747 0769742		165730	18JUL2	459.24	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124 54510		459.24	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:S8575							
240	WASHINGTON STREET	SARATOGA SPRINGS NY 12866								
23	00000 ADIRONDACK TWO W	164748 169596		165731	18JUL2	724.50	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335014 54510		724.50	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:6/28/18							
P O BOX 1366	SOUTH GLENS FALLS NY 12803									
2785	00001 ADIRONDACK TIRE	164749 0769759		165732	18JUL2	190.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335014 54510		190.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:S1100							
240	WASHINGTON STREET	SARATOGA SPRINGS NY 12866								

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
4012	00001 AMSURE	164750 88541		165733	18JUL2	12,787.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164	54523		577.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:88542			E3577164	54611		12,210.00	1099:	
31 CHURCH STREET SARATOGA SPRINGS NY 12866											
7276	00000 ADVANCED ELECTRO	164751 8264555	180414	165734	18JUL2	9,630.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143022	52230		9,630.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:6/5/18								
344 JOHN DIETSCH BLVD. NORTH ATTLEBORO MA 02763											
70	00000 ADVANTAGE PRESS	164752 42492		165735	18JUL2	187.50		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3113624	54110		187.50	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:6/25/18								
74 WARREN STREET SARATOGA SPRINGS NY 12866											
70	00000 ADVANTAGE PRESS	164753 42465		165736	18JUL2	1,025.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3567144	54410		1,025.00	1099:	
ACCT 1200	DEPT 6000	DUE 07/17/2018	DESC:6/15/18								
74 WARREN STREET SARATOGA SPRINGS NY 12866											
5400	00001 AIRGAS EAST	164755 99541890912		165738	18JUL2	32.97		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143314	54390		32.97	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:2581569								
P O BOX 802576 CHICAGO IL 60680-2576											
5044	00000 ALL SEASONS TEXT	164756 789365		165739	18JUL2	66.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164	54720		66.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:023980								
9 TAYLOR AVENUE P O BOX 222 CLINTON NY 13323											

NEW INVOICES

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
4193	00000 CITY OF UTICA FI	164777 164777	180479	165760	18JUL2	3,500.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143414	54570		3,500.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:TRAINING								
552 BLEEKER STREET UTICA NY 13501											
3814	00000 CLARE'S EMBROIDE	164778 1689		165761	18JUL2	450.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54160		450.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:7/5/18								
1 S FEDERAL ST, SUITE 1 SARATOGA SPRINGS NY 12866											
4904	00001 CLASS C SOLUTION	164779 2170480001		165762	18JUL2	259.86		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335014	54510		259.86	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:287902								
BOX 78845 MILWAUKEE IL 53278-8845											
5027	00000 COMPLUS DATA INN	164781 INV-038091	180212	165764	18JUL2	6,514.84		.00	28,608.81		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143014	54802		6,514.84	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:6/30/18								
120 WHITE PLAINS ROAD TARRYTOWN NY 10591											
5853	00000 CONFIDATA	164782 56295		165765	18JUL2	50.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031624	54180		50.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:CITYSARATO								
N GENESEE & LEE STREET P.O. BOX 353 UTICA NY 13503-0353											
7563	00000 LINDSEY CONNORS	164783 164783		165766	18JUL2	32.70		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		Y3618684	54220	451	32.70	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:MILEAGE								
PAYROLL											
7682	00000 CORE & MAIN LP	164784 J064918	180506	165767	18JUL2	12,215.74		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		F3638342	52201		12,215.74	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:205549								
PO BOX 28330 ST. LOUIS MO 63146											

NEW INVOICES

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NEW INVOICES

VENDOR REMIT NAME			DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
4899	00000	FITZGERALD MORRI	164813 67969	180469	165796	18JUL2	873.12		.00	2,615.43		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3011424	54720		873.12	1099:7	
ACCT 1200 DEPT 1000 DUE 07/17/2018 DESC:MAY 2018												
16 PEARL STREET P.O. BOX 2017 GLENS FALLS NY 12801												
7693	00000	FUN EXPRESS, LLC	164814 690730349-01		165797	18JUL2	48.21		.00	.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3567154	54180		48.21	1099:	
ACCT 1200 DEPT 6000 DUE 07/17/2018 DESC:10946105												
PO BOX 14463 DES MOINES IA 50306-3463												
7560	00000	FUSION GRAPHIX I	164815 700120	180295	165798	18JUL2	1,120.00		15.00	.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3567144	548613	6002	230.61	1099:	
ACCT 1200 DEPT 6000 DUE 07/17/2018 DESC:CLINIC SHIRTS							A3567144	548613	6003	115.29	1099:	
1130 STATE ROUTE 17K MONTGOMERY NY 12549							A3567144	548613	6008	82.35	1099:	
							A3567144	548613	6009	98.82	1099:	
							A3567144	548613	6010	98.82	1099:	
							A3567144	548613	6012	395.29	1099:	
							A3567144	548613	6013	98.82	1099:	
198	00000	GALLS, LLC	164816 009059367	171825	165799	18JUL2	71.00		.00	.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3143124	54160		71.00	1099:	
ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:1001581618												
P.O. BOX 71628 CHICAGO IL 60694-1628												
198	00000	GALLS, LLC	164817 01228468	180391	165800	18JUL2	79.50		.00	49.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3143124	54160		79.50	1099:	
ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:1001581618												
P.O. BOX 71628 CHICAGO IL 60694-1628												
198	00000	GALLS, LLC	164818 010086674		165801	18JUL2	79.00		.00	.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00							A3143124	54160		79.00	1099:	
ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:1001581618												
P.O. BOX 71628 CHICAGO IL 60694-1628												

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NEW INVOICES

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
6210	00000 GREENMAN-PEDERSE	164840 0251942	171587	165823	18JUL2	3,865.00		.00	10,311.37		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			H3638122	52000 1183		3,865.00	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:ALB-2017137.00								
80 WOLF ROAD, SUITE 300 ALBANY NY 12205											
6390	00000 JOHN GUZEK	164841 164841		165824	18JUL2	191.39		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124	54160		191.39	1099:
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:CLOTHING REIMB								
SSPD SARATOGA SPRINGS NY 12866											
7831	00000 H L GAGE SALES I	164842 164842		165825	18JUL2	615.33		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3335014	54510		105.19	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:1289				A3335014	54510		134.19	1099:
PO BOX 5170	ALBANY NY 12205-0170						A3335014	54510		239.20	1099:
							F3638354	54510		136.75	1099:
7831	00000 H L GAGE SALES I	164843 164843	180012	165826	18JUL2	2,134.07		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3335014	54510		2,134.07	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:1289								
PO BOX 5170 ALBANY NY 12205-0170											
6331	00000 H & V COLLISION	164844 RO#1007018		165827	18JUL2	1,086.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3041934	54775		1,086.00	1099:
ACCT 1200	DEPT 5000	DUE 07/17/2018	DESC:6/29/18								
2202 ROUTE 50 S SARATOGA SPRINGS NY 12866											
205	00001 HIRAM HOLLOW REG	164845 682087		165828	18JUL2	296.67		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3638184	54720		296.67	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:90-00047 2								
P.O. BOX 1372 WILLISTON VT 05495-1372											
202	00000 HOLLAND CO INC	164847 10814	180473	165830	18JUL2	5,861.35		.00	28,283.14		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			F3638334	54141		5,861.35	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:984								
153 HOWLAND AVENUE ADAMS MA 01220											

VENDOR REMIT NAME			DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
2439	00006	HOME DEPOT/MAINT	164848 164848		165831	18JUL2	1,038.95		.00	.00		
CASH A			2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335014	54320		119.85	1099:
ACCT 1200			DEPT 3000	DUE 07/17/2018	DESC:DPW			A3537114	54180		26.73	1099:
DEPT. 32-2504016258			PO BOX 78047	PHOENIX AZ 85062-8047				A3567144	54610	3000	187.56	1099:
								A3567144	54610	3000	130.76	1099:
								A3567144	54610	3000	17.82	1099:
								A3567194	54610	3000	190.77	1099:
								A3567194	54610	3000	314.70	1099:
								A3638184	54610		50.76	1099:
2439	00007	HOME DEPOT/MAINT	164849 164849		165832	18JUL2	1,054.37		.00	.00		
CASH A			2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54180		-10.50	1099:
ACCT 1200			DEPT 4000	DUE 07/17/2018	DESC:DPS			A3143124	54180		-149.95	1099:
DEPT. 32-2538801519			PO BOX 78047	PHOENIX AZ 85062-8047				A3143124	54180		24.94	1099:
								A3143124	54180		346.15	1099:
								A3143124	54180		160.45	1099:
								A3051414	54110		683.28	1099:
2439	00006	HOME DEPOT/MAINT	164850 164850		165833	18JUL2	1,063.24		.00	.00		
CASH A			2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031624	54140		17.98	1099:
ACCT 1200			DEPT 3000	DUE 07/17/2018	DESC:DPW			A3031654	54320		239.94	1099:
DEPT. 32-2504016258			PO BOX 78047	PHOENIX AZ 85062-8047				A3335014	54180		258.00	1099:
								A3567144	54610	3000	351.79	1099:
								A3567184	54610	3000	122.72	1099:
								A3567194	54610	3000	52.84	1099:
								F3638354	54180		19.97	1099:
2439	00006	HOME DEPOT/MAINT	164851 164851		165834	18JUL2	1,402.96		.00	.00		
CASH A			2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031654	54320		279.00	1099:
ACCT 1200			DEPT 3000	DUE 07/17/2018	DESC:DPW			A3335014	54180		560.17	1099:
DEPT. 32-2504016258			PO BOX 78047	PHOENIX AZ 85062-8047				A3335014	54180		99.00	1099:
								A3567144	54180	3000	38.17	1099:
								A3567144	54610	3000	164.83	1099:
								A3567194	54140	3000	66.86	1099:
								A3567194	54610	3000	194.93	1099:
3282	00001	IAFC MEMBERSHIP	164852 164852		165835	18JUL2	234.00		.00	.00		
CASH A			2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143414	54270		234.00	1099:
ACCT 1200			DEPT 4000	DUE 07/17/2018	DESC:113744							
CL5000039			PO BOX 5007	MERRIFIELD VA 22116-5007								

NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
2736	00000 ICOM	164853 16478		165836	18JUL2	153.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164	54720		153.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:16494								
5 SOUTHSIDE DRIVE SUITE 11-240 CLIFTON PARK NY 12065											
375	00001 VP SUPPLY CORP	164854 3484383		165837	18JUL2	43.40		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335014	54320		43.40	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:68386								
PO BOX 23868 ROCHESTER NY 14692											
7952	00000 JOHNSON CONTROLS	164855 874938302	180487	165838	18JUL2	6,545.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3567194	54610	3000	6,545.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:101-16188703								
DEPT. CH 10320 PALATINE IL 60055-0320											
4802	00000 KUBRICKY CONSTRU	164857 2018202-3	180387	165840	18JUL2	11,456.00		.00	20,659.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3335134	54530		11,456.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:EQUIPMENT RENTAL								
269 BALLARD ROAD WILTON NY 12831											
4332	00000 L-TRON CORPORATI	164858 662577		165841	18JUL2	344.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54110		344.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:5/16/18								
7911 LEHIGH CROSSING, SUITE 6 SUITE 1A VICTOR NY 14564											
7024	00000 LA ROSA'S AUTOMO	164859 34232		165842	18JUL2	437.59		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143122	52400		437.59	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:7/2/18								
1100 ALTAMONT AVEUNE SCHENECTADY NY 12303											
7128	00000 LAW ENFORCEMENT	164860 164860	180248	165843	18JUL2	2,100.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54570		2,100.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:TRAINING								
5435 N. GARLAND AVE., STE. 140-529 GARLAND TX 75040											

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
290	00001 JOSEPH P MANGION	164861 1-231027		165844	18JUL2	240.50	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143014 54720	240.50	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC: COS101							
187-189	FOURTH STREET	TROY NY 12180								
3272	00000 MASTERMANS LLP	164862 164862		165845	18JUL2	1,383.64	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3335014 54160	1,084.76	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC: 96797				A3335014 54180	50.28	1099:	
P O BOX 411	AUBURN MA 01501-0411						A3335014 54180	248.60	1099:	
271	00000 MATTS SERVICE CE	164863 A81889		165846	18JUL2	125.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54510	125.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC: 6/11/18							
300	MAPLE AVENUE	SARATOGA SPRINGS NY 12866								
7912	00000 JOHN DANIEL MCKN	164864 164864		165847	18JUL2	330.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3567344 54781	330.00	1099:	
ACCT 1200	DEPT 6000	DUE 07/17/2018	DESC: REF							
188	ALLEN RD.	PORTER CORNERS NY 12859								
6615	00000 MORR-IS-STORED	164865 127812		165848	18JUL2	345.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54720	345.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC: 127813							
210	OLD GICK ROAD	SARATOGA SPRINGS NY 12866								
288	00001 MOORE MEDICAL LL	164866 83587447	180286	165849	18JUL2	363.96	.00	1,798.26		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143414 54150	363.96	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC: 21443824							
P O BOX 99718	CHICAGO IL 60696									
7013	00000 MOTOROLA SOLUTIO	164867 16000759	180461	165850	18JUL2	642.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143412 52601	642.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC: 1036798760 0001							
13108	COLLECTIONS DRIVE	CHICAGO IL 60693								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
6512	00000 NATIONAL BUSINES	164868 IN248412	180310	165851	18JUL2	70.00		.00	521.20		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3021314	54720		70.00	1099:	
ACCT 1200	DEPT 2000	DUE 07/17/2018	DESC:CO31								
505 BRADFORD STREET ALBANY NY 12206											
1152	00001 NEW COUNTRY FORD	164869 187597F		165852	18JUL2	411.59		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3567144	54510	3000	411.59	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:5873550								
358 BROADWAY, SUITE 304 SARATOGA SPRINGS NY 12866											
296	00000 NEW YORK FIRE &	164870 40876		165853	18JUL2	637.85		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164	54522		637.85	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:40883								
4 GF TECHNICAL & INDUSTRY PARK GLENS FALLS NY 12801-3802											
7931	00000 NEWMONT ELEVATOR	164871 JUNE2018	180444	165854	18JUL2	450.00		.00	1,050.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031624	54610		450.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:ELEVATOR INSPECTIONS								
608 BRIDGEWATER COURT SUMMERVILLE SC 29486											
2670	00001 NECOP	164872 164872		165855	18JUL2	75.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54230		75.00	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:G. VEITCH								
C/O STEVE HEIDER 65 W. HEARTHSTONE DRIVE ALBANY NY 12205											
6302	00001 NORTH COUNTRY XE	164873 26645		165856	18JUL2	208.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		F3638314	54720		208.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:6/26/18								
543 QUEENSBURY AVE. SOUTH GLENS FALLS NY 12804											
308	00001 NYS INDUSTRIES F	164874 779306	180503	165857	18JUL2	174.00		.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164	54140		174.00	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:19475								
11 COLUMBIA CIRCLE DRIVE ALBANY NY 12203											

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
19	00000 ORKIN EXTERMINAT	164875 170757296		165858	18JUL2	196.95	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3143124 54720	75.75	1099:	
	ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:2106771						A3143414 54720	121.20	1099:	
	537 QUEENSBURY AVENUE QUEENSBURY NY 12804									
321	00000 OVERHEAD DOOR CO	164877 49024		165860	18JUL2	1,036.60	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3143414 54610	1,036.60	1099:	
	ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:6/26/18									
	P O BOX 834 GLENS FALLS NY 12801									
327	00001 PALLETTE STONE C	164878 187141		165861	18JUL2	439.33	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3638144 54100	439.33	1099:	
	ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:19018									
	269 BALLARD ROAD WILTON NY 12831									
327	00001 PALLETTE STONE C	164879 164879	180279	165862	18JUL2	3,051.99	.00	39,213.21		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3335014 54100	3,051.99	1099:	
	ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:19018									
	269 BALLARD ROAD WILTON NY 12831									
327	00001 PALLETTE STONE C	164880 186866	180389	165863	18JUL2	53,818.13	.00	107,398.03		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3335134 54100	53,818.13	1099:	
	ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:19018									
	269 BALLARD ROAD WILTON NY 12831									
7926	00000 PALOS SPORTS INC	164882 291768-01	180489	165865	18JUL2	26.93	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3567144 548613 6008	26.93	1099:	
	ACCT 1200 DEPT 6000 DUE 07/17/2018 DESC:SPORTS SUPPLIES									
	11711 S. AUSTIN AVE. ALSIP IL 60803									
7926	00000 PALOS SPORTS INC	164884 291768-00	180489	165867	18JUL2	566.49	54.40	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00						A3567144 548613 6001	53.74	1099:	
	ACCT 1200 DEPT 6000 DUE 07/17/2018 DESC:SPORTS SUPPLIES						A3567144 548613 6002	30.12	1099:	
	11711 S. AUSTIN AVE. ALSIP IL 60803						A3567144 548613 6008	26.93	1099:	
							A3567144 548613 6009	85.98	1099:	
							A3567344 54170	315.32	1099:	

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
							A3567144 548613 6001		54.40	1099:
3602	00002 PEOPLEFACTS LLC	164885 JUNE 2018		165868	18JUL2	25.58	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54720		25.58	1099:7
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:35149							
PO BOX 740303	LOS ANGELES CA	90074-0303								
6853	00000 AARON PERKINS	164886 164886		165869	18JUL2	304.96	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54160		304.96	1099:
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:CLOTHING REIMB							
SSPD	SARATOGA SPRINGS NY	12866								
125	00000 R H CROWN CO INC	164888 058768		165871	18JUL2	690.56	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3335014 54510		690.56	1099:
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:CITYSA0							
100 NORTH MARKET STREET	JOHNSTOWN NY	12095								
7056	00001 R. H. SCALES CO	164889 4-147600		165872	18JUL2	222.34	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143314 54510		222.34	1099:
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:6/25/18							
20 KAIRNES ST.	COLONIE NY	12205								
7948	00000 REBECCA RAINSTRO	164890 164890		165873	18JUL2	75.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A046 42051		75.00	1099:
ACCT 1200	DEPT 6000	DUE 07/17/2018	DESC:REFUND							
20 TROTtingham ROAD	SARATOGA SPRINGS NY	12866								
712	00000 REMO	164891 6/29/18		165874	18JUL2	675.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143414 54471		675.00	1099:
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:SSFD							
431 NEW KARNER ROAD	ALBANY NY	12205								
223	00001 RICOH USA, INC	164892 5053892180		165875	18JUL2	15.29	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54740		15.29	1099:
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:4659857							
P O BOX 827577	PHILADELPHIA PA	19182-7577								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
223	00001 RICOH USA, INC	164893 5053828452		165876	18JUL2	29.48	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143014 54110	29.48	1099:	
223	00001 RICOH USA, INC	164894 5053753166		165877	18JUL2	45.29	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740	45.29	1099:	
223	00001 RICOH USA, INC	164895 5053892200		165878	18JUL2	59.28	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740	59.28	1099:	
223	00002 RICOH USA, INC	164896 100737726		165879	18JUL2	119.16	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:323252-1023244A3 P O BOX 41564 PHILADELPHIA PA 19101-1564						A3143124 54740	119.16	1099:	
409	00001 S & J ENTERPRISE	164897 76603	180451	165880	18JUL2	945.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 7000 DUE 07/17/2018 DESC:JANITORIAL SUPPLIES PO BOX 266 MAYFIELD NY 12117						E3577164 54140	945.00	1099:	
409	00001 S & J ENTERPRISE	164898 76619	180454	165881	18JUL2	103.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 7000 DUE 07/17/2018 DESC:JANITORIAL SUPPLIES PO BOX 266 MAYFIELD NY 12117						E3577164 54140	103.00	1099:	
804	00001 S & S WORLDWIDE	164899 10303836		165882	18JUL2	292.33	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 6000 DUE 07/17/2018 DESC:11403002 ACCOUNTS RECEIVABLE P O BOX 210 HARTFORD CT 06141-0210						A3567154 54180	292.33	1099:	

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
6237	00000 SARATOGA AUTO PA	164900 D40356		165883	18JUL2	39.55	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54510	39.55	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:6640							
62	EXCELSIOR AVENUE	SARATOGA SPRINGS NY 12866								
6851	00000 SARATOGA AUTO SU	164901 164901		165884	18JUL2	1,689.60	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		H3143412	52000 1232	268.10	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:4310			A3143414	54520	24.98	1099:	
3083A RT. 50	SARATOGA SPRINGS NY 12866					A3143414	54510	31.83	1099:	
						A3143414	54510	30.99	1099:	
						A3143314	54510	49.67	1099:	
						A3143314	54510	99.87	1099:	
						A3143314	54510	93.95	1099:	
						A3143314	54510	20.54	1099:	
						A3143124	54510	1,069.67	1099:	
6943	00000 SARATOGA CLEANER	164902 164902		165885	18JUL2	305.49	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124	54180	305.49	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:SSPD							
228	WASHINGTON STREET	SARATOGA SPRINGS NY 12866								
365	00001 SARATOGA COUNTY	164903 4TH QTR 2018	180107	165886	18JUL2	3,004.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3416784	54720	1,502.00	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:SUPPORT			A3416794	54720	1,502.00	1099:	
152	WEST HIGH STREET	BALLSTON SPA NY 12020								
5226	00001 SARATOGA HISTORI	164904 AUG 2018	180353	165887	18JUL2	450.00	.00	1,800.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3011434	54620	450.00	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:OFFICE LEASE							
P O BOX 403	SARATOGA SPRINGS NY 12866									
497	00000 SARATOGA CONVENT	164905 3RD QTR 2018	180191	165888	18JUL2	18,571.25	.00	18,571.25		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00		A3517524	54752	18,571.25	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:2018 BUDGET							
60	RAILROAD PLACE SUITE 301	SARATOGA SPRINGS NY 12866								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
371	00002 SARATOGA QUALITY	164906 164906		165889	18JUL2	160.16	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: N	DISC: .00		F3638334 54330		46.68	1099:	
	ACCT 1200	DEPT 3000 DUE 07/17/2018	DESC:4343			F3638334 54330		19.88	1099:	
	BLUETARP CREDIT SERVICES	PO BOX 105525 ATLANTA GA 30348-5525				F3638334 54330		8.78	1099:	
						F3638334 54330		7.98	1099:	
						F3638334 54610		76.84	1099:	
371	00002 SARATOGA QUALITY	164907 164907		165890	18JUL2	436.09	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031624 54610		25.16	1099:	
	ACCT 1200	DEPT 3000 DUE 07/17/2018	DESC:4343			A3031654 54610		149.28	1099:	
	BLUETARP CREDIT SERVICES	PO BOX 105525 ATLANTA GA 30348-5525				A3537114 54610		54.48	1099:	
						A3567144 54610 3000		48.17	1099:	
						A3567144 54610 3000		159.00	1099:	
374	00007 SARATOGIAN LLC	164908 1605189		165891	18JUL2	47.18	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: N	DISC: .00		A3051414 54490		47.18	1099:	
	ACCT 1200	DEPT 5000 DUE 07/17/2018	DESC:19397							
	PO BOX 780154	PHILADELPHIA PA 19178-0154								
374	00008 THE SARATOGIAN	164909 164909		165892	18JUL2	149.40	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: Y	DISC: .00		E3577164 54792		149.40	1099:	
	ACCT 1200	DEPT 7000 DUE 07/17/2018	DESC:CITY CENTER							
	PO BOX 65150	COLORADO SPRINGS CO 80962-5150								
3306	00000 THOMAS SARTIN	164910 164910		165893	18JUL2	99.99	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: N	DISC: .00		A3143124 54970		99.99	1099:	
	ACCT 1200	DEPT 4000 DUE 07/17/2018	DESC:REIMB							
	S S P D	SARATOGA SPRINGS NY 12866								
3430	00000 SECURITY PLUMBIN	164911 164911		165894	18JUL2	391.53	.00	.00		
	CASH A	2018/07 INV 07/11/2018	SEP-CHK: N	DISC: .00		A3031594 54610		57.40	1099:	
	ACCT 1200	DEPT 3000 DUE 07/17/2018	DESC:DPW			A3537114 54610		93.34	1099:	
	PO BOX 1403	DEPT 595 DAYTON OH 45401				F3638334 54610		240.79	1099:	

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NEW INVOICES

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
384	00000 SOAVE FAIRE INC	164920 000005324		165903	18JUL2	8.30	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3537214 54180	8.30	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:6/21/18							
449-451	BROADWAY	SARATOGA SPRINGS NY 12866								
1336	00000 SPA.NET COMPUTER	164921 89822		165904	18JUL2	237.50	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00			E3577164 54720	237.50	1099:	
ACCT 1200	DEPT 7000	DUE 07/17/2018	DESC:6/22/18							
112 S	BROADWAY	STE.4 SARATOGA SPRINGS NY 12866								
1184	00000 SPA SEPTIC TANK	164922 290618		165905	18JUL2	180.00	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3537114 54610	180.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:CASINO							
11	JONES ROAD	SARATOGA SPRINGS NY 12866								
7061	00000 SUPPLY WORKS, IN	164923 444709794		165906	18JUL2	9.98	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143314 54390	9.98	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:886609							
PO BOX 415133	BOSTON MA 02241-5133									
7061	00000 SUPPLY WORKS, IN	164924 444585012		165907	18JUL2	78.55	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54140	78.55	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:712642							
PO BOX 415133	BOSTON MA 02241-5133									
7061	00000 SUPPLY WORKS, IN	164925 444407449		165908	18JUL2	173.37	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54140	173.37	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:712642							
PO BOX 415133	BOSTON MA 02241-5133									
393	00000 SURPASS CHEMICAL	164926 164926	180475	165909	18JUL2	1,767.00	.00	37,017.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			F3638334 54141	1,767.00	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:171412							
1254	BROADWAY	ALBANY NY 12204-2623								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
1613	00001 TENNANT COMPANY	164927 915483368		165910	18JUL2	696.30	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3335014 54510	696.30	1099:	
ACCT 1200	DEPT 3000	DUE 07/17/2018	DESC:4027270							
P O BOX 71414	CHICAGO IL 60694-1414									
1699	00001 TIME WARNER CABL	164928 866296301062818		165911	18JUL2	74.95	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143124 54740	74.95	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:202-8666296301-001							
P.O. BOX 70872	CHARLOTTE NC 28272-0872									
7001	00001 TIME WARNER CABL	164929 164929		165912	18JUL2	99.99	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3143314 54740	99.99	1099:	
ACCT 1200	DEPT 4000	DUE 07/17/2018	DESC:013887001							
PO BOX 223085	PITTSBURGH PA 15251-2085									
7001	00001 TIME WARNER CABL	164930 164930		165913	18JUL2	304.84	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3021694 54740	304.84	1099:	
ACCT 1200	DEPT 2000	DUE 07/17/2018	DESC:020946201							
PO BOX 223085	PITTSBURGH PA 15251-2085									
7292	00001 TOSHIBA BUSINESS	164931 14601547		165914	18JUL2	236.36	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: Y	DISC: .00			A3011214 54740	236.36	1099:	
ACCT 1200	DEPT 1000	DUE 07/17/2018	DESC:TOBS6PA							
PO BOX 927	BUFFALO NY 14240-0927									
5846	00000 TOWNE, RYAN & PA	164932 30854	171001	165915	18JUL2	297.50	.00	13,363.43		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3051354 54720	297.50	1099:7	
ACCT 1200	DEPT 5000	DUE 07/17/2018	DESC:9-391							
P.O. BOX 15072	450 NEW KARNER ROAD ALBANY NY 12212									
3723	00001 TRAVELERS	164933 000541894		165916	18JUL2	2,940.38	.00	.00		
CASH A	2018/07	INV 07/11/2018	SEP-CHK: N	DISC: .00			A3031934 54775	2,940.38	1099:	
ACCT 1200	DEPT 5000	DUE 07/17/2018	DESC:9874G9083							
13607	COLLECTIONS CENTER DR	CHICAGO IL 60693								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
3346	00001 W B MASON CO INC	164949 164949		165932	18JUL2	17.96	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 6000 DUE 07/17/2018 P O BOX 981101 BOSTON MA 02298-1101				SEP-CHK: N DESC:REC	DISC: .00	A3567194 54110	17.96	1099:	
3346	00001 W B MASON CO INC	164950 164950		165933	18JUL2	42.99	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 2000 DUE 07/17/2018 P O BOX 981101 BOSTON MA 02298-1101				SEP-CHK: N DESC:FINANCE	DISC: .00	A3021314 54110	42.99	1099:	
3346	00001 W B MASON CO INC	164951 164951		165934	18JUL2	65.43	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 1000 DUE 07/17/2018 P O BOX 981101 BOSTON MA 02298-1101				SEP-CHK: N DESC:MAYOR	DISC: .00	A3011424 54110	65.43	1099:	
3346	00001 W B MASON CO INC	164952 164952		165935	18JUL2	157.94	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 3000 DUE 07/17/2018 P O BOX 981101 BOSTON MA 02298-1101				SEP-CHK: N DESC:DPW	DISC: .00	A3031494 54110	157.94	1099:	
7275	00000 WELLNESS FARM	164953 MAY JUN 2018	180216	165936	18JUL2	1,200.00	.00	3,600.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 4000 DUE 07/17/2018 2 RUGGLES ROAD SARATOGA SPRINGS NY 12866				SEP-CHK: N DESC:HORSE BOARDING	DISC: .00	A3143124 54979	1,200.00	1099:	
7915	00000 ABIGAIL WILKERSON	164954 164954		165937	18JUL2	60.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 6000 DUE 07/17/2018 6 OXFORD DRIVE SARATOGA SPRINGS NY 12866				SEP-CHK: N DESC:REF	DISC: .00	A3567344 54781	60.00	1099:	
7914	00000 NICHOLAS WILKERS	164955 164955		165938	18JUL2	135.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 ACCT 1200 DEPT 6000 DUE 07/17/2018 6 OXFORD DRIVE SARATOGA SPRINGS NY 12866				SEP-CHK: N DESC:REF	DISC: .00	A3567344 54781	135.00	1099:	

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
4870	00000 WITMER ASSOCIATE	164956 1870965.001		165939	18JUL2	171.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:SARSPR 104 INDEPENDENCE WAY COATESVILLE PA 19320						A3143414 54200	171.00	1099:	
1973	00000 WOLBERG ELECTRIC	164957 19475624		165940	18JUL2	39.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:19114 35 INDUSTRIAL PARK ROAD P O BOX 6309 ALBANY NY 12206-0309						A3143314 54390	39.00	1099:	
1973	00000 WOLBERG ELECTRIC	164958 1920997		165941	18JUL2	194.40	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 07/17/2018 DESC:19114 35 INDUSTRIAL PARK ROAD P O BOX 6309 ALBANY NY 12206-0309						A3143124 54610	194.40	1099:	
1973	00000 WOLBERG ELECTRIC	164959 164959		165942	18JUL2	472.69	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:13696 35 INDUSTRIAL PARK ROAD P O BOX 6309 ALBANY NY 12206-0309						A3031594 54610 A3031624 54610 A3031634 54610 A3031634 54610 A3031654 54610 A3638184 54610 G3638124 54331	80.80 79.50 29.20 168.75 12.95 36.49 65.00	1099: 1099: 1099: 1099: 1099: 1099: 1099:	
3346	00001 W B MASON CO INC	164960 164960		165943	18JUL2	10.68	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:DPW P O BOX 981101 BOSTON MA 02298-1101						A3031444 54110	10.68	1099:	
149	00001 CNA ENVIRONMENTA	164962 C034829		165946	18JUL2	608.00	.00	.00		
	CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:4/24/18 27 KENT STREET STE. 102 BALLSTON SPA NY 12020						A3638164 54708	608.00	1099:	

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205	00001 HIRAM HOLLOW REG	164846 682221		520.26	18JUL2	520.26	.00	.00		
CASH A 2018/07 INV 07/11/2018 SEP-CHK: N DISC: .00 A3638184 54720 520.26 1099: ACCT 1200 DEPT 3000 DUE 07/17/2018 DESC:90-00047 2 P.O. BOX 1372 WILLISTON VT 05495-1372										
205 APPROVED UNPAID INVOICES				TOTAL		389,476.58				
205 INVOICE(S)				REPORT POST TOTAL		389,476.58				

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2018 07	A046	A	-04-6-0000-0-42051 -	REC PROG CLINIC	75.00 REV .00
	A3011214	A	-30-1-1210-4-54110 -	OFFICE SUPPLIES	28.94 112.60
	A3011214	A	-30-1-1210-4-54670 -	PHONES	67.67 1,182.80
	A3011214	A	-30-1-1210-4-54740 -	SERVICE CONTRAC	236.36 835.56
	A3011424	A	-30-1-1420-4-54110 -	OFFICE SUPPLIES	65.43 233.27
	A3011424	A	-30-1-1420-4-54720 -	SERVICE CONTRAC	3,662.30 147.50
	A3011434	A	-30-1-1430-4-54620 -	RENTAL	450.00 .00
	A3011434	A	-30-1-1430-4-54671 -	PHONES & FAX	29.38 465.62
	A3011474	A	-30-1-1431-4-54110 -	OFFICE SUPPLIES	7.49 649.06
	A3011474	A	-30-1-1431-4-54570 -	TRAINING	530.01 969.99
	A3011474	A	-30-1-1431-4-54770 -	DISABILITY INSU	18.00 61.20
	A3021314	A	-30-2-1310-4-54110 -	OFFICE SUPPLIES	42.99 5,304.49
	A3021314	A	-30-2-1310-4-54720 -	SERVICE CONTRAC	70.00 529.11
	A3021692	A	-30-2-1681-2-52230 -	HARDWARE	53.00 28,323.74
	A3021694	A	-30-2-1681-4-54330 -	REPAIRS & MAINT	176.18 1,055.54
	A3021694	A	-30-2-1681-4-54740 -	SERVICE CONTRAC	3,329.08 5,722.48
	A3031444	A	-30-3-1440-4-54110 -	OFFICE SUPPLIES	22.71 657.81
	A3031494	A	-30-3-1490-4-54110 -	OFFICE SUPPLIES	176.93 700.46
	A3031494	A	-30-3-1490-4-54740 -	SERVICE CONTRAC	35.85 362.88
	A3031594	A	-30-3-1590-4-54610 -	REPAIRS & MAINT	138.20 1,087.18
	A3031624	A	-30-3-1620-4-54140 -	JANITORIAL SUPP	17.98 3,840.23
	A3031624	A	-30-3-1620-4-54160 -	UNIFORMS	121.60 466.97
	A3031624	A	-30-3-1620-4-54180 -	OTHER SUPPLIES	50.00 2,524.31
	A3031624	A	-30-3-1620-4-54610 -	REPAIRS & MAINT	554.66 17,717.08
	A3031634	A	-30-3-1621-4-54610 -	REPAIRS & MAINT	197.95 1,917.19
	A3031644	A	-30-3-1622-4-54612 -	REPAIRS & MAINT	1,425.00 1,678.03
	A3031654	A	-30-3-1623-4-54110 -	OFFICE SUPPLIES	6.35 22.20
	A3031654	A	-30-3-1623-4-54160 -	UNIFORMS	24.60 1,566.89
	A3031654	A	-30-3-1623-4-54180 -	OTHER SUPPLIES	33.61 5,212.47
	A3031654	A	-30-3-1623-4-54320 -	TOOLS	518.94 265.42
	A3031654	A	-30-3-1623-4-54610 -	REPAIRS & MAINT	216.14 17.09
	A3031934	A	-30-3-1930-4-54775 -	SELF INSURANCE	2,940.38 810.77
	A3041934	A	-30-4-1930-4-54775 -	SELF INSURANCE	1,086.00 13,491.82
	A3051354	A	-30-5-1355-4-54720 -	SERVICE CONTRAC	807.50 .00
	A3051414	A	-30-5-1410-4-54110 -	OFFICE SUPPLIES	731.18 2,351.23
	A3051414	A	-30-5-1410-4-54440 -	BOOKS PUBLICATI	1,195.00 5,783.60
	A3051414	A	-30-5-1410-4-54490 -	GENERAL ADVERTI	342.22 3,934.84
	A3113624	A	-31-1-3620-4-54110 -	OFFICE SUPPLIES	199.53 686.52
	A3143014	A	-31-4-3010-4-54110 -	OFFICE SUPPLIES	65.40 588.47
	A3143014	A	-31-4-3010-4-54720 -	SERVICE CONTRAC	240.50 15,201.50
	A3143014	A	-31-4-3010-4-54802 -	COMPLUS PARK TI	6,514.84 24,000.00
	A3143022	A	-31-4-3020-2-52230 -	HARDWARE	9,637.62 5,323.39
	A3143122	A	-31-4-3120-2-52400 -	VEHICLES	437.59 381.91
	A3143122	A	-31-4-3120-2-52620 -	POLICE EQUIPMEN	780.15 37,488.40
	A3143124	A	-31-4-3120-4-54110 -	OFFICE SUPPLIES	344.00 496.76
	A3143124	A	-31-4-3120-4-54140 -	JANITORIAL SUPP	274.95 1,177.26
	A3143124	A	-31-4-3120-4-54160 -	UNIFORMS	9,885.20 48,235.75
	A3143124	A	-31-4-3120-4-54180 -	OTHER SUPPLIES	1,059.99 7,106.32
	A3143124	A	-31-4-3120-4-54189 -	AMMUNITION	10,420.44 6,504.78
	A3143124	A	-31-4-3120-4-54230 -	DUES	75.00 510.00
	A3143124	A	-31-4-3120-4-54510 -	REPAIRS & MAINT	1,693.46 30,266.52

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ACCOUNT DISTRIBUTION SUMMARY

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		A3143124 A	-31-4-3120-4-54570 -	TRAINING	2,100.00	6,940.00
		A3143124 A	-31-4-3120-4-54610 -	REPAIRS & MAINT	474.06	2,291.59
		A3143124 A	-31-4-3120-4-54670 -	PHONES	417.56	20,093.26
		A3143124 A	-31-4-3120-4-54720 -	SERVICE CONTRAC	655.33	47,236.28
		A3143124 A	-31-4-3120-4-54740 -	SERVICE CONTRAC	313.97	61,524.65
		A3143124 A	-31-4-3120-4-54850 -	MEALS PRISONERS	233.60	825.48
		A3143124 A	-31-4-3120-4-54970 -	K-9 CARE	99.99	23,280.14
		A3143124 A	-31-4-3120-4-54979 -	HORSE CARE	1,550.00	4,029.18
		A3143314 A	-31-4-3310-4-54390 -	MAINTENANCE SUP	251.83	4,717.85
		A3143314 A	-31-4-3310-4-54510 -	REPAIRS & MAINT	486.37	3,433.36
		A3143314 A	-31-4-3310-4-54713 -	PAVEMENT MARKIN	59.90	16,931.78
		A3143314 A	-31-4-3310-4-54740 -	SERVICE CONTRAC	99.99	467.67
		A3143314 A	-31-4-3310-4-54961 -	SIGNS & POSTS	996.10	21,300.26
		A3143412 A	-31-4-3410-2-52601 -	FIRE EQUIPMENT	642.00	19,358.00
		A3143414 A	-31-4-3410-4-54150 -	EMS SUPPLIES	800.40	8,822.38
		A3143414 A	-31-4-3410-4-54160 -	UNIFORMS	12.59	6,908.64
		A3143414 A	-31-4-3410-4-54200 -	HOUSE SUPPLIES	487.20	3,105.17
		A3143414 A	-31-4-3410-4-54270 -	FIRE PREVENTION	234.00	288.79
		A3143414 A	-31-4-3410-4-54330 -	REPAIRS & MAINT	7.49	3,888.58
		A3143414 A	-31-4-3410-4-54471 -	EMS TRAINING	675.00	330.85
		A3143414 A	-31-4-3410-4-54510 -	REPAIRS & MAINT	90.21	28,658.91
		A3143414 A	-31-4-3410-4-54520 -	GAS & OIL	56.96	8,049.26
		A3143414 A	-31-4-3410-4-54570 -	TRAINING	3,500.00	17,198.00
		A3143414 A	-31-4-3410-4-54610 -	REPAIRS & MAINT	1,062.36	6,813.61
		A3143414 A	-31-4-3410-4-54720 -	SERVICE CONTRAC	1,020.20	13,295.80
		A3143414 A	-31-4-3410-4-54771 -	SERVICE CONTRAC	62.42	834.68
		A3335012 A	-33-3-5010-2-52300 -	MISCELLANEOUS E	4,039.40	4,862.99
		A3335012 A	-33-3-5010-2-52400 -	VEHICLES	13,881.00	.00
		A3335014 A	-33-3-5010-4-54100 -	RUBBLE BLACKTOP	3,051.99	9,768.79
		A3335014 A	-33-3-5010-4-54160 -	UNIFORMS	1,084.76	5,458.79
		A3335014 A	-33-3-5010-4-54180 -	OTHER SUPPLIES	3,360.25	8,908.52
		A3335014 A	-33-3-5010-4-54184 -	FLOWERS	9,944.17	722.75
		A3335014 A	-33-3-5010-4-54320 -	TOOLS	163.25	775.31
		A3335014 A	-33-3-5010-4-54510 -	REPAIRS & MAINT	5,854.08	40,110.16
		A3335134 A	-33-3-5112-4-54100 -	RUBBLE BLACKTOP	53,818.13	277,953.09
		A3335134 A	-33-3-5112-4-54530 -	EQUIPMENT & VEH	11,456.00	60,282.63
		A3335184 A	-33-3-5182-4-54750 -	STREET LIGHTING	368.34	235,740.82
		A3416784 A	-34-1-6780-4-54720 -	SERVICE CONTRAC	1,502.00	.00
		A3416794 A	-34-1-6795-4-54720 -	SERVICE CONTRAC	1,502.00	.00
		A3517524 A	-35-1-7520-4-54752 -	SERVICE CONTRAC	18,571.25	.00
		A3537114 A	-35-3-7110-4-54180 -	OTHER SUPPLIES	26.73	761.46
		A3537114 A	-35-3-7110-4-54610 -	REPAIRS & MAINT	429.78	1,510.85
		A3537214 A	-35-3-7200-4-54180 -	OTHER SUPPLIES	8.30	2,431.56
		A3567144 A	-35-6-7140-4-54180 -3000	OTHER SUPPLIES	38.17	3,099.77
		A3567144 A	-35-6-7140-4-54410 -	PRINTING	1,025.00	80.00
		A3567144 A	-35-6-7140-4-54510 -3000	REPAIRS & MAINT	411.59	4,299.40
		A3567144 A	-35-6-7140-4-54610 -3000	REPAIRS & MAINT	1,059.93	291.06
		A3567144 A	-35-6-7140-4-54680 -3000	LANDSCAPING	440.00	2,086.16
		A3567144 A	-35-6-7140-4-548613-6001	SPORTS SUPPLIES	108.14	91.86
		A3567144 A	-35-6-7140-4-548613-6002	SPORTS SUPPLIES	260.73	139.27
		A3567144 A	-35-6-7140-4-548613-6003	SPORTS SUPPLIES	115.29	64.71

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		A3567144 A	-35-6-7140-4-548613-6008	SPORTS SUPPLIES	136.21 38.79
		A3567144 A	-35-6-7140-4-548613-6009	SPORTS SUPPLIES	184.80 115.20
		A3567144 A	-35-6-7140-4-548613-6010	SPORTS SUPPLIES	98.82 201.18
		A3567144 A	-35-6-7140-4-548613-6012	SPORTS SUPPLIES	395.29 354.71
		A3567144 A	-35-6-7140-4-548613-6013	SPORTS SUPPLIES	98.82 51.18
		A3567154 A	-35-6-7150-4-54180 -	OTHER SUPPLIES	340.54 2,756.69
		A3567174 A	-35-6-7171-4-54610 -3000	REPAIRS & MAINT	258.00 12,768.16
		A3567184 A	-35-6-7180-4-54610 -3000	REPAIRS & MAINT	1,217.22 9,304.89
		A3567194 A	-35-6-7181-4-54110 -	OFFICE SUPPLIES	17.96 219.58
		A3567194 A	-35-6-7181-4-54140 -3000	JANITORIAL SUPP	66.86 2,159.28
		A3567194 A	-35-6-7181-4-54610 -3000	REPAIRS & MAINT	7,298.24 5,830.99
		A3567344 A	-35-6-7340-4-54170 -	SPORTS SUPPLIES	315.32 4,559.88
		A3567344 A	-35-6-7340-4-54781 -	SUPERVISION	525.00 1,740.00
		A3618684 A	-36-1-8687-4-54110 -	OFFICE SUPPLIES	12.03 948.85
		A3638144 A	-36-3-8140-4-54100 -	RUBBLE BLACKTOP	439.33 60.67
		A3638164 A	-36-3-8189-4-54708 -	LAB TESTING	608.00 1,592.00
		A3638184 A	-36-3-8180-4-54510 -	REPAIRS & MAINT	825.00 63.74
		A3638184 A	-36-3-8180-4-54521 -	TIPPING FEES	3,490.50 .00
		A3638184 A	-36-3-8180-4-54610 -	REPAIRS & MAINT	87.25 1,083.95
		A3638184 A	-36-3-8180-4-54700 -	TRANSPORTATION	1,023.00 14.00
		A3638184 A	-36-3-8180-4-54719 -	PROF SERVICES L	259.00 35,000.00
		A3638184 A	-36-3-8180-4-54720 -	SERVICE CONTRAC	816.93 7,715.32
		A3719068 A	-37-1-9060-8-58013 -	HRA ADMINISTRAT	65.45 392.70
		A3719074 A	-37-1-9055-4-54770 -	DISABILITY INSU	187.20 446.20
		A3729068 A	-37-2-9060-8-58013 -	HRA ADMINISTRAT	11.90 73.60
		A3729068 A	-37-2-9060-8-58014 -	HRA CO PAY REIM	544.92 540.08
		A3729074 A	-37-2-9055-4-54770 -	DISABILITY INSU	108.00 209.20
		A3739068 A	-37-3-9060-8-58013 -	HRA ADMINISTRAT	404.60 2,564.45
		A3739074 A	-37-3-9055-4-54770 -	DISABILITY INSU	826.20 1,637.60
		A3749068 A	-37-4-9060-8-58013 -	HRA ADMINISTRAT	773.50 4,587.45
		A3749074 A	-37-4-9055-4-54770 -	DISABILITY INSU	291.60 651.80
		A3749098 A	-37-4-9090-8-58015 -	FSA ADMINISTRAT	75.00 500.00
		A3759068 A	-37-5-9060-8-58013 -	HRA ADMINISTRAT	47.60 285.60
		A3759074 A	-37-5-9055-4-54770 -	DISABILITY INSU	79.20 180.40
		A3769068 A	-37-6-9060-8-58013 -	HRA ADMINISTRAT	5.95 35.70
		A3769074 A	-37-6-9055-4-54770 -	DISABILITY INSU	64.80 129.60
		A3769074 A	-37-6-9055-4-54770 -3000	DISABILITY INSU	97.20 248.00
		E3577164 E	-35-7-7160-4-54140 -	JANITORIAL SUPP	1,264.04 21,344.02
		E3577164 E	-35-7-7160-4-54201 -	BUSINESS EXPENS	349.52 4,793.51
		E3577164 E	-35-7-7160-4-54230 -	DUES	100.00 908.00
		E3577164 E	-35-7-7160-4-54330 -	REPAIRS & MAINT	303.40 5,823.70
		E3577164 E	-35-7-7160-4-54522 -	LICENSE/INSPECT	637.85 460.15
		E3577164 E	-35-7-7160-4-54523 -	VEHICLE INSURAN	577.00 1,056.75
		E3577164 E	-35-7-7160-4-54610 -	REPAIRS & MAINT	1,001.00 17,558.89
		E3577164 E	-35-7-7160-4-54611 -	BUILDING INSURA	12,210.00 12,214.15
		E3577164 E	-35-7-7160-4-54720 -	SERVICE CONTRAC	1,041.88 12,744.15
		E3577164 E	-35-7-7160-4-54792 -	MISCELLANEOUS	149.40 2,451.43
		E3577168 E	-35-7-7160-8-58010 -	HOSPITALIZATION	19,105.98 93,996.86
		F3638314 F	-36-3-8310-4-54110 -	OFFICE SUPPLIES	387.99 2,814.73
		F3638314 F	-36-3-8310-4-54720 -	SERVICE CONTRAC	208.00 17,374.06
		F3638332 F	-36-3-8330-2-52300 -	MISCELLANEOUS E	4,440.57 35,318.00

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F3638334	F	-36-3-8330-4-54141 -	CHEMICALS	7,628.35	10,297.08
F3638334	F	-36-3-8330-4-54330 -	REPAIRS & MAINT	83.32	38,851.37
F3638334	F	-36-3-8330-4-54610 -	REPAIRS & MAINT	317.63	5,495.13
F3638342	F	-36-3-8340-2-52201 -	METERS	12,215.74	22,532.68
F3638352	F	-36-3-8341-2-52400 -	VEHICLES	13,881.00	.00
F3638354	F	-36-3-8341-4-54180 -	OTHER SUPPLIES	35,767.62	21,798.41
F3638354	F	-36-3-8341-4-54510 -	REPAIRS & MAINT	136.75	45.56
F3739068	F	-37-3-9060-8-58013 -	HRA ADMINISTRAT	47.60	232.05
F3739074	F	-37-3-9055-4-54770 -	DISABILITY INSU	223.20	489.60
G3638112	G	-36-3-8110-2-52400 -	VEHICLES	13,472.61	.00
G3638124	G	-36-3-8120-4-54331 -	REPAIRS & MAINT	65.00	12,404.66
G3739074	G	-37-3-9055-4-54770 -	DISABILITY INSU	120.60	243.00
H3143412	H	-31-4-3410-2-52000 -1232	LADDER TRUCK	268.10	11,151.99
H3146952	H	-31-4-6950-2-52000 -1245	CAPITAL PROJECT	20,532.95	.00
H3638122	H	-36-3-8120-2-52000 -1183	CAPITAL PROJECT	3,865.00	153,374.32
H3638332	H	-36-3-8330-2-52000 -1167	CAPITAL PROJECT	2,372.86	111,199.29
V3719714	V	-37-1-9710-4-54720 -	SERVICE CONTRAC	4,536.55	2,429.96
Y3618684	Y	-36-1-8686-4-54110 -451	OFFICE SUPPLIES	12.02	-284.72
Y3618684	Y	-36-1-8686-4-54220 -451	TRAVEL	32.70	-210.62
REPORT TOTALS				389,476.58	

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SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2018 7 81										
API A3031494-54110						OFFICE SUPPLIES			18.99	
07/17/2018 W	18JUL2		007550		164758	A272JK82AK683L				
API A3031654-54110						OFFICE SUPPLIES			6.35	
07/17/2018 W	18JUL2		007550		164758	A272JK82AK683L				
API F3638314-54110						OFFICE SUPPLIES			387.99	
07/17/2018 W	18JUL2		007550		164758	A272JK82AK683L				
API E3577164-54720						SERVICE CONTRACTS - PROF SERV			120.00	
07/17/2018 W	18JUL2		004140		164744	119527				
API A3143122-52620						POLICE EQUIPMENT			780.15	
07/17/2018 W	18JUL2		006117	180492	164745	0134269				
POL A3143122-52620						POLICE EQUIPMENT		4		780.15
07/17/2018 LIQ/INV			006117	180492	164745	0134269	2018			
API E3577164-54230						DUES			100.00	
07/17/2018 W	18JUL2		007057		164746	RYAN MCMAHON				
API A3143124-54510						REPAIRS & MAINTENANCE VEHICLE			459.24	
07/17/2018 W	18JUL2		002785		164747	S8575				
API A3335014-54510						REPAIRS & MAINTENANCE VEHICLE			724.50	
07/17/2018 W	18JUL2		000023		164748	6/28/18				
API A3335014-54510						REPAIRS & MAINTENANCE VEHICLE			190.00	
07/17/2018 W	18JUL2		002785		164749	S1100				
API E3577164-54523						VEHICLE INSURANCE			577.00	
07/17/2018 W	18JUL2		004012		164750	88542				
API E3577164-54611						BUILDING INSURANCE			12,210.00	
07/17/2018 W	18JUL2		004012		164750	88542				
API A3143022-52230						HARDWARE			9,630.00	
07/17/2018 W	18JUL2		007276	180414	164751	6/5/18				
POL A3143022-52230						HARDWARE		4		9,630.00
07/17/2018 LIQ/INV			007276	180414	164751	6/5/18	2018			
API A3113624-54110						OFFICE SUPPLIES			187.50	
07/17/2018 W	18JUL2		000070		164752	6/25/18				
API A3567144-54410						PRINTING			1,025.00	
07/17/2018 W	18JUL2		000070		164753	6/15/18				
API A3143314-54390						MAINTENANCE SUPPLIES			32.97	
07/17/2018 W	18JUL2		005400		164755	2581569				
API E3577164-54720						SERVICE CONTRACTS - PROF SERV			66.00	
07/17/2018 W	18JUL2		005044		164756	023980				
API A3143124-54140						JANITORIAL SUPPLIES			14.34	
07/17/2018 W	18JUL2		000031		164757	2288				
API A3143124-54140						JANITORIAL SUPPLIES			8.69	
07/17/2018 W	18JUL2		000031		164757	2288				
API A3143124-54180						OTHER SUPPLIES			215.16	
07/17/2018 W	18JUL2		000031		164757	2288				
API A3143124-54610						REPAIRS & MAINTENANCE BUILDING			14.60	
07/17/2018 W	18JUL2		000031		164757	2288				
API A3143124-54610						REPAIRS & MAINTENANCE BUILDING			46.99	
07/17/2018 W	18JUL2		000031		164757	2288				
API A3143414-54160						UNIFORMS			12.59	

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		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		4.19	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		6.89	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		2.89	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		66.06	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		30.15	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		5.93	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54200						HOUSE SUPPLIES		24.98	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54330						REPAIRS & MAINTENANCE EQUIPMEN		6.29	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54330						REPAIRS & MAINTENANCE EQUIPMEN		1.20	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54510						REPAIRS & MAINTENANCE VEHICLE		18.71	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54510						REPAIRS & MAINTENANCE VEHICLE		4.49	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54510						REPAIRS & MAINTENANCE VEHICLE		4.19	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54520						GAS & OIL		31.98	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54610						REPAIRS & MAINTENANCE BUILDING		4.79	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54610						REPAIRS & MAINTENANCE BUILDING		8.98	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143414-54610						REPAIRS & MAINTENANCE BUILDING		11.99	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	A3143314-54961						SIGNS & POSTS		215.92	
		07/17/2018 W	18JUL2	000031		164757	2288			
API	E3577164-54201						BUSINESS EXPENSE/SALES		349.52	
		07/17/2018 W	18JUL2	007337		164759	MAY 2018 REIMB			
API	A3021694-54330						REPAIRS & MAINTENANCE EQUIPMEN		176.18	
		07/17/2018 W	18JUL2	002648		164760	301115816			
API	A3335012-52300						MISCELLANEOUS EQUIPMENT		4,039.40	
		07/17/2018 W	18JUL2	005047	180198	164761	270548			
POL	A3335012-52300						MISCELLANEOUS EQUIPMENT	4		4,039.40
		07/17/2018 LIQ/INV		005047	180198	164761	270548	2018		
API	A3335012-52400						VEHICLES		13,881.00	
		07/17/2018 W	18JUL2	005047	171705	164762	270548			
API	F3638352-52400						VEHICLES		13,881.00	
		07/17/2018 W	18JUL2	005047	171705	164762	270548			
API	G3638112-52400						VEHICLES		13,472.61	
		07/17/2018 W	18JUL2	005047	171705	164762	270548			

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POL	A3335012-52400						VEHICLES	4		13,881.00
	07/17/2018 LIQ/INV			005047	171705	164762	270548	2017		
POL	F3638352-52400						VEHICLES	4		13,881.00
	07/17/2018 LIQ/INV			005047	171705	164762	270548	2017		
POL	G3638112-52400						VEHICLES	4		13,472.61
	07/17/2018 LIQ/INV			005047	171705	164762	270548	2017		
API	H3146952-52000-1245						CAPITAL PROJECT OUTLAY		20,532.95	
	07/17/2018 W 18JUL2			001314	180394	164763	C1783			
POL	H3146952-52000-1245						CAPITAL PROJECT OUTLAY	4		20,532.95
	07/17/2018 LIQ/INV			001314	180394	164763	C1783	2018		
API	A3638184-54510						REPAIRS & MAINTENANCE VEHICLE		825.00	
	07/17/2018 W 18JUL2			006770		164764	6/20/18			
API	A3143414-54150						EMS SUPPLIES		436.44	
	07/17/2018 W 18JUL2			004542	180288	164766	205698			
POL	A3143414-54150						EMS SUPPLIES	4		436.44
	07/17/2018 LIQ/INV			004542	180288	164766	205698	2018		
API	A3143124-54610						REPAIRS & MAINTENANCE BUILDING		218.07	
	07/17/2018 W 18JUL2			007426		164767	CITSAR			
API	A3031644-54612						REPAIRS & MAINTENANCE		172.00	
	07/17/2018 W 18JUL2			007426		164768	10257			
API	A3567184-54610-3000						REPAIRS & MAINTENANCE BUILDING		1,094.50	
	07/17/2018 W 18JUL2			007426		164768	10257			
API	A3031644-54612						REPAIRS & MAINTENANCE		1,253.00	
	07/17/2018 W 18JUL2			007426		164769	10708			
API	A3567174-54610-3000						REPAIRS & MAINTENANCE BUILDING		258.00	
	07/17/2018 W 18JUL2			007426		164769	10708			
API	A3143124-54160						UNIFORMS		370.63	
	07/17/2018 W 18JUL2			006768		164770	CLOTHING REIMB			
API	A3031654-54610						REPAIRS & MAINTENANCE BUILDING		53.91	
	07/17/2018 W 18JUL2			000139		164771	3691			
API	A3638184-54521						TIPPING FEES		3,490.50	
	07/17/2018 W 18JUL2			000417	180514	164772	28-34321 0			
API	A3638184-54700						TRANSPORTATION		1,023.00	
	07/17/2018 W 18JUL2			000417	180514	164772	28-34321 0			
POL	A3638184-54521						TIPPING FEES	4		3,490.50
	07/17/2018 LIQ/INV			000417	180514	164772	28-34321 0	2018		
POL	A3638184-54700						TRANSPORTATION	4		1,023.00
	07/17/2018 LIQ/INV			000417	180514	164772	28-34321 0	2018		
API	E3577168-58010						HOSPITALIZATION		19,105.98	
	07/17/2018 W 18JUL2			005598		164773	10013542			
API	A3021692-52230						HARDWARE		53.00	
	07/17/2018 W 18JUL2			002948		164774	6731216			
API	A3143022-52230						HARDWARE		7.62	
	07/17/2018 W 18JUL2			002948		164775	6731216			
API	A3143414-54771						SERVICE CONTRACTS INS RECOVERY		62.42	
	07/17/2018 W 18JUL2			000136		164776	7/1/18			
API	A3143414-54570						TRAINING		3,500.00	
	07/17/2018 W 18JUL2			004193	180479	164777	TRAINING			
POL	A3143414-54570						TRAINING	4		3,500.00

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		07/17/2018	LIQ/INV	004193	180479	164777	TRAINING	2018		
API	A3143124-54160						UNIFORMS		450.00	
		07/17/2018	W 18JUL2	003814		164778	7/5/18			
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		259.86	
		07/17/2018	W 18JUL2	004904		164779	287902			
API	A3143014-54802						COMPLUS PARK TICKET COLL FEE		6,514.84	
		07/17/2018	W 18JUL2	005027	180212	164781	6/30/18			
POL	A3143014-54802						COMPLUS PARK TICKET COLL FEE	4		6,514.84
		07/17/2018	LIQ/INV	005027	180212	164781	6/30/18	2018		
API	A3031624-54180						OTHER SUPPLIES		50.00	
		07/17/2018	W 18JUL2	005853		164782	CITYSARATO			
API	Y3618684-54220-451						TRAVEL	Y	32.70	
		07/17/2018	W 18JUL2	007563		164783	MILEAGE			
API	F3638342-52201						METERS		12,215.74	
		07/17/2018	W 18JUL2	007682	180506	164784	205549			
POL	F3638342-52201						METERS	4		12,215.74
		07/17/2018	LIQ/INV	007682	180506	164784	205549	2018		
API	A3011474-54110						OFFICE SUPPLIES		7.49	
		07/17/2018	W 18JUL2	003203		164785	CIVIL SERVICE			
API	A3011214-54110						OFFICE SUPPLIES		11.98	
		07/17/2018	W 18JUL2	003203		164786	MAYOR			
API	A3051414-54110						OFFICE SUPPLIES		47.90	
		07/17/2018	W 18JUL2	003203		164787	ACCOUNTS			
API	A3031444-54110						OFFICE SUPPLIES		12.03	
		07/17/2018	W 18JUL2	003203		164788	DPW			
API	A3113624-54110						OFFICE SUPPLIES		12.03	
		07/17/2018	W 18JUL2	003203		164788	DPW			
API	A3618684-54110						OFFICE SUPPLIES		12.03	
		07/17/2018	W 18JUL2	003203		164788	DPW			
API	Y3618684-54110-451						OFFICE SUPPLIES	Y	12.02	
		07/17/2018	W 18JUL2	003203		164788	DPW			
API	A3143014-54110						OFFICE SUPPLIES		22.45	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143014-54110						OFFICE SUPPLIES		13.47	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143124-54180						OTHER SUPPLIES		49.39	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143124-54180						OTHER SUPPLIES		80.82	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143124-54180						OTHER SUPPLIES		35.04	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143124-54180						OTHER SUPPLIES		3.00	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143314-54390						MAINTENANCE SUPPLIES		22.45	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143414-54200						HOUSE SUPPLIES		71.84	
		07/17/2018	W 18JUL2	003203		164789	DPS			
API	A3143414-54200						HOUSE SUPPLIES		53.88	
		07/17/2018	W 18JUL2	003203		164789	DPS			

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API	A3143414-54200	07/17/2018 W	18JUL2	003203		164789	HOUSE SUPPLIES DPS		26.94	
API	A3143414-54200	07/17/2018 W	18JUL2	003203		164789	HOUSE SUPPLIES DPS		22.45	
API	A3143124-54160	07/17/2018 W	18JUL2	006767		164790	UNIFORMS CHECK REISSUE		361.26	
API	A3335014-54184	07/17/2018 W	18JUL2	000156	180311	164791	FLOWERS 1634		4,810.86	
POL	A3335014-54184	07/17/2018 LIQ/INV		000156	180311	164791	FLOWERS 1634	4 2018		4,810.86
API	A3335014-54184	07/17/2018 W	18JUL2	000156	180311	164792	FLOWERS 1634		5,133.31	
POL	A3335014-54184	07/17/2018 LIQ/INV		000156	180311	164792	FLOWERS 1634	4 2018		5,133.31
API	A3143314-54390	07/17/2018 W	18JUL2	002858		164793	MAINTENANCE SUPPLIES 6/30/18		147.43	
API	A3335184-54750	07/17/2018 W	18JUL2	002858		164794	STREET LIGHTING 7/30/18		42.00	
API	F3638354-54180	07/17/2018 W	18JUL2	002858		164794	OTHER SUPPLIES 7/30/18		480.40	
API	A3143124-54850	07/17/2018 W	18JUL2	002196		164795	MEALS PRISONERS SSPD		233.60	
API	E3577164-54330	07/17/2018 W	18JUL2	004218	180485	164796	REPAIRS & MAINTENANCE EQUIPMEN 6/28/18		303.40	
POL	E3577164-54330	07/17/2018 LIQ/INV		004218	180485	164796	REPAIRS & MAINTENANCE EQUIPMEN 6/28/18	4 2018		303.40
API	A3143124-54189	07/17/2018 W	18JUL2	001622	180432	164797	AMMUNITION 5/29/18		10,420.44	
POL	A3143124-54189	07/17/2018 LIQ/INV		001622	180432	164797	AMMUNITION 5/29/18	4 2018		10,420.44
API	A3143314-54961	07/17/2018 W	18JUL2	004782	180412	164798	SIGNS & POSTS SARASPRI		780.18	
POL	A3143314-54961	07/17/2018 LIQ/INV		004782	180412	164798	SIGNS & POSTS SARASPRI	4 2018		780.18
API	A3031494-54740	07/17/2018 W	18JUL2	000172		164799	SERVICE CONTRACTS - EQUIPMENT SSCI05		35.85	
API	A3143414-54720	07/17/2018 W	18JUL2	005915		164800	SERVICE CONTRACTS - PROF SERV 913		899.00	
API	H3638332-52000-1167	07/17/2018 W	18JUL2	005102	180316	164801	CAPITAL PROJECT OUTLAY CITYOFSARATOGA		2,372.86	
POL	H3638332-52000-1167	07/17/2018 LIQ/INV		005102	180316	164801	CAPITAL PROJECT OUTLAY CITYOFSARATOGA	4 2018		2,372.86
API	F3638332-52300	07/17/2018 W	18JUL2	005102	171800	164802	MISCELLANEOUS EQUIPMENT CITYOFSARATOGA		4,440.57	
POL	F3638332-52300	07/17/2018 LIQ/INV		005102	171800	164802	MISCELLANEOUS EQUIPMENT CITYOFSARATOGA	4 2017		4,440.57
API	A3335184-54750	07/17/2018 W	18JUL2	002843		164803	STREET LIGHTING NYSAR0160		326.34	
API	A3143124-54979						HORSE CARE		350.00	

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		07/17/2018 W	18JUL2	004902		164804	SSPD			
API	F3638354-54180	07/17/2018 W	18JUL2	005084		164805	OTHER SUPPLIES		35,267.25	
		07/17/2018 W	18JUL2				14480			
API	A3021694-54740	07/17/2018 W	18JUL2	005574	180021	164806	SERVICE CONTRACTS - EQUIPMENT		3,024.24	
		07/17/2018 W	18JUL2				B11184			
POL	A3021694-54740	07/17/2018 LIQ/INV		005574	180021	164806	SERVICE CONTRACTS - EQUIPMENT	4		3,024.24
		07/17/2018 W	18JUL2				B11184	2018		
API	A3051354-54720	07/17/2018 W	18JUL2	004899	171002	164807	SERVICE CONTRACTS - PROF SERV		221.00	
		07/17/2018 W	18JUL2				10258-0014			
POL	A3051354-54720	07/17/2018 LIQ/INV		004899	171002	164807	SERVICE CONTRACTS - PROF SERV	4		221.00
		07/17/2018 W	18JUL2				10258-0014	2017		
API	A3638184-54719	07/17/2018 W	18JUL2	004899	160847	164808	PROF SERVICES LANDFILL LINE		259.00	
		07/17/2018 W	18JUL2				10258-0007-001			
POL	A3638184-54719	07/17/2018 LIQ/INV		004899	160847	164808	PROF SERVICES LANDFILL LINE	4		259.00
		07/17/2018 W	18JUL2				10258-0007-001	2016		
API	A3051354-54720	07/17/2018 W	18JUL2	004899	171002	164810	SERVICE CONTRACTS - PROF SERV		289.00	
		07/17/2018 W	18JUL2				10258-0014			
POL	A3051354-54720	07/17/2018 LIQ/INV		004899	171002	164810	SERVICE CONTRACTS - PROF SERV	4		289.00
		07/17/2018 W	18JUL2				10258-0014	2017		
API	A3011424-54720	07/17/2018 W	18JUL2	004899	180297	164811	SERVICE CONTRACTS - PROF SERV		514.73	
		07/17/2018 W	18JUL2				ADDENDUM 2			
POL	A3011424-54720	07/17/2018 LIQ/INV		004899	180297	164811	SERVICE CONTRACTS - PROF SERV	4		514.73
		07/17/2018 W	18JUL2				ADDENDUM 2	2018		
API	A3011424-54720	07/17/2018 W	18JUL2	004899	180469	164812	SERVICE CONTRACTS - PROF SERV		11.45	
		07/17/2018 W	18JUL2				ADDENDUM 3			
POL	A3011424-54720	07/17/2018 LIQ/INV		004899	180469	164812	SERVICE CONTRACTS - PROF SERV	4		11.45
		07/17/2018 W	18JUL2				ADDENDUM 3	2018		
API	A3011424-54720	07/17/2018 W	18JUL2	004899	180469	164813	SERVICE CONTRACTS - PROF SERV		873.12	
		07/17/2018 W	18JUL2				MAY 2018			
POL	A3011424-54720	07/17/2018 LIQ/INV		004899	180469	164813	SERVICE CONTRACTS - PROF SERV	4		873.12
		07/17/2018 W	18JUL2				MAY 2018	2018		
API	A3567154-54180	07/17/2018 W	18JUL2	007693		164814	OTHER SUPPLIES		48.21	
		07/17/2018 W	18JUL2				10946105			
API	A3567144-548613-6002	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		230.61	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6003	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		115.29	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6008	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		82.35	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6009	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		98.82	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6010	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		98.82	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6012	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		395.29	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
API	A3567144-548613-6013	07/17/2018 W	18JUL2	007560	180295	164815	SPORTS SUPPLIES		98.82	
		07/17/2018 W	18JUL2				CLINIC SHIRTS			
POL	A3567144-548613-6002	07/17/2018 LIQ/INV		007560	180295	164815	SPORTS SUPPLIES	4		227.50
		07/17/2018 W	18JUL2				CLINIC SHIRTS	2018		

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POL	A3567144-548613-6003	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		113.75
POL	A3567144-548613-6008	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		81.25
POL	A3567144-548613-6009	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		97.50
POL	A3567144-548613-6010	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		97.50
POL	A3567144-548613-6012	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		390.00
POL	A3567144-548613-6013	07/17/2018	LIQ/INV	007560	180295	164815	SPORTS SUPPLIES CLINIC SHIRTS	4 2018		97.50
API	A3143124-54160	07/17/2018	W 18JUL2	000198	171825	164816	UNIFORMS 1001581618		71.00	
POL	A3143124-54160	07/17/2018	LIQ/INV	000198	171825	164816	UNIFORMS 1001581618	4 2017		71.00
API	A3143124-54160	07/17/2018	W 18JUL2	000198	180391	164817	UNIFORMS 1001581618		79.50	
POL	A3143124-54160	07/17/2018	LIQ/INV	000198	180391	164817	UNIFORMS 1001581618	4 2018		79.50
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164818	UNIFORMS 1001581618		79.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198	180391	164819	UNIFORMS 1001581618		94.00	
POL	A3143124-54160	07/17/2018	LIQ/INV	000198	180391	164819	UNIFORMS 1001581618	4 2018		94.00
API	A3143124-54160	07/17/2018	W 18JUL2	000198	180343	164820	UNIFORMS 1001581618		94.00	
POL	A3143124-54160	07/17/2018	LIQ/INV	000198	180343	164820	UNIFORMS 1001581618	4 2018		94.00
API	A3143124-54160	07/17/2018	W 18JUL2	000198	180304	164821	UNIFORMS 1001581618		110.00	
POL	A3143124-54160	07/17/2018	LIQ/INV	000198	180304	164821	UNIFORMS 1001581618	4 2018		507.55
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164822	UNIFORMS 1001581618		144.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164823	UNIFORMS 1001581618		185.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164824	UNIFORMS 1001581618		185.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164825	UNIFORMS 258855		210.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164826	UNIFORMS 1001581618		325.00	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164827	UNIFORMS 1001581618		392.49	
API	A3143124-54160	07/17/2018	W 18JUL2	000198		164828	UNIFORMS 1001581618		397.55	
API	A3143124-54160						UNIFORMS		582.00	

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	API	07/17/2018	W 18JUL2	000198		164829	1001581618			
	API	07/17/2018	W 18JUL2	000198	180342	164830	UNIFORMS		604.00	
	POL	07/17/2018	LIQ/INV	000198	180342	164830	UNIFORMS	4		604.00
	API	07/17/2018	W 18JUL2	000198	180398	164831	UNIFORMS	2018	631.00	
	POL	07/17/2018	LIQ/INV	000198	180398	164831	UNIFORMS	4		631.00
	API	07/17/2018	W 18JUL2	000198	180205	164832	UNIFORMS	2018	1,129.50	
	POL	07/17/2018	LIQ/INV	000198	180205	164832	UNIFORMS	4		1,129.50
	API	07/17/2018	W 18JUL2	000198		164833	UNIFORMS		1,209.00	
	API	07/17/2018	W 18JUL2	000198		164834	UNIFORMS		1,599.94	
	API	07/17/2018	W 18JUL2	000376		164835	GENERAL ADVERTISING		295.04	
	API	07/17/2018	W 18JUL2	000190		164836	BOOKS PUBLICATIONS & SUBSCRITI		1,195.00	
	API	07/17/2018	W 18JUL2	007562	180409	164837	SERVICE CONTRACTS - PROF SERV		2,263.00	
	POL	07/17/2018	LIQ/INV	007562	180409	164837	SERVICE CONTRACTS - PROF SERV	4		2,263.00
	API	07/17/2018	W 18JUL2	000189		164838	LEGAL SERVICES	2018	42.04	
	API	07/17/2018	W 18JUL2	000189	180494	164839	JANITORIAL SUPPLIES		2,144.20	
	POL	07/17/2018	LIQ/INV	000189	180494	164839	OTHER SUPPLIES	4		2,144.20
	API	07/17/2018	W 18JUL2	006210	171587	164840	OTHER SUPPLIES	2018	3,865.00	
	POL	07/17/2018	LIQ/INV	006210	171587	164840	CAPITAL PROJECT OUTLAY	4		3,865.00
	API	07/17/2018	W 18JUL2	006390		164841	ALB-2017137.00		191.39	
	API	07/17/2018	W 18JUL2	007831		164842	UNIFORMS		105.19	
	API	07/17/2018	W 18JUL2	007831		164842	CLOTHING REIMB		134.19	
	API	07/17/2018	W 18JUL2	007831		164842	REPAIRS & MAINTENANCE VEHICLE		239.20	
	API	07/17/2018	W 18JUL2	007831		164842	REPAIRS & MAINTENANCE VEHICLE		136.75	
	API	07/17/2018	W 18JUL2	007831	180012	164843	REPAIRS & MAINTENANCE VEHICLE		2,134.07	
	POL	07/17/2018	LIQ/INV	007831	180012	164843	REPAIRS & MAINTENANCE VEHICLE	4		2,193.50
							1289	2018		

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API	A3041934-54775	07/17/2018 W	18JUL2	006331		164844	SELF INSURANCE 6/29/18		1,086.00	
API	A3638184-54720	07/17/2018 W	18JUL2	000205		164845	SERVICE CONTRACTS - PROF SERV 90-00047 2		296.67	
API	F3638334-54141	07/17/2018 W	18JUL2	000202	180473	164847	CHEMICALS 984		5,861.35	
POL	F3638334-54141	07/17/2018 LIQ/INV		000202	180473	164847	CHEMICALS 984	4 2018		5,861.35
API	A3335014-54320	07/17/2018 W	18JUL2	002439		164848	TOOLS DPW		119.85	
API	A3537114-54180	07/17/2018 W	18JUL2	002439		164848	OTHER SUPPLIES DPW		26.73	
API	A3567144-54610-3000	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		187.56	
API	A3567144-54610-3000	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		130.76	
API	A3567144-54610-3000	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		17.82	
API	A3567194-54610-3000	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		190.77	
API	A3567194-54610-3000	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		314.70	
API	A3638184-54610	07/17/2018 W	18JUL2	002439		164848	REPAIRS & MAINTENANCE BUILDING DPW		50.76	
API	A3143124-54180	07/17/2018 W	18JUL2	002439		164849	OTHER SUPPLIES DPS			10.50
API	A3143124-54180	07/17/2018 W	18JUL2	002439		164849	OTHER SUPPLIES DPS			149.95
API	A3143124-54180	07/17/2018 W	18JUL2	002439		164849	OTHER SUPPLIES DPS		24.94	
API	A3143124-54180	07/17/2018 W	18JUL2	002439		164849	OTHER SUPPLIES DPS		346.15	
API	A3143124-54180	07/17/2018 W	18JUL2	002439		164849	OTHER SUPPLIES DPS		160.45	
API	A3051414-54110	07/17/2018 W	18JUL2	002439		164849	OFFICE SUPPLIES DPS		683.28	
API	A3031624-54140	07/17/2018 W	18JUL2	002439		164850	JANITORIAL SUPPLIES DPW		17.98	
API	A3031654-54320	07/17/2018 W	18JUL2	002439		164850	TOOLS DPW		239.94	
API	A3335014-54180	07/17/2018 W	18JUL2	002439		164850	OTHER SUPPLIES DPW		258.00	
API	A3567144-54610-3000	07/17/2018 W	18JUL2	002439		164850	REPAIRS & MAINTENANCE BUILDING DPW		351.79	
API	A3567184-54610-3000	07/17/2018 W	18JUL2	002439		164850	REPAIRS & MAINTENANCE BUILDING DPW		122.72	
API	A3567194-54610-3000	07/17/2018 W	18JUL2	002439		164850	REPAIRS & MAINTENANCE BUILDING DPW		52.84	
API	F3638354-54180						OTHER SUPPLIES		19.97	

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API	A3031654-54320	07/17/2018 W	18JUL2	002439		164850	DPW			
API	A3335014-54180	07/17/2018 W	18JUL2	002439		164851	TOOLS		279.00	
API	A3335014-54180	07/17/2018 W	18JUL2	002439		164851	DPW			
API	A3335014-54180	07/17/2018 W	18JUL2	002439		164851	OTHER SUPPLIES		560.17	
API	A3567144-54180-3000	07/17/2018 W	18JUL2	002439		164851	DPW		99.00	
API	A3567144-54180-3000	07/17/2018 W	18JUL2	002439		164851	OTHER SUPPLIES		38.17	
API	A3567144-54610-3000	07/17/2018 W	18JUL2	002439		164851	DPW			
API	A3567194-54140-3000	07/17/2018 W	18JUL2	002439		164851	REPAIRS & MAINTENANCE BUILDING		164.83	
API	A3567194-54610-3000	07/17/2018 W	18JUL2	002439		164851	DPW			
API	A3567194-54610-3000	07/17/2018 W	18JUL2	002439		164851	JANITORIAL SUPPLIES		66.86	
API	A3143414-54270	07/17/2018 W	18JUL2	003282		164852	DPW			
API	E3577164-54720	07/17/2018 W	18JUL2	002736		164853	REPAIRS & MAINTENANCE BUILDING		194.93	
API	A3335014-54320	07/17/2018 W	18JUL2	000375		164854	DPW			
API	A3567194-54610-3000	07/17/2018 W	18JUL2	007952	180487	164855	FIRE PREVENTION SUPPLIES		234.00	
POL	A3567194-54610-3000	07/17/2018 LIQ/INV		007952	180487	164855	113744			
API	A3335134-54530	07/17/2018 W	18JUL2	004802	180387	164857	SERVICE CONTRACTS - PROF SERV		153.00	
POL	A3335134-54530	07/17/2018 LIQ/INV		004802	180387	164857	16494			
API	A3143124-54110	07/17/2018 W	18JUL2	004332		164858	TOOLS		43.40	
API	A3143122-52400	07/17/2018 W	18JUL2	007024		164859	68386			
API	A3143124-54570	07/17/2018 W	18JUL2	007128	180248	164860	REPAIRS & MAINTENANCE BUILDING		6,545.00	
POL	A3143124-54570	07/17/2018 LIQ/INV		007128	180248	164860	101-16188703			
API	A3143014-54720	07/17/2018 W	18JUL2	000290		164861	REPAIRS & MAINTENANCE BUILDING 4			6,545.00
API	A3335014-54160	07/17/2018 W	18JUL2	003272		164862	101-16188703	2018		
API	A3335014-54180	07/17/2018 W	18JUL2	003272		164862	EQUIPMENT & VEHICLE RENTAL		11,456.00	
API	A3335014-54180	07/17/2018 W	18JUL2	003272		164862	EQUIPMENT RENTAL			
API	A3143124-54510	07/17/2018 W	18JUL2	000271		164863	EQUIPMENT & VEHICLE RENTAL 4			11,456.00
API	A3567344-54781	07/17/2018 W	18JUL2	007912		164864	EQUIPMENT RENTAL 2018			
							OFFICE SUPPLIES		344.00	
							5/16/18			
							VEHICLES		437.59	
							7/2/18			
							TRAINING		2,100.00	
							TRAINING			
							TRAINING 4			2,100.00
							TRAINING 2018			
							SERVICE CONTRACTS - PROF SERV		240.50	
							COS101			
							UNIFORMS		1,084.76	
							96797			
							OTHER SUPPLIES		50.28	
							96797			
							OTHER SUPPLIES		248.60	
							96797			
							REPAIRS & MAINTENANCE VEHICLE		125.00	
							6/11/18			
							SUPERVISION		330.00	
							REF			

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API	A3143124-54720	07/17/2018 W	18JUL2	006615		164865	SERVICE CONTRACTS - PROF SERV 127813		345.00	
API	A3143414-54150	07/17/2018 W	18JUL2	000288	180286	164866	EMS SUPPLIES 21443824		363.96	
POL	A3143414-54150	07/17/2018 LIQ/INV		000288	180286	164866	EMS SUPPLIES 21443824	4 2018		363.96
API	A3143412-52601	07/17/2018 W	18JUL2	007013	180461	164867	FIRE EQUIPMENT 1036798760 0001		642.00	
POL	A3143412-52601	07/17/2018 LIQ/INV		007013	180461	164867	FIRE EQUIPMENT 1036798760 0001	4 2018		642.00
API	A3021314-54720	07/17/2018 W	18JUL2	006512	180310	164868	SERVICE CONTRACTS - PROF SERV CO31		70.00	
POL	A3021314-54720	07/17/2018 LIQ/INV		006512	180310	164868	SERVICE CONTRACTS - PROF SERV CO31	4 2018		70.00
API	A3567144-54510-3000	07/17/2018 W	18JUL2	001152		164869	REPAIRS & MAINTENANCE VEHICLE 5873550		411.59	
API	E3577164-54522	07/17/2018 W	18JUL2	000296		164870	LICENSE/INSPECTION/REGISTRATIO 40883		637.85	
API	A3031624-54610	07/17/2018 W	18JUL2	007931	180444	164871	REPAIRS & MAINTENANCE BUILDING ELEVATOR INSPECTIONS		450.00	
POL	A3031624-54610	07/17/2018 LIQ/INV		007931	180444	164871	REPAIRS & MAINTENANCE BUILDING ELEVATOR INSPECTIONS	4 2018		450.00
API	A3143124-54230	07/17/2018 W	18JUL2	002670		164872	DUES G. VEITCH		75.00	
API	F3638314-54720	07/17/2018 W	18JUL2	006302		164873	SERVICE CONTRACTS - PROF SERV 6/26/18		208.00	
API	E3577164-54140	07/17/2018 W	18JUL2	000308	180503	164874	JANITORIAL SUPPLIES 19475		174.00	
POL	E3577164-54140	07/17/2018 LIQ/INV		000308	180503	164874	JANITORIAL SUPPLIES 19475	4 2018		174.00
API	A3143124-54720	07/17/2018 W	18JUL2	000019		164875	SERVICE CONTRACTS - PROF SERV 2106771		75.75	
API	A3143414-54720	07/17/2018 W	18JUL2	000019		164875	SERVICE CONTRACTS - PROF SERV 2106771		121.20	
API	A3143414-54610	07/17/2018 W	18JUL2	000321		164877	REPAIRS & MAINTENANCE BUILDING 6/26/18		1,036.60	
API	A3638144-54100	07/17/2018 W	18JUL2	000327		164878	RUBBLE BLACKTOP STONE OIL 19018		439.33	
API	A3335014-54100	07/17/2018 W	18JUL2	000327	180279	164879	RUBBLE BLACKTOP STONE OIL 19018		3,051.99	
POL	A3335014-54100	07/17/2018 LIQ/INV		000327	180279	164879	RUBBLE BLACKTOP STONE OIL 19018	4 2018		3,051.99
API	A3335134-54100	07/17/2018 W	18JUL2	000327	180389	164880	RUBBLE BLACKTOP STONE OIL 19018		53,818.13	
POL	A3335134-54100	07/17/2018 LIQ/INV		000327	180389	164880	RUBBLE BLACKTOP STONE OIL 19018	4 2018		53,818.13
API	A3567144-548613-6008	07/17/2018 W	18JUL2	007926	180489	164882	SPORTS SUPPLIES SPORTS SUPPLIES		26.93	
POL	A3567144-548613-6008						SPORTS SUPPLIES	4		26.93

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		07/17/2018	LIQ/INV	007926	180489	164882	SPORTS SUPPLIES	2018		
API	A3567144-548613-6001						SPORTS SUPPLIES		53.74	
		07/17/2018	W 18JUL2	007926	180489	164884	SPORTS SUPPLIES			
API	A3567144-548613-6002						SPORTS SUPPLIES		30.12	
		07/17/2018	W 18JUL2	007926	180489	164884	SPORTS SUPPLIES			
API	A3567144-548613-6008						SPORTS SUPPLIES		26.93	
		07/17/2018	W 18JUL2	007926	180489	164884	SPORTS SUPPLIES			
API	A3567144-548613-6009						SPORTS SUPPLIES		85.98	
		07/17/2018	W 18JUL2	007926	180489	164884	SPORTS SUPPLIES			
API	A3567344-54170						SPORTS SUPPLIES		315.32	
		07/17/2018	W 18JUL2	007926	180489	164884	SPORTS SUPPLIES			
API	A3567144-548613-6001						SPORTS SUPPLIES		54.40	
		07/17/2018	W 18JUL2	007926		164884	SPORTS SUPPLIES			
POL	A3567144-548613-6001						SPORTS SUPPLIES	4		53.74
		07/17/2018	LIQ/INV	007926	180489	164884	SPORTS SUPPLIES	2018		
POL	A3567144-548613-6002						SPORTS SUPPLIES	4		30.12
		07/17/2018	LIQ/INV	007926	180489	164884	SPORTS SUPPLIES	2018		
POL	A3567144-548613-6008						SPORTS SUPPLIES	4		26.93
		07/17/2018	LIQ/INV	007926	180489	164884	SPORTS SUPPLIES	2018		
POL	A3567144-548613-6009						SPORTS SUPPLIES	4		85.98
		07/17/2018	LIQ/INV	007926	180489	164884	SPORTS SUPPLIES	2018		
POL	A3567344-54170						SPORTS SUPPLIES	4		315.32
		07/17/2018	LIQ/INV	007926	180489	164884	SPORTS SUPPLIES	2018		
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		25.58	
		07/17/2018	W 18JUL2	003602		164885	35149			
API	A3143124-54160						UNIFORMS		304.96	
		07/17/2018	W 18JUL2	006853		164886	CLOTHING REIMB			
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		690.56	
		07/17/2018	W 18JUL2	000125		164888	CITYSA0			
API	A3143314-54510						REPAIRS & MAINTENANCE VEHICLE		222.34	
		07/17/2018	W 18JUL2	007056		164889	6/25/18			
API	A046-42051						REC PROG CLINIC FEES		75.00	
		07/17/2018	W 18JUL2	007948		164890	REFUND			
API	A3143414-54471						EMS TRAINING		675.00	
		07/17/2018	W 18JUL2	000712		164891	SSFD			
API	A3143124-54740						SERVICE CONTRACTS - EQUIPMENT		15.29	
		07/17/2018	W 18JUL2	000223		164892	4659857			
API	A3143014-54110						OFFICE SUPPLIES		29.48	
		07/17/2018	W 18JUL2	000223		164893	4659857			
API	A3143124-54740						SERVICE CONTRACTS - EQUIPMENT		45.29	
		07/17/2018	W 18JUL2	000223		164894	4659857			
API	A3143124-54740						SERVICE CONTRACTS - EQUIPMENT		59.28	
		07/17/2018	W 18JUL2	000223		164895	4659857			
API	A3143124-54740						SERVICE CONTRACTS - EQUIPMENT		119.16	
		07/17/2018	W 18JUL2	000223		164896	323252-1023244A3			
API	E3577164-54140						JANITORIAL SUPPLIES		945.00	
		07/17/2018	W 18JUL2	000409	180451	164897	JANITORIAL SUPPLIES			
POL	E3577164-54140						JANITORIAL SUPPLIES	4		945.00
		07/17/2018	LIQ/INV	000409	180451	164897	JANITORIAL SUPPLIES	2018		

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API	E3577164-54140	07/17/2018 W	18JUL2	000409	180454	164898	JANITORIAL SUPPLIES		103.00	
POL	E3577164-54140	07/17/2018 LIQ/INV		000409	180454	164898	JANITORIAL SUPPLIES	4		103.00
API	A3567154-54180	07/17/2018 W	18JUL2	000804		164899	JANITORIAL SUPPLIES	2018	292.33	
API	A3143124-54510	07/17/2018 W	18JUL2	006237		164900	OTHER SUPPLIES		39.55	
API	H3143412-52000-1232	07/17/2018 W	18JUL2	006851		164901	11403002		268.10	
API	A3143414-54520	07/17/2018 W	18JUL2	006851		164901	REPAIRS & MAINTENANCE VEHICLE		24.98	
API	A3143414-54510	07/17/2018 W	18JUL2	006851		164901	6640		31.83	
API	A3143414-54510	07/17/2018 W	18JUL2	006851		164901	LADDER TRUCK		30.99	
API	A3143414-54510	07/17/2018 W	18JUL2	006851		164901	4310		49.67	
API	A3143314-54510	07/17/2018 W	18JUL2	006851		164901	GAS & OIL		99.87	
API	A3143314-54510	07/17/2018 W	18JUL2	006851		164901	REPAIRS & MAINTENANCE VEHICLE		93.95	
API	A3143314-54510	07/17/2018 W	18JUL2	006851		164901	4310		20.54	
API	A3143314-54510	07/17/2018 W	18JUL2	006851		164901	REPAIRS & MAINTENANCE VEHICLE		1,069.67	
API	A3143314-54510	07/17/2018 W	18JUL2	006851		164901	4310		305.49	
API	A3143124-54180	07/17/2018 W	18JUL2	006943		164902	OTHER SUPPLIES		1,502.00	
API	A3416784-54720	07/17/2018 W	18JUL2	000365	180107	164903	SSPD		1,502.00	
API	A3416794-54720	07/17/2018 W	18JUL2	000365	180107	164903	SERVICE CONTRACTS - PROF SERV			
POL	A3416784-54720	07/17/2018 LIQ/INV		000365	180107	164903	SUPPORT	4		1,502.00
POL	A3416794-54720	07/17/2018 LIQ/INV		000365	180107	164903	SERVICE CONTRACTS - PROF SERV	2018		1,502.00
API	A3011434-54620	07/17/2018 W	18JUL2	005226	180353	164904	SUPPORT	4	450.00	
POL	A3011434-54620	07/17/2018 LIQ/INV		005226	180353	164904	RENTAL	4		450.00
API	A3517524-54752	07/17/2018 W	18JUL2	000497	180191	164905	OFFICE LEASE	2018	18,571.25	
POL	A3517524-54752	07/17/2018 LIQ/INV		000497	180191	164905	SERVICE CONTRACT CONVENTION TO	4		18,571.25
API	F3638334-54330	07/17/2018 W	18JUL2	000371		164906	2018 BUDGET		46.68	
API	F3638334-54330	07/17/2018 W	18JUL2	000371		164906	REPAIRS & MAINTENANCE EQUIPMEN		19.88	
API	F3638334-54330	07/17/2018 W	18JUL2	000371		164906	4343		8.78	

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API F3638334-54330	07/17/2018 W	18JUL2	000371		164906	4343			
API F3638334-54610	07/17/2018 W	18JUL2	000371		164906	REPAIRS & MAINTENANCE EQUIPMEN		7.98	
API A3031624-54610	07/17/2018 W	18JUL2	000371		164906	4343			
API A3031654-54610	07/17/2018 W	18JUL2	000371		164907	REPAIRS & MAINTENANCE BUILDING		76.84	
API A3537114-54610	07/17/2018 W	18JUL2	000371		164907	4343			
API A3567144-54610-3000	07/17/2018 W	18JUL2	000371		164907	REPAIRS & MAINTENANCE BUILDING		25.16	
API A3051414-54490	07/17/2018 W	18JUL2	000371		164907	4343			
API E3577164-54792	07/17/2018 W	18JUL2	000371		164907	REPAIRS & MAINTENANCE BUILDING		149.28	
API A3143124-54970	07/17/2018 W	18JUL2	000374		164908	19397			
API A3031594-54610	07/17/2018 W	18JUL2	003306		164910	MISCELLANEOUS		54.48	
API A3537114-54610	07/17/2018 W	18JUL2	003430		164911	CITY CENTER			
API F3638334-54610	07/17/2018 W	18JUL2	003430		164911	K-9 CARE		99.99	
API A3011474-54770	07/17/2018 W	18JUL2	000184		164913	REIMB			
API A3719074-54770	07/17/2018 W	18JUL2	000184		164913	REPAIRS & MAINTENANCE BUILDING		57.40	
API A3729074-54770	07/17/2018 W	18JUL2	000184		164913	DPW			
API A3739074-54770	07/17/2018 W	18JUL2	000184		164913	REPAIRS & MAINTENANCE BUILDING		93.34	
API F3739074-54770	07/17/2018 W	18JUL2	000184		164913	DPW			
API G3739074-54770	07/17/2018 W	18JUL2	000184		164913	REPAIRS & MAINTENANCE BUILDING		240.79	
API A3749074-54770	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		18.00	
API A3759074-54770	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3769074-54770	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		187.20	
API A3769074-54770-3000	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		108.00	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		826.20	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		223.20	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		120.60	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		291.60	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		79.20	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		64.80	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	DISABILITY INSURANCE		97.20	
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	D275951			
API A3011474-54570	07/17/2018 W	18JUL2	000184		164913	TRAINING		530.01	
API A3011474-54570	07/17/2018 W	18JUL2	007908	180382	164916	6/18/18			

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POL	A3011474-54570						TRAINING	4		930.00
	07/17/2018	LIQ/INV		007908	180382	164916	6/18/18	2018		
API	A3143314-54713						PAVEMENT MARKING MATERIALS		59.90	
	07/17/2018	W	18JUL2	000378		164917	2400-6048-3			
API	A3719068-58013						HRA ADMINISTRATIVE FEE		65.45	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3729068-58013						HRA ADMINISTRATIVE FEE		11.90	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3739068-58013						HRA ADMINISTRATIVE FEE		404.60	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	F3739068-58013						HRA ADMINISTRATIVE FEE		47.60	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3749068-58013						HRA ADMINISTRATIVE FEE		773.50	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3759068-58013						HRA ADMINISTRATIVE FEE		47.60	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3769068-58013						HRA ADMINISTRATIVE FEE		5.95	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3749098-58015						FSA ADMINISTRATIVE FEE		75.00	
	07/17/2018	W	18JUL2	006205		164918	6/29/18			
API	A3567144-54680-3000						LANDSCAPING		440.00	
	07/17/2018	W	18JUL2	007309		164919	330254			
API	A3537214-54180						OTHER SUPPLIES		8.30	
	07/17/2018	W	18JUL2	000384		164920	6/21/18			
API	E3577164-54720						SERVICE CONTRACTS - PROF SERV		237.50	
	07/17/2018	W	18JUL2	001336		164921	6/22/18			
API	A3537114-54610						REPAIRS & MAINTENANCE BUILDING		180.00	
	07/17/2018	W	18JUL2	001184		164922	CASINO			
API	A3143314-54390						MAINTENANCE SUPPLIES		9.98	
	07/17/2018	W	18JUL2	007061		164923	886609			
API	A3143124-54140						JANITORIAL SUPPLIES		78.55	
	07/17/2018	W	18JUL2	007061		164924	712642			
API	A3143124-54140						JANITORIAL SUPPLIES		173.37	
	07/17/2018	W	18JUL2	007061		164925	712642			
API	F3638334-54141						CHEMICALS		1,767.00	
	07/17/2018	W	18JUL2	000393	180475	164926	171412			
POL	F3638334-54141						CHEMICALS	4		1,767.00
	07/17/2018	LIQ/INV		000393	180475	164926	171412	2018		
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		696.30	
	07/17/2018	W	18JUL2	001613		164927	4027270			
API	A3143124-54740						SERVICE CONTRACTS - EQUIPMENT		74.95	
	07/17/2018	W	18JUL2	001699		164928	202-8666296301-001			
API	A3143314-54740						SERVICE CONTRACTS - EQUIPMENT		99.99	
	07/17/2018	W	18JUL2	007001		164929	013887001			
API	A3021694-54740						SERVICE CONTRACTS - EQUIPMENT		304.84	
	07/17/2018	W	18JUL2	007001		164930	020946201			
API	A3011214-54740						SERVICE CONTRACTS - EQUIPMENT		236.36	
	07/17/2018	W	18JUL2	007292		164931	TOBS6PA			
API	A3051354-54720						SERVICE CONTRACTS - PROF SERV		297.50	

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
		07/17/2018 W	18JUL2	005846	171001	164932	9-391			
POL	A3051354-54720						SERVICE CONTRACTS - PROF SERV	4		297.50
		07/17/2018 LIQ/INV		005846	171001	164932	9-391	2017		
API	A3031934-54775						SELF INSURANCE		2,940.38	
		07/17/2018 W	18JUL2	003723		164933	9874G9083			
API	E3577164-54610						REPAIRS & MAINTENANCE BUILDING		1,001.00	
		07/17/2018 W	18JUL2	006290		164934	3696657			
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		104.50	
		07/17/2018 W	18JUL2	003256		164935	1290931			
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		104.50	
		07/17/2018 W	18JUL2	003256		164936	1290931			
API	A3031624-54160						UNIFORMS		60.80	
		07/17/2018 W	18JUL2	003256		164937	1269237			
API	A3031624-54160						UNIFORMS		60.80	
		07/17/2018 W	18JUL2	003256		164937	1269237			
API	A3031654-54160						UNIFORMS		24.60	
		07/17/2018 W	18JUL2	003256		164937	1269237			
API	A3031654-54180						OTHER SUPPLIES		33.61	
		07/17/2018 W	18JUL2	003256		164937	1269237			
API	A3537114-54610						REPAIRS & MAINTENANCE BUILDING		101.96	
		07/17/2018 W	18JUL2	003256		164937	1269237			
API	A3729068-58014						HRA CO PAY REIMBURSEMENT		544.92	
		07/17/2018 W	18JUL2	006530		164938	12/31/2017			
API	E3577164-54720						SERVICE CONTRACTS - PROF SERV		465.38	
		07/17/2018 W	18JUL2	007272	180225	164939	2221300			
POL	E3577164-54720						SERVICE CONTRACTS - PROF SERV	4		465.38
		07/17/2018 LIQ/INV		007272	180225	164939	2221300	2018		
API	A3143124-54160						UNIFORMS		84.98	
		07/17/2018 W	18JUL2	003096		164940	CLOTHING REIMB			
API	A3143124-54670						PHONES		38.20	
		07/17/2018 W	18JUL2	001927		164941	5185840661828249			
API	A3143124-54670						PHONES		61.62	
		07/17/2018 W	18JUL2	001927		164942	5185818707789245			
API	A3143124-54670						PHONES		317.74	
		07/17/2018 W	18JUL2	001927		164943	5185843042705243			
API	A3011214-54670						PHONES		67.67	
		07/17/2018 W	18JUL2	001831		164944	842037333-00001			
API	A3011434-54671						PHONES & FAX		29.38	
		07/17/2018 W	18JUL2	001831		164944	842037333-00001			
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		680.21	
		07/17/2018 W	18JUL2	005493		164945	1840			
API	V3719714-54720						SERVICE CONTRACTS - PROF SERV		4,536.55	
		07/17/2018 W	18JUL2	001853	180017	164946	2461			
POL	V3719714-54720						SERVICE CONTRACTS - PROF SERV	4		4,536.55
		07/17/2018 LIQ/INV		001853	180017	164946	2461	2018		
API	A3011214-54110						OFFICE SUPPLIES		16.96	
		07/17/2018 W	18JUL2	003346		164948	MAYOR			
API	A3567194-54110						OFFICE SUPPLIES		17.96	
		07/17/2018 W	18JUL2	003346		164949	REC			

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
API	A3021314-54110	07/17/2018 W	18JUL2	003346		164950	OFFICE SUPPLIES FINANCE		42.99	
API	A3011424-54110	07/17/2018 W	18JUL2	003346		164951	OFFICE SUPPLIES MAYOR		65.43	
API	A3031494-54110	07/17/2018 W	18JUL2	003346		164952	OFFICE SUPPLIES DPW		157.94	
API	A3143124-54979	07/17/2018 W	18JUL2	007275	180216	164953	HORSE CARE HORSE BOARDING		1,200.00	
POL	A3143124-54979	07/17/2018 LIQ/INV		007275	180216	164953	HORSE CARE HORSE BOARDING	4 2018		1,200.00
API	A3567344-54781	07/17/2018 W	18JUL2	007915		164954	SUPERVISION REF		60.00	
API	A3567344-54781	07/17/2018 W	18JUL2	007914		164955	SUPERVISION REF		135.00	
API	A3143414-54200	07/17/2018 W	18JUL2	004870		164956	HOUSE SUPPLIES SARSPR		171.00	
API	A3143314-54390	07/17/2018 W	18JUL2	001973		164957	MAINTENANCE SUPPLIES 19114		39.00	
API	A3143124-54610	07/17/2018 W	18JUL2	001973		164958	REPAIRS & MAINTENANCE BUILDING 19114		194.40	
API	A3031594-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		80.80	
API	A3031624-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		79.50	
API	A3031634-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		29.20	
API	A3031634-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		168.75	
API	A3031654-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		12.95	
API	A3638184-54610	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE BUILDING 13696		36.49	
API	G3638124-54331	07/17/2018 W	18JUL2	001973		164959	REPAIRS & MAINTENANCE PUMPS 13696		65.00	
API	A3031444-54110	07/17/2018 W	18JUL2	003346		164960	OFFICE SUPPLIES DPW		10.68	
API	A3638164-54708	07/17/2018 W	18JUL2	000149		164962	LAB TESTING 4/24/18		608.00	
API	A3638184-54720	07/17/2018 W	18JUL2	000205		164846	SERVICE CONTRACTS - PROF SERV 90-00047 2		520.26	
GENERAL LEDGER TOTAL									389,637.03	160.45
API	A-2600	07/17/2018 W	18JUL2	B 2870			ACCOUNTS PAYABLE			232,120.35
API	E-2600	07/17/2018 W	18JUL2	B 2870			ACCOUNTS PAYABLE			36,740.07
API	F-2600						ACCOUNTS PAYABLE			75,337.77

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
	API G-2600	07/17/2018	W 18JUL2	B	2870		ACCOUNTS PAYABLE		13,658.21	
	API H-2600	07/17/2018	W 18JUL2	B	2870		ACCOUNTS PAYABLE		27,038.91	
	API V-2600	07/17/2018	W 18JUL2	B	2870		ACCOUNTS PAYABLE		4,536.55	
	API Y-2600	07/17/2018	W 18JUL2	B	2870		ACCOUNTS PAYABLE		44.72	
	POL A-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		184,037.76	
	POL E-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		1,990.78	
	POL F-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		38,165.66	
	POL G-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		13,472.61	
	POL H-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		26,770.81	
	POL V-1521	07/17/2018	W 18JUL2	B	2870		ENCUMBRANCES		4,536.55	
	POL A-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	184,037.76		
	POL E-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	1,990.78		
	POL F-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	38,165.66		
	POL G-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	13,472.61		
	POL H-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	26,770.81		
	POL V-2963	07/17/2018	W 18JUL2	B	2870		BUDGETARY FUND BALANCE RES ENC	4,536.55		
		07/17/2018	W 18JUL2	B	2870					
							SYSTEM GENERATED ENTRIES TOTAL		268,974.17	658,450.75
							JOURNAL 2018/07/81 TOTAL		658,611.20	658,611.20
2018 7 81	API A-1522	07/17/2018	W 18JUL2	B	2870		EXPENDITURES		232,045.35	
	API E-1522	07/17/2018	W 18JUL2	B	2870		EXPENDITURES		36,740.07	
	API F-1522	07/17/2018	W 18JUL2	B	2870		EXPENDITURES		75,337.77	
	API G-1522	07/17/2018	W 18JUL2	B	2870		EXPENDITURES		13,658.21	
	API H-1522	07/17/2018	W 18JUL2	B	2870		EXPENDITURES		27,038.91	

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YEAR PER JNL						ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
API V-1522	07/17/2018	W 18JUL2	B 2870			EXPENDITURES		4,536.55	
API Y-1522	07/17/2018	W 18JUL2	B 2870			EXPENDITURES		44.72	
API A-2980	07/17/2018	W 18JUL2	B 2870			REVENUES		75.00	
	07/17/2018	W 18JUL2	B 2870						

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2018	7	81	07/17/2018			
	A-1521					ENCUMBRANCES		184,037.76
	A-1522					EXPENDITURES	232,045.35	
	A-2600					ACCOUNTS PAYABLE		232,120.35
	A-2963					BUDGETARY FUND BALANCE RES ENC	184,037.76	
	A-2980					REVENUES	75.00	
						FUND TOTAL	416,158.11	416,158.11
E	CITY CENTER AUTHORITY	2018	7	81	07/17/2018			
	E-1521					ENCUMBRANCES		1,990.78
	E-1522					EXPENDITURES	36,740.07	
	E-2600					ACCOUNTS PAYABLE		36,740.07
	E-2963					BUDGETARY FUND BALANCE RES ENC	1,990.78	
						FUND TOTAL	38,730.85	38,730.85
F	WATER FUND	2018	7	81	07/17/2018			
	F-1521					ENCUMBRANCES		38,165.66
	F-1522					EXPENDITURES	75,337.77	
	F-2600					ACCOUNTS PAYABLE		75,337.77
	F-2963					BUDGETARY FUND BALANCE RES ENC	38,165.66	
						FUND TOTAL	113,503.43	113,503.43
G	SEWER FUND	2018	7	81	07/17/2018			
	G-1521					ENCUMBRANCES		13,472.61
	G-1522					EXPENDITURES	13,658.21	
	G-2600					ACCOUNTS PAYABLE		13,658.21
	G-2963					BUDGETARY FUND BALANCE RES ENC	13,472.61	
						FUND TOTAL	27,130.82	27,130.82
H	CAPITAL PROJECTS FUND	2018	7	81	07/17/2018			
	H-1521					ENCUMBRANCES		26,770.81
	H-1522					EXPENDITURES	27,038.91	
	H-2600					ACCOUNTS PAYABLE		27,038.91
	H-2963					BUDGETARY FUND BALANCE RES ENC	26,770.81	
						FUND TOTAL	53,809.72	53,809.72
V	DEBT SERVICE FUND	2018	7	81	07/17/2018			
	V-1521					ENCUMBRANCES		4,536.55
	V-1522					EXPENDITURES	4,536.55	
	V-2600					ACCOUNTS PAYABLE		4,536.55
	V-2963					BUDGETARY FUND BALANCE RES ENC	4,536.55	
						FUND TOTAL	9,073.10	9,073.10

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
Y	COMMUNITY DEVELOPMENT FUND	2018	7	81	07/17/2018			
	Y-1522					EXPENDITURES	44.72	
	Y-2600					ACCOUNTS PAYABLE		44.72
						FUND TOTAL	44.72	44.72

** END OF REPORT - Generated by Stefanie Richards **

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CLERK: u101 BATCH: 2873

NEW INVOICES

VENDOR REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
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APPROVED UNPAID INVOICES TO BE POSTED

7960	00000 LEADERSHIP SARAT	164963 164963	165947	18MWJUL2	100.00	.00	.00		
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CASH A 2018/07 INV 07/16/2018 SEP-CHK: N DISC: .00 A3618684 54250 100.00 1099:
ACCT 1200 DEPT 1000 DUE 07/17/2018 DESC:LINDSEY CONNORS
C/O KATHLEEN FYFE 28 CLINTON STREET SARATOGA SPRINGS NY 12866

1 APPROVED UNPAID INVOICES	TOTAL	100.00
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1 INVOICE(S)	REPORT POST TOTAL	100.00
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CLERK: u101 BATCH: 2873

ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2018 07	A3618684 A	-36-1-8687-4-54250 -	CONFERENCE REGI	100.00	1,947.50
REPORT TOTALS				100.00	

EXPENDITURES

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2018	7	182	07/17/2018			
	A-1522					EXPENDITURES	100.00	
	A-2600					ACCOUNTS PAYABLE		100.00
FUND TOTAL							100.00	100.00

** END OF REPORT - Generated by Stefanie Richards **



SARATOGA COUNTY YOUTH BUREAU

152 West High Street
Ballston Spa, NY 12020

Tel: (518) 884-4180 * Fax: (518) 884-4185



Wes Carr
Director

June 29, 2018

Meg Kelly, Mayor
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866

RE: Youth Development Program
QYDS #83111 -Saratoga Springs Recreation Commission

Dear Mayor Kelly:

Enclosed for your review and execution, please find three (3) Youth Development Program agreements for the program year 2018. If acceptable, **please sign and date the last page of each agreement**. Then, return all three agreements to our office with the required insurance documentation as outlined in paragraphs 12-17.

Please note the following:

- The minimum general liability coverage and aggregate are listed in paragraph 12 of the agreement.
- An Additional Insured Endorsement Rider listing the County of Saratoga, 40 McMaster Street, Ballston Spa, New York 12020 or other proof of additional insured acceptable to the County is required, together with proof of premiums paid.
- Proof of Workers' Compensation Insurance must also be provided as stated in paragraph 17.

If you have any questions, please do not hesitate to contact our office. Thank you for your cooperation and attention to this matter.

Sincerely,

A blue ink signature of Wes Carr, the Director of the Saratoga County Youth Bureau.

Wes Carr
Director

Enclosures

copy: Matthew Veitch, Supervisor (w/o enclosures)
Tara Gaston, Supervisor (w/o enclosures)

rbd

Youth Service Project Agreement

THIS AGREEMENT, made this _____ day of _____, 2018 BY AND BETWEEN,

COUNTY OF SARATOGA, a municipal corporation of the State of New York, with offices at 40 McMaster Street, Ballston Spa, New York 12020, (COUNTY)

-and-

CITY OF SARATOGA SPRINGS, a municipal corporation of the State of New York, with offices at City Hall, 474 Broadway, Saratoga Springs, New York 12866, (MUNICIPALITY)

QYDS Program #83111 – Saratoga Springs Recreation Commission

- A. The MUNICIPALITY conducts a supervised program for area youth.
- B. The MUNICIPALITY and the COUNTY wish to operate a youth development program project.
- C. All references to “OCFS” mean the New York State Office of Children and Family Services.
- D. The County is eligible for possible OCFS reimbursement for sponsoring such projects.

NOW THEREFORE, the parties agree that:

- 1. The COUNTY will sponsor the MUNICIPALITY’s youth service project and pay the MUNICIPALITY a sum not to exceed \$6,825.00 therefore. The actual payment is contingent upon the final approval of state aid.
- 2. The MUNICIPALITY agrees to operate a youth service project from 1/1 – 12/31/2018 as outlined in its COUNTY approved “Individual Program Application” for the Youth Services program, at a cost not to exceed “OCFS Funds Requested” \$6,825.00. The terms and conditions of such application are expressly incorporated herein.
- 3. The COUNTY’s payment is a reimbursement and conditioned upon the MUNICIPALITY’s timely submission of reports, vouchers, time sheets and/or other documents required by the COUNTY, OCFS or the Comptroller.
- 4. The MUNICIPALITY shall pay the COUNTY’s non-reimbursable costs for its sponsorship of the MUNICIPALITY’s program.

5. The MUNICIPALITY agrees to submit an annual program report to the COUNTY. MUNICIPALITY delays may result in nonpayment of its vouchers. The MUNICIPALITY will maintain separate and complete fiscal accounts, records and reports for the program and turn them over to the COUNTY upon demand and/or at the conclusion of the program. MUNICIPALITY also agrees to allow OCFS, or its representatives, to take possession of all books, records and documents relating to this program.
6. The MUNICIPALITY agrees to maintain its program accounts for the program in accordance with generally accepted accounting principles.
7. The MUNICIPALITY hereby authorizes the COUNTY, the local youth bureaus, the local youth boards, and OCFS or their authorized representatives, to make fiscal audits of MUNICIPALITY accounts relating to the program, review program activity, examine and copy all records and reports for the program.
8. The MUNICIPALITY agrees to operate its program in compliance with all applicable laws, rules and regulations, including the State Youth Commission Act.
9. The MUNICIPALITY agrees that no person shall, on the grounds of race, color, religion, sex or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any MUNICIPALITY program or activity by the MUNICIPALITY. The MUNICIPALITY will abide by and comply with all state and federal laws concerning discrimination and equal opportunity.
10. The COUNTY's Youth Bureau is also responsible for the fiscal accountability, monitoring and evaluation of the project. The COUNTY is hereby authorized to monitor each program including but not limited to, actual program activity and the preparation of progress reports and evaluations. The MUNICIPALITY shall be responsible for self-monitoring required by the COUNTY.
11. MUNICIPALITY shall, at all times, indemnify and save harmless the COUNTY from and against any and all claims and demands whatsoever, including costs, litigation expenses, counsel fees and liabilities in connection therewith arising out of injury to or death of any person whomsoever or damage to any property of any kind by whomsoever, caused in whole or in part, directly or indirectly, by the acts or omissions of the MUNICIPALITY, any person, employed by the MUNICIPALITY, its contractors, subcontractors, materialmen, or any person directly or indirectly employed by them or any of them, while engaged in the program. This clause shall not be construed to limit, or otherwise impair, other rights or obligations of indemnity which exist in law, or in equity, for the benefit of the COUNTY.
12. MUNICIPALITY shall provide the COUNTY with proof of general liability insurance issued by a company authorized by license to do business in the State of New York. The policy's minimum coverages shall be \$1,000,000/per occurrence and \$2,000,000 in the aggregate. The MUNICIPALITY shall submit to the County Attorney a certificate of insurance confirming insurance coverage in the required minimum coverage amounts. The insurance certificate provided by MUNICIPALITY must also name the COUNTY OF SARATOGA, 40 McMaster Street, Ballston Spa, New York 12020 as additional

insured and the MUNICIPALITY shall provide the COUNTY with proof of such additional insured status in the form of an Additional Insured Endorsement Rider or other proof acceptable to County. The COUNTY reserves the right to reject any coverage not in conformance with these requirements. MUNICIPALITY'S certificate(s) of insurance must bear a notation evidencing proof of payment of premiums thereon or be accompanied by other evidence of such payment satisfactory to COUNTY.

13. In the event any policy furnished or carried pursuant to this agreement is scheduled to expire on a date prior to the expiration of the term of this agreement, MUNICIPALITY shall deliver to the COUNTY a certificate or certificates of insurance evidencing the renewal of such policy or policies prior to such expiration date, and the MUNICIPALITY shall promptly pay or cause to be paid all premiums due thereon.
14. In the event MUNICIPALITY receives notice of cancellation of said insurance, MUNICIPALITY shall immediately provide the COUNTY with written notice of such cancellation by no later than the next business day of the COUNTY. Such written notice must be either personally delivered to the Saratoga County Attorney's Office at 40 McMaster Street, Ballston Spa, New York during normal business hours or faxed to the Saratoga County Attorney at (518) 884-4720. MUNICIPALITY shall provide the COUNTY with proof of replacement and uninterrupted general liability insurance coverage satisfying the requirements set forth herein as soon as practicable in accordance with New York State Purchasing Guidelines.
15. Any failure by the MUNICIPALITY to comply with the insurance requirements of this agreement in a timely manner shall constitute a breach of this agreement, and the COUNTY may, at its option, terminate this agreement upon written notice to the MUNICIPALITY.
16. The above insurance is not, and shall not be construed as, a limitation upon MUNICIPALITY's obligation to indemnify the COUNTY.
17. This Agreement shall be void and of no effect unless throughout the term of this Agreement MUNICIPALITY, in compliance with the provisions of the Workers' Compensation Law, shall secure compensation for the benefit of and keep insured during the life of this Agreement such employees as are required to be insured according to law. Proof of such Workers' Compensation Insurance coverage shall be provided to COUNTY.
18. MUNICIPALITY personnel will operate the youth development program project.
19. The MUNICIPALITY agrees to record the specific client information requested by the COUNTY.
20. If the project is ended before 12/31/2018, the MUNICIPALITY will:
 - a. Incur no further obligation beyond the termination date.
 - b. Within 30 days, submit full report of receipts and expenditures of funds and program activities, accomplishments, and obstacles encountered relating to this agreement.

21. The COUNTY may terminate this agreement upon 30 days written notice to the MUNICIPALITY. Notice shall be sent by ordinary mail or certified mail return receipt requested addressed to the MUNICIPALITY at the above address or any other address as the MUNICIPALITY shall specify in writing.
22. The MUNICIPALITY acknowledges and agrees that, in the event of program termination, any equipment purchased with OCFS funds pursuant to this agreement shall revert to and be turned over by MUNICIPALITY to the COUNTY.
23. The MUNICIPALITY is prohibited from assigning or transferring any interest herein without prior COUNTY approval.
24. Notwithstanding any other provision hereof, the MUNICIPALITY's relationship to the COUNTY shall be that of an independent contractor. MUNICIPALITY is not a COUNTY agent or employee and shall not so represent itself to any third party. MUNICIPALITY employees are not entitled to any COUNTY benefits.
25. The MUNICIPALITY agrees that no funds received pursuant to this agreement will be used for sectarian purposes or to further the advancement of any religion.
26. The MUNICIPALITY agrees that if it is, or deemed to be a religious or denominational institution or organization, or an organization operated for a religious purpose which is supervised or controlled by or in connection with a religious or denominational institution or organization, in providing services hereunder, it will:
 - a. Not discriminate against any employee or applicant for employment on the basis of religion and will not limit or give preference in employment to persons on the basis of religion;
 - b. Not discriminate against any youth seeking to participate or participating in any program or activity of this agreement and will not limit the programs and activities or give preference to persons on the basis of religion.
 - c. Provide no religious instruction or counseling. Conduct no religious worship or services, engage in no religious proselytizing, and exert no other religious influence in the provision of services or the use of facilities or furnishings funded in whole or in part under any agreement with OCFS.
27. The MUNICIPALITY shall ensure that the grounds, structure, building, and furnishings at the program site are maintained in good repair, free from any danger to health and safety and comply with all applicable laws, codes, rules and regulations.
28. Funding for this agreement is contingent upon re-appropriation of such funds to OCFS for operation of programs designed to prevent juvenile delinquency and promote youth development. If funds are not re-appropriated for this purpose, or if the full amount anticipated by OCFS and/or the COUNTY is not available, then this agreement may be terminated or the amount payable to the MUNICIPALITY reduced at the discretion of OCFS and/or the COUNTY.
29. Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted and, it through mistake or otherwise, such provision is not

inserted, then upon the application of either party, this agreement shall be amended forthwith to make such insertion.

30. The law of the State of New York shall govern all questions concerning the construction, validity and interpretation of this Agreement and the performance of the obligations imposed by this Agreement. Venue of any legal action shall be Saratoga County, New York, and action must be commenced in the Saratoga County Court.
31. This Agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing signed by both parties.
32. In the event that any provision of this Agreement shall be determined by a Court of Law to be illegal and/or unenforceable, the Agreement, to the extent the Courts have determined practical, shall continue in full force and effect between the parties as if the said illegal or unenforceable provision were not contained a part thereof.
33. This Agreement constitutes the entire agreement among the parties regarding the subject matter hereof, and supersedes all prior agreements (written or oral) which may have related to the subject matter hereof.

IN WITNESS WHEREOF, the parties have hereunto signed this agreement on the day and year appearing opposite their respective signatures.

COUNTY OF SARATOGA

Date: _____

BY: _____
Edward D. Kinowski, Chairman
Board of Supervisors
Per Resolution #144-2018

CITY OF SARATOGA SPRINGS

Date: _____

BY: _____
Meg Kelly
Mayor
Federal I.D. #: 14-1600242

APPROVED AS TO FORM AND CONTENT

County Attorney



ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/10/2018

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 Adirondack Trust Insurance 31 Church Street - 4th Floor PQ Box 336 Saratoga Springs, NY 12866	CONTACT NAME: PHONE (A/C, No, Ext): 518 584-5300 FAX (A/C, No): 5185847306 E-MAIL ADDRESS:																					
INSURED City of Saratoga Springs Office of Risk & Safety; 474 Broadway Saratoga Springs, NY 12866	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr> <tr> <td>INSURER A : Travelers Indemnity Company</td><td></td><td>25658</td></tr> <tr> <td>INSURER B :</td><td></td><td></td></tr> <tr> <td>INSURER C :</td><td></td><td></td></tr> <tr> <td>INSURER D :</td><td></td><td></td></tr> <tr> <td>INSURER E :</td><td></td><td></td></tr> <tr> <td>INSURER F :</td><td></td><td></td></tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : Travelers Indemnity Company		25658	INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :		
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INSURER D :																						
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 SUBR INSR 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 type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		ZLP21N62521	01/01/2018	01/01/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Re: Youth Development Program

The County of Saratoga is an Additional Insured for General Liability coverage when required by written contract per CGD4800209 attached herewith.

CERTIFICATE HOLDER

CANCELLATION

County of Saratoga
 40 McMaster Street
 Ballston Spa, NY 12020

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

Kay Alorge

ONLINE AUCTION CONTRACT - AGREEMENT FOR SALE OF GOVERNMENT ASSETS BY ONLINE AUCTION

This Agreement made on ____ / ____ / 20____, between _____, hereafter called "Seller", and Auctions International, Inc., 11167 Big Tree Road, East Aurora, NY 14052, hereafter called "Auctioneer":

The Auctioneer hereby agrees to use professional skills, knowledge, and experience to the best advantage of both parties in preparing for and conducting the sale. All auction items will be sold "As-Is, Where-Is", subject to the Seller's terms.

The Seller agrees to provide Titles, Keys and all other Proof of Ownership to customers who present a paid invoice from Auctions International, and release the purchased items once the Auctioneer has received full payment for the goods listed and described in detail on provided condition reports, and/or provided by electronic means to Auctioneer.

GOVERNMENT VEHICLES, MACHINERY, EQUIPMENT AND ALL OTHER SURPLUS ASSETS

The Seller agrees to provide merchantable title (with no liens or encumbrances) for motor vehicles, and agrees to write-in the purchase information on the back of any titles issued to purchasers (as required by law) . The Seller furthermore agrees not to sell listed merchandise before the term of the online auction is complete, under any circumstances.

The Auction is to be held online at www.AuctionsInternational.com, beginning and closing on mutually agreed dates and times. The terms and prices of this contract shall remain in effect for two (2) years after the agreement is executed, based on the needs of the Seller. Notwithstanding the foregoing, the Seller may terminate this contract at any time for convenience.

It is agreed that all listed merchandise be sold to the highest bidder, "as-is", "where-is", with no warranty expressed, implied or otherwise, and with the Government Seller retaining the right to reject any bids that are insufficient. Seller agrees to specify a minimum acceptable price on each rejected bid, which will be posted on the 'Past Prices' page of the Auctioneer's website.

Purchaser's will be required to pay a 4% buyer's premium for vehicles and equipment sold within two (2) years of the manufacture date, a 5% buyer's premium for vehicles and equipment within three (3) years of the manufacture date, or a 10% buyer's premium for all older equipment to be added to the successful high bid prices, which will constitute the Auctioneer's compensation for these services. There is NO commission charged to the seller.

The Auctioneer will conduct auction(s) at no-cost to the Seller, provided the Seller takes photos and descriptions of the merchandise, and provides this information to the Auctioneer's staff. The Auctioneer reserves the right to combine low-value merchandise into larger online auction lots as necessary, based on past experience with such items.

If requested by the Seller, the Auctioneer's staff will travel to the Seller's facilities to obtain photos and condition reports of the Seller's items, for the following listing fees: Thirty dollar (\$30) fee for each motorized vehicle/equipment, and Five dollar (\$5) fee for each auction lot that is not a motor vehicle. These listing fees will be deducted from the sale proceeds, before final payment is made to Seller.

The Auctioneer will mail a check to the Seller for all proceeds collected within fifteen (15) business days after the Seller approves the bids for the sale items and all monies are collected, along with an accounting summary. In the event of a bidder's refusal or failure to pay for their invoiced items, the Auctioneer will offer the unsold merchandise to the backup bidder, and the reneging bidder will be banned from future auctions. If the backup bidder does not take the merchandise for the backup bid price, then the merchandise will revert back to possession of the seller, after a reasonable time has been allowed for the backup bidder to get their payment to the Auctioneer. At the request of the Seller, any unsold merchandise can be re-listed in a future online auction. At no cost to the seller.

INDEPENDENT STATUS. That during the existence of this agreement, the Auctioneer shall remain an individual, independent contractor, retaining its separate identity and shall in no way be considered a division, department or agent of the Seller's agency or organization.

WAIVER. No waiver of any breach of any condition of the agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

ENTIRE AGREEMENT. This Agreement constitutes the entire agreement among the parties with respect to the subject matter of this Agreement, and supersedes any and all prior understandings and agreements, whether written or oral, and all prior dealings of the parties with respect to the subject matter of this Agreement.

(x) _____
Seller's Authorizing Signature Printed Name and Agency Title Telephone Number

(x) _____
Seller's Agency Payment Address (Check will be made out and mailed to Seller, from Auctioneer, for payments received)

(x) _____
Seller's E-Mail Address

(x) _____
Auctioneer's Signature Auctioneer's Printed Name Seller's County Jan-'16





City of Saratoga Springs, NY Vendor and/or Service Provider Agreement

City Project Number: _____ City Project Name: _____
 City Department: _____ Department Contact Person: _____ City Ext. _____
 Company Name: AUCTIONS INTERNATIONAL
 Company Address: 11627 Big Tree Rd. East Amherst, NY 14052
 Company Telephone No.: 716 966-1400 Company Fax No.: _____
 Vendor and/or Service Provider Primary Contact: R.J. Klisiewicz III Title: Operations Manager / Auctioneer
 Primary Contact Email: Rich@AuctionsInternational.com
 Service to be Provided: Online Auction of Surplus
 Remit Name (If different from above): _____
 Remit Address: _____

- Scope of Agreement:** In response to a request for a pricing proposal requested by the City for _____, the Vendor and/or Service Provider submitted proposals dated _____ (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The Vendor and/or Service Provider shall provide to the City the products and services set forth therein. The Vendor and/or Service Provider assumes full responsibility for the provision of the products and services made available in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City. The Vendor and/or Service Provider assumes all risks in the performance of all its activities authorized by this Agreement.
- Term of Agreement:** The term of this Agreement shall commence per the date of approval of the City Purchasing Agent and the Director of Risk and Safety. This Agreement shall continue in force from the effective date until the work provided as described herein is satisfactorily completed or by _____. Any modification of the work performed by the Vendor and/or Service Provider shall be made in writing and shall not be undertaken until the City agrees to the modification. The Vendor and/or Service Provider assume full responsibility for the provision of the products and services contracted for in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with prior written notice and written approval of the City. The Vendor and/or Service Provider will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. The Vendor and/or Service Provider assume all risks in the performance of all its activities authorized by this Agreement.
- Terms of Payment:** Vendor and/or Service Provider will invoice the City on a monthly basis and the City will pay all invoices within thirty (30) days of receipt of the invoice or as practicable. The City shall pay the Vendor and/or Service Provider in accordance with the City Charter per the Purchasing Guidelines established by the City. All work performed under this agreement must be in accordance with the NYS Department of Labor Prevailing Wage Regulations. The Costs, fees, and disbursements associated with the provisions of the products and services shall be determined in accordance with the proposal submitted not to exceed _____, a copy of which is annexed hereto and made a part hereof. Detailed original invoices not received within forty five (45) calendar days of the completed transaction could result in a delay of payment.
- Notice:** Any notices sent to the City under this Agreement will be effective five (5) business days after the postmarked date of mailing by certified mail, return receipt requested. The Mayor/Commissioner of _____ is the designated Project Manager for this Agreement and shall represent the City in all matters and has the authority to affect the delivery of products and/or services. The Project Manager for the Vendor and/or Service Provider is _____. Any notice, request, demand or other communication required or provided for in this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or mailed in a sealed envelope, postage prepaid, addressed as follows:
 To the City: Mayor/Commissioner of _____, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866
 With a copy to: City Attorney, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866
 To Vendor and/or Service Provider: _____
- Conflicts of Interest:** The Vendor and/or Service Provider represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.
- City Property:** All information and materials received hereunder by the Vendor and/or Service Provider from the City are and shall remain the sole and exclusive property of the City and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider. All intellectual property, created by the Vendor and/or Service Provider hereunder as a product or as a service to the City shall be the sole and exclusive property of the City. Effective upon their creation pursuant to the terms of this Agreement, the Vendor and/or Service Provider conveys, assigns and transfers to the City the sole and exclusive rights, title and interest in all documents, electronic databases, and custom programs, whether preliminary, final or otherwise, including all trademarks and copyrights. The Vendor and/or Service Provider hereby agrees to take all necessary and appropriate steps to ensure that the custom products are protected against unauthorized copying, reproduction and marketing by or through the Vendor and/or Service Provider, its agents, employees, or subcontractors. Nothing herein shall preclude the Vendor and/or Service Provider from otherwise using the related or underlying general knowledge, skills, ideas, concepts, techniques and experience developed under this Agreement in the course of the Vendor and/or Service Provider's business. The Contractor grants to the City a perpetual, nonexclusive, royalty-free, unlimited use license to use, execute, reproduce, display, modify and distribute any pre-existing software, tools or techniques delivered by the Vendor and/or Service Provider under this Agreement. Any written reports, opinions and advice rendered by the Vendor and/or Service Provider shall become the sole and exclusive property of the City, and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider.
- Retention of Records:** The Vendor and/or Service Provider shall make available to the City all information pertinent to the project, including reports, studies, drawings, and any other data. All original records generated as a result of the project shall be maintained by the Vendor and/or Service Provider for a period of six (6) years after expiration of the Agreement. Upon request, copies of those records shall be provided to the City at no cost.

8. **Independent Vendor and/or Service Provider Status:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Vendor and/or Service Provider's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Vendor and/or Service Provider and its staff are to be and shall remain an Independent Vendor and/or Service Provider with respect to all services performed under this Agreement. The Vendor and/or Service Provider represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Vendor and/or Service Provider or other persons, while engaged in the performance of any work or services required by the Vendor and/or Service Provider under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Vendor and/or Service Provider, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City; and the Vendor and/or Service Provider shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay.
9. **Insurance:** 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 Vendor and/or Service Provider shall procure and maintain during the term of this Agreement, at the Vendor and/or Service Provider's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Vendor and/or Service Provider 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 Vendor and/or Service Provider. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Agreement; (2) withholding any/all payment(s) due under this Agreement or any other Agreement it has with the Vendor and/or Service Provider (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 Vendor and/or Service Provider.

The City of Saratoga Springs requires the Vendor and/or Service Provider name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

For projects whose total value is between Zero and \$100,000:

- **Commercial General Liability** including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
- **Excess Insurance:** One Million Dollars per Occurrence Aggregate; AND
- **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.

If the project in question involves any form of pollution risk or exposure, environmental hazard, asbestos or special circumstances, please contact the Office of Risk and Safety for a determination of insurance limits needed for your contract.

It shall be an affirmative obligation of the Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider. 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.

10. **Indemnification:** The Vendor and/or Service Provider, 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 Vendor and/or Service Provider or its employees or anyone for whom the Vendor and/or Service Provider 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 Vendor and/or Service Provider, as aforesaid. The Vendor and/or Service Provider's responsibility under this section shall not be limited to the required or available insurance.

11. **Americans with Disabilities Act:** The Vendor and/or Service Provider agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Vendor and/or Service Provider agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Vendor and/or Service Provider. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.
12. **Safety:** The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this Agreement whenever Vendor and/or Service Provider, and/or Vendor and/or Service Provider's employees or subcontractors, are proceeding in a manner that threatens the life, health or safety of any of Vendor and/or Service Provider'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 Vendor and/or Service Provider. If the City of Saratoga Springs exercises its rights pursuant to this part, the Vendor and/or Service Provider 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 Vendor and/or Service Provider's service to the public or the City of Saratoga Springs' immediate need for completion of the Vendor and/or Service Provider's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If the Vendor and/or Service Provider fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this Agreement. In the event that the City of Saratoga Springs terminates this Agreement, any payments for work completed by the Vendor and/or Service Provider shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different Vendor and/or Service Provider.
13. **Vendor and/or Service Provider Code of Conduct:** The City of Saratoga Springs is committed to conduct business in a lawful and ethical manner and expects the same standards from Vendor and/or Service Providers/suppliers that the City conducts business with. The City requires that all Vendor and/or Service Providers/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 Vendor and/or Service Providers/suppliers. Vendor and/or Service Providers/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

At a minimum, the City requires that all Vendor and/or Service Providers/suppliers meet the following standards:

- Legal: Vendor and/or Service Providers/suppliers and their sub-contractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- 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.
- Right to organize: Employees of the Vendor and/or Service Provider/supplier should have the right to decide whether they want collective bargaining.
- Sub-contractors: Vendor and/or Service Providers/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- Protection of the Environment: Vendor and/or Service Providers/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, Vendor and/or Service Providers/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

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

Vendor and/or Service Provider/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor and/or Service Provider/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.

14. **Governing Law:** This Agreement shall be governed and construed under the laws of the State of New York, the location where this Agreement was accepted to by Vendor and/or Service Provider. The Vendor and/or Service Provider agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.
15. **NYS Licensure for Professional Services:** Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Vendor and/or Service Provider represents that it has all necessary governmental licenses to perform the services described herein.
16. **Non-Collusive Bidding Certification:** Where applicable, upon the submission of a 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 knowledge and belief:
- a. 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;
 - b. 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
 - c. 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.
17. **Iranian Energy Sector Divestment:** Where applicable, upon the submission of a bid, each Vendor and/or Service Provider and each person signing on behalf of any Vendor and/or Service Provider 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 its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law (Iran Divestment).

18. **Venue:** The City and the Vendor and/or Service Provider hereby agree that any litigated matters shall be venued in the federal and state courts of the State of New York in the County of Saratoga.
19. **Assignment:** The Vendor and/or Service Provider is prohibited from assigning, conveying, subletting or otherwise disposing of the Vendor and/or Service Provider's right, title, or interest therein, or the Vendor and/or Service Provider's power to execute this agreement to any other person or corporation without the previous written consent of the City. If the Vendor and/or Service Provider assigns, conveys, sublets or otherwise disposes of the Vendor and/or Service Provider's right, title, or interest without prior written consent, the City shall revoke and annul this agreement, and the City shall be relieved and discharged from any and all liability growing out of this Agreement, and any person or corporation to whom the interest was assigned, transferred, conveyed, sublet or otherwise disposed of shall forfeit and lose all moneys theretofore earned under such contract, except so much as may be required to pay his or her employees.
20. **Termination:** The Vendor and/or Service Provider and the City may mutually agree, in writing, to terminate this Agreement at any time. The City may also terminate this Agreement at any time and on any reason by mailing written notice to the Vendor and/or Service Provider at least ten (10) business days prior to such termination date. The City reserves the right to cancel this Agreement at any time in event of default or violation by the Vendor and/or Service Provider of any provision of this Agreement. The City may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.
21. **Default:** Vendor and/or Service Provider's failure to perform its obligations and comply with its representations under this Agreement shall constitute a default under this Agreement. Upon Vendor and/or Service Provider's default, the City may cancel this Agreement and immediately stop payment of any fees to Vendor and/or Service Provider hereunder. City shall also have any all additional rights and remedies under New York State Law as a result of Vendor and/or Service Provider's default.
22. **Force Majeure:** Neither party shall be held liable for failure to perform its part of this Agreement when such failure is due to fire, flood, or similar disaster; strikes or similar labor disturbances; industrial disturbances, war, riot, insurrection, and/or other causes beyond the control of the parties.
23. **Entire Agreement:** This Agreement sets forth the entire agreement and understanding of the parties relating to the subject matter contained herein except as to those matters or agreements expressly incorporated herein by reference. No covenant, representation or condition not expressed herein shall be effective to interpret, change or restrict the express provisions of this Agreement. This Agreement supersedes any and all prior agreements, whether written or oral, relating to the subject matter contained herein. This Agreement shall not be amended, changed or otherwise modified except in writing, signed by both parties.
24. **Severability:** In the event that any portion of this Agreement may be adjudged invalid or unenforceable for any reason, adjudication shall in no manner affect the other portions of this Agreement which will remain in full force and effect as of the portions adjudged invalid or unenforceable were not originally a part thereof.
25. **Modification:** This Agreement may be modified only by a writing signed by both parties.
26. **Execution:** This Agreement shall constitute the Agreement of the parties.

Vendor and/or Service Provider Certification: In addition to the acceptance of this Agreement, I certify that all information provided to the City with respect to New York State Finance Law Section 139-k is complete, true and accurate.

Vendor and/or Service Provider Signature: _____

Date: _____

Print Name: _____

Title: _____

[Handwritten Signature] *6/11/2018*
RS Klisiewicz *# Operations Manager*

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

AUCTIONS INTERNATIONAL INC.

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:

☐ Individual/sole proprietor ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

Exemptions (see instructions):

Exempt payee code (if any) _____

Exemption from FATCA reporting
code (if any) _____

Address (number, street, and apt. or suite no.)

11167 BIG TREE ROAD

City, state, and ZIP code

EAST AURORA, NEW YORK 14052

Requester's name and address (optional)

**City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 2866**

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

____ - ____ - ____

Employer identification number

3 2 - 0 0 3 8 0 7 9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign
Here

Signature of
U.S. person ▶

Date ▶

6/11/2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on www.irs.gov/w9 for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/29/2018

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 AC Associates of NY Inc. 5135 Transit Road Depew NY 14043		CONTACT NAME: Jacqueline Perl PHONE (A/C, No. Ext): (716)681-4739 E-MAIL ADDRESS: jperl@acins.agency FAX (A/C, No): (716)681-2078	
INSURED Auctions International Inc. 11167 Big Tree Road East Aurora NY 14052-9501		INSURER(S) AFFORDING COVERAGE INSURER A: Erie Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 26263	

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 <input type="checkbox"/> OTHER:	Y	N	Q28-6500071	04/15/2018	04/15/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1000000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	N	N	Q09-6530135	09/15/2017	09/15/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	Q28-6570076	04/15/2018	04/15/2019	EACH OCCURRENCE \$ 5000000 AGGREGATE \$ \$
	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 <input type="checkbox"/> N / A					PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Commerical Inland Marine	N	N	IM1800000017	05/23/2018	05/23/2019	\$500 deductible

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

The City of Saratoga is listed as an additional insured on a primary and non-contributory basis.

CERTIFICATE HOLDER**CANCELLATION**

City of Saratoga 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
----------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Fax: Email:

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ACORD 25 (2014/01)

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Community Development

New York State Council on the Arts – Arts and Culture Initiatives

Funding Available: Up to \$5 million

DESCRIPTION:

Funding for arts and culture initiatives is available to eligible non-profit and local units of government through the Regional Economic Development Program (REDC). The New York State Council on the Arts (NYSCA) welcomes applications in FY2019 for requests to REDC categories described below. This Local Assistance support is provided under Article 3 of NYS Arts and Cultural Affairs Law for the planning, presentation and staffing of the performing, literary and visual arts, to encourage broader participation and public interest in the cultural, heritage of the state, and to promote economic development.

NYSCA's REDC Initiative makes grant awards in all ten of the state's regions. Priority will be given to applicants that have not received NYSCA REDC Initiative funding in previous years.

All NYSCA's REDC Initiative funding must be distinct from applications for support already submitted for or currently funded by other NYSCA programs in FY 2019.

Award announcements are expected to be made in December.

GOALS:

Funding opportunities are available through the REDC Initiative for projects designed to enhance and transform the cultural and economic vitality of New York State communities.

Arts and culture activities enrich and strengthen community, civic and social life in New York State. Successful proposals will demonstrate significant economic and community development impact that positions arts, culture and heritage at the core of local development and revitalization efforts.

Through NYSCA's REDC Initiative, arts and cultural projects focused on economic and community development will:

- Develop the arts and cultural workforce sector
- Engage new audiences
- Revitalize neighborhoods
- Generate collaborative projects among non-profit organizations, for-profit entities, artists, and municipal and local government
- Drive and support tourism through events that serve as destinations for regional, national and international visitors
- Enhance resources for communities experiencing poverty, geographic isolation or other barriers to participation in or access to arts and cultural activities

Grant awards will assist communities and organizations in the following ways:

- Attract visitors to experience the cultural assets of the community
- Broaden and encourage public access and participation in arts and culture
- Create new jobs in the arts and culture sector that will increase capacity, impact and efficiency of the organization(s), their programs and operations
- Expand business opportunities by harnessing the power of the creative economy
- Develop new and catalytic initiatives to expand public participation in arts and culture
- Bring public, private, and non-profit sectors together as partners with community members and artists, to strategically enhance local economy and sense of place

ELIGIBLE APPLICANTS AND ACTIVITIES:

The New York State Council on the Arts awards grants to nonprofit organizations either incorporated in or registered to do business in New York State, Indian tribes in New York State, and units of local government in New York State. An organization must have its principal place of business located in New York serving the state's constituents.

Please click here to review the eligibility requirements for all NYSCA applicants:
<http://www.arts.ny.gov/eligibility>

Organizations must be prequalified in Grants Gateway to be considered for funding. Prequalification must be completed by the CFA application deadline. Units of local government and Indian Tribes are exempt from the prequalification requirement. Please click here to register for Grants Gateway and apply for prequalification: <https://grantsreform.ny.gov/>

Applicants must meet agency-wide and programmatic evaluative criteria: artistic/programmatic, managerial/fiscal, and outreach/service to the public. Please click here to review the evaluative criteria: <http://www.arts.ny.gov/how-applicants-are-evaluated>

Please note: The Council rarely funds more than 25% of an organization's overall operating budget for the most recently completed fiscal year. This should be taken into consideration when determining an applicant's request amount. Please click here to review general NYSCA funding restrictions: <http://www.arts.ny.gov/eligibility>

An application made to the NYSCA REDC Initiative **is exempt** from NYSCA's two-grant request limit per applicant per year.

GENERAL ELIGIBILITY REQUIREMENTS:

- Applicants **may submit only one application** to the NYSCA REDC Initiative. Organizations **are not** restricted from applying to other NYS agencies' REDC Initiatives. Please review the resource guide materials for the other agencies thoroughly.
- Applicants **may not** request funding for the same project through the FY2019 REDC Initiative and another FY2019 NYSCA grant program, including activities receiving continuing multi-year funding.
- **No applicant** may apply through a fiscal sponsor.
- Proposals involving regranting of funds **are not** eligible for support.
- Capital requests for equipment, design, feasibility studies or construction **are not** eligible for support.
- Out of state travel costs are not eligible for support.

FY2019 CATEGORIES OF SUPPORT:

Eligible applicants may submit an application to only **one** the following three REDC categories:

1. Arts and Cultural Impact Programming
2. Workforce Investment
3. Workforce Readiness

CATEGORY DESCRIPTIONS & REQUIREMENTS:

1) **Arts and Cultural Impact Programming**

Support is provided for the implementation of new, bold programming initiatives designed to have a measurable economic and community development impact in a community or region. Initiatives developed through partnerships among non-profit, for-profit and government entities are encouraged.

New York State is celebrating two landmark events of great historical significance. The NYSCA REDC Initiative is supporting arts and culture projects that are inspired by either of these two events and that broadly engage the general public, including temporary programs for art in public places.

- Nonprofit organizations and local units of government may apply in this category
- The Arts and Cultural Impact Programming category is offered as a single-year grant contract
- One-year contract and work period is from March 2019 through February 2020
- This category is open only to initiatives that are not part of a current NYSCA FY2019 request and not included in activities receiving continuing multi-year funding

For the FY19 grant cycle funds must be directed in the Arts and Cultural Impact Programming category in any ONE of the following focus areas:



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

FOCUS 3
Art and Artists In Public Places

Funds can be requested for organizations producing, presenting or exhibiting arts or cultural activities that relate to the distinctive sense of place of the community or region where the activity occurs. These may include visual, performing, literary or traditional folk arts that are inspired by and express a community's experience of place. Support is available for Artist positions that will employ an individual artist to carry out public engagement projects in their own art forms and regions that highlight one or more of the five REDC goals. Priority will be given to activities occurring in currently underutilized locations and venues such as empty storefronts, squares, parks, waterfronts, streets, markets and cultural districts that will increase visibility of a community's cultural resources while serving as an economic driver for the defined area. Applications can involve any arts discipline and may include multidisciplinary programs as well as engaging resident artists to represent the identified area.

Successful applications will demonstrate an inclusive approach, engaging a variety of stakeholders as part of the proposed art and artists in public places program. Further, they will demonstrate the need for public programs that specifically relate to the proposed location. Programming taking place in areas experiencing significant economic challenges are encouraged.

Informational Links:

<http://www.passagewayschattanooga.com/passageways>

<https://www.artplaceamerica.org/>

Arts and Cultural Impact Programming Criteria:

- Programming awards will range from \$25,000 - \$49,500
- Require a 1 to 1 cash match of request amount from non-NYSCA sources (in-kind services **are not** permitted)
- In no case will an Arts and Cultural Impact grant fund more than 50% of the total project cost
- Temporary arts or cultural activities that by design take place in currently underutilized locations and venues
- Nonprofit organizations and local units of government may apply in this category
- Partnership applications are strongly encouraged

The following are not eligible for Arts and Cultural Impact Programming Support:

- Permanent public works of art
- Proposals involving regranteeing of funds **are not** eligible for support
- Production support for broadcast/cablecast programming, film and media documentary
- Website design, equipment purchases or capital projects

Required Supplemental Materials:

1. 1-page Resume(s) of key program consultant(s) and/or staff
2. Current organizational chart of lead organization including names and titles of all staff and board members
3. Representative work samples that showcase the artistic content of the initiative. Up to two video work samples of no more than three minutes each and/or stills. If Submitting stills, no more than 10 stills may be submitted. To provide videos and/or stills, please create a PDF document with a list of active hyperlinks and/or stills. Label each work sample with artist(s), title, year, and for visual arts initiatives, medium(s) and dimensions.
4. Comprehensive marketing plan
5. OPTIONAL: Letters of support and/or partnership
6. Please submit a NYSCA Organization Budget form for the current fiscal year. Upon completing the form, save the document as a PDF to upload
 - a. NOTE: Applicants who already maintain an Organization Budget on NYSCA's website, may submit a PDF copy of that budget in lieu of completing this form Budgets must have been updated in 2018
 - b. Click here to download the NYSCA Organization Budget Form:
http://nysca.org/downloads/guidelines/NYSCA_Org_Budget_Form.xls

Impact Programming initiatives must cultivate and leverage local cultural assets, generating one or more of the following:

- Livability – quality of life
- New and increased revenue for local businesses
- Sustainable ongoing programming
- Job growth, especially in the area of artist compensation
- New opportunities for local and regional artists to create, market or make a living from their art

SIGNIFICANT STATEWIDE PROGRAMS

Proposed projects that are part of the following initiatives will be looked upon favorably:

Downtown Revitalization Initiative

Priority consideration will be given to proposals which demonstrate they will advance downtown revitalization through transformative housing, economic development, transportation and community projects that will attract and retain residents, visitors and businesses - creating dynamic neighborhoods where tomorrow's workforce will want to live, work, and raise a family.

Opportunity Agenda Related Projects

Each REDC may develop region-wide strategies, or may focus its efforts by designating one or more chronically distressed community as an "Opportunity Area." Projects seeking to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda and Strategic Plan, should provide evidence of such in their application.

Veterans' Related Projects

New York State is home to more than 900,000 veterans, 72 percent of whom served in combat. In 2014 the REDCs were asked to create a Veterans Work Group to promote participation by Veterans in the CFA, and develop strategies to encourage other potential CFA applicants to include workforce goals related to Veteran's employment. This is part of a comprehensive approach to improving services to the veterans and military families in New York. Applicants should provide any information that links their project proposals to the Veteran's Initiative strategies identified by the REDCs.

REGIONAL ECONOMIC DEVELOPMENT COUNCIL REVIEW AND EVALUATION:

The Regional Economic Development Councils' review and rating is conducted separate and apart from the NYSCA process. Review and rating by the Regional Economic Development Councils will be based on the degree to which an application advances strategies and goals of the Regional Economic Development Councils.

Please carefully review the regional development priorities when developing an application:

<http://regionalcouncils.ny.gov/>.

CONTACT/ADDITIONAL PROGRAM INFORMATION:

Additional Resources: For more information, applicants should contact the New York State Council on the Arts, 300 Park Avenue South, 10th Floor, New York, NY 10010, call (212) 459-8800 or email NYSCA.REDC@arts.ny.gov

Application questions should be submitted via email to (NYSCA.REDC@arts.ny.gov) no later than July 09, 2018. Beyond this date, we cannot guarantee that staff will be able to respond to inquiries before the application deadline. All inquiries should reference "CFA Question" in the Subject line.

Click *Regional Priorities* at <https://regionalcouncils.ny.gov/> to view detailed information about the Regional Economic Development Councils.

REDC INITIATIVE APPLICATION SCORING CRITERIA:

NYSCA's program staff and advisory panelists adhere to the following statutory requirements in the review, evaluation and scoring of all grant applications.

Service to the Public

As a public funder, NYSCA must ensure that its grants support a broad array of cultural activity that fully represents the diversity of the state and that the supported events are accessible to the broadest possible public in every region of the state. In addition, it must ensure that the organizations and events it supports comply with public safety and accessibility laws.

The following are considered elements of service to the public. Applicants will be evaluated based on their strength in these areas:

Promotion and Outreach: the organization demonstrates that it makes significant efforts to reach a broad and diverse audience through marketing and public relations efforts.

Audience Development: the organization offers thoughtful and well-designed educational and interpretive activities that help build audience appreciation and understanding of the organization and its work.

Audience/Visitor Participation: the organization's commitment to its programs and activities as demonstrated through attendance data (relevant to the population of the community served) as well as customer satisfaction surveys (if available and appropriate).

Safety & Accessibility: the activities and events for which support is being sought will take place in venues that are fully accessible to the public and comply with all safety and accessibility standards.

Diversity of Programming: programming reflects significant efforts to reach a broad array of artists and audiences.

Community Service: the organization brings value to its community through partnerships with local businesses and schools, free and low-cost events, and in other appropriate ways.

Artistic/Programmatic Excellence

NYSCA believes in artistic excellence without boundaries, and its evaluation process embraces the widest variety of cultural and artistic expression being offered to the public in a broad array of settings and contexts, including classrooms and community centers, parks, open spaces, and traditional venues.

NYSCA considers four dimensions of proposals when evaluating applications:

Idea: the concept or artistic impetus behind the artistic work or services proposed.

Practice: the effectiveness of the artistic work and the impact it has on those experiencing it, or in the case of services, the effectiveness of the services in practice and their impact on the community served.

Development: the contribution the artistic work makes to the development of the artists involved, the art form, and the arts generally, or for services, the contribution the services make to the development of a vibrant arts and cultural community in the state.

Context: the context in which the work or services are being presented and the appropriateness of the work or services in that context.

Managerial/Fiscal Competence

As a public funder, NYSCA must ensure that funded organizations are capable of carrying out their proposals and will be ethical and effective stewards of public funds.

NYSCA considers four dimensions of managerial competence when evaluating applicant organizations.

Mission: The organization's activities must relate directly to its written mission statement. A mission statement should (1) define the organization's purpose for being and core values, (2) determine its structure, functions and purpose, (3) be approved by the organization's board, and (4) be reviewed regularly and updated when appropriate.

Governance: The organization should have a governing board of directors or trustees, and that group should be diverse and appropriate to the mission of the organization. The board should provide administrative, financial, and ethical oversight for the organization by:

- Adopting enabling documents, including by-laws and a mission statement, both of which are reviewed at regular intervals;
- Selecting a chief executive and annually reviewing her/his performance;
- Reviewing and approving the annual budget and ensuring that proper financial controls are in place; engaging in adequate fundraising for the organization by making a personal contribution to the organization and actively soliciting support on its behalf;
- Ensuring fiscal and programmatic integrity and maintaining accountability by upholding legal standards and ethical norms;
- Maintaining and enforcing a conflict of interest policy;
- Ensuring effective organizational planning by participating in an overall planning process and monitoring its implementation;
- Recruiting and orienting new board members and assessing board performance; enhancing the organization's public standing and value; and
- Understanding, monitoring, and strengthening the organization's core programs and services.

Organizational Management: Organizational management will be assessed based on the extent to which the leaders of the organization comprehend their roles, advance the mission, and plan for the future. Responsible management hinges on the:

- Existence of a professional staff appropriate to the size and mission of the organization;
- Implementation of board policies by professional staff;
- Comprehension, review, and revision of policies by staff and with the board as needed;
- Preparation of a year-end statement of the organization's financial condition and Program activities;
- Offering of competitive compensation and health benefits to employees;
- Appropriate compensation of artists;
- Existence of personnel policies that include job descriptions and performance evaluations for board members, staff, and volunteers; and
- Development and implementation of a strategic plan incorporating input from the board, staff, community and other stakeholders.

Financial Management: The organization will be evaluated based on whether it provides adequate human and financial resources to enable the organization to work toward fulfilling its mission and managing those resources appropriately. Successful financial management includes:

- Raising adequate financial resources for operating costs, cash reserve, endowment, and short and long-term capital needs;
- Developing a balanced operating budget which includes contingencies, contains realistic projections of revenues and expenses, and is approved by the board;
- Reviewing revenues and expenses in relation to the budget at regular intervals and taking steps to raise funds or cut costs when necessary to balance the budget;
- Establishing a finance committee that meets regularly to review financial statements and that reports directly to the board;
- Engaging an independent financial auditor that reports directly to board;
- Engaging in cost-effective fundraising activities;
- Possessing written financial policies that govern investment of assets, internal control procedures, purchasing practices, reserve funds, compensation expense account reporting, and earned income;
- Monitoring internal financial processes, including handling of checks, petty cash, cash disbursements, and payroll management, in order to prevent errors and misuse of funds;
- Monitoring the use of restricted funds;
- Preparing reports comparing Adopted Budget to actual revenue and expenses and making them available to appropriate staff in a timely manner;
- Preparing a fund development plan that ensures a diversified funding base;
- Possessing financials demonstrating a diversified funding base;
- Noting and explaining variances of more than 10%; and
- Explaining operating deficits and having a deficit reduction plan for accumulated deficits.

Educational Impact: The nature and extent of the applicant's planned efforts to educate and orient the public about the proposed project or activities of an organization.

Geographic Location: The scarcity or availability of comparable services or activities in the geographic region in which proposed services or activities will take place.

Funding Availability: The nature and extent of the availability of other public and private funds to support comparable activities.

GRANT APPLICATION REVIEW PROCESS:

NYSCA uses a multi-step process involving program staff, peer review panels, a committee of NYSCA's Council members, and the full NYSCA Council, as described in more detail below.

Staff Review

NYSCA's program and administrative staff verify applicant eligibility and review application materials according to NYSCA's primary criteria, program and category-specific guidelines. Staff may meet with representatives of the organization, visit facilities, and attend programs to become familiar with the organization and its work. Staff review may be supplemented by reports from field representatives who have expertise in a particular art form.

Peer Review Panels and the Rating System

In each program category, the peer panel convenes with program staff present. The panel is composed of five to fifteen people and represents a diverse group of professionals from across the state. Each member has relevant and specific expertise. NYSCA accepts nominations for panelists from the general public. The panel discusses, evaluates and rates each request according to NYSCA's criteria.

Program Questions:

Council on the Arts - Arts and Cultural Impact Programming (Round 8)

Q_5781

Is the lead applicant prequalified in the NY State Grants Gateway?

Q_6856

Is the lead applicant eligible to apply for funding from the New York State Council on the Arts (NYSCA)?

Q_5782

Is the lead applicant applying to other New York State Council on the Arts program(s) for funding for this project?

Q_6403

Eligible applicants may only apply to one of the three categories: 1) Arts and Cultural Impact Programming, 2) Workforce Investment, or 3) Workforce Readiness. Please confirm that the organization is applying to only one category.

Q_6967

Is the request amount between \$25,000 - \$49,500?

Q_6429

Will the organization provide a 50% cash match?

Q_6968

Will the project activities take place between March 2019 and February 2020?

Q_5767

Will the project involve any regrant activity or funding for capital projects?

Q_928

Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

Q_565

Project City

Q_568

Project State

- Choice Options:

AA,AL,AK,AZ,AR,CA,CO,CT,DE,FL,GA,HI,ID,IL,IN,IA,KS,KY,LA,ME,MD,MA,MI,MN,MS,MO,MT,NE,NV,NH,NJ,NM,NY,NC,ND,OH,OK,OR,PA,RI,SC,SD,TN,TX,UT,VT,VA,WA,WV,WI,WY,AS,DC,FM,GU,MH,MP,PW,PR,VI

Q_972

Project county or counties.

Q_1034

Project ZIP Code. (please use ZIP+4 if known)

Q_3527

US Congressional District where the project is located.

- Choice Options: 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27

Q_616

For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

Q_572

Project Latitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Q_573

Project Longitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Q_184

NYS Assembly District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Q_190

NY Senate District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

Q_550

If you are a DBA, what is your DBA name?

Q_549

Type of Applicant (select all that apply)

- Choice Options: Federal, State, County, City, Town, Village, Tribal, School District, County or Town Improvement District, District Corporation, For-Profit, Not-For-Profit, Individual, S Corporation, C Corporation, IDA, LDC,LLC,LLP, Public Authority, Public Benefit Corp, Sole-Proprietorship. HDFC,BID, LP,Boards Of Cooperative Educational Services (BOCES), Fire District, Regional Planning and Development Board, Public Library, Association Library,College/University/Community College

Q_556

Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

- Choice Options: Charity Reg #, Duns Number, Federal Tax ID Number, NYS Unemployment Insurance Tax Number, Social Security Number, NYS Vendor Identification Number (SFS)

Q_2655

Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

Q_969

If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

- Choice Options: Yes, No, N/A

Q_546

Legal Name of Applicant

Q_5416

Applicant First Name

Q_5417

Applicant Last Name

Q_551

Applicant Street Address

Q_552

Applicant City

Q_553

Applicant State

Q_554

Applicant ZIP Code. (please use ZIP+4 if known)

Q_651

Applicant Telephone Number, (please include area code)

Q_555

Applicant Email Address

Q_5257

Contact Salutation

- Choice Options: Mr., Mrs., Ms., Dr.

Q_547

Contact First Name

Q_1049

Contact Last Name

Q_1050

Contact Title

Q_5490

Primary Organization

Q_3688

Contact Street Address

Q_3689

Contact City

Q_3690

Contact State

Q_3691

Contact ZIP Code

Q_562

Primary Contact Phone Number. (please include area code)

Q_3692

Contact Email

Q_5475

Contract Salutation

- Choice Options: Mr., Mrs., Ms., Dr.

Q_5476

Contract First

Q_5477

Contract Last

Q_5478

Contract Title

Q_5491

Authorized Organization

Q_5479

Contract Street

Q_5480

Contract City

Q_5481

Contract State

Q_5482

Contract Zip

Q_5483

Contract Phone

Q_5484

Contract Email

Q_5493

Additional Salutation

- Choice Options: Mr., Mrs., Ms., Dr.

Q_1052

Additional Project Contact First Name

Q_970

Additional Project Contact Last Name

Q_1051

Additional Contact Title

Q_5492

Additional Organization

Q_3693

Additional Contact Street Address

Q_3694

Additional Contact City

Q_3695

Additional Contact State

Q_3696

Additional Contact ZIP Code

Q_3697

Additional Contact Telephone Number

Q_561

Additional Contact Email Address

Q_4199

Please select the primary sector or characterization that best defines this project.

- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development,Business Development,Technology Commercialization

Q_4198

Please select the secondary sector or characterization that best defines this project.

- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development,Business Development,Technology Commercialization

Q_3762

Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

Q_3763

How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

Q_3764

How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

Q_4200

Does your project provide opportunities for Veterans? to participate in the workforce, or improve services to the Veterans? and military families in New York?

Q_4201

If Yes, please explain how your project impacts the Veterans? and military families in New York.

Q_6048

Does your project advance downtown revitalization?

Q_6047

If Yes, please detail how it will attract and retain residents, visitors and businesses and transform neighborhoods.

Q_575

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

Q_976

Statement of Need

Q_930

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

Q_2366

How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <https://regionalcouncils.ny.gov/>)

Q_929

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

Q_975

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

Q_580

Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

Q_2364

What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

Q_1054

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

Q_2362

If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

Q_4160

For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

Q_6946

Please provide Letters of Support for your project (if applicable). All letters should be scanned into a single PDF file and their total size cannot exceed 10 Megabytes (MB).

Q_7534

Please submit a 1 page resume or short biography for each key consultant(s), and relevant artistic or administrative personnel (including organizational leadership).

Q_5712

Please submit a current organizational chart including names and titles of all staff and board members.

Q_7180

Please provide representative work samples that showcase the artistic content of the initiative. Up to two video work samples of no more than three minutes each and/or stills. If submitting stills, no more than 10 stills may be submitted. To provide videos and/or stills, please create a PDF document with a list of active hyperlinks and/or stills. Label each work sample with artist(s), title, year, and for visual arts initiatives, medium(s) and dimensions.

Q_4306

Please provide a comprehensive marketing plan.

Q_7535

OPTIONAL: Please provide relevant letters of support and/or partnership.

Q_6887

Please submit a NYSCA Organization Budget form for the current fiscal year. Upon completing the form, save the document as a PDF to upload.

Q_7024

Indicate which focus area you are applying for in the Arts and Cultural Impact Category. Please select from one of the following focus areas:

- Choice Options: FOCUS 1: Erie Canal Bicentennial Celebration, FOCUS 2: Women's Suffrage Commemoration, FOCUS 3: Art and Artists in Public Places
- This is a conditional question.

1. If **FOCUS 1: Erie Canal Bicentennial Celebration** is selected then **Q_7028** will be displayed
2. If **FOCUS 2: Women's Suffrage Commemoration** is selected then **Q_6433** will be displayed
3. If **FOCUS 3: Art and Artists in Public Places** is selected then **Q_7533** will be displayed

Q_5769

Please provide a 1-2 sentence press release ready description of the proposed project. This description will appear in the REDC Awards Booklet if the project is funded. Please be clear and concise.

Q_7028

How does the proposed project demonstrate the relevance of the Canal today, to young people and contemporary audiences, and impact the legacy of the Canal, strengthening public understanding of its value as a major waterway, connecting all communities throughout New York State for mutual economic and cultural benefit?

- This is a conditional question based on the answer to **Q_7024**. This question displays when selecting the answer: "**FOCUS 1: Erie Canal Bicentennial Celebration**"

Q_6433

How does the proposed project demonstrate the relevance of Woman's Suffrage today, to young people and contemporary audiences, and impact the legacy of the meetings that started the women's rights movement?

- This is a conditional question based on the answer to **Q_7024**. This question displays when selecting the answer: "**FOCUS 2: Women's Suffrage Commemoration**"

Q_7533

Provide a brief discussion demonstrating the need for an art in public places program in your locality? Define the area and duration time-frame which the program will take place.

- This is a conditional question based on the answer to **Q_7024**. This question displays when selecting the answer: "**FOCUS 3: Art and Artists in Public Places**"

Q_5776

Please provide the lead applicant's mission statement and a brief overview of the organization, including date founded and core activities and services. Indicate how the proposed project factor into the organization's overall mission.

Q_7523

How is this initiative new and different from any similar project currently or previously undertaken? If any aspect of this initiative been evaluated for funding by any NYSCA program, including REDC in prior years, be sure to describe the project and include the program name, funding year and amount received. Further, if receiving other NYSCA support, please describe how this REDC request is unique and wholly separate from any other NYSCA funded activity. If the proposed initiative is not new, please explain what activities REDC funding would enable you to accomplish that you would not be able to otherwise.

Q_5820

Describe the planning process for this initiative. Be specific, referencing any surveys, marketing or feasibility studies, cultural plans or consulting with artists, private sector, government or other non-profit organizations. Describe how this initiative meets the goals of NYSCA's REDC program as outlined in the CFA Resource Guide.

Q_5822

How will the initiative cultivate, leverage and enhance the cultural and economic vitality of the community or region served? Specifically refer to tangible economic and social benefits, including: New and increased revenue for local businesses; Sustainable ongoing programming; Job growth; New opportunities for local and regional artists to create, market or make a living from their art.

Q_5823

How will this initiative attract visitors from outside the community, region, state and/or nation? How will this initiative engage new audiences and expand public participation in community or regional arts, culture and heritage programs? Please provide projected statistics and the rationale for these projections.

Q_5991

How will this initiative offer new opportunities for communities experiencing poverty, geographic isolation or other barriers to participation in or access to arts, culture and heritage activities?

Q_5989

Will the proposed initiative directly or indirectly result in the creation of jobs? If so, estimate the number of seasonal, part-time and/or full-time jobs that will be created and the rationale for the estimate.

Q_5824

What are the marketing, promotional and outreach strategies for reaching target audience, local residents, tourists, students, arts groups and/or artists?

Q_5826

Does this initiative include non-profit, for-profit and/or government entities in a partnership? If yes, list the organizations participating in this partnership and summarize the mission, background for

each and indicate the role of each partner and how each will collaborate with one another.

Q_5990

What is the plan to leverage additional resources such as co-funding, media and marketing sponsorships, tourism or staffing and interns to support the implementation of this initiative? Please provide details on these types of support.

Q_5775

Describe in detail the board and/or governing body of the lead applicant, including committee structure, diversity, meeting schedule and governance approach to staff and fiscal oversight. How will the board and/or governing body of the lead applicant be involved in this planning process?

Q_5827

Provide an overview of relevant technical, curatorial, design and production related components. Indicate what fees or wages will be paid to artists, designers, technicians and outside consultants.

Q_4302

How will the effectiveness and impact of this initiative be evaluated and assessed?

Q_6886

If you received NYSCA-REDC funding in the past, list the project, year funded, describe the funded project(s), and speak about its outcome.

Q_7508

Please provide the URL of the lead applicant's website.

Q_5778

Please provide the Charities Registration Number of the lead applicant.

Q_5779

Please provide the Federal Employer ID# (FEI) / TaxID# of the lead applicant.

Program Questions:

Empire State Development Grant Funds

Q_3115

Does the proposed project budget only include capital expenditures? By selecting yes, you are confirming that project funding will only be used for one or more of the following categories:

- Acquisition of land, building, machinery and/or equipment
- Acquisition of existing business and/or assets;
- Demolition and environmental remediation;
- New construction, renovation or leasehold improvements;
- Acquisition of furniture and fixtures;
- Soft costs up to twenty-five percent (25%) of total project costs; and
- Planning and feasibility studies related to a specific capital project

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No

Q_3116

Have any of the expenses for this project (or, in the case of a multi-phase project, the phase of the project for which funds are being requested) been incurred or are expected to be incurred prior to an award of funding?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

ESD funding awards are offered as an incentive to undertake a project. Therefore, ESD cannot consider assistance for project activities commenced or committed to (such as ordering machinery and equipment and committing to land purchase) prior to the announcement of funding awards. In addition, investment and expenses incurred prior to submission of a CFA should not be included in project budgets. By selecting no, you are confirming that project activity (or, in the case of a project with multiple stages, activity for the project stage described in this application) will not commence or be committed to prior to the announcement of funding awards. If your project has extenuating circumstances

that present a conflict with this requirement, please contact your ESD Regional Office.

Q_3118

Does the proposed project budget include a 10% cash equity contribution from the Applicant?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

Equity is defined as cash injected into the project by the Applicant or by investors and should be auditable through Applicant financial statements or accounts, if so requested by ESD. Equity cannot be borrowed money secured by the assets in the project or grants from a government source.

Q_6702

Will the funds be used by the recipient (applicant) to create a program to disburse funds to sub-recipients?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

Block grant projects and revolving loan funds are not eligible to apply for ESD Grant funds.

Q_928

Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

- Question Type: Location

- Required: Yes
- Answer Type: Short Answer

Q_565

Project City

- Question Type: Location
- Required: Yes
- Answer Type: Short Answer

Q_568

Project State

- Question Type: Location
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options:
AA,AL,AK,AZ,AR,CA,CO,CT,DE,FL,GA,HI,ID,IL,IN,IA,KS,KY,LA,ME,MD,MA,MI,
MN,MS,MO,MT,NE,NV,NH,NJ,NM,NY,NC,ND,OH,OK,OR,PA,RI,SC,SD,TN,TX,
UT,VT,VA,WA,WV,WI,WY,AS,DC,FM,GU,MH,MP,PW,PR,VI
- Default Answer: AA

Q_972

Project county or counties.

- Question Type: Location
- Required: Yes
- Answer Type: NYS County Multiple Choice

Q_1034

Project ZIP Code. (please use ZIP+4 if known)

- Question Type: Location
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

To locate a Zip Code, click [HERE](#)

Q_3527

US Congressional District where the project is located.

- Question Type: Location
- Required: No
- Answer Type: Single Choice Dropdown
- Choice Options:
1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27
- Scoring Tips:

To determine the US Congressional District, click [HERE](#)

Q_616

For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

- Question Type: Location
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 200

Q_572

Project Latitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Decimal
- Scoring Tips:

For projects that span multiple locations, please enter the (latitude/longitude) of your organization's home or central office in New York State.

Click [HERE](#) to determine Latitude

Click [HERE](#) for a secondary site to determine Latitude

Your latitude must be between +40 and +49.99.

Q_573

Project Longitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Decimal
- Scoring Tips:

For projects that span multiple locations, please enter the (latitude/longitude) of your organization's home or central office in New York State.

Click [HERE](#) to determine Longitude

Click [HERE](#) for a secondary site to determine Longitude

Your longitude must be between -70 and -79.9.

Q_184

NYS Assembly District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Integer
- Scoring Tips:

Click [HERE](#) to determine your Assembly district.

Q_190

NY Senate District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Integer
- Scoring Tips:

Click [HERE](#) to determine your Senate district.

Q_550

If you are a DBA, what is your DBA name?

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_549

Type of Applicant (select all that apply)

- Question Type: Basic
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: Federal, State, County, City, Town, Village, Tribal, School District, County or Town Improvement District, District Corporation, For-Profit, Not-For-Profit, Individual, S Corporation, C Corporation, IDA, LDC, LLC, LLP, Public Authority, Public Benefit Corp, Sole-Proprietorship, HDFO, BID, LP, Boards Of Cooperative Educational Services (BOCES), Fire District, Regional Planning and Development Board, Public Library, Association Library, College/University/Community College

Q_556

Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

- Question Type: Basic
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: Charity Reg #, Duns Number, Federal Tax ID Number, NYS Unemployment Insurance Tax Number, Social Security Number, NYS Vendor Identification Number (SFS)
- Scoring Tips:

Applicants will be required to provide the specified ID number upon request by the funding agencies.

Q_2655

Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_969

If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

- Question Type: Basic
- Required: No
- Answer Type: Single Choice Radio Button
- Choice Options: Yes, No, N/A

Q_546

Legal Name of Applicant

- Question Header: Applicant Information
- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips: If applying in the name of a business please type in the name as it appears on your business papers. If applying as an individual insert your name here.

Q_5416

Applicant First Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5417

Applicant Last Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_551

Applicant Street Address

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_552

Applicant City

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_553

Applicant State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_554

Applicant ZIP Code. (please use ZIP+4 if known)

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

To look up a zip code, click [HERE](#)

Q_651

Applicant Telephone Number, (please include area code)

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_555

Applicant Email Address

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5257

Contact Salutation

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Mr., Mrs., Ms., Dr.

Q_547

Contact First Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_1049

Contact Last Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_1050

Contact Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5490

Primary Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3688

Contact Street Address

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_3689

Contact City

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_3690

Contact State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_3691

Contact ZIP Code

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_562

Primary Contact Phone Number. (please include area code)

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_3692

Contact Email

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5475

Contract Salutation

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Mr., Mrs., Ms., Dr.

Q_5476

Contract First

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5477

Contract Last

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5478

Contract Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5491

Authorized Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5479

Contract Street

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5480

Contract City

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5481

Contract State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_5482

Contract Zip

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5483

Contract Phone

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_5484

Contract Email

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5493

Additional Salutation

- Question Type: Basic
- Required: No
- Answer Type: Single Choice Dropdown
- Choice Options: Mr., Mrs., Ms., Dr.

Q_1052

Additional Project Contact First Name

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_970

Additional Project Contact Last Name

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_1051

Additional Contact Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5492

Additional Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3693

Additional Contact Street Address

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3694

Additional Contact City

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3695

Additional Contact State

- Question Type: Basic
- Required: No
- Answer Type: State Dropdown

Q_3696

Additional Contact ZIP Code

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3697

Additional Contact Telephone Number

- Question Type: Basic
- Required: No
- Answer Type: Phone

Q_561

Additional Contact Email Address

- Question Type: Basic
- Required: No
- Answer Type: Email

Q_4199

Please select the primary sector or characterization that best defines this project.

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Q_4198

Please select the secondary sector or characterization that best defines this project.

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Q_3762

Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

North Country Long Island

Mohawk Valley Southern Tier

Capital Region Central New York

Mid-Hudson Finger Lakes

New York City Western New York

Q_3763

How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)

- Characters: 0 - 850
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

North Country Long Island

Mohawk Valley Southern Tier

Capital Region Central New York

Mid-Hudson Finger Lakes

New York City Western New York

Q_3764

How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)

- Characters: 0 - 850
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

North Country Long Island

Mohawk Valley Southern Tier

Capital Region Central New York

Mid-Hudson Finger Lakes

New York City Western New York

Q_4200

Does your project provide opportunities for Veterans? to participate in the workforce, or improve services to the Veterans? and military families in New York?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No

Q_4201

If Yes, please explain how your project impacts the Veterans? and military families in New York.

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 750

Q_6048

Does your project advance downtown revitalization?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips: If your project will advance downtown revitalization, identify the concepts that will be utilized as outlined in the Downtown Revitalization Initiative

Q_6047

If Yes, please detail how it will attract and retain residents, visitors and businesses and transform neighborhoods.

- Question Type: Basic
- Required: No
- Answer Type: Long Answer
- Characters: 1 - 600
- Scoring Tips: If your project will advance downtown revitalization, identify the concepts that will be utilized as outlined in the Downtown Revitalization Initiative

Q_575

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

- Question Header: Project Description
- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 1200

- Scoring Tips: Please includes details relevant to all programs on this application. Programs on this application are: {{program_list}}

Q_976

Statement of Need

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips:

Provide a brief summary of the need for the project in the geographic area proposed, the project's financing needs, including funding gaps and, where applicable, describe the additional short and long term jobs that will be created through the development of the proposed project.

Q_930

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips: The REDC and Upstate Revitalization Initiative?s (URI) are designed to support projects that will help transform the region?s economy. Applicants seeking these resources should explain why the project is a priority for the region. Providing details on the impact of the project such as the ability to create net new high paying jobs, the extent of private sector support, the impact it has on the community, and how the project will advance, in a meaningful way, the implementation of the REDC/URI plans, will help the REDCs and state during review.

Q_2366

How does your project align with the Regional Economic Development Council?s Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <https://regionalcouncils.ny.gov/>)

- Question Type: Basic

- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips: Describe how the proposed project advances the REDC/URI plan for the region, specifically linking the project to the region's goals, strategies, and targeted industry clusters. A response to this question should directly and specifically link the project to a section or sections of REDC/URI plan for the region.

Q_929

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_975

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850

Q_580

Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

- Question Type: Basic
- Required: Yes
- Answer Type: Long Answer
- Characters: 1 - 400

Q_2364

What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental

Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_1054

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 850

Q_2362

If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

- Question Header: Prior CFA Funding
- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_4160

For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 5000

Q_6946

Please provide Letters of Support for your project (if applicable). All letters should be scanned into a single PDF file and their total size cannot exceed 10 Megabytes (MB).

- Question Type: Attachment
- Required: No
- Answer Type: Attachment

Q_5593

Attach 2015 financial documents

For privately owned companies, IDAs, not-for-profits, educational institutions, start-ups, municipalities, or any business or organization other than publicly traded companies, please provide audited or reviewed financials, or compiled financials with signed tax returns, for 2015. For publicly traded companies, please provide Form 10-K for 2015.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment

Q_6907

Attach 2016 financial documents.

For privately owned companies, IDAs, not-for-profits, educational institutions, start-ups, municipalities, or any business or organization other than publicly traded companies, please provide audited or reviewed financials, or compiled financials with signed tax returns, for 2016. For publicly traded companies please provide Form 10-K for 2016.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

Financial statements should be audited or reviewed. If the statements are only compiled, they must be accompanied by copies of signed Federal tax returns (3 yrs). Financial statements should be provided by the parent company or any individual owning 50% or greater of the Applicant) unless the Applicant prepares separate audited or reviewed financial statements or files separate tax returns from the parent.

For information about this requirement, contact your local ESD Regional Office.
<http://esd.ny.gov/RegionalOverviews.html>

Q_6906

Attach 2017 financial documents

For privately owned companies, IDAs, not-for-profits, educational institutions, start-ups, municipalities, or any business or organization other than publicly traded companies, please provide audited or reviewed financials, or compiled financials with signed tax returns, for 2017. For publicly traded companies, please provide Form 10-K for 2017.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment

Q_6905

Attach interim financials for 2018

For privately owned companies, IDAs, not-for-profits, educational institutions, start-ups, municipalities, or any business or organization other than publicly traded companies, please provide interim financials for 2018, certified by a company officer. For publicly traded companies, please provide the most recent Form 10-Q.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment

Q_2165

For Start-up companies, in addition to the documents listed above provide: 1) Financial projections (5 years) 2) Personal financial statements from a personal guarantor(s) of the start-up company 3) Principal resumes

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

For information about this requirement, contact your local ESD Regional Office.
<http://esd.ny.gov/RegionalOverviews.html>.

Q_2331

Attach an organizational chart and/or description of ownership structure including the percentage of ownership for each individual entity.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

For privately owned companies, IDAs, not-for-profits, educational institutions, start-ups, municipalities, or any business or organization other than publicly traded companies, please provide an organizational chart and/or description of ownership structure, including the percentage of ownership for each individual/entity. If the company is a parent, subsidiary and/or affiliate of another company, please provide a description of the relationship. Additional financial information may be requested

Q_5689

Attach a short or long Environmental Assessment Form

Project review pursuant to the State Environmental Quality Review Act (SEQRA) must be completed prior to the award of any state funds. For projects classified as Type I or Unlisted actions, submit a short or long Environmental Assessment Form. See "Scoring Tips" for links to forms.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

Information and forms can be found at <http://www.dec.ny.gov/permits/357.html> and <http://www.dec.ny.gov/permits/6191.html> . If you are a not-for-profit, please complete and attach the following form:
<http://nysparks.com/grants/documents/cfa/EMBFormNFPGrants.pdf>

Q_2333

If review of the project has been completed pursuant to State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please submit the Negative Declaration or Findings Statement, or Finding of No Significant Impact or Record of Decision.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment

Q_2334

Provide a list of all other federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, please upload an attachment that indicates "NA".

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment

Q_2164

Please concisely describe the proposed project, indicating the location, what will be planned, designed and/or constructed, the issues/opportunities to be addressed and expected outcomes and deliverables.

- Question Header: General Project Questions -
In the beginning of the Application, you were asked to describe your overall project, which may include multiple phases, such as in the case of a major infrastructure project or redevelopment of a specific geographic area. Please note that this section of the Application is specific to the phase of the project for which ESD grant funds are being requested through this CFA, NOT the overall project.
- Question Type: Standard Question
- Required: No
- Answer Type: Long Answer
- Characters: 0 - 1500
- Scoring Tips:

If your project is a multi-phase project, concisely describe ONLY the phase of the project for which ESD grant funds are being requested via this CFA.

Q_7541

Generally, applicants should not apply for, nor will be considered for, more than twenty percent (20%) of the financing for any particular project based on the eligible total project cost. Typically, awards will be less than 20% of the eligible total project cost. See CFA Resources Available Document for more information: <https://regionalcouncils.ny.gov/>.

Does the proposed budget reflect that ESD grants generally fund no more than 20% of the eligible total project costs?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Yes/No

Q_3175

Should the full amount of the Applicant's ESD funding request not be awarded, at what minimum level of ESD funding does the project become unfeasible?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: 0 - 1500

Q_7542

Please provide a 2-4 sentence press release ready description of the proposed project. This description may appear in the REDC Awards Booklet if the project is funded. Please be clear and concise.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: 0 - 500

Q_5590

Please provide a concise narrative describing the applicant's history and current operations. Include information about company/organization size, products, services, market share, position within the industry, competitors and the year in which the company was formed, etc.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: 1 - 1000

Q_2336

Briefly describe the activity that the project involves in terms of product(s) or services(s) that will be provided at the project location.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: 1 - 1500

Q_1142

Indicate the Primary North American Industrial Classification System (NAICS) Code associated with the activity of the business at the project location.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

For help determining the NAICS Code, click [HERE](#)

Q_2219

Describe how the capital investment for which you are seeking funding will make it possible to reach your business or organizational goals, such as changes to profitability, productivity, market share, product offerings, or other results relevant to your goals.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: any

Q_3134

Is a third party being used to complete this application such as consultant, accountant or attorney?

- Question Type: Standard Question
- Required: No
- Answer Type: Yes/No

Q_3136

If you are a third party completing this application you must disclose your name, company and contact information.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Answer
- Characters: 0 - 100

Q_1233

What tasks and steps need to be completed before the project can begin (e.g. obtaining permits, licenses, hiring staff, etc.)

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: any

Q_1409

What is the first project year? (e.g. the year equipment will be ordered or when first expenditures are expected to be made)

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer

Q_3133

Is the proposed project located in a highly distressed area? If so, please provide information that will help ESD confirm that the area is highly distressed.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Answer
- Characters: 1 - 1500
- Scoring Tips:

In determining whether a project is in a highly distressed area, ESD considers whether the area is characterized by pervasive poverty, high unemployment, and general economic distress based on characteristics including but not limited to:

- a poverty rate of at least twenty percent, or if the area does not contain a census tract or tracts, a block numbering area, or a city, town, or village, a poverty rate of at least thirteen percent;
- an unemployment rate of at least 1.25 times the statewide unemployment rate;
- significant job loss from one employer or in a particular industry;
- the President of the United States declares the area a natural disaster area;
- closure or realignment of a defense or military base or facility;
- contraction or discontinuance of a State hospital or mental hygiene facility;
- population and employment decline, increase in unemployment and public assistance recipients, decline in real property values, decline in per capita income, abandoned property and deteriorated industrial, commercial, and residential properties, a decline in business establishments, obsolescence in plant capacity, loss of markets to foreign competition, the unavailability of expansion financing, poor access to markets, and other indicators of chronic and severe economic distress;
- potential to attract private investment that will employ unemployed or economically disadvantaged persons;
- substantial public and private commitments to a long-term economic revitalization program and the capacity to manage the program;
- a plan that states the area's needs, proposals for meeting such needs, the process for routine periodic evaluation of progress in implementing the plan and compilation of essential information for such evaluation;
- applicable land use laws or regulations allow the use of at least twenty-five percent of the area for commercial or industrial activity; and
- twenty-five percent or more of the area is vacant, abandoned, or otherwise available for industrial or commercial development.

Q_6069

Does your application contain 1) trade secrets, (2) information that, if disclosed, would cause substantial injury to the competitive position of your organization, or (3) critical infrastructure information? (All efforts should be made to provide such Information in the questions marked as ?restricted.?)

- Question Type: Standard Question
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_6070** will be displayed
- Scoring Tips:

Applications to the State, including their accompanying documents, are subject to the Freedom of Information Law (FOIL) found in [Article 6 of the N.Y. Public Officer Law](#). FOIL provides that certain records are exempt from disclosure, including those that contain (1) trade secrets, (2) information that, if disclosed, would cause substantial injury to the competitive position of your organization, or (3) critical infrastructure information. Records may be redacted to protect only the portions of documents that fall within a FOIL exemption. An entire document may not be withheld if only a portion of the document is exempt from disclosure. Blanket assertions that information is a trade secret, confidential, or proprietary are insufficient to justify withholding information under FOIL. The identified information will be reviewed and a determination will be made as to whether the information is exempt from disclosure under FOIL. The State's determination may be appealed pursuant to POL §89(5)(c). Pursuant to POL §87(2)(b), the State will redact information that "if disclosed would constitute an unwarranted invasion of personal privacy."

Q_6070

Please identify the Question # and specific language for those portions of your application and accompanying documents you believe fall under these exemptions, and provide a detailed justification for the exemption from disclosure. See Scoring Tips for formatting and additional information.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Answer
- Characters: 0 -
- This is a conditional question based on the answer to **Q_6069**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

Examples:

Q_1234 - The information provided in Line 6 includes the vendor, equipment specifications and a cost structure that will give "John Smith's Manufacturing Inc." a competitive disadvantage if our competitors were to find out the specifications of the machines used to manufacture our product.

Q_4321 (Attachment) – Page 3, lines 6, 7, and 8, contains specifics of our manufacturing process that are proprietary and if revealed would put “John Smith’s Manufacturing Inc.” at a competitive disadvantage.

Q_3006

Qualified Investments

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0
- Scoring Tips: Excelsior Jobs Program: Qualified investments are tangible personal property, including a building or structural component of a building, owned by the applicant that is depreciable per IRC Section 164, has a useful life of 4 years or more, is acquired by purchase as defined in IRC Section 179(d), is located in NYS, and is placed in service on or after the date certified eligible for the Excelsior Jobs Program.

Q_3007

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3008

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3009

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money

- Default Answer: 0

Q_3010

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3012

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0
- Scoring Tips:

* Eligible investment for ESD Grant Funds; generally not eligible investment for Excelsior Jobs Program.

Q_3014

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3015

Qualified Investments Year 1

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3017

Qualified Investments Building Acquisition

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3018

Qualified Investments Building Renovation Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3019

Qualified Investments New Construction Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3020

Qualified Investments Production Machinery Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3022

Qualified Investments Furniture, fixtures Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3024

Qualified Investments Land Acquisition * Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3027

Qualified Investments Demolition Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3028

Qualified Investments Year 2

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3030

Qualified Investments Building Acquisition

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3031

Qualified Investments Building Renovation Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3032

Qualified Investments New Construction Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3033

Qualified Investments Production Machinery Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3034

Qualified Investments Furniture, fixtures Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3036

Qualified Investments Land Acquisition * Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3039

Qualified Investments Demolition Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3040

Qualified Investments Year 3

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3042

Qualified Investments Building Acquisition

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3043

Qualified Investments Building Renovation Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3044

Qualified Investments New Construction Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3045

Qualified Investments Production Machinery Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3046

Qualified Investments Furniture, fixtures Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3048

Qualified Investments Land Acquisition * Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3050

Qualified Investments Demolition Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3051

Qualified Investments Year 4

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3053

Qualified Investments Building Acquisition

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3054

Qualified Investments Building Renovation Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3055

Qualified Investments New Construction Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3056

Qualified Investments Production Machinery Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3057

Qualified Investments Furniture, fixtures Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3059

Qualified Investments Land Acquisition * Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3061

Qualified Investments Demolition Year 5

- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_3062

Qualified Investments Year 5

- Question Header: Project Costs by Year: Please enter the annual anticipated Project Costs based on the year that the investment will be made. These Project Costs should match the information in the Program Budget section.
- Question Type: Standard Question
- Required: Yes
- Answer Type: Money
- Default Answer: 0

Q_2195

Indicate how many existing full-time equivalent jobs the applicant employs in all NYS LOCATIONS.

- Question Header: Job Creation and Retention Questions: The following questions are for committed, direct jobs only. Note that if awarded funding, Applicant must document existing and new jobs via submission of NY-45 forms. Questions about other jobs, such as Indirect Jobs and Construction Jobs, follow this section.
- Question Type: Standard Question
- Required: Yes
- Answer Type: Integer
- Scoring Tips:

A Full-time equivalent job equals any combination of two or more part-time jobs that, when combined together, constitute the equivalent of a job of at least 35 hours per week. NOTE: Your base employment for Excelsior is calculated using the prior 4 quarters from when you are accepted into the program.

Q_2199

Indicate the average annual wage for existing full-time equivalent employees the applicant employs in all NYS Locations as of the date this application is finalized.

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_1365

Indicate how many of the total existing full-time equivalent employees in New York State are contract employees.

- Question Type: Standard Question
- Required: No
- Answer Type: Integer
- Scoring Tips:

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A **Full-time Contract Employee** is a full-time private sector employee (or self-employed person) who is not on the applicant's payroll but who works for the applicant for a minimum of 35 hours per week providing services that would otherwise be provided by a Full-time Permanent Employee. The position held by a Full-time Contract Employee is a year round position.

Q_2196

Indicate how many existing full-time equivalent jobs the applicant employs at all PROJECT LOCATION(S).

- Question Header: All PROJECT Locations
- Question Type: Standard Question
- Required: No
- Answer Type: Integer
- Scoring Tips:

NOTE: A full-time equivalent job equals any combination of two or more part-time jobs that, when combined together, constitute the equivalent of a job of at least 35 hours per week. Please note if any of these positions are contract employees and if so, how many of the total are contract employees.

Q_1186

Indicate the average annual wage for the employees at the Project Location as of the date this application is finalized.

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_1366

Indicate how many of the total existing full-time equivalent employees at the Project Location are contract employees.

- Question Type: Standard Question
- Required: No
- Answer Type: Integer
- Scoring Tips:

A **Full-time Contract Employee** is a full-time private sector employee (or self-employed person) who is not on the applicant's payroll but who works for the applicant for a minimum of 35 hours per week providing services that would otherwise be provided by a Full-time Permanent Employee. The position held by a Full-time Contract Employee is a year round position.

Q_1196

How many of the existing jobs at the project location(s) are at risk if the project does not go forward.

- Question Type: Standard Question
- Required: No
- Answer Type: Integer
- Scoring Tips:

"At Risk" shall mean a permanent Full-time employee position currently located in New York State that is found by ESD to be at risk of being lost or moved out of state based on compelling information provided by the applicant.

Q_2175

What percentage of the project's employees are/will be residents of New York State?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer

Q_2178

Will any other non-construction jobs result from the project? For example, this could include jobs created by tenants at an incubator or mixed-use development or as a result of the creation of a job training center. If so, please estimate how many jobs, explain how these jobs will be created, and explain the method used to determine the job number estimate.

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_2372

Will the proposed project result in the creation of construction jobs? If so, estimate the number of construction jobs to be created.

Enter zero if not applicable.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Integer

Q_4167

Definition of full-time equivalent employee: (1) a full-time, permanent, private-sector employee on the Recipient's payroll, who has worked at the Project Location for a minimum of 35 hours per week for not less than four consecutive weeks and who is entitled to receive the usual and customary fringe benefits extended by Recipient to other employees with comparable rank and duties; or (ii) two part-time, permanent, private-sector employees on Recipient's payroll, who have worked at the Project Location for a combined minimum of 35 hours per week for not less than four consecutive weeks and who are entitled to receive the usual and customary fringe benefits extended by Recipient to other employees with comparable rank and duties.

For the Excelsior Jobs Program: a full-time permanent employee must be on the payroll for at least six months of a year in order to qualify for benefits. Jobs transferred from employment with another business located in the State including from a related person in this State are not net new jobs for purposes of the employment commitment.

Indicate the year employment begins under Year 1 for your project here:

- Question Header: NET NEW JOBS (DIRECT JOBS ONLY)
- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer
- Scoring Tips: NOTE: The base employment for Excelsior is calculated using the prior 4 quarters from when you are accepted into the program.

Q_7506

Indicate how many new full-time equivalent employees (using the definition in the question above) the company will create over 5 years.

If awarded, your company or entity will be held to the job creation commitments as outlined in this question and table below. For grants, should you fail to meet the job creation commitments, recapture provisions may apply. For Excelsior, each years job commitment is evaluated separately to determine if tax credits can be issued.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Integer

Q_3064

Net New Job Information (Enter Cumulatively) 1. Enter the type of job by general category.

2. Enter the gross annual wages for each job type.

3. List the number of net new jobs. Please enter CUMULATIVE job totals, i.e. if there are 10 jobs being created each year for 5 years, enter as 10, 20, 30, 40, 50.

Please note that if you are completing the URI Phase 1 - Intent to Propose, you are not required to complete the table below at this time as this information will be available to enter in during phase 2 of the application.

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_3065

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_3066

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3067

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3068

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3069

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3070

Net New Job Information

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3071

Net New Job Information Job Type/Category

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_3072

Net New Job Information 2 Avg Gross Wages/Job Type

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_3073

Net New Job Information 2 Year 1 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3074

Net New Job Information 2 Year 2 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3075

Net New Job Information 2 Year 3 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3076

Net New Job Information 2 Year 4 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3077

Net New Job Information 2 Year 5 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3078

Net New Job Information (Enter Cumulatively) Job Type/Category

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_3079

Net New Job Information (Enter Cumulatively) 3 Avg Gross Wages/Job Type

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_3080

Net New Job Information (Enter Cumulatively) 3 Year 1 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3081

Net New Job Information (Enter Cumulatively) 3 Year 2 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3082

Net New Job Information (Enter Cumulatively) 3 Year 3 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3083

Net New Job Information (Enter Cumulatively) 3 Year 4 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3084

Net New Job Information (Enter Cumulatively) 3 Year 5 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3086

Net New Job Information (Enter Cumulatively) Job Type/Category

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_3089

Net New Job Information (Enter Cumulatively) 4 Avg Gross Wages/Job Type

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_3090

Net New Job Information (Enter Cumulatively) 4 Year 1 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3091

Net New Job Information (Enter Cumulatively) 4 Year 2 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3092

Net New Job Information (Enter Cumulatively) 4 Year 3 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3093

Net New Job Information (Enter Cumulatively) 4 Year 4 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3094

Net New Job Information (Enter Cumulatively) 4 Year 5 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3095

Net New Job Information (Enter Cumulatively) Job Type/Category

- Question Type: Standard Question
- Required: No
- Answer Type: Short Answer

Q_3096

Net New Job Information (Enter Cumulatively) 5 Avg Gross Wages/Job Type

- Question Type: Standard Question
- Required: No
- Answer Type: Money

Q_3097

Net New Job Information (Enter Cumulatively) 5 Year 1 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3098

Net New Job Information (Enter Cumulatively) 5 Year 2 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3099

Net New Job Information (Enter Cumulatively) 5 Year 3 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3100

Net New Job Information (Enter Cumulatively) 5 Year 4 -

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_3101

Net New Job Information (Enter Cumulatively) 5 Year 5 -

- Question Header: In the Table below, provide a breakdown by general category/job type to indicate how many new full-time equivalent employees the company will create cumulatively by year (using the definition in the question above). The total in the bottom right hand corner needs to equal the number in the previous question.

1) Enter the type of job by general category.

2) Enter the average gross annual wages for each job type.

3) Enter CUMULATIVE job totals in the table below. Cumulative job totals mean that each subsequent year in the chart includes jobs created in all prior years. The job number in the bottom right hand corner on the chart is the full number of jobs created over all five years and needs to equal the number in the previous question.

i.e. if there are 10 jobs being created each year for 5 years in one category, enter 10 for year 1; 20 for year 2; 30 for year 3; 40 for year 4; 50 for year 5.

If awarded, your company or entity will be held to the job creation commitments as outlined in the table below and question above. For grants, should you fail to meet the job creation commitments, recapture provisions may apply. For Excelsior, each years job commitment is evaluated separately to determine if tax credits can be issued.

- Question Type: Standard Question
- Required: No
- Answer Type: Integer

Q_5719

Does the project site involve or is it substantially contiguous to a property listed or recommended for listing in the NY State or National Registers of Historic Places? Consult the National Register Information System at <http://www.nps.gov/history/nr/research/> to find out if a property is listed. The State Preservation Historical Information Network Exchange (SPHINX) tool at <http://nysparks.com/shpo/online-tools/> can also be used to find out if a

property is listed on the State Register. Indicate Yes, No, N/A. Click "Scoring Tips" for more information.

- Question Header: Environmental and Historic Preservation Questions
- Question Type: Standard Question
- Required: Yes
- Answer Type: Single Choice Radio Button
- Choice Options: Yes, No, N/A
- This is a conditional question.
 1. If **Yes** is selected then **Q_5721** will be displayed
- Scoring Tips:

If "yes", the project requires consultation with the State Historic Preservation Office (SHPO) <http://nysparks.com/shpo/environmental-review/>. If the project requires SHPO consultation, please explain the status. If consultation is complete, please provide a link to SHPO's Letter of Determination of No Adverse Effect or Letter of Resolution to Mitigate Adverse Effect.

Q_5721

If Yes, please identify the name of the resource.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- This is a conditional question based on the answer to **Q_5719**. This question displays when selecting the answer: "**Yes**"

Q_5720

Is the project site wholly or partially included within an identified archeologically sensitive area? The Geographic Information System for Archeology and National Register tool can be used to identify archeologically sensitive areas. Indicate Yes, No, N/A. Click "Scoring Tips" for more information.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Single Choice Radio Button
- Choice Options: Yes, No, N/A
- This is a conditional question.
 1. If **Yes** is selected then **Q_5722** will be displayed
- Scoring Tips:

If "yes", the project requires consultation with the State Historic Preservation Office (SHPO)<http://nysparks.com/shpo/environmental-review/>. If the project requires SHPO consultation, please explain the status. If consultation is complete, please provide a link to SHPO's Letter of Determination of No Adverse Effect or Letter of Resolution to Mitigate Adverse Effect.

Q_5722

If Yes, please list the geographic information for the archeologically sensitive areas.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- This is a conditional question based on the answer to **Q_5720**. This question displays when selecting the answer: "Yes"

Q_1059

Does the proposed project use, maintain, or improve existing infrastructure? Y/N/Not Relevant. Please explain all responses.

- Question Header: Smart Growth Questions:The NYS Smart Growth Public Infrastructure Policy Act requires that a project meet the relevant smart growth criterion to the extent practicable. Please respond to the questions below regarding smart growth criteria.
- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

If you are maintaining or improving existing infrastructure, please answer ?YES?. If you are building new infrastructure, or expanding infrastructure answer ?NO? and provide justification that explains the need to build new infrastructure instead of using or improving existing infrastructure.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1060

Is the proposed project located in a municipal center? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Municipal Centers are areas of concentrated and mixed land use that serve as centers of various activities (civic, commercial, recreational, and residential, among others). Specific examples include Central Business Districts; Brownfield Opportunity Areas (BOAs); Downtowns in Local Waterfront Revitalization Program (LWRP) Areas; Transit-Oriented Development, Environmental Justice Areas and Hardship Areas; in many instances, an entire city, village or hamlet can be considered a municipal center. This definition can include development ?adjacent to municipal centers? and a ?future municipal center? ? an area planned and zoned to be a municipal center.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1061

Is the proposed project located in a developed area or an area designated for concentrated infill development in a municipally approved comprehensive land use plan, local waterfront revitalization plan and/or brownfield opportunity area plan? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Please explain how your project advances infill development or redevelopment in existing developed areas consistent with an approved plan. Infill development includes redevelopment, rehabilitation and new development between existing buildings on vacant or under-utilized sites.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1062

Will the proposed project protect, preserve and enhance the State's resources, including agricultural land, forests, surface and groundwater, air quality, recreation and open space, scenic areas, and significant historic and archeological resources? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Beyond simply avoiding or minimizing negative environmental impacts, please indicate the resources that may be impacted by your project and how your project will preserve and enhance these resources.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1063

Will the proposed project foster mixed land uses and compact development, downtown revitalization, Brownfield redevelopment, the enhancement of beauty in public spaces, the diversity and affordability of housing in proximity to places of employment, recreation and commercial development and the integration of all income and age groups? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Please explain how your project advances these objectives and improves the quality of life in your community.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1064

Will the proposed project provide mobility through transportation choices including improved public transportation and reduced automobile dependency? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

There are many alternatives to automobile transportation. Please explain how your project provides or complements alternatives to automobile travel such as bikes, pedestrians, public transit, air travel or rail travel.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1065

Will the proposed project involve coordination between state and local government and inter-municipal and regional planning? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Identify any interaction between the applicant and any municipal and county governments, planning boards, regional planning associations or similar organizations. Document any outreach by the applicant to these organizations regarding the project and any relevant correspondence.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1066

Will the proposed project involve participation in community based planning and collaboration? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)

- Characters: any
- Scoring Tips:

Please explain how the project results from an inclusive, multi-stakeholder (including traditionally underserved populations) process of community-based planning and collaboration. To assist with your explanation, identify any affected community groups or organizations with an interest in the proposed project and if the planning process involved outreach to citizens and stakeholders at all stages of development of the project.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1067

Will the proposed project ensure predictability in building and land use codes? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Provide any additional relevant information.

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_1068

Will the proposed project promote sustainability by strengthening existing and creating new communities which reduce greenhouse gas emissions and do not compromise the needs of future generations, by among other means encouraging broad based public involvement in developing and implementing a community plan and ensuring the governance structure is adequate to sustain its implementation? Y/N/Not Relevant. Please explain all responses.

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Please explain how your project promotes sustainability. For example does your project include buildings and plans that seek to minimize consumption of fossil fuels (coal, petroleum), reduce water usage / consumption, and encourage the use of renewable energy (wind, solar, and geo-thermal).

For specific guidance on rail/port, aviation, and other transportation projects please refer to Smart Growth Public Infrastructure Policy Act

Q_6256

Will the proposed project mitigate future physical climate risk due to sea-level rise, and/or storm surges and/or flooding, based on available data predicting the likelihood of future extreme weather events, including hazard risk analysis data, if applicable?

- Question Type: Smart Growth
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Please explain how your project demonstrates that future physical climate risk due to sea-level rise, storm surge and flooding have been considered. For example, have you demonstrated consideration of the flood risk applicable to your specific structure type? Explain how the siting and design have evaluated flood-risk considerations, including, but not limited to, human health and safety, environmental effects, cost, funding-source requirements, feasibility and community impact.

For information on future climate risks, consult New York's ClimAID report at <https://www.nyserda.ny.gov/climaid> and information on implementation of the Community Risk and Resiliency Act at <http://www.dec.ny.gov/energy/102559.html>.

Q_1038

By entering your name in the box below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in this application, are true, correct and complete to the best of your knowledge

and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

- Question Type: Certification
- Required: Yes
- Answer Type: Short Answer

Q_7341

By entering your name in the box below, you certify, under penalty of perjury, that the information given herein is true and correct in all respects for the company or organization applying for funding (the "Company"), presently and for the past five years: -the Company is not a party to any litigation or any litigation is not pending or anticipated that could have an adverse material effect on the company's financial condition;

-the Company does not have any contingent liabilities that could have a material effect on its solvency;

-the Company, its affiliates or any member of its management or any other concern with which such members of management have been officers or directors, have never been involved in bankruptcy, creditor's rights, or receivership proceedings or sought protection from creditors;

-the Company is not delinquent on any of its state, federal or local tax obligations;

-No principal, officer of the Company, owner or majority stockholder of any firm or corporation, or member of the management has been charged or convicted of a misdemeanor or felony, indicted, granted immunity, convicted of a crime or subject to a judgment, or the subject of an investigation, whether open or closed, by any government entity for a civil or criminal violation for: (i) any business-related activity including, but not limited to, fraud, coercion, extortion, bribe or bribe receiving, giving or accepting unlawful gratuities, immigration or tax fraud, racketeering, mail fraud, wire fraud, price fixing or collusive bidding; or (ii) any crime, whether or not business related, where the underlying conduct relates to truthfulness, including but not limited to, the filing

of false documents or false sworn statements, perjury or larceny;

-the Company or any of the Company's affiliates, principal owners or Officers has not received a violation of State Labor Law deemed "willful";

-the Company or any of its affiliates has never been cited for a violation of State, Federal, or local laws or regulations with respect to labor practices, hazardous wastes, environmental pollution or other operating practices;

-there are not any outstanding judgments or liens pending against the Company other than liens in the normal course of business.

-the Company or any of its affiliates, principal owners or officers the company has not been the subject of any judgments, injunctions, or liens including, but not limited to, judgments based on taxes owed, fines and penalties assessed by any governmental agency, or elected official against the Company.

- the Company or any of its affiliates, principal owners or officers the company has not been investigated by any governmental agency, including, but not limited to, federal, state and local regulatory agencies

-the Company or any of its affiliates, principal owners or officers the company has not been debarred from entering into any government contract; been found non-responsible on any government contract; been declared in default or terminated for cause on any government contract; been determined to be ineligible to bid or propose on any contract; been suspended from bidding on any government contract; received an overall unsatisfactory performance rating from any government agency on any contract; agree to a voluntary exclusion from bidding or contracting on a government contract.

- the Company or any of its affiliates, principal owners or officers the company has not failed to file any of the required forms with any government entity regulating the Company. By entering your name in the box below, you agree to allow the Department of Taxation to share the Company tax information with ESD. By entering your name in the box below, you agree to allow the Department of Labor to share tax and employer information with ESD. Note: If any of the statements above are not true, in addition to entering your name, also include an explanation in the box below, indicating which issue you are addressing.

- Question Type: Certification
- Required: Yes

- Answer Type: Short Answer

Q_2365

By entering your name in the box below, you are acknowledging that ESD's Contractor & Supplier Diversity policy will apply to this project. You are further acknowledging that you are aware of ESD's agency-wide Minority and Women Business Enterprise (?MWBE?) utilization goal of 30%. Please note that each project will be assigned an individual contract-specific goal, which may be higher or lower than 30%. Furthermore, you understand that, should this project receive a funding award, the Applicant shall be required to use good faith efforts to achieve the prescribed MWBE goals assigned to this project and failure to attain MWBE goal could result in grant amount being reduced.

- Question Type: Certification
- Required: Yes
- Answer Type: Short Answer

Q_4182

By entering your name in the box below, you certify and agree that you are aware that your award will be reduced in proportion to the reduction of jobs and/or total project costs. Furthermore, you understand that, should this project receive a funding award, the Applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

- Question Type: Certification
- Required: Yes
- Answer Type: Short Answer

Q_3716

Community and Social Services

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3717

Construction and Extraction

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3718

Life, Physical, and Social Science

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3719

Healthcare Practitioners and Technical

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3720

Installation, Maintenance, and Repair

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3721

Building and Grounds Cleaning and Maintenance

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3722

Food Preparation and Serving Related

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3723

Arts, Design, Entertainment, Sports, and Media

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3724

Protective Service

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3725

Legal

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3726

Sales and Related

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3727

Architecture and Engineering

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3728

Personal Care and Service

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3729

Healthcare Support

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3730

Transportation and Material Moving

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3731

Farming, Fishing, and Forestry

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3732

Business and Financial Operations

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3733

Education, Training, and Library

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3734

Office and Administrative Support

- Question Header: I. Assessment of Skilled Worker Shortfall
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3735

1st Most Common Recruitment Method

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: None, In-house Recruitment (employee referrals / in-house applicants), Job Posting (company website / NYS DOL / online job boards / newspaper), Social Recruiting (LinkedIn/Twitter/Facebook), Talent Communities, Career Fairs (physical and virtual), Recruiters/Headhunters, NYS Career Center Services, Other (please specify)
- Scoring Tips: Please note that if you are completing the URI Phase 1 - Intent to Propose, you are not required to complete the table below at this time as this information will be available to enter in during phase 2 of the application.

Q_3738

1st Most Common Recruitment Method - Other

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3741

1st Most Common Recruitment Method - Percentage of Use

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: Yes
- Answer Type: Integer

Q_3736

2nd Most Common Recruitment Method

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: None, In-house Recruitment (employee referrals / in-house applicants), Job Posting (company website / NYS DOL / online job boards / newspaper), Social Recruiting (LinkedIn/Twitter/Facebook), Talent Communities, Career Fairs (physical and virtual), Recruiters/Headhunters, NYS Career Center Services, Other (please specify)

Q_3739

2nd Most Common Recruitment Method - Other

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3742

2nd Most Common Recruitment Method - Percentage of Use

- Question Header: II. Worker Recruitment

- Question Type: Workforce
- Required: Yes
- Answer Type: Integer

Q_3737

3rd Most Common Recruitment Method

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: None, In-house Recruitment (employee referrals / in-house applicants), Job Posting (company website / NYS DOL / online job boards / newspaper), Social Recruiting (LinkedIn/Twitter/Facebook), Talent Communities, Career Fairs (physical and virtual), Recruiters/Headhunters, NYS Career Center Services, Other (please specify)

Q_3740

3rd Most Common Recruitment Method - Other

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: No
- Answer Type: Short Answer

Q_3743

3rd Most Common Recruitment Method - Percentage of Use

- Question Header: II. Worker Recruitment
- Question Type: Workforce
- Required: Yes
- Answer Type: Integer

Program Questions:

Environmental Protection Fund: Parks, Preservation and Heritage Grants

Q_6914

Have you read the 2018 CFA Guidance Document for this grant program, which can be found in the CFA Resource Manual or [by clicking here](#) ?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

A “Yes” answer is required to be eligible for grant funding.

Q_5757

Is the applicant a municipality, public authority, public benefit corporation, or a State agency OR is the applicant a Not-for-Profit organization formed pursuant to or subject to the Not-for-Profit Corporation Law and qualified for tax-exempt status under the Federal Internal Revenue code and prequalified in the Grants Gateway?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

Not-for-profit corporations must register AND prequalify with the Grants Gateway. Information on the Grants Gateway is available at <http://www.grantsreform.ny.gov/Grantees>.

Q_6376

Does the project meet one or more of the following descriptions?

? A Park project for the development or improvement of park and/or recreational facilities to preserve, rehabilitate or restore lands, waters or structures for park, recreation or conservation purposes.

? A Historic Preservation project to improve, restore or rehabilitate property listed or currently proposed for listing on the State or National Register of

Historic Places to protect the historic, cultural or architectural significance thereof.

? A Heritage Area project to develop a site or facility identified in the approved management plan for a state-designated Heritage Area.

? A project to acquire property necessary for a Park, Historic Preservation or Heritage Area project described above.

? A stand-alone planning project for planning or structural assessment necessary for a Park, Historic Preservation or Heritage Area project described above.

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

EPF Parks, Preservation and Heritage Grants projects are evaluated within program (Parks, Historic Preservation and Heritage Area) and function (Planning, Acquisition, Development) categories. Applications will be evaluated in all the categories for which they qualify. Applicants should be alert to the requirements for each category for which they wish the application to be considered.

Q_6896

Does the applicant own in fee, or have an ownership interest in the property (deed, lease, operating agreement, contract of sale, option agreement, letter of intent from the seller/donor, or--for stand-alone planning grants--permission of the owner to access the property for the purposes of this project)?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

If you cannot answer "Yes" to any part of this question, the project will not be eligible for EPF Parks, Preservation and Heritage Grants funding. If your application is successful, you will be expected to provide documentation of ownership (e.g., deed, lease, management agreement, etc.) and of any restrictions (e.g., Title Policy Schedule B) prior to execution of the project agreement. For stand-alone planning grants, you will be required to provide a letter from the property owner permitting you to access the property as necessary to fulfill the grant purposes.

Q_6897

If parties other than the applicant own or have some ownership interest in the property, are those parties aware of this application? AND, if the application is successful and the grant requires it, have those parties agreed to (a) provide a letter granting full access to the property as needed for the project, (b) sign the project agreement, (c) execute documents, such as a Conservation Easement, Preservation Covenant or Public Access Covenant, establishing long-term protections for the property, (d) be subject to State Alienation Law, and (e) execute documents subordinating their interest in the property? If the applicant is full fee simple owner and no other party has an ownership interest or lien in the property, answer ?Yes.?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

A "Yes" answer is required to be eligible for EPF Parks, Preservation and Heritage Grants funding.

To determine which, if any, of these requirements apply to your specific project, please consult the the Guidance Document at <http://nysparks.com/grants/consolidated-funding-app.aspx>

Q_6899

Is the applicant able to provide the required match, and make expenditures prior to receiving reimbursements from the grant funds if an award is made?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

If you cannot answer "Yes" to this question, the project will not be eligible for EPF Parks, Preservation and Heritage Grants funding.

This is a reimbursement program; grant recipients must plan their financial arrangements accordingly. Successful applicants must be prepared to fund the cost of the project, and then submit for reimbursement of the applicable percentage of documented eligible expenditures. Reimbursements are made only after all contract payment requirements have been met and substantial

funds have been expended. In addition, up to 15% of grant funds are held back until close-out.

To be successful, applicants must demonstrate that match is on hand or will be available within one year of grant award. Grant recipients who cannot raise their full match within one year of the award risk cancellation of the grant. See Guidance Documents for more information regarding Matching Share.

Q_5760

Is this project for the acquisition of substitute property to satisfy the requirements for State alienation or Federal conversion?

- Question Type: Threshold
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

You must be able to answer "No" to this question. If you answer "Yes," the project will not be eligible for funding.

Q_928

Project Street Address: Please input the project street address (**Street Number and Street Name only**).

If the project has multiple locations, please input the primary street address of the project. If the project does not have a definite street address, please input the approximate street address of the project (Street Number and Street Name only).

- Question Type: Location
- Required: Yes
- Answer Type: Short Answer

Q_565

Project City

- Question Type: Location
- Required: Yes
- Answer Type: Short Answer

Q_568

Project State

- Question Type: Location
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options:
AA,AL,AK,AZ,AR,CA,CO,CT,DE,FL,GA,HI,ID,IL,IN,IA,KS,KY,LA,ME,MD,MA,MI,MN,MS,MO,MT,NE,NV,NH,NJ,NM,NY,NC,ND,OH,OK,OR,PA,RI,SC,SD,TN,TX,UT,VT,VA,WA,WV,WI,WY,AS,DC,FM,GU,MH,MP,PW,PR,VI
- Default Answer: AA

Q_972

Project county or counties.

- Question Type: Location
- Required: Yes
- Answer Type: NYS County Multiple Choice

Q_1034

Project ZIP Code. (please use ZIP+4 if known)

- Question Type: Location
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

To locate a Zip Code, click [HERE](#)

Q_3527

US Congressional District where the project is located.

- Question Type: Location
- Required: No
- Answer Type: Single Choice Dropdown
- Choice Options:
1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27
- Scoring Tips:

To determine the US Congressional District, click [HERE](#)

Q_616

For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

- Question Type: Location
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 200

Q_184

NYS Assembly District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Integer
- Scoring Tips:

Click [HERE](#) to determine your Assembly district.

Q_190

NY Senate District where the project is located. (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Integer
- Scoring Tips:

Click [HERE](#) to determine your Senate district.

Q_572

Project Latitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location

- Required: No
- Answer Type: Decimal
- Scoring Tips:

For projects that span multiple locations, please enter the (latitude/longitude) of your organization's home or central office in New York State.

[Click HERE to determine Latitude](#)

[Click HERE for a secondary site to determine Latitude](#)

Your latitude must be between +40 and +49.99.

Q_573

Project Longitude (This questions value will be filled automatically, based on the project address, when the application is finalized.)

- Question Type: Location
- Required: No
- Answer Type: Decimal
- Scoring Tips:

For projects that span multiple locations, please enter the (latitude/longitude) of your organization's home or central office in New York State.

[Click HERE to determine Longitude](#)

[Click HERE for a secondary site to determine Longitude](#)

Your longitude must be between -70 and -79.9.

Q_550

If you are a DBA, what is your DBA name?

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_549

Type of Applicant (select all that apply)

- Question Type: Basic
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: Federal, State, County, City, Town, Village, Tribal, School District, County or Town Improvement District, District Corporation, For-Profit, Not-For-Profit, Individual, S Corporation, C Corporation, IDA, LDC, LLC, LLP, Public Authority, Public Benefit Corp, Sole-Proprietorship, HDLC, BID, LP, Boards Of Cooperative Educational Services (BOCES), Fire District, Regional Planning and Development Board, Public Library, Association Library, College/University/Community College

Q_556

Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

- Question Type: Basic
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: Charity Reg #, Duns Number, Federal Tax ID Number, NYS Unemployment Insurance Tax Number, Social Security Number, NYS Vendor Identification Number (SFS)
- Scoring Tips:

Applicants will be required to provide the specified ID number upon request by the funding agencies.

Q_2655

Based on your selection from the previous question, enter your applicant ID number. (Please do not provide your social security number).

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_969

If you are a business, have you been certified as a New York State Minority or Women-owned Business Enterprise (MWBE)?

- Question Type: Basic
- Required: No
- Answer Type: Single Choice Radio Button

- Choice Options: Yes, No, N/A

Q_546

Legal Name of Applicant

- Question Header: Applicant Information
- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips: If applying in the name of a business please type in the name as it appears on your business papers. If applying as an individual insert your name here.

Q_5416

Applicant First Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5417

Applicant Last Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_551

Applicant Street Address

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_552

Applicant City

- Question Type: Basic
- Required: Yes

- Answer Type: Short Answer

Q_553

Applicant State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_554

Applicant ZIP Code. (please use ZIP+4 if known)

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

To look up a zip code, click [HERE](#)

Q_651

Applicant Telephone Number, (please include area code)

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_555

Applicant Email Address

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5257

Contact Salutation

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown

- Choice Options: Mr., Mrs., Ms., Dr.

Q_547

Contact First Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_1049

Contact Last Name

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_1050

Contact Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5490

Primary Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3688

Contact Street Address

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_3689

Contact City

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_3690

Contact State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_3691

Contact ZIP Code

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_562

Primary Contact Phone Number. (please include area code)

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_3692

Contact Email

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5475

Contract Salutation

- Question Type: Basic
- Required: Yes

- Answer Type: Single Choice Dropdown
- Choice Options: Mr., Mrs., Ms., Dr.

Q_5476

Contract First

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5477

Contract Last

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5478

Contract Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5491

Authorized Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5479

Contract Street

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5480

Contract City

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5481

Contract State

- Question Type: Basic
- Required: Yes
- Answer Type: State Dropdown

Q_5482

Contract Zip

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_5483

Contract Phone

- Question Type: Basic
- Required: Yes
- Answer Type: Phone

Q_5484

Contract Email

- Question Type: Basic
- Required: Yes
- Answer Type: Email

Q_5493

Additional Salutation

- Question Type: Basic
- Required: No
- Answer Type: Single Choice Dropdown
- Choice Options: Mr., Mrs., Ms., Dr.

Q_1052

Additional Project Contact First Name

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_970

Additional Project Contact Last Name

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_1051

Additional Contact Title

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_5492

Additional Organization

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3693

Additional Contact Street Address

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3694

Additional Contact City

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3695

Additional Contact State

- Question Type: Basic
- Required: No
- Answer Type: State Dropdown

Q_3696

Additional Contact ZIP Code

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_3697

Additional Contact Telephone Number

- Question Type: Basic
- Required: No
- Answer Type: Phone

Q_561

Additional Contact Email Address

- Question Type: Basic
- Required: No
- Answer Type: Email

Q_4199

Please select the primary sector or characterization that best defines this project.

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Q_4198

Please select the secondary sector or characterization that best defines this project.

- Question Type: Basic
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Agriculture, Arts/Culture/Cultural Institutions, Biomedical/Medical, Community Development, Education/College/University, Energy, Environment, Financial Services, Food/Beverage, Healthcare, Hospitality, Housing, Industrial/Manufacturing, Information Technology Services/Communications, Infrastructure, Municipal/Government, Office, Research & Development, Tourism/Travel, Transportation, Water/Wastewater/Sewer, Waterfront Revitalization, Workforce Development, Business Development, Technology Commercialization

Q_3762

Does your project directly address the needs of people in your region who are living in poverty and who seek resources for inclusion in the economic life of New York State?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work

and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

[North Country Long Island](#)

[Mohawk Valley Southern Tier](#)

[Capital Region Central New York](#)

[Mid-Hudson Finger Lakes](#)

[New York City Western New York](#)

Q_3763

How does your project seek to apply CFA funds for the purpose of eliminating barriers to skilled employment by poor people in your region, as identified by the Opportunity Agenda? Please describe any efforts to collaborate at the local or regional level (i.e. public, private, labor, philanthropic sectors).

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 850
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by

REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

[North Country Long Island](#)

[Mohawk Valley Southern Tier](#)

[Capital Region Central New York](#)

[Mid-Hudson Finger Lakes](#)

[New York City Western New York](#)

Q_3764

How does your project build workforce development programs, improve physical infrastructure, and/or establish social services that connect people living in poverty in your region with skilled employment, in correspondence with the economic revitalization priorities, distressed community targets, and the industry growth areas identified in the Opportunity Agenda and Strategic Plan?

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 850
- Scoring Tips:

In 2013 Regional Councils developed Opportunity Agendas to ensure poor communities were included in the economic revitalization spurred by the work and the funding of the Regional Economic Development Councils. Whether they are workforce skills training and job linkage programs to opportunities created by

REDC priority projects, infrastructure improvements eliminating restrictions to economic growth in these areas, social services to address challenges facing the long-term unemployed, or transportation assistance to reach newly created jobs, each Opportunity Agenda seeks to bolster economic productivity across New York State by helping these communities overcome barriers to economic success.

Please review your region's Opportunity Agenda by clicking on the appropriate link below, and explain how your project would use state dollars to eliminate barriers to the skilled labor market for unemployed and underemployed individuals living in poverty in your region. Please describe how your project relies, if at all, on collaboration at the local or regional level (i.e. public, private, labor, philanthropic sectors).

OPPORTUNITY AGENDA:

[North Country Long Island](#)

[Mohawk Valley Southern Tier](#)

[Capital Region Central New York](#)

[Mid-Hudson Finger Lakes](#)

[New York City Western New York](#)

Q_4200

Does your project provide opportunities for Veterans? to participate in the workforce, or improve services to the Veterans? and military families in New York?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No

Q_4201

If Yes, please explain how your project impacts the Veterans? and military families in New York.

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 750

Q_6048

Does your project advance downtown revitalization?

- Question Type: Basic
- Required: Yes
- Answer Type: Yes/No
- Scoring Tips: If your project will advance downtown revitalization, identify the concepts that will be utilized as outlined in the [Downtown Revitalization Initiative](#)

Q_6047

If Yes, please detail how it will attract and retain residents, visitors and businesses and transform neighborhoods.

- Question Type: Basic
- Required: No
- Answer Type: Long Answer
- Characters: 1 - 600
- Scoring Tips: If your project will advance downtown revitalization, identify the concepts that will be utilized as outlined in the [Downtown Revitalization Initiative](#)

Q_575

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, acquired, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

- Question Header: Project Description
- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 1200
- Scoring Tips: Please includes details relevant to all programs on this application. Programs on this application are: {{program_list}}

Q_976

Statement of Need

- Question Type: Basic
- Required: Yes

- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips:

Provide a brief summary of the need for the project in the geographic area proposed, the project's financing needs, including funding gaps and, where applicable, describe the additional short and long term jobs that will be created through the development of the proposed project.

Q_930

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, government efficiency or consolidation etc.

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips: The REDC and Upstate Revitalization Initiative's (URI) are designed to support projects that will help transform the region's economy. Applicants seeking these resources should explain why the project is a priority for the region. Providing details on the impact of the project such as the ability to create net new high paying jobs, the extent of private sector support, the impact it has on the community, and how the project will advance, in a meaningful way, the implementation of the REDC/URI plans, will help the REDCs and state during review.

Q_2366

How does your project align with the Regional Economic Development Council's Strategic Plan/Upstate Revitalization Initiative Plan? (strategic plans are located at <https://regionalcouncils.ny.gov/>)

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850
- Scoring Tips: Describe how the proposed project advances the REDC/URI plan for the region, specifically linking the project to the region's goals, strategies, and targeted industry clusters. A response to this question should directly and specifically link the project to a section or sections of REDC/URI plan for the region.

Q_929

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc. You may enter N/A for non-project related applications)

- Question Type: Basic
- Required: Yes
- Answer Type: Short Answer

Q_975

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps. (You may enter N/A for non-Project related applications)

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 850

Q_580

Provide a list of all federal, state, and local reviews, approvals, or permits needed or completed, including the dates when they are expected to be completed or were completed. If Not Applicable, indicate "NA".

- Question Type: Basic
- Required: Yes
- Answer Type: Long Answer
- Characters: 1 - 400

Q_2364

What is the status of State and/or Federal Environmental Review? If review of the project is underway or completed pursuant to the State Environmental Quality Review Act (SEQRA) or National Environmental Policy Act (NEPA), please indicate the lead agency (if applicable).

- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_1054

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

- Question Type: Basic
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 850

Q_2362

If funding was awarded in prior CFA rounds, what were the CFA numbers for which funding was awarded? (separate multiple CFA numbers with commas)

- Question Header: Prior CFA Funding
- Question Type: Basic
- Required: No
- Answer Type: Short Answer

Q_4160

For each program to which you are applying under the CFA, explain your strategy for proceeding if the full amount of requested funding, required matching funds, and temporary financing are not secured as expected, or committed sources become unavailable. This explanation must address any proposed project phases, and both CFA and non-CFA sources of funds.

- Question Type: Basic
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 5000

Q_6445

Is the applicant organization a Partner or Friends group proposing to undertake work in a State Park or Historic Site?

- Question Header: OPRHP Partner and Friends Groups
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_6272** will be displayed

Q_6272

Attach letter(s) of support from the OPRHP Regional Director and Capital Facilities Manager with this application.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_6445**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

These attachments are required for any property under the jurisdiction of the New York State Office of Parks, Recreation and Historic Preservation.

To receive grant funding, Friends/Partner Groups must have a written agreement with OPRHP (Memorandum of Understanding, Memorandum of Agreement, or special permit to undertake the project work) that is current and fully executed before a grant agreement can be finalized.

Q_7020

Is the applicant proposing a park or recreational project to be considered for funding under the Parks program?

- Question Header: Parks Program Eligibility
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_7021** will be displayed

Q_7021

Is the applicant a Not-for-Profit organization?

- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_7019** will be displayed
- This is a conditional question based on the answer to **Q_7020**. This question displays when selecting the answer: "**Yes**"

Q_7019

Attach a resolution of municipal endorsement with this application. If the project is located on State land, attach a statement that the municipal endorsement is not required.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7021**. This question displays when selecting the answer: "Yes"
- Scoring Tips:

Not-for-profit organizations are required to provide a municipal endorsement with this application.

For projects involving multiple municipalities, the endorsement is required from the municipality with planning jurisdiction (e.g., the county) and all municipalities owning affected property.

A sample of an acceptable Municipal Endorsement can be found at <http://nysparks.com/grants/consolidated-funding-app.aspx>.

Q_7015

Provide demographic and other relevant data or information which demonstrates the degree to which the project will primarily serve either (1) a densely populated area where recreational opportunities have sustained physical deterioration, decay, neglect, or disinvestment, or (2) an area where a substantial proportion of the residential population is of low income or otherwise disadvantaged and underserved with respect to existing recreational opportunities.

- Question Header: Recreational Opportunity
- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

Provide data or information including, but not limited to, population density, poverty rates, or other relevant indicators. Please refer to the CFA Guidance Document at <http://nysparks.com/grants/consolidated-funding-app.aspx>.

Q_6915

Is the project property:(a) individually listed on the State and/or National Register of Historic Places, or (b) located within a historic district which is listed on the State and/or National Register of Historic Places and which is identified in the district nomination form as contributing to the significance of the district, or (c) scheduled for nomination review at the State Review Board meeting of June 7, 2018 or September 6, 2018? If the project property is located within a historic district which is listed on the State and/or National Register of Historic Places, but the district nomination does not clearly identify the property as contributing to the significance of the historic district, contact the National Register representative for your county for assistance; see contacts link in the Scoring Tips.

- Question Header: Historic Preservation Program Eligibility
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_7011** will be displayed
- Scoring Tips:

Applicants can use the State Historic Preservation Office's CRIS system at <http://nysparks.com/shpo/online-tools/> to identify properties listed on the State/National Registers through 2016.

State and National Register listings through 2017 are also shown on the online, layered **Grants Map for CFA** accessed via <http://nysparks.com/grants/consolidated-funding-app.aspx> and the instruction document, "**Using the Grants Map for CFA**".

For more recent listings and current proposals, contact the National Register representative for your county as listed at: <http://nysparks.com/shpo/contact/>.

Q_7011

Is the long-term goal of this Planning, Acquisition or Construction grant primarily for the repair/restoration/rehabilitation of Historic features of the property? For example, restoring wood windows; repairing a slate roof; removing aluminum siding and restoring the wood siding; reestablishing historic brick paths in a landscape? If the long-term goal is primarily to repair or introduce Non-Historic features, please answer ?no.?

- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No

- This is a conditional question.
 1. If **Yes** is selected then **Q_7022** will be displayed
- This is a conditional question based on the answer to **Q_6915**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

For questions about the eligibility of your proposed project in the Historic Preservation category, please consult the regional grants administrator for your county as listed at <https://parks.ny.gov/grants/contact.aspx>.

Q_7022

Do you wish your application to be considered for funding under the Historic Preservation program?

- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then these questions will be displayed:
 - **Q_6916**
 - **Q_7025**
- This is a conditional question based on the answer to **Q_7011**. This question displays when selecting the answer: "**Yes**"

Q_6916

Provide documentation of the Register listing (individual listing or identified as contributing to a historic district) or nomination review, the documentation needs to include the following information: (1) the official name under which the property was or will be designated AND (2) either (a) or (b) as applicable: (a) for properties listed in 2017 and before, the NR number as shown in the State Historic Preservation Office's CRIS system OR on the online, layered Grants Map for CFA (b) for properties listed in 2018 or currently proposed for nomination review, the date when the property was registered or is scheduled for nomination review.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7022**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

Official listing names and NR numbers (e.g., 89NR00009) for properties listed on the State/National Registers in 2017 and earlier can be obtained through the SHPO's CRIS system at <http://nysparks.com/shpo/online-tools/> OR on the online, layered **Grants Map for CFA** accessed via <http://nysparks.com/grants/consolidated-funding-app.aspx> and the instruction document, "**Using the Grants Map for CFA**".

For properties listed on the State/National Registers in 2018 and properties proposed for nomination review at the State Review Board meetings of June 7, 2018 or September 6, 2018, documentation can be provided by the National Register representative for your county. For contact information, call 518-268-2213 or consult <http://nysparks.com/shpo/contact/>.

Q_7025

Attach a summary of existing conditions and proposed work for which funding is requested, using the Historic Preservation Work Detail format as linked in the Scoring Tips. If this application is for a Sectarian Project, you must provide a comparison between Basic Repair and True Restoration as part of the proposed work narrative.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7022**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

See the Historic Preservation Work Detail format at <https://parks.ny.gov/grants/documents/cfa/HistoricPreservationWorkDetail.pdf>.

If this application is for a Sectarian Project, also see Information and Instructions for Sectarian Projects at <https://parks.ny.gov/grants/consolidated-funding-app.aspx>.

Contact the regional grants administrator for your county with questions as listed at <https://parks.ny.gov/grants/contact.aspx>.

Q_6987

If the property has been officially designated as a local landmark or as part of a local historic district under local historic preservation legislation, provide documentation, such as the municipal list of designated properties, a copy of the landmark designation, notification letters, etc.

- Question Header: Local Designation
- Question Type: Attachment
- Required: No
- Answer Type: Attachment

Q_5861

Is the project (1) located on a property within a designated state Heritage Area and (2) included in the approved Management Plan for that area and/or consistent with the goals described in that Management Plan?

- Question Header: Heritage Areas Program Eligibility
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_5862** will be displayed
- Scoring Tips:

Only projects located within the boundaries of an approved Heritage Area with a valid management entity in place are eligible for funding under the Heritage Areas program.

A list of all approved Heritage Areas, a contact list, and links to Heritage Area boundary maps can be found at <http://nysparks.com/grants/heritage-areas/default.aspx>. Heritage Area boundaries are also shown on the online, layered Grants Map for CFA accessed via <http://nysparks.com/grants/consolidated-funding-app.aspx> and the instruction document, Using the Grants Map for CFA.

Q_5862

Do you wish your application to be considered for funding under the Heritage Area program?

- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_5863** will be displayed
- This is a conditional question based on the answer to **Q_5861**. This question displays when selecting the answer: "**Yes**"

Q_5863

Provide a written approval/endorsement of the project from the local Heritage Area Management entity. If the project applicant is the Heritage Area Management entity, document as such.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_5862**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

Applications will only be considered for Heritage Areas funding if the approval/endorsement of the project by the local Heritage Area management entity is attached. The endorsement letter should reference the appropriate Heritage Area management plan and relevant Heritage Area programs and goals.

A contact list can be found at a <http://nysparks.com/grants/heritage-areas/default.aspx>.

Q_7164

Project review pursuant to the State Environmental Quality Review Act (SEQRA) must be completed prior to the award of any state and/or federal funds. If review of the project pursuant to SEQRA has been completed, please submit the Negative Declaration or Findings Statement. If review of the project pursuant to SEQRA has not yet been completed, note the status and timeframe for compliance and, for projects classified as Type I or Unlisted actions, submit a short or long Environmental Assessment Form, or, if the applicant is a not-for-profit organization, submit the "Environmental Review Form." See Scoring Tips for links to forms.

- Question Header: Required Attachments for all applicants to OPRHP for EPF
- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

Information and forms can be found at <http://www.dec.ny.gov/permits/357.html> and <http://www.dec.ny.gov/permits/6191.html>.

If you are a not-for-profit, complete and attach the "Environmental Review Form" to be found at: <http://nysparks.com/grants/consolidated-funding-app.aspx>.

Q_7204

Schematic Site Plan: Provide a plan and/or elevations that depict the project site and its immediate surroundings identifying both existing conditions and proposed project elements as described in the project narrative.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

Provide a document that connects the narrative, photos, budget, and for a historic property the work detail, together pictorially.

Specific guidance can be found in the CFA Guidance Document located at <http://nysparks.com/grants/consolidated-funding-app.aspx>.

Q_7329

Provide clear color images, both overviews and details, showing the property and illustrating existing conditions and areas to be impacted by proposed work. Photos should be dated, labeled and keyed to a site plan. Include photos of any structures more than 50 years old within, or immediately adjacent to, the project area. Provide views to these features from the project site, as well as views of the project site from them.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

Photographs or digital images are acceptable; however, photocopies are not allowable substitutes. Please ensure that photographs reflect current conditions. Images that are freely available on the internet may not show current, actual conditions.

For structural elements, key photos to floor plan and/or elevations and provide directional orientation (e.g., "Smith House, Jonesville, NY - deteriorated slate roofing and cornice, south elevation 3/10/17").

Q_7330

Submit a 1:24,000 scale USGS or DOT planimetric map with the subject property circled. See Scoring Tips for links to downloadable maps.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

This map is required. The map must show at least 1:24,000 scale and be clearly marked as to scale and source, including Quad Name and/or Code.

We recommend using the online, layered Grants Map for CFA, accessed via <http://nysparks.com/grants/consolidated-funding-app.aspx> and the instruction document, "Using the Grants Map for CFA."

Another source for downloadable, printable maps is the NYS GIS Clearinghouse www.gis.ny.gov

In addition, you may submit any other site map that is available which will help to locate the specific project site.

Q_6985

Does the project involve ground disturbing activities? Examples of ground disturbance include mining activities, multiple episodes of building construction and demolition, excavation, grading, trenching, and stump removal. For purposes of archeology, plowing is not considered to be a form of ground disturbance.

- Question Header: Ground Disturbing Activities
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_6986** will be displayed

Q_6986

Describe the proposed ground disturbing activity. If possible, show it on a site plan. If you have documentation of prior ground disturbance in the area of proposed work, attach documentation (photos, maps, site plans). If no prior ground disturbance can be documented, it may be necessary to conduct an archaeological survey prior to any work on the project. Your budget should take into account the need for an archaeological survey.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_6985**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

If you have questions about archeology, contact the archeology representative for your county. For contact information, call 518-268-2213 or consult <http://nysparks.com/shpo/contact/>.

Q_7179

Is the project located in a public park facility, all or part of which is being sold, leased, exchanged, donated, disposed of or used for other than public park purposes?

- Question Header: Alienation or Conversion of Municipal Parkland
- Question Type: Attachment
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_7181** will be displayed

Q_7181

Attach legislation authorizing the alienation with this application.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7179**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

Proposed or enacted legislation must be provided if parkland is being alienated.

Q_7182

Does this project include acquisition of real property, as defined in the Scoring Tips?

- Question Header: Acquisition of Real Property
- Question Type: Attachment

- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then these questions will be displayed:
 - **Q_7183**
 - **Q_7184**
- Scoring Tips:

A "Yes" answer is required for any project where acquisition is included in the project scope or budget, whether or not the State will be asked to cost-share in the acquisition costs; whether the acquisition is by purchase, donation or conversion from other purposes; and whether the real estate transaction is projected or has already occurred. To be included in the project budget, acquisition costs must be incurred during the project term or up to one year prior to the application deadline.

Q_7183

For projects that include acquisition, a written estimate of value (windshield appraisal/market valuation) for each parcel is required with this application.

- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7182**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

A written estimate of value (windshield appraisal/market valuation) for each parcel must be included with this application. Include the value of any land that will be acquired through donation to the project or converted from other purposes. Acquisition costs must be incurred during the project term or up to one year prior to the application deadline.

If a grant is awarded, the value of each parcel must be established by a full, detailed (self-contained) appraisal, the standards for which can be found at <http://nysparks.com/grants/forms-resources.aspx>. Two appraisals will be needed if the property is valued at \$300,000 or more.

Q_7184

For projects that include acquisition, documentation of the owner's intent to sell is required with this application.

- Question Type: Attachment

- Required: Yes
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7182**. This question displays when selecting the answer: "**Yes**"
- Scoring Tips:

Owner's intent can be demonstrated by a signed purchase contract, option agreement, letter of intent, or, in the case of acquisition that has already taken place, documentation of the real estate transfer.

Q_7185

Attach documentation of how the project meets the needs for an aging population, encourages participation by youth, or responds to changes in the composition of the population and social condition of the community, as described elsewhere in this application.

- Question Header: Project Impact
- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

For groups served, provide evidence such as news articles, community reports, citations by State agencies, etc.

Q_6949

Attach documentation showing evidence of local need for the proposed project including information such as the number of similar facilities within the service area, amenities, size and condition of the facilities; accessibility and ADA compliance of existing facility; current use of the facility; and, the anticipated maintenance, operation, and level of use of proposed facility.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

For local need, provide evidence of official support, endorsements and/or involvement from neighborhood, community, municipal or State-wide preservation organizations, if available (for example, current news articles, press releases, press events, newsletters, official partnerships, evidence of current fundraising campaign, community reports, citations by State agencies, etc.).

Letters of support are strongly encouraged especially from people directly impacted by the project. Attach letters of support to Q_6946.

Q_6280

Document (1) any special or emergency situations or any State or Federal mandates affecting the need for the project, and (2) any threats to the property from negligence, development pressure or inappropriate treatment; include specific evidence of the seriousness and immediacy.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

If available, provide evidence such as news articles, community reports, citations by State agencies, consent order issued by State or Federal agencies, official support, endorsements and/or involvement from neighborhood, community, municipal or state-wide preservation organizations attesting threat to historic resource with firm timeline if demolition is recommended due to development pressure; documented significance and use of specific acquisition property/land if to be added to adjacent historic property, etc.

Q_1585

If the proposed project involves a remediated brownfield, provide a certificate of completion or letter from the NYS Department of Environmental Conservation (DEC) that recognizes the successful removal of hazardous waste.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment

Q_7009

Attach relevant sections of any previous or current studies that have been prepared for this property and/or project, including the date of the study.

- Question Header: Planning Initiatives
- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

Please refer to the CFA Guidance Document, Attachments to Support Application, at <http://nysparks.com/grants/consolidated-funding-app.aspx> for a description of acceptable file formats and size limits.

Q_6281

If the project is consistent with regional, municipal or community initiatives, or is included in a local plan, submit clearly marked copies of the relevant sections of the document, clearly identifying the source and page.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

If the plan which identifies the need for the project is 5 years or older, provide evidence that the plan reflects current need (i.e. a copy of the resolution adopting or reaffirming the local plan).

If the plans are available electronically, you can provide a link to the documents; however, you will have to specifically reference the section and page supporting the project.

Rating points can only be assigned if the project's consistency with planning efforts is documented.

Q_6951

Provide written documentation clearly identifying community involvement and support, as described elsewhere in this application.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

In addition to a formally adopted plan (as addressed in prior questions), community involvement can be documented by mechanisms such as: an official resolution by the governing body of the applicant, approving and/or endorsing the project and affirming public and community support for it; public outreach plan; press releases/announcements; fundraising campaign plans; reports of public participation, public meetings, and/or events; official project endorsements, and partnerships.

Rating points can be assigned only if you attach documentation of community involvement and support.

Letters of support are strongly encouraged especially from people directly impacted by the project. Attach letters of support to Q_6946.

Q_6946

Please provide Letters of Support for your project (if applicable). All letters should be scanned into a single PDF file and their total size cannot exceed 10 Megabytes (MB).

- Question Type: Attachment
- Required: No
- Answer Type: Attachment

Q_7023

Attach an itemized Cost Share Summary, using the "Cost Share Summary" template and "Cost Share and Budget Help" document as linked in the Scoring Tips. For each element of the proposed project, as described in your Project Description and Project Narrative, itemize expenses by funding source and type. Describe the matching share in detail. Include the value of expenses that will be covered through donations, volunteer labor, grants from other agencies, and other matching sources. If this application is for a Sectarian Project, consult the "Information and Instructions for Sectarian Projects" on our web site to learn how to present the difference between the costs of Basic Repairs vs True Restoration, and use the Sectarian Cost Share Summary template as linked in the Scoring Tips.

- Question Header: Documentation of Sound Administrative Structures and Reasonableness of Costs
- Question Type: Attachment
- Required: Yes
- Answer Type: Attachment
- Scoring Tips:

Cost estimates must be accurate and detailed; costs must clearly and thoroughly relate to project outcomes, with no extraneous or ineligible expenses; and costs must meet eligibility requirements of the program. Guidance and examples, including for Sectarian projects, can be found in the Cost Share Summary documents at <http://nysparks.com/grants/consolidated-funding-app.aspx>.

Identify the status of matching funds (i.e. currently on hand, committed, and requested). Specify the source and identify whether it is federal, state or private in origin. Note any restrictions on matching funds (i.e. date and conditions of release). For each source of matching funds identify whether it is cash, in-kind or donation, and when funds will be available. Documentation of match (e.g. pledge/award letters, bank statements, etc.) may also be attached here.

Contact the regional grants administrator for your county with questions as listed at <https://parks.ny.gov/grants/contact.aspx>.

Q_7332

For stand-alone planning projects involving just the preparation of plans and specifications, provide at least two professional estimates for the preparation of these documents or provide two professional estimates of the proposed construction costs or submitted construction bids, and identify the percentage of the professional fee to prepare plans and specifications. For other planning projects (condition studies, Historic Structures Report, Cultural Landscape Report, feasibility study, etc.), submit two estimates and documentation of consultants' qualifications and/or licenses (and if Historic Preservation, from a professional as defined in the document "Historic Preservation Terms and Professional Qualifications" available on our web site as linked in the Scoring Tips).

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- Scoring Tips:

Two estimates for ANY planning documents (plans and specifications, Historic Structures Report, Cultural Landscape Report, feasibility study) are required to make sure the budget contains justifiable costs and were requested from a licensed consultant (and if Historic Preservation, from a professional as defined in the document "Historic Preservation Terms and Professional Qualifications" available at <http://nysparks.com/grants/consolidated-funding-app.aspx>).

Q_7326

Have consultants, managers and/or professionals been hired/selected for the project?

- Question Type: Attachment
- Required: No
- Answer Type: Yes/No
- This is a conditional question.

1. If **No** is selected then **Q_7328** will be displayed
2. If **Yes** is selected then **Q_7327** will be displayed

Q_7327

If consultants, managers and professionals have already been selected for the project, provide documentation of the procurement /hiring process, individual/firm resumes, and assignment/scope of services.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7326**. This question displays when selecting the answer: "**Yes**"

Q_7328

If consultants, managers and professionals have not been hired/selected, attach a description of the procurement/hiring method and provide a draft or copy of the Request for Proposals or other materials proposed for soliciting services.

- Question Type: Attachment
- Required: No
- Answer Type: Attachment
- This is a conditional question based on the answer to **Q_7326**. This question displays when selecting the answer: "**No**"

Q_6919

For which program(s) should this application be considered? BEFORE making your selections, please note the specific eligibility and attachment requirements for each program as outlined in the 2018 CFA Guidance Document as well as the answers you provided previously to Program Eligibility questions in the Documents section of this online application.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: Parks Program, Historic Preservation Program, Heritage Area Program
- Scoring Tips:

To be considered for this Grant opportunity, you MUST select and qualify for at least one program. Your application will be evaluated in every program selected for which it qualifies and for which you have fulfilled the program requirements.

Consult the 2018 CFA Guidance Document for eligibility and attachment requirements at nysparks.com/grants/consolidated-funding-app.aspx.

Q_5813

For which phase(s) of your project are you applying for EPF Parks, Preservation and Heritage Grant funding?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Single Choice Dropdown
- Choice Options: Planning, Acquisition, Development
- Scoring Tips:

If more than one of the choices applies to your project, select the category where the greatest amount of grant funds will be expended. For example, if you are requesting 50% of a \$300,000 project that involves purchasing parkland for \$200,000 and installing a trailhead parking lot for \$100,000, the majority of the \$150,000 grant will be applied to the land purchase, so you should select Acquisition. For that same project, if \$150,000 of the land value is donated and used as matching share, only \$50,000 of the grant funds would be used for Acquisition and \$100,000 for Construction, so you should select Development.

Q_2138

What is the classification of property on which this project will take place? (Select all that apply.)

- Question Type: Standard Question
- Required: Yes
- Answer Type: Multi Choice
- Choice Options: State Land, Municipal Land, Private Land, Federal Land, Dedicated Parkland

Q_6990

Is the applicant a sectarian entity?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Yes/No

- Scoring Tips:

State funding can only be applied to work that will have a public benefit, beyond the benefit to the congregation. For example, if a historic church needs a new roof, the state can pay for the difference between the basic cost of fixing the roof and doing an historically accurate restoration of the roof.

In particular, for historic preservation projects, work intended for the primary benefit of the worshippers which is not restoring something historic (for example adding a new elevator or ramp for persons with disabilities) is not an eligible expense and cannot be reimbursed with State historic preservation grant monies.

For more information, consult the Information and Instructions For Sectarian Projects, on our web site at <https://parks.ny.gov/grants/consolidated-funding-app.aspx>.

Contact the regional grants administrator for your county with questions as listed at <https://parks.ny.gov/grants/contact.aspx>.

Q_7010

Provide the project location ZIP Code Tabulation Area (ZCTA) code and county; if project spans multiple locations, list all ZCTA codes affected. See the Scoring Tips for additional information and links to assistance.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

ZIP Code Tabulation Areas (ZCTAs) are generalized areal representations of United States Postal Service (USPS) ZIP Code service areas. In most instances the ZCTA code is the same as the ZIP Code for an area. In creating ZCTAs, the Census Bureau took the most frequently occurring ZIP Code in an area for the ZCTA code. Some addresses will end up with a ZCTA code different from their ZIP Code.

Instructions for identifying the ZIP Code Tabulation Area (ZCTA) code of your project's location are available in the document, **Using the Grants Map for CFA**, at <http://nysparks.com/grants/consolidated-funding-app.aspx>,

If you need assistance with identifying your project location's ZCTA, contact the regional grants administrator for your county at <https://parks.ny.gov/grants/contact.aspx>.

Q_7335

The OPRHP Environmental Protection Fund: Parks, Preservation and Heritage Grants program is a reimbursement program. Grants can fund up to 50 percent of the total eligible project cost; up to 75 percent, if the project is located in a high-poverty area. To determine your project's eligible level of State assistance, consult the online, layered Grants Map for CFA or the table, Poverty Level Table by ZIP Code Tabulation Area (ZCTA), on our web site as linked in the Scoring Tips. If the poverty level of the project location is 10 percent or more, the reimbursement can be up to 75 percent of the eligible project cost; if below 10 percent, then reimbursement can be up to 50 percent of the eligible project cost. Grant awards are capped at \$500,000. Please indicate the Percent Below Poverty Level for the ZCTA noted in Q_7010; if the project spans multiple locations, list the Percent Below Poverty Level and ZCTA for each ZCTA affected.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- Scoring Tips:

Consult the "Poverty Level Table by ZIP Code Tabulation Area (ZCTA)" at <http://nysparks.com/grants/consolidated-funding-app.aspx>. Find your project location's ZCTA code in the table and check the corresponding Percent Below Poverty Level column to determine your project's eligible level of State assistance. If the Percent Below Poverty Level is below 10 percent, grants can fund up to 50 percent of the total eligible project cost; if the Percent Below Poverty Level is 10 percent or more, grants can fund up to 75 percent of the total eligible project cost.

Applicants are encouraged to use the online layered "Grants Map for CFA" accessed via <http://nysparks.com/grants/consolidated-funding-app.aspx> to help answer application questions in the CFA, including questions concerning how to identify the appropriate Regional Economic Development Council, ZIP Code Tabulation Area (ZCTA) and Poverty data, save and print or upload a 1:24,000 scale topographic or planimetric map, etc. for the project location. The instruction document, "Using the Grants Map for CFA," outlines how to use the features of the layered map.

If you need assistance with determining your project's eligible level of State assistance, contact the regional grants administrator for your county as listed at <https://parks.ny.gov/grants/contact.aspx>.

Q_7013

Provide a brief (500 characters) "press ready" project abstract, including: legal applicant name; project location; general purpose of project. See Scoring Tips for examples.

- Question Header: OPRHP Project Abstract
- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 500
- Scoring Tips:

Use the format: "Applicant will..." Keep it general; do not include specific numbers (acres, square footage, etc.). Avoid acronyms except if already spelled out in the project or business name.

Examples:

The Sample Organization will renovate the soccer and baseball fields, and construct a basketball court at the Town Park.

Albany County will undertake a full assessment of Lawson Lake Park in Feura Bush, including needed improvements of existing infrastructure and recommendations for the construction of new public facilities, including a pavilion.

The Lewis County Historical Society will complete Phase II Stabilization and Restoration of the General Walter Martin Mansion. The goal is to restore the mansion to the 1830s period and to prevent further deterioration.

Q_6286

In a detailed project narrative, (1) describe the work to be accomplished by this project, including component steps and approximate timeline, (2) explain how the items outlined in your Cost Share Summary template and CFA Program Budget will accomplish your project goals, and (3) describe how the proposed work is appropriate and will be accomplished according to accepted professional standards.

- Question Header: Project and Property Description

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 5000
- Scoring Tips:

Cite relevant standards. If experts have been consulted, note the source and summarize the guidance received.

Elsewhere in this application you will have an opportunity to attach photographs and plans to illustrate this narrative.

Q_6288

If the applicant is partnering with or applying on behalf of another entity/organization that will undertake the project work, be the principal payee of the grant, and/or take/retain ownership/use of the property, explain the fiscal relationship between the parties, the particulars of their participation in the proposed project, and who will execute the grant contract with OPRHP.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 1500
- Scoring Tips:

Usually, the applicant is the organization that:

- Has an ownership interest in the property
- Will sign a contract with NYS to accept and manage the grant
- Will undertake the project work
- Will make project expenditures
- Will receive reimbursement under the grant

If any of these conditions do NOT apply, please explain.

Q_3619

Describe your ownership interest in the property and any restrictions in ownership or use of the property.

- Question Type: Standard Question
- Required: Yes

- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 1500
- Scoring Tips:

If your application is successful, you will be expected to provide documentation of ownership (e.g., deed, lease, management agreement, etc.), and of any restrictions (e.g., Title Policy Schedule B) prior to execution of the project agreement.

All owners must execute the project agreement and long term protection agreement as guarantors. All lien-holders must subordinate their interest to the long term protection agreement.

Any project that is approved for funding and is located on land under the jurisdiction of the Canal Corporation must receive all necessary approvals of the Canal Corporation prior to the final execution of a project agreement.

Q_3444

For projects involving acquisition of real property (either purchase or donation), describe the status of the acquisition, including current ownership and circumstances of sale. Also list any restrictions on the use or ownership of the property, site or facility that is the subject of the grant proposal. Elsewhere in this application, you will be asked to document the owner's intent to sell and provide proof of the value of the property.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500
- Scoring Tips:

Explain any liens or restrictions on the use of the property, such as zoning limitations, utility rights-of-way, easements, covenants and grant obligations.

Owner's intent to sell can be demonstrated by a signed purchase contract, option agreement or letter of intent.

A written estimate of value (windshield appraisal/market valuation) for each parcel must be included with this application. Also include the value of any land that will be acquired through donation to the project. Upon award, formal, self-contained appraisals will be needed to document the value of the property. Two appraisals will be needed if the property is valued at \$300,000 or more.

Q_6379

If the grant proposal is for a planning project other than the preparation of contract documents (plans and specifications), identify in detail the components of the final planning document or product.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 1500
- Scoring Tips:

For example, list how the Table of Contents would appear in the final planning document. Types of planning documents could include: conditions study, feasibility study, historic structures report, cultural landscape report, archeology report; site survey, large topographical study, geo-technic study, etc.

Q_7347

If your project addresses opportunities for outdoor recreation, identify area(s) of principal benefit:

- Question Header: Statewide Comprehensive Outdoor Recreation Plan (SCORP)
- Question Type: Standard Question
- Required: No
- Answer Type: Multi Choice
- Choice Options: Park day use, Swimming, Biking, Golfing, Court Games, Field Games, Walking/Jogging, Camping, Fishing, Boating, Downhill skiing and snowboarding, Snowmobiling, Winter activities, Other
- Scoring Tips:

Park day use – Relaxing in the park, picnicking, playground use, other generic day use, including historic sites/museums, skateboarding, skate park, high ropes, adventure park.

Swimming – Outdoor swimming, either pool, lake, ocean or other; also includes surfing, spray pools, splash pads.

Biking – Non-motorized use of bicycles whether on trails, established paths, off-road or on highways for recreational purposes.

Golfing, on regulation 18 or 9-hole courses, par 3, or pitch and putt courses.

Court Games -- includes basketball, handball, tennis, volleyball and similar sports.

Field Games -- includes baseball, football, soccer and other similar sports.

Walking/Jogging on paths and trails. Walking for pleasure, generally requiring less equipment than hiking; also includes day hiking, bird watching/identification, nature interpretation, such as tree and plant identification, scenic viewing.

Camping, including tent, RV camping and backpacking, which involves long distance hiking and staying overnight

Fishing, Salt and Fresh Water fishing from either shore or a boat, but not ice fishing.

Boating, including canoeing, sailing, motorboating, rowing.

Downhill skiing and snowboarding, but not cross-country skiing

Snowmobiling

Winter activities, such as cross-country skiing, snowshoeing, ice skating, sledding, ice fishing, hockey and other miscellaneous local winter activities

Other

Please check only those outdoor recreation categories that will benefit substantially from your project AND are mentioned in your project narrative or elsewhere in this application. The listed Outdoor Recreation categories are drawn from the Statewide Comprehensive Outdoor Recreation Plan (SCORP), available at: <http://nysparks.com/grants/forms-resources.aspx>, and ratings will be based on the SCORP Relative Index of Need (RIN) for your county; if multiple categories are checked, RIN scores for the selected categories will be averaged. If you select "Other", make sure that the outdoor recreation impact of your project is clearly described elsewhere in this application; otherwise, no rating points can be applied.

Q_6390

Describe the public benefit that will result from completion of the project. Show why the State should participate in the cost of the project. What is the economic benefit of this project to the citizens and visitors of New York State?

- Question Header: Project Impact
- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

For example, how will this project impact the community in terms of economic stimulus, revenue generation, visual appeal (downtown anchor), health and safety and/or job creation-retention?

Q_7003

Explain in detail the recreational or heritage contribution of the project and how this will affect the vitality of the surrounding area or community.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 3500
- Scoring Tips:

Describe the importance of the project to the community in terms of visual appeal, impetus to community renewal, waterfront revitalization and/or the health and vitality of the community. For Heritage Areas, the extent to which the project will contribute to the programs and goals of the local Heritage Area.

If the project is not funded, how would this impact the community?

An opportunity to attach documentation is provided elsewhere in this application.

Q_6031

Describe and document groups served by the proposed project. If applicable, describe how the project meets the needs for an aging population, encourages participation by youth, or responds to changes in the composition of the population and social condition of the community.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500
- Scoring Tips:

For groups served, provide evidence, if available (for example, news articles, community reports, citations by State agencies, etc.).

Q_4197

If this is an acquisition or development project that will provide new access and/or ensure open and reasonable access to a property, provide a buffer or add capacity to existing property, or protect environmentally significant resources, describe how this will be accomplished.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500
- Scoring Tips:

Examples: opening landlocked areas for public use, building a new boat launch on a lake where the public did not have prior access, providing a link to a trail system, or buffer to a historic resource, eliminating gaps in ownership between two or more parcels of public land, protecting animal or plant species, wetlands, habitats, historical and/or cultural resources, preserving a significant viewshed.

Q_6377

Describe and document evidence of local need including information such as the number of similar facilities within the service area, amenities, size and condition of the facilities; accessibility and ADA compliance of existing facility; current use of the facility; and, the anticipated maintenance, operation, and level of use of the proposed facility.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

For local need, provide evidence of official support, endorsements and/or involvement from neighborhood, community, municipal or State-wide preservation organizations, if available (for example, current news articles, press releases, press events, newsletters, letters of support (form letters of support discouraged), official partnerships, evidence of current fundraising campaign, community reports, citations by State agencies, etc.).

Q_6988

Describe the overall condition of the property, sites or facilities (past, current, proposed). Specifically list any proposed ground-disturbing activities, steps

already taken to identify historic and/or archeological resources that may be impacted by the project, and measures taken or planned to protect and assure that the project will not damage or destroy historically or archeologically significant aspects of a property. Identify any structures or man-made landscapes over 50 years old in the project area, explain their significance, if any, and describe how they will or will not be affected by the project.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 3500
- Scoring Tips:

As part of this application, you will be asked to provide photos, keyed to a site plan, to document the existing conditions. These are part of the required attachments.

Q_3448

Note any special or emergency situations or any State or Federal mandates affecting the need for the project. Describe any threats to the property from negligence, development pressure or inappropriate treatment; be specific as to the seriousness and immediacy of the threat.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500
- Scoring Tips:

Elsewhere in this application, you can submit available evidence, such as, news articles, community reports, citations by State agencies, consent order issued by State or Federal agencies, etc.

Q_6391

If the proposed project involves a remediated brownfield, describe how it will rehabilitate or restore the site.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Answer
- Characters: any
- Scoring Tips:

You will be asked elsewhere in this application to provide a Certificate of Completion from the NYS Department of Environmental Conservation.

Q_1432

Describe how public and community support was accomplished through citizen and community participation and/or public outreach. Describe the role and experience of municipal agencies, private organizations, consultants, volunteers, and others involved in the project.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

As part of this application, you will be asked to document statements made.

The major concern is that this project is responding to citizen-identified needs. The priority of the project to residents is evidenced by citizen support for the idea. Points are awarded based on the answers you provide.

Do Not Leave Blanks.

Q_7336

Explain how the project relates to/is consistent with Federal and New York State plans, such as the Statewide Comprehensive Outdoor Recreation Plan (SCORP), NYS Open Space Conservation Plan, New York State Historic Preservation Plan, or any other relevant statewide or Federal policies and programs (e.g., Erie Canalway Preservation and Management Plan, Preserve America, etc.). For Federal or State plans that are posted on the internet, cite the internet address and the specific pages of the documents where the proposed project is referenced.

- Question Header: Consistency with State/Regional/Community Plans
- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 3500
- Scoring Tips:

The state and federal planning documents that support the project should be cited by title, section and page. [For example: "Page 14 of Section 4 of SCORP

indicates that ____ facilities are in short supply in our area and that there is a high need for new ____."]

Some plans are available on the web site of the New York State Office of Parks, Recreation and Historic Preservation, <http://nysparks.com/>. SCORP and the Statewide Trails Plan are available at: <http://nysparks.com/grants/forms-resources.aspx>. The New York State Historic Preservation Plan is available at <http://nysparks.com/shpo>. The New York State Open Space Conservation Plan is available at <http://www.dec.ny.gov/lands/98720.html>. The Erie Canalway plan is available at <http://www.eriecanalway.org/resources/preserve-plan>.

Q_3450

Explain how the project relates to and advances regional, municipal, or community planning initiatives (for example, Comprehensive Plan, Watershed Management Plan, Local Waterfront Revitalization Program, neighborhood plan, local trails plans, etc.) including historic preservation efforts.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 3500
- Scoring Tips:

Points can be awarded only if you reference and document specific planning initiatives.

Elsewhere in this application, you will be asked to provide relevant sections of the documents referenced in this answer. These sections must be clearly marked, and must specifically indicate the page and section of the reference cited.

Q_7008

Describe relevant sections of any previous or current studies that have been prepared for this property and/or project, the personnel involved, progress to date, timetable for next steps, and any obstacles to proceeding.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500
- Scoring Tips:

Specifically note previous or current measures to research and document the property, evaluate its existing conditions, develop strategies for addressing identified threats, and/or prepare construction documents. Include past or projected dates of these project-preparation activities and identify the person(s) responsible for undertaking such tasks; include relevant experience and background of all parties. If permits are required, identify the permitting agency and the status of the permit applications, with relevant dates.

Elsewhere in this application, you will be asked to provide relevant sections of the documents referenced in this answer. These sections must be clearly marked, and must specifically indicate the page and section of the reference cited.

Q_1572

Describe and document how the budget and costs were determined.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Identify the person(s) responsible for compiling the budget; include relevant experience and background of all parties. What method/approach was used to arrive at estimates? Points are awarded based on the answers you provide. Do not leave blanks.

For the Local Waterfront Revitalization Program, please refer to Evaluation of Budget and Cost in the Environmental Protection Fund Request for Applications <http://www.dos.ny.gov/funding/>

For the Environmental Protection Fund Program administered through OPRHP, please refer to the Grant Selection Criteria that can be found under Grant Program Information at <http://nysparks.com/grants/consolidated-funding-app.aspx>

For the Local Government Efficiency Program, please refer to Evaluation of Budget and Cost in the Local Government Efficiency Request for Applications <http://www.dos.ny.gov/funding/>

Q_370

Explain the strategy and resources for going forward after the project is complete; that is, for implementing grant-funded plans, developing and using grant-funded acquisitions, and maintaining grant-funded improvements.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

Identify specific resources, (such as endowments or revenue streams), and mechanisms, (such as legal protections or maintenance programs), to be drawn from for operating and maintaining the project in the future. For State/National Register listed properties, describe how the proposed scope of work will ensure the long-term protection of the property.

Q_1434

Describe the administrative structures in place to administer the requested grant. Identify individuals who will be responsible for specific tasks, such as contract and grants administration, fiscal accounting, and project management. For those managers and professionals already hired, describe their qualifications. Summarize consultant selection process and schedule, noting whether it is completed, underway or proposed. For future hires, describe qualifications sought and procurement/hiring method.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: any
- Scoring Tips:

This description should include relevant experience/background of all parties and their relationship to the applicant. Explain the qualifications of managers and professionals working on the project.

Q_3626

If this application is successful, how will you monitor expenditures during the life of the project to ensure that the project stays on schedule and within budget?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Long Rich Text (HTML)
- Characters: 1 - 1500

Q_7343

Do you currently have any open grants with OPRHP?

- Question Type: Standard Question
- Required: Yes
- Answer Type: Yes/No
- This is a conditional question.
 1. If **Yes** is selected then **Q_7344** will be displayed
- Scoring Tips:

Contact the regional grants administrator for your county with any questions as listed at: <https://parks.ny.gov/grants/contact.aspx>.

Q_7344

List the project number(s), project name(s), and expected date(s) of close-out.

- Question Type: Standard Question
- Required: Yes
- Answer Type: Short Answer
- This is a conditional question based on the answer to **Q_7343**. This question displays when selecting the answer: "**Yes**"

Q_6385

Will the project enhance and/or create opportunities for walkable public spaces for recreation, fitness, community gardens and open space in underserved neighborhoods (i.e., build green space, revitalize existing athletic and recreational facilities, create and enhance amenities at community gardens and schoolyards)? If so, detail the improvements and the expected results.

- Question Header: Commissioner Priorities
- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500

Q_6386

Is this a trail project that provides linkages to the Empire State Trail, and/or creates or enhances multi-use pedestrian and bicycle trails, creating physical and functional connections among already-protected state and local lands, historic sites, greenways, trails and waterways (including landscape and trail

improvements and special features or signage to improve programming and interpretation)? If so, detail the improvements and the expected results.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 1500

Q_6541

If this project is being undertaken by an OPRHP Friends organization or other partner group, will the project occur in a State Park, Historic Site, or will it enhance the public's access to already-protected state and local lands or historic sites by creating physical and functional connections (e.g. landscape improvements to facilitate connections, special features or signage to improve programming and interpretation). If so, detail the improvements and the expected results.

- Question Type: Standard Question
- Required: No
- Answer Type: Long Rich Text (HTML)
- Characters: 0 - 3500

Q_1037

By entering your name in the box below, you certify and agree that you are authorized on behalf of the applicant and its governing body to commit the applicant to comply with the requirements of Article 15-A of the New York State Executive Law: Participation By Minority Group Members and Women With Respect To State Contracts by providing opportunities for Minority-owned Business Enterprise (MBE)/Woman-owned Business Enterprise (WBE) participation. You further certify that the applicant will maintain such records and take such actions necessary to demonstrate such compliance throughout the completion of the project.

- Question Header: General Certifications
- Question Type: Certification
- Required: Yes
- Answer Type: Short Answer

Q_1038

By entering your name in the box below, you certify that you are authorized on behalf of the applicant and its governing body to submit this application. You further certify that all of the information contained in this Application and in all statements, data and supporting documents which have been made or furnished for the purpose of receiving assistance for the project described in this application, are true, correct and complete to the best of your knowledge and belief. You acknowledge that offering a written instrument knowing that the written instrument contains a false statement or false information, with the intent to defraud the State or any political subdivision, public authority or public benefit corporation of the State, with the knowledge or belief that it will be filed with or recorded by the State or any political subdivision, public authority or public benefit corporation of the State, constitutes a crime under New York State Law.

- Question Type: Certification
- Required: Yes
- Answer Type: Short Answer

SPECIAL COUNSEL AGREEMENT

THIS AGREEMENT, (together with the schedules, appendices, attachments and exhibits, if any, this “Agreement”), dated as of the date _____, ___, 2018 (the “Effective Date”) that this Agreement is entered into by and between (i) City of Saratoga Springs (the “City”) with offices at 474 Broadway, Saratoga Springs, New York 12866 and (ii) Napoli Shkolnik PLLC, with an office located at 400 Broadhollow Road, Melville, New York 11747 (“Counsel” or “Contractor”).

WITNESSETH:

WHEREAS, the City wishes to determine the feasibility of bringing an action against the Manufacturers, distributors, and physicians of prescription opiates for damages to the City arising out of the fraudulent and negligent marketing and distribution of opiates in and to the City; and

WHEREAS, the City understands based upon the pendency of similar litigation pending in the United States that the City may have various viable causes of action under state law against such manufacturers, distributors, and physicians; and

WHEREAS, the City desires to hire Counsel to perform the services described in this Agreement; and

WHEREAS, Counsel is eminently qualified and ready to provide the necessary services.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained in this Agreement, the parties agree as follows:

1. **Term.** This Agreement shall commence on the Effective Date and shall terminate upon completion of services, as hereinafter described, unless sooner terminated in accordance with the provisions of this Agreement.
2. **Services.** The services to be provided by Counsel under this Agreement shall consist of representing the City in connection with investigating and if appropriate bringing an action against manufacturers, distributors, and physicians of prescription opiates. At a minimum Counsel shall provide the following services: work with City personnel to determine the costs that the City has incurred as a result of the over-prescription of opioids; determine the viable causes of action available to the City; and determine which if any manufacturers, distributors, and physicians should be targeted in a lawsuit. After such identification, and only as authorized by the City, Counsel will, on behalf of the City, bring a lawsuit against those parties identified by Counsel and agreed to by the City.
3. **Payment.** (a)(1) **Amount of Consideration.** There is no fee for this representation unless a monetary recovery acceptable to the City is obtained by Counsel in favor of the City, whether by suit, settlement, or otherwise. Counsel shall advance all costs associated with

prosecuting the litigation. Subject to paragraph (2), below, Counsel shall be paid on a contingency fee basis under which Counsel shall receive:

- i. 7.5% of pre-complaint recovery;
- ii. 15% of recovery after ruling on a motion to dismiss;
- iii. 20% of recovery after close of pretrial discovery; and
- iv. 25% of recovery after a ruling on summary judgment.

Such amounts shall be computed on the net sum recovered after deducting allowable expenses that have been advanced by Counsel and approved by the City in accordance with section 3(d) of this Agreement. In the event that any settlement, final judgment, or other resolution of the action results in a recovery to the City that is less than the amount of the costs incurred and/ or disbursements made by Counsel, the City shall not be required to pay Counsel any more than the sum of the full recovery.

(2) No monies shall be paid to Counsel for any work performed, costs incurred or disbursements made by Counsel in the event no recovery to the City has been obtained by Counsel. In the event of a loss at trial due to an adverse jury verdict or a dismissal of the lawsuit by the court, no monies shall be paid to Counsel for any work performed, costs incurred or disbursements made by Counsel. In such an event, neither party shall have any further rights against the other.

(3) Any appearances before the City Legislature, or any committee thereof for the purpose of the approval of this Agreement or any amendment thereto, are to be construed as part of the fee negotiation and approval process and Counsel agrees that no fee will be charged for any such appearances.

(b) Expenses and Disbursement. Counsel shall advance all administrative costs and expenses necessary for the effective investigation, development, and prosecution of the Services including, without limitation, court fees, process server fees, transcripts fees, expert witness fees, courier service fees, appellate printing fees, necessary travel expenses of attorneys to attend depositions, interview witnesses and the like, and other appropriate out-of-pocket expenses, as determined in the reasonable discretion of the City.

4. Independent Contractor. Counsel is an independent contractor of the City. Counsel shall not, nor shall any officer, director, employee, servant, agent or independent contractor of Counsel (a "Counsel Agent"), be (i) deemed a City employee, (ii) commit the City to any obligation, or (iii) hold itself, himself, or herself out as a City employee or Person with the authority to commit the City to any obligation. As used in this Agreement the word "Person" means any individual person, entity (including partnerships, corporations and limited liability companies), and government or political subdivision thereof (including agencies, bureaus, offices and departments thereof).
5. Ownership of Records. All City Information provided to Counsel by the City shall remain the property of the City. All reports, documents or information created by Counsel on

behalf of the City shall be deemed the property of the City. Upon the City's request, completion of Services, or termination of this Agreement, all such City Information, reports, documents or information shall be returned to the City.

6. Service Standards. Regardless of whether required by Law: (a) Counsel shall, and shall cause Counsel Agents to, conduct his or her activities in connection with this Agreement so as not to endanger or harm any Person or property.

(b) Counsel shall deliver Services under this Agreement in a professional manner consistent with the best practices of the legal profession. Counsel shall take all actions necessary or appropriate to meet the obligation described in the immediately preceding sentence, including obtaining and maintaining, and causing all Counsel Agents to obtain and maintain, all approvals, licenses, and certifications ("Approvals") necessary or appropriate in connection with this Agreement.

(c) Counsel shall report to and keep the City Attorney fully and currently informed as to its activities under this Agreement at least monthly and more often if requested by the City.

(d) Counsel shall make no representations regarding the City's position on material issues, including, without limitation, settlement, City policies and/or past or future conduct of the City without prior consultation with the City Attorney.

(e) No claims of the City shall be compromised or settled without the prior approval of the City and Counsel shall promptly in form the City of all offers of settlement and compromise in the matter.

(f) Counsel shall have no substantive communications with the press concerning the matter(s) covered by this Agreement, and any requests for information from the press concerning the matter(s) covered by this Agreement shall be referred to the City Attorney.
7. No Conflict Representation. During the term of this Agreement, Counsel shall not represent any party whose interest is or may be adverse to or in conflict with, or whose interest may appear to be adverse to or in conflict with the City, nor shall it commence any action or proceeding, or act as Counsel in any action or proceeding that is adverse to the City or any City officer or employee, without the City's prior written consent.
8. Termination. Counsel expressly reserves the right to withdraw its representation at any time upon reasonable notification to the City, subject to applicable ethical rules, if any. Should the City terminate Counsel, Counsel shall continue to be entitled to its legal fees on any and all sums recovered as a result of the claims.
9. All Legal Provisions Deemed Included: Severability: Supremacy. (a) Every provision required by Law to be inserted into or referenced by this Agreement is intended to be a part of this Agreement. If any such provision is not inserted or referenced or is not inserted or referenced in correct form then (i) such provision shall be deemed inserted into or

referenced by this Agreement for purposes of interpretation and (ii) upon the application of either party this Agreement shall be formally amended to comply strictly with the Law, without prejudice to the rights of either party.

(b) In the event that any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

(c) Unless the application of this subsection will cause a provision required by Law to be excluded from this Agreement, in the event of an actual conflict between the terms and conditions set forth above the signature page to this Agreement and those contained in any schedule, exhibit, appendix, or attachment to this Agreement, the terms and conditions set forth above the signature page shall control. To the extent possible, all the terms of this Agreement should be read together as not conflicting.

(d) Each party has cooperated in the negotiation and preparation of this Agreement. Therefore, in the event that construction of this Agreement occurs, it shall not be construed against either party as drafter.

10. Section and Other Headings. The section and other headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.
11. Role of Special Counsel: The City will remain in control of the litigation, including decisions regarding settlement and resolution of any action. It is the role of Counsel to assist the City in the litigation.
12. Entire Agreement. This Agreement represents the full and entire understanding and agreement between the parties with regard to the subject matter hereof and supersedes all prior agreements (whether written or oral) of the parties relating to the subject matter of this Agreement.

IN WITNESS WHEREOF, Counsel and the City have executed this Agreement as of the Effective Date.

NAPOLI SHKOLNIK, PLLC

By: _____

Name: _____

Title _____

Date: _____

SARATOGA SPRINGS

By: _____

Name: Meg Kelly

Title: Mayor

Date: _____

Per City Council Approval _____

**A RESOLUTION
OF THE CITY COUNCIL
OF THE CITY OF SARATOGA SPRINGS, NY**

WHEREAS, on June 9, at Belmont Park, Justify became the 13th horse in history to win racing's Triple Crown. He had run on, through the mud at Churchill Downs and through the fog at Pimlico, as though nature itself couldn't stop him. His achievement, and the achievement of his dedicated and hard-working supporters, was a thrill unlike any other in sports. We watched in Saratoga Springs, just as racing fans watched across the country, and we were more proud than ever to be a part of thoroughbred racing; and

WHEREAS, we hope Justify will race at Saratoga this year. We feel justified ourselves in saying that our racetrack is the greatest sports venue anywhere in the world. We have plenty of history to back us up. The moments, the people, the horses. For more than 150 years Saratoga has been not only part of racing history, but part of American history. We hope our friends at Belmont would agree. If you can make it at Saratoga, you can make it anywhere.

NOW, THEREFORE, BE IT RESOLVED that this Council cordially and enthusiastically invites Kenny and Lisa Troutt and everyone at WinStar Farm, Mr. Bob Baffert, and all of Justify's camp to bring him to the 2018 racing meet at Saratoga. We would be pleased and honored to host you in our city.

Dated: July 17, 2018

AYES_____ NAYS_____

**CITY COUNCIL OF THE CITY OF
SARATOGA SPRINGS, NY**

Meg Kelly, Mayor

Michele D. Madigan, Commissioner

Anthony J. Scirocco, Commissioner

Peter Martin, Commissioner

John P. Franck, Commissioner
City Clerk

A RESOLUTION OF THE CITY OF SARATOGA SPRINGS, NEW YORK

Mayor Meg Kelly
Commissioner John P. Franck
Commissioner Michele Madigan
Commissioner Anthony Scirocco
Commissioner Peter Martin

WHEREAS, Section 11-C of the Domestic Relations Law of the State of New York provides that the governing body of any village, town or city may appoint one or more marriage officers who shall have the authority to solemnize a marriage in accordance with other provisions of law; and

WHEREAS, Joanne D. Yepsen, resident of the City of Saratoga Springs and being over 18 years of age, has requested the Council to duly appoint her as marriage officer for the purpose of performing a marriage in accordance with the applicable provisions of law;

NOW BE IT RESOLVED as follows;

1. That this Council hereby appoints Joanne D. Yepsen of Saratoga Springs, New York, to be a marriage officer as provided in Section 11-C of the New York State Domestic Relations Law,
2. That the term of the appointment shall expire on December 31, 2018,
3. That the appointee shall receive no salary, wage or compensation of any kind from the City of Saratoga Springs, New York.

Dated: July 17, 2018

Ayes ____

Nays ____



City of Saratoga Springs
OFFICE OF COMMISSIONER OF ACCOUNTS
474 Broadway - City Hall
Saratoga Springs, New York 12866
Telephone 518-587-3550
Fax 518-587-6512

JOHN P. FRANCK
COMMISSIONER

MAIRE MASTERSON
DEPUTY COMMISSIONER

Award of Bid Sign-Off Form

Department That Owns Award of Bid: Department of Public Works

Project or Item Being Awarded: Equipment Purchase Professional Services for the WTP Flocculation Tank Equipment Upgrade Project

Item Being Extended: _____

Vendor Who Won the Bid: Envirodyne Systems, Inc.

Budget Line Item: H3638332 52000 1248 \$119,124.00

Mayor/Commissioner: Please add to the July 17, 2018 City Council Agenda, the award of bid for "Professional Services for the WTP Flocculation Tank Equipment Upgrade Project" to Envirodyne Systems, Inc. (if not lowest qualified bidder, then attach justification).

Equipment Purchase

[Signature]
Commissioner of Public Works

7/10/18
Date

Assistant Purchasing Agent: Purchasing policy has ✓ / has not _____ been followed in the selection of the winner of the bid.

[Signature]
Assistant Purchasing Agent

7/11/18
Date

Director of Risk and Safety: Vendor being awarded the bid has ✓ / has not _____ met all insurance requirements of the City of Saratoga Springs and has provided a copy of their certificate of insurance for review by the Director of Risk and Safety.

[Signature]
Director of Risk and Safety

7/11/18
Date

"Equipment Purchase for the WTP Flocculation Tank Equipment Upgrade Project"
An award of bid will not be placed on the Commissioner's agenda if any of the above is missing. The request to place the item on the agenda will be returned to the appropriate department.

Prior to an award of bid being placed on Commissioner Franck's agenda for a City Council meeting, this form must be completed and the following must occur:

- o A memo from your department's Commissioner/Mayor requesting the award of bid be placed on Commissioner Franck's agenda; and
- o A copy of the bid tabulation sheet with all vendors names, addresses, and contact person; and
- o The Assistant Purchasing Agent must review that the purchasing policy was followed in the selection of the vendor and indicate such by signing below (attach bid tabulation and if not lowest bidder attach justification explanation); and
- o The Director of Risk and Safety must be provided a copy of the vendor's certificate of insurance (if applicable) for review and indicate by signing below that the vendor meets all risk and insurance requirements for the City of Saratoga Springs (attach copy of Executed Risk and Safety Agreement & Insurance Certificates that match Risk and Safety Agreement); and
- o Approved certification of funds by the Finance Department (if applicable) must be obtained and the copy must be attached to this request; and
- o Budget line item must be identified and indicated.

WTP Flocculation Tank Equipment Purchase

IFB 2018-08 Results

	<u>Total Bid</u>	<u>Purchasing</u>
WesTech Engineering, Inc.	\$136,070.00	Meets
Craig Martin		requirements.
3665 S. West Temple		
Salt Lake City, UT 84115		
<u>munisales@westech-inc.com</u>		
Envirodyne Systems, Inc.	\$119,124.00	Meets
Roy Shanafelter, P. E.		requirements.
75 Zimmerman Drive		
Camp Hill, PA 17055		
<u>rns@envirodynesystems.com</u>		

Request for Certification of Sufficient Funds

Submittal Date: 7/10/2018

The Department of Public Works requests certification that sufficient funds are or will be available to cover the claim to meet the following obligation when it becomes due and payable.

Obligation to be incurred, detailing vendor name, project description, Council Approval, etc. (attach supporting documentation):

Vendor: Envirodyne Systems, Inc.

Project:

Flocculation Tank Equipment Upgrade Project
Equipment Purchase

Appropriation - Current Budget Expense Org/Object/Proj(s): H3638332 52000 1248

Amount Requested for Approval \$119,124.00

Current Amount Available: \$333,354.17

Transfer/Amendment Pending:

Transfer/Amendment Date

Anthony J. ...
Department Head Signature

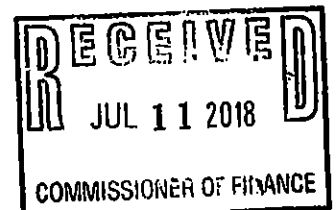
7/10/18
Date

Certification of Sufficient Funds

The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.

Michael D. Clark-Madigan
Commissioner of Finance

7/11/18
Approval Date





City of Saratoga Springs
Department of Public Works
5 Lake Avenue
Saratoga Springs, NY 12866
(518) 587-3550 office
(518) 587-2417 fax

MEMORANDUM

TO: John Franck, Commissioner, Accounts


FROM: Anthony J. "Skip" Scirocco, Commissioner, DPW

DATE: HVAC Services

RE: Extension of Bid – HVAC Services

Please place on the July 17, 2018 City Council Agenda, the extension of bid for the HVAC Services. The vendor is BPI Mechanical Service.

If you have any questions, please call me at ext. 2561



Anthony J. "Skip" Scirocco



City of Saratoga Springs
OFFICE OF COMMISSIONER OF ACCOUNTS
474 Broadway - City Hall
Saratoga Springs, New York 12866
Telephone 518-587-3550
Fax 518-587-6512

JOHN P. FRANCK
COMMISSIONER

MAIRE MASTERSON
DEPUTY COMMISSIONER

Award of Bid Sign-Off Form

Department That Owns Award of Bid: Department of Public Works

Bid Title: HVAC Services

Bid Being Extended: HVAC Services

Vendor Who Won the Bid: BPI Mechanical Service

Budget Line Item: A3031624 54610; A3031634 54610; A3031644 54612; A3031654 54610; A3416314 54610; A3537114 54610; A3567144 54610 3000; A3567174 54610 3000; A3567184 54610 3000; A3567194 54610 3000
Bid Award Amount: \$ hourly rate

Commissioner Franck - Please add to the 7/17/18 City Council Agenda, the bid/extension for the project or item(s) listed above. (if not the lowest qualified bidder, then attach justification/explanation).

[Signature]
Signature of Commissioner/Mayor

7/10/18
Date

Assistant Purchasing Agent: Purchasing policy has X / has not been followed in the selection of the winner of the bid.

[Signature]
Assistant Purchasing Agent

7/10/18
Date

Director of Risk and Safety: Vendor being awarded the bid has ✓ / has not met all requirements of the director of Risk and Safety.

[Signature]
Director of Risk and Safety

7/10/18
Date

PROCESS:

Award of Bid: prior to being placed on Commissioner Franck's agenda for a City Council meeting, this form must be completed in its entirety and the following must occur:

- o A copy of the bid tabulation sheet listing all bidders names, addresses, and contact person must be attached to this form; and
- o Scan a complete copy of the bid result from the vendor who is to receive the award of bid and e-mail it to the Director of Risk and Safety; and
- o The Assistant Purchasing Agent has reviewed the bid response and finds the vendor has met the Purchasing Policy as indicated by signing above (if not lowest bidder attach justification/explanation); and
- o Provide a copy of the vendor's (and their subcontractors') certificate of insurance (if applicable) for review. This should be included with the scanned bid result from the vendor. The Director of Risk and Safety must indicate their approval by signing above; and
- o A copy of the certification of funds signed by the Finance Commissioner (if applicable) must be obtained and must be attached to this request.

Extension of Bid: prior to being placed on Commissioner Franck's agenda for a City Council meeting, this form must be completed in its entirety and the following must occur:

- o Provide a copy of the page from the previous year's bid showing the bid can be extended; and
- o Provide a copy of a letter from vendor stating they are willing to extend the bid under the same terms, conditions, and prices; and
- o Assistant Purchasing Agent has reviewed the bid response and finds the vendor has met the Purchasing Policy as indicated by signing above; and
- o Provide a copy of the vendor's certificate of insurance (if applicable) for the Director of Risk and Safety's review. The Director of Risk and Safety must indicate their approval by signing above; and
- o Approved certification of funds by the Finance Department (if applicable) must be obtained and a copy must be attached to request an extension of bid.

An award/extension of bid will not be placed on the Commissioner's agenda if any of the above is missing. The request to place the item on the agenda will be returned to the appropriate department.



City of Saratoga Springs
Office of Commissioner of Public Works
5 Lake Avenue
Saratoga Springs, NY 12866-2296
518-587-3550
518-587-2417 (fax)

ANTHONY J. SCIROCCO
COMMISSIONER

June 29, 2018

Mr. Dan Keating
BPI Mechanical Service
95 Hudson River Road
Waterford, NY 12188

Dear Mr. Keating:

The instructions of the HVAC Bid provided an option to extend the contract for an additional "one (1) year from expiration under the same terms and conditions as long as the extension is agreeable to both the City and the Contractor for up to five (5) years with contract renewals to occur annually by Council approval". Please complete the section at the bottom of this letter and return the entire letter to me. If you have any questions, please contact me at Kathy.moran@saratoga-springs.org or 518-587-3550, ext. 2544.

Sincerely,

Katherine A. Moran

Katherine A. Moran
DPW Office Supervisor

☒ BPI Mechanical Service agrees to extend the contract prices for HVAC Services for an additional one (1) year period. The extended contract period would run from August 3, 2018 through August 3, 2019.

☐ BPI Mechanical Services would like to terminate the contract for HVAC Services at the end of the original contract period (August 2, 2018).

Date

7/2/18

Signature

Print

DANIEL KEATING

Proposals meeting the requirements of the City will be evaluated first on technical information (i.e. operational plan, company background, staffing & personnel biographies, relevant experience, references) and then on the cost proposal.

13. AWARD OF CONTRACT: REJECTION OF BIDS

If the Contract is awarded, it will be awarded to the responsive and responsible bidder submitting the best value bid complying with the conditions and qualifications of the Notice to Bidders and Instructions to Bidders. The bidder to whom the award is made will receive by mail a "Notice of Award" at the earliest possible date.

The City, however, reserves the right to reject any and all bids and to waive any informality in bids received whenever bid packages are submitted incomplete without the required attachments and/or such rejections or waivers are in its best interest.

All changes in the award contract effecting price and time must be brought to City Council for approval.

→ The contract term is for one (1) year from midnight May 22, 2016 to midnight May 22, 2017. The City reserves the right to extend the contract for one (1) year from expiration under the same terms and conditions as long as the extension is agreeable to both the City and the Contractor for up to five (5) years with contract renewals to occur annually by Council approval.

14. EQUAL EMPLOYMENT OPPORTUNITY

Attention of bidders is particularly called to the requirements for ensuring that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

15. COMPLIANCE

Failure to comply with any of the above terms or any evidence of poor quality or service will be considered cause of discontinuing business with the successful bidder.

16. WAGES AND SALARIES

Attention of Bidders is called to the requirements concerning the payment of **not less than the prevailing wage and salary rates** specified in New York State Labor Law and the conditions of employment with respect to certain categories and classifications of employees.

All work is to be completed in accordance with the most current prevailing wage rate schedule. To view the PDF file of your schedule, copy and paste or type the following into your web browser:
<https://wpp.labor.state.ny.us/wpp/publicViewProject.do?method=showIt&id=1270342>

17. CONTRACTOR COORDINATION

The successful Bidder will be required to cooperate with and coordinate all work with the successful Bidder for plumbing services associated with this HVAC contract.

BID PROPOSAL FORM

Bidders will quote and hourly labor rate as specified below. The contractor must bid on all of the following items
(Hourly rates are to be total cost)

1. SERVICE WORK

A. CERTIFIED HVAC TECHNICIAN

- Regular Working Hours 8 am- 5 pm M-F
- Overtime Working Hours 5 pm- 8 am M-F
5 pm Fri- 12 Midnight Sat
- Sunday Working Hours 12 Midnight Sat- 8 am Mon
- Holiday 5 pm prior night - 8 am following day

\$ 86.- /hour
\$ 121.- /hour
\$ 121.- /hour
\$ 155.- /hour
\$ 155.- /hour

B. HVAC TECHNICIAN HELPER (Apprentice)

- Regular Working Hours 8 am- 5 pm M-F
- Overtime Working Hours 5 pm- 8 am M-F
5 pm Fri- 12 Midnight Sat
- Sunday Working Hours 12 Midnight Sat- 8 am Mon
- Holiday 5 pm prior night - 8 am following day

\$ 82.- /hour
\$ 114.- /hour
\$ 114.- /hour
\$ 145.- /hour
\$ 145.- /hour

2. EMERGENCY WORK

A. CERTIFIED HVAC TECHNICIAN

- Regular Working Hours 8 am- 5 pm M-F
- Overtime Working Hours 5 pm- 8 am M-F
5 pm Fri- 12 Midnight Sat
- Sunday Working Hours 12 Midnight Sat- 8 am Mon
- Holiday 5 pm prior night - 8 am following day

\$ 86.- /hour
\$ 121.- /hour
\$ 121.- /hour
\$ 155.- /hour
\$ 155.- /hour

B. HVAC TECHNICIAN HELPER (Apprentice)

- Regular Working Hours 8 am- 5 pm M-F
- Overtime Working Hours 5 pm- 8 am M-F
5 pm Fri- 12 Midnight Sat
- Sunday Working Hours 12 Midnight Sat- 8 am Mon
- Holiday 5 pm prior night - 8 am following day

\$ 82.- /hour
\$ 114.- /hour
\$ 114.- /hour
\$ 145.- /hour
\$ 145.- /hour

3. Material Mark-up from wholesale rates

25 %

COMPANY NAME: BPI MECHANICAL SERVICE

ADDRESS: 95 HUDSON RIVER RD.

WATERFORD NY 12188 Phone No. 518 238 2383
(City) (State) (Zip)

E-MAIL ADDRESS: DANK@BPIPIPING.COM

AUTHORIZED SIGNATURE: [Signature]

PRINTED NAME: DANIEL KEATING

TITLE: PRESIDENT DATE: 5/3/16



City of Saratoga Springs
OFFICE OF COMMISSIONER OF ACCOUNTS
474 Broadway - City Hall
Saratoga Springs, New York 12866
Telephone 518-587-3550
Fax 518-587-6512

JOHN P. FRANCK
COMMISSIONER

MAIRE MASTERSON
DEPUTY COMMISSIONER

Award of Bid Sign-Off Form

Department That Owns Award of Bid: Department of Public Works

Project or Item Being Awarded: Katrina Trask Gateway Repairs

Item Being Extended: _____

Vendor Who Won the Bid: Ganem Contracting Corp.

Budget Line Item: H3936952-52000-1250 \$471,000.00

Mayor/Commissioner: Please add to the July 17, 2018 City Council Agenda, the award of bid for "Katrina Trask Gateway Repairs" to Ganem Contracting Corp.(if not lowest qualified bidder, then attach justification).


Commissioner of Public Works

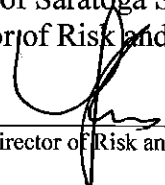
7/10/18
Date

Assistant Purchasing Agent: Purchasing policy has ☒ / has not _____ been followed in the selection of the winner of the bid.


Assistant Purchasing Agent

7/11/18
Date

Director of Risk and Safety: Vendor being awarded the bid has ☒ / has not _____ met all insurance requirements of the City of Saratoga Springs and has provided a copy of their certificate of insurance for review by the Director of Risk and Safety.


Director of Risk and Safety

7/11/18
Date

An award of bid will not be placed on the Commissioner's agenda if any of the above is missing. The request to place the item on the agenda will be returned to the appropriate department.

Prior to an award of bid being placed on Commissioner Franck's agenda for a City Council meeting, this form must be completed and the following must occur:

- o A memo from your department's Commissioner/Mayor requesting the award of bid be placed on Commissioner Franck's agenda; and
- o A copy of the bid tabulation sheet with all vendors names, addresses, and contact person; and
- o The Assistant Purchasing Agent must review that the purchasing policy was followed in the selection of the vendor and indicate such by signing below (attach bid tabulation and if not lowest bidder attach justification explanation); and
- o The Director of Risk and Safety must be provided a copy of the vendor's certificate of insurance (if applicable) for review and indicate by signing below that the vendor meets all risk and insurance requirements for the City of Saratoga Springs (attach copy of Executed Risk and Safety Agreement & Insurance Certificates that match Risk and Safety Agreement); and
- o Approved certification of funds by the Finance Department (if applicable) must be obtained and the copy must be attached to this request; and

Katrina Trask Gateway Repairs RFP 2018-26**Bid Results**

			<u>Purchasing</u>	<u>Risk and Safety</u>
PCC Contracting Inc. Michael Lock 1861 Chrisler Ave. Schenectady, NY 12303 mlock@pcccontracting.com	Base Bid-Item 1	\$245,535.00	Only original, no copy.	Meets requirements.
	Base Bid-Item 2	\$345,960.00		
	Alt. 1	\$39,000.00		
	Alt. 2	\$6,000.00		
	Allowance	\$20,000.00		
	Total Bid	\$656,495.00		
DeBrino Caulking Assoc. Inc. Louis Houghtaling III 1304 Rt. 9 Castleton, NY 12033 lhoughtalingIII@debrino.com	Base Bid-Item 1	\$221,437.00	Only original, no copy.	Need COI for this project.
	Base Bid-Item 2	\$227,236.00		
	Alt. 1	\$34,530.00		
	Alt. 2	\$18,564.00		
	Allowance	\$20,000.00		
	Total Bid	\$521,767.00		
Ganem Contracting Corp. Peter Ganem PO Box 1349, 2023 Rt. 9 Clifton Park, NY 12065 Ganemcorp@aol.com	Base Bid-Item 1	\$187,000.00	Meets requirements.	Meets requirements.
	Base Bid-Item 2	\$224,000.00		
	Alt. 1	\$40,000.00		
	Alt. 2	\$12,000.00		
	Allowance	\$20,000.00		
	Total Bid	\$483,000.00		

Request for Certification of Sufficient Funds

Submittal Date: 7/10/2018

The Department of Public Works requests certification that sufficient funds are or will be available to cover the claim to meet the following obligation when it becomes due and payable.

Obligation to be incurred, detailing vendor name, project description, Council Approval, etc.
(attach supporting documentation):

Vendor: Ganem Contracting Corporation

Project:

Katrina Trask Stairway

Repair of granite, concrete and cast stone gateway

Appropriation - Current Budget Expense Org/Object/Proj(s): H3936952 52000 1250

Amount Requested for Approval \$471,000.00

Current Amount Available: \$150,000.00

Transfer/Amendment Pending:

Transfer/Amendment Date 7/17/2018

Department Head Signature

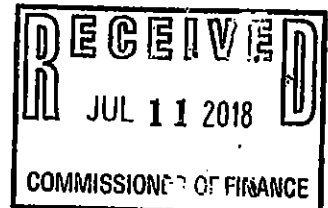
Date

Certification of Sufficient Funds

The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.

Commissioner of Finance

Approval Date



The Downtown Special Assessment District has received the following donation for a drop box.

1. The Adirondack Trust Company \$1,000.00

I request approval to accept drop box donation of \$1,000 on behalf of the Downtown Special Assessment District. This is a motion

A regular meeting of the City Council of the City of Saratoga Springs, Saratoga County, New York was convened in public session at City Hall in said City on July 17, 2018.

The meeting was called to order by _____, and, upon roll being called, the following members were:

PRESENT:

Meg Kelly	Mayor
John P. Franck	Commissioner
Michele D. Clark-Madigan	Commissioner
Peter R. Martin	Commissioner
Anthony J. Scirocco	Commissioner

ABSENT:

The following resolution was offered by _____, seconded by _____, to wit;

BOND RESOLUTION DATED JULY 17, 2018

A RESOLUTION SUPPLEMENTING BOND RESOLUTIONS DATED JANUARY 17, 2017 AND FEBRUARY 6, 2018, AUTHORIZING THE ISSUANCE OF ADDITIONAL SERIAL BONDS OF THE CITY OF SARATOGA SPRINGS, SARATOGA COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$321,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE RECONSTRUCTION OF THE KATRINA TRASK STAIRWAY AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE COMMISSIONER OF FINANCE.

WHEREAS, pursuant to bond resolutions dated January 17, 2017 and February 6, 2018 (collectively, the "Prior Resolutions"), the City Council of the City of Saratoga Springs, Saratoga County, New York (the "City") authorized the issuance of serial bonds of the City in a total amount not to exceed \$150,000 to finance the reconstruction of the Katrina Trask Stairway in Congress Park at an estimated maximum cost of \$150,000; and

WHEREAS, the City Council of the City has determined that additional funds are required to finance said purpose and desires to supplement the Prior Resolutions by authorizing the issuance of additional serial bonds of the City in an amount not to exceed \$321,000;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City (by the favorable vote of not less than two-thirds of all of the members of said City Council) as follows:

SECTION 1. The specific purpose (hereinafter referred to as "purpose") to be financed pursuant to this resolution is the reconstruction of the Katrina Trask Stairway in Congress Park. The estimated maximum cost of said purpose is \$471,000.

SECTION 2. The City Council plans to finance the additional cost of said purpose by the issuance of additional serial bonds of the City in an aggregate principal amount not to exceed \$321,000, hereby authorized to be issued therefor pursuant to the Local Finance Law.

SECTION 3. It is hereby determined that said purpose is an object or purpose described in subdivision 19(c) of paragraph a of Section 11.00 of the Local Finance Law, and the period of probable usefulness of said purpose is fifteen (15) years.

SECTION 4. The proceeds of the bonds authorized by this resolution, and any notes issued in anticipation thereof, may be applied to reimburse the City for expenditures made after the effective date of this resolution for the specific purpose set forth herein. This resolution shall constitute a statement of official intent for purposes of Treasury Regulation Section 1.150-2 of the United States Treasury Department.

SECTION 5. Each of the bonds authorized by this resolution, and any notes issued in anticipation thereof, shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The faith and credit of the City are hereby irrevocably pledged for the payment of the principal of and interest on said bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on said bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the City a tax sufficient to pay the principal of and interest on said bonds as the same become due and payable.

SECTION 6. Subject to the terms and contents of this resolution and the Local Finance Law, and pursuant to the provisions of Sections 21.00, 30.00, 50.00 and 56.00 to 63.00, inclusive, of said Law, the power to authorize bond anticipation notes in anticipation of the issuance of the serial bonds authorized by this resolution and the renewals of said notes, and the power to prescribe the terms, form and contents of said serial bonds and said bond anticipation notes (including, without limitation, dates, denominations, maturities, interest payment dates, consolidation with other issues, manner of execution and redemption rights), and the power to determine to issue said bonds providing for substantially level or declining debt service, and the power to sell and deliver said serial bonds and any bond anticipation notes issued in anticipation of the issuance of said bonds, are hereby delegated to the Commissioner of Finance, the chief fiscal officer of the City. The Commissioner of Finance is hereby authorized to sign any serial bonds issued pursuant to this resolution and any bond anticipation notes issued in anticipation of the issuance of said serial bonds, and the City Clerk is hereby authorized to affix the corporate seal of the City to any of said serial bonds or any bond anticipation notes and to attest such seal.

SECTION 7. The Commissioner of Finance is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), and to designate the bonds authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt obligations" in accordance with Section 265(b)(3) of the Code.

SECTION 8. The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

(a) Such obligations are authorized for an object or purpose for which the City is not authorized to expend money, or

(b) The provisions of law which should be complied with at the date of the publication of this resolution, or a summary thereof, are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication, or

(c) Such obligations are authorized in violation of the provisions of the constitution.

SECTION 9. The City Clerk is hereby authorized and directed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in The Saratogian and The Daily Gazette, two newspapers each having a general circulation in the City and hereby designated as the official newspapers of the City for such publication.

SECTION 10. This resolution shall take effect immediately upon its adoption.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Meg Kelly	VOTING _____
John P. Franck	VOTING _____
Michele D. Clark-Madigan	VOTING _____
Peter R. Martin	VOTING _____
Anthony J. Scirocco	VOTING _____

The foregoing resolution was thereupon declared duly adopted.

CERTIFICATE OF RECORDING OFFICER

The undersigned hereby certifies that:

(1) He is the duly qualified and acting City Clerk of the City of Saratoga Springs, Saratoga County, New York (hereinafter called the "City") and the custodian of the records of the City, including the minutes of the proceedings of the City Council, and is duly authorized to execute this certificate.

(2) Attached hereto is a true and correct copy of a resolution duly adopted at a regular meeting of the City Council of the City held on the 17th day of July, 2018 and entitled:

A RESOLUTION SUPPLEMENTING BOND RESOLUTIONS DATED JANUARY 17, 2017 AND FEBRUARY 6, 2018, AUTHORIZING THE ISSUANCE OF ADDITIONAL SERIAL BONDS OF THE CITY OF SARATOGA SPRINGS, SARATOGA COUNTY, NEW YORK IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$321,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE THE RECONSTRUCTION OF THE KATRINA TRASK STAIRWAY AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE COMMISSIONER OF FINANCE.

(3) Said meeting was duly convened and held and said resolution was duly adopted in all respects in accordance with law and the regulations of the City. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the City Council was present throughout said meeting, and a legally sufficient number of members (two-thirds of the City Council) voted in the proper manner for the adoption of said resolution. All other requirements and proceedings under law, said regulations or otherwise incident to said meeting and the adoption of said resolution, including any publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

(4) The seal appearing below constitutes the official seal of the City and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, the undersigned has hereunto set his hand this 17th day of July, 2018.

-SEAL-

John P. Franck
City Clerk

LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	PREV	BUDGET	BUDGET	AMENDED	
					LINE DESCRIPTION	EFF DATE	BUDGET	CHANGE	BUDGET	ERR
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2018 07	125	07/17/2018	071718	071718	BACA BUA 071718BACA	1	2			
1	H133	45710	1250	PROCEEDS OF OBLIGATIONS	GO BOND	PROCEEDS		-60,000.00	-321,000.00	-381,000.00
	H	-13-3-0000-0-45710	-1250			CAPITAL AMENDMENT	ADDL FUNDS N 07/17/2018			
2	H3936952	52000	1250	EQUIPMENT AND CAPITAL OUTLAY	CAPITAL	PROJECT OUTLAY		150,000.00	321,000.00	471,000.00
	H	-39-3-6950-2-52000	-1250			CAPITAL AMENDMENT	ADDL FUNDS N 07/17/2018			
						** JOURNAL TOTAL		0.00		

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CITY OF SARATOGA SPRINGS LIVE
BUDGET AMENDMENT JOURNAL ENTRY PROOF

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YEAR PER	JNL									
SRC ACCOUNT										
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB		DEBIT		CREDIT
2018 7 125										
BUA H133-45710-1250					GO BOND PROCEEDS	5				321,000.00
07/17/2018 071718BACA 071718 071718BACA					T CAPITAL AMENDMENT ADDL FUNDS N					
BUA H3936952-52000-1250					CAPITAL PROJECT OUTLAY	5		321,000.00		
07/17/2018 071718BACA 071718 071718BACA					T CAPITAL AMENDMENT ADDL FUNDS N					
								<u>.00</u>		<u>.00</u>
BUA H-2960					APPROPRIATIONS					321,000.00
07/17/2018 071718BACA 071718 071718BACA										
BUA H-1510					ESTIMATED REVENUES			321,000.00		
07/17/2018 071718BACA 071718 071718BACA										
					SYSTEM GENERATED ENTRIES TOTAL			<u>321,000.00</u>		<u>321,000.00</u>
					JOURNAL 2018/07/125 TOTAL			<u>321,000.00</u>		<u>321,000.00</u>

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FUND	ACCOUNT	YEAR	PER	JNL	EFF	DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
H	CAPITAL PROJECTS FUND	2018	7	125	07/17/2018				
	H-1510						ESTIMATED REVENUES	321,000.00	
	H-2960						APPROPRIATIONS		321,000.00
FUND TOTAL								321,000.00	321,000.00

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YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC			
2018 7 126									
BUA A093-42692						DISABILITY CONTRIBUTION EMPLOY	5		340.00
	07/17/2018	071718BAPY	071718	071718BAPY		T NYS DISABILITY REIMBURSEMENT			
BUA A3031621-51900						LABORER	5	340.00	
	07/17/2018	071718BAPY	071718	071718BAPY		T NYS DISABILITY REIMBURSEMENT			
								.00	.00
BUA A-2960						APPROPRIATIONS			340.00
	07/17/2018	071718BAPY	071718	071718BAPY					
BUA A-1510						ESTIMATED REVENUES		340.00	
	07/17/2018	071718BAPY	071718	071718BAPY					
						SYSTEM GENERATED ENTRIES TOTAL		340.00	340.00
						JOURNAL 2018/07/126 TOTAL		340.00	340.00

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BUDGET AMENDMENT JOURNAL ENTRY PROOF

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2018	7	126	07/17/2018	ESTIMATED REVENUES	340.00	
	A-1510					APPROPRIATIONS		340.00
	A-2960							
FUND TOTAL							340.00	340.00

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LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT				LINE DESCRIPTION					
<hr/>										
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2018	07	127	07/17/2018	071718	071718BTPY BUA	071718BTPY	1	1		
1	F3638331	51891			WATER TREATMENT PLANT PS	WATER TREATMENT PLANT OPERA TR	21,000.00	2,455.00	23,455.00	
	F	-36-3-8330-1-51891	-			COVER ANTICIPATED EXPENSES	07/17/2018			
2	F3638331	51892			WATER TREATMENT PLANT PS	WATER TREATMENT PLANT OPERATOR	393,091.00	-2,455.00	390,636.00	
	F	-36-3-8330-1-51892	-			COVER ANTICIPATED EXPENSES	07/17/2018			
3	A3335011	51964			STREETS PS	SPECIAL EVENTS	326.20	233.73	559.93	
	A	-33-3-5010-1-51964	-			COVER ANTICIPATED EXPENSES	07/17/2018			
4	A3335011	51960			STREETS PS	OVERTIME	70,000.00	-233.73	69,766.27	
	A	-33-3-5010-1-51960	-			COVER ANTICIPATED EXPENSES	07/17/2018			
								** JOURNAL TOTAL	0.00	

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BUDGET AMENDMENT JOURNAL ENTRY PROOF

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YEAR PER	JNL					ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2018 7 127										
BUA F3638331-51891	07/17/2018	071718BTPY	071718	071718BTPY		T WATER TREATMENT PLANT OPERA TR	5		2,455.00	
						COVER ANTICIPATED EXPENSES				
BUA F3638331-51892	07/17/2018	071718BTPY	071718	071718BTPY		T WATER TREATMENT PLANT OPERATOR	5			2,455.00
						COVER ANTICIPATED EXPENSES				
BUA A3335011-51964	07/17/2018	071718BTPY	071718	071718BTPY		T SPECIAL EVENTS	5		233.73	
						COVER ANTICIPATED EXPENSES				
BUA A3335011-51960	07/17/2018	071718BTPY	071718	071718BTPY		T OVERTIME	5			233.73
						COVER ANTICIPATED EXPENSES				
						JOURNAL 2018/07/127	TOTAL		.00	.00

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BUDGET AMENDMENT JOURNAL ENTRY PROOF

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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
FUND TOTAL					.00	.00

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City of Saratoga Springs, NY Contract

City Project Number: 2018-26 City Project Name: Katrina Trask Gateway Repairs
City Department: DPW Department Contact Person: Debbie LaBreche City Ext. 2616
Company Name: Ganem Contracting Corp.
Company Address: 2023 Rt. 9, P.O. Box 1349, Clifton Park, NY 12065
Company Telephone No.: 518-877-7941 Company Fax No.: 518-877-8048
Vendor and/or Service Provider Primary Contact: Peter Ganem Title: President
Primary Contact Email: Ganemcorp@aol.com
Service to be Provided: Masonry Repairs to monumental stairway called the Katrina Trask Gateway in Congress Park
Remit Name (If different from above): _____
Remit Address: _____

Katrina Trask Gateway Repairs

- Scope of Agreement:** In response to a request for a pricing proposal requested by the City for Λ, the Vendor and/or Service Provider submitted proposals dated June 21, 2018 (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The Vendor and/or Service Provider shall provide to the City the products and services set forth therein. The Vendor and/or Service Provider assumes full responsibility for the provision of the products and services made available in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City. The Vendor and/or Service Provider assumes all risks in the performance of all its activities authorized by this Agreement.
- Term of Agreement:** The term of this Agreement shall commence per the date of approval of this Agreement by the City Council of the City of Saratoga Springs. This Agreement shall continue in force from the effective date until the work provided as described herein is satisfactorily completed or by October 1, 2018. Any modification of the work performed by the Vendor and/or Service Provider shall be made in writing and shall not be undertaken until the City agrees to the modification. The Vendor and/or Service Provider assume full responsibility for the provision of the products and services contracted for in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with prior written notice and written approval of the City. The Vendor and/or Service Provider will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. The Vendor and/or Service Provider assume all risks in the performance of all its activities authorized by this Agreement.
- Terms of Payment:** Vendor and/or Service Provider will invoice the City on a monthly basis and the City will pay all invoices within thirty (30) days of receipt of the invoice or as practicable. The City shall pay the Vendor and/or Service Provider in accordance with the City Charter per the Purchasing Guidelines established by the City. All work performed under this agreement must be in accordance with the NYS Department of Labor Prevailing Wage Regulations. The Costs, fees, and disbursements associated with the provisions of the products and services shall be determined in accordance with the proposal submitted not to exceed \$471,000.00, a copy of which is annexed hereto and made a part hereof. Detailed original invoices not received within forty five (45) calendar days of the completed transaction could result in a delay of payment.
- Notice:** Any notices sent to the City under this Agreement will be effective five (5) business days after the postmarked date of mailing by certified mail, return receipt requested. The Mayor/Commissioner of DPW is the designated Project Manager for this Agreement and shall represent the City in all matters and has the authority to affect the delivery of products and/or services. The Project Manager for the Vendor and/or Service Provider is Peter Ganem. Any notice, request, demand or other communication required or provided for in this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or mailed in a sealed envelope, postage prepaid, addressed as follows:

To the City: Mayor/Commissioner of DPW, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866

With a copy to: City Attorney, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866

To Vendor and/or Service Provider: Peter Ganem, President, Ganem Contracting Corp.
- Conflicts of Interest:** The Vendor and/or Service Provider represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.
- City Property:** All information and materials received hereunder by the Vendor and/or Service Provider from the City are and shall remain the sole and exclusive property of the City and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider. All intellectual property, created by the Vendor and/or Service Provider hereunder as a product or as a service to the City shall be the sole and exclusive property of the City. Effective upon their creation pursuant to the terms of this Agreement, the Vendor and/or Service Provider conveys, assigns and transfers to the City the sole and exclusive rights, title and interest in all documents, electronic databases, and custom programs, whether preliminary, final or otherwise, including all trademarks and copyrights. The Vendor and/or Service Provider hereby agrees to take all necessary and appropriate steps to ensure that the custom products are protected against unauthorized copying, reproduction and marketing by or through the Vendor and/or Service Provider, its agents, employees, or subcontractors. Nothing herein shall preclude the Vendor and/or Service Provider from otherwise using the related or underlying general knowledge, skills, ideas, concepts, techniques and experience developed under this Agreement in the course of the Vendor and/or Service Provider's business. The Contractor grants to the City a perpetual, nonexclusive, royalty-free, unlimited use license to use, execute, reproduce, display, modify and distribute any pre-existing software, tools or techniques delivered by the Vendor and/or Service Provider under this Agreement. Any written reports, opinions and advice rendered by the Vendor and/or Service Provider shall become the sole and exclusive property of the City, and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider.
- Retention of Records:** The Vendor and/or Service Provider shall make available to the City all information pertinent to the project, including reports, studies, drawings, and any other data. All original records generated as a result of the project shall be maintained by the Vendor and/or

Service Provider for a period of six (6) years after expiration of the Agreement. Upon request, copies of those records shall be provided to the City at no cost.

8. **Independent Vendor and/or Service Provider Status:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Vendor and/or Service Provider's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Vendor and/or Service Provider and its staff are to be and shall remain an independent Vendor and/or Service Provider with respect to all services performed under this Agreement. The Vendor and/or Service Provider represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Vendor and/or Service Provider or other persons, while engaged in the performance of any work or services required by the Vendor and/or Service Provider under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Vendor and/or Service Provider, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City; and the Vendor and/or Service Provider shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay.
9. **Insurance:** 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 Vendor and/or Service Provider shall procure and maintain during the term of this Agreement, at the Vendor and/or Service Provider's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Vendor and/or Service Provider 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 Vendor and/or Service Provider. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Agreement; (2) withholding any/all payment(s) due under this Agreement or any other Agreement it has with the Vendor and/or Service Provider (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 Vendor and/or Service Provider.

The City of Saratoga Springs requires the Vendor and/or Service Provider name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

- A. For **projects whose total value is between Zero and \$100,000:**
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** One Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- B. For **projects whose total value is between \$100,000 and \$500,000:**
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Three Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- C. For **projects whose total value is between \$500,000 and \$1,000,000:**
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Five Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- D. For projects involving the provision of **professional services:**
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Five Million Dollars per Occurrence Aggregate;
 - **Professional Errors and Omissions:** One Million Dollars per Claim with Two Million Dollars Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- E. If the project in question involves any form of pollution risk or exposure, environmental hazard, asbestos or special circumstances, please contact the Office of Risk and Safety for a determination of insurance limits needed for your contract.

It shall be an affirmative obligation of the Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider. 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 contract as executed.

10. **Indemnification:** The Vendor and/or Service Provider, 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 Vendor and/or Service Provider or its employees or anyone for whom the Vendor and/or Service Provider 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 Vendor and/or Service Provider, as aforesaid. The Vendor and/or Service Provider's responsibility under this section shall not be limited to the required or available insurance.
11. **Americans with Disabilities Act:** The Vendor and/or Service Provider agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Vendor and/or Service Provider agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Vendor and/or Service Provider. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.
12. **Safety:** The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this Agreement whenever Vendor and/or Service Provider, and/or Vendor and/or Service Provider's employees or subcontractors, are proceeding in a manner that threatens the life, health or safety of any of Vendor and/or Service Provider'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 Vendor and/or Service Provider. If the City of Saratoga Springs exercises its rights pursuant to this part, the Vendor and/or Service Provider 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 Vendor and/or Service Provider's service to the public or the City of Saratoga Springs' immediate need for completion of the Vendor and/or Service Provider's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If the Vendor and/or Service Provider fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this Agreement. In the event that the City of Saratoga Springs terminates this Agreement, any payments for work completed by the Vendor and/or Service Provider shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different Vendor and/or Service Provider.
13. **Vendor and/or Service Provider Code of Conduct:** The City of Saratoga Springs is committed to conduct business in a lawful and ethical manner and expects the same standards from Vendor and/or Service Providers/suppliers that the City conducts business with. The City requires that all Vendor and/or Service Providers/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 Vendor and/or Service Providers/suppliers. Vendor and/or Service Providers/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

At a minimum, the City requires that all Vendor and/or Service Providers/suppliers meet the following standards:

- Legal: Vendor and/or Service Providers/suppliers and their sub-contractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- 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.
- Right to organize: Employees of the Vendor and/or Service Provider/supplier should have the right to decide whether they want collective bargaining.
- Sub-contractors: Vendor and/or Service Providers/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- Protection of the Environment: Vendor and/or Service Providers/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, Vendor and/or Service Providers/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

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

Vendor and/or Service Provider/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor and/or Service Provider/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.

14. **Governing Law:** This Agreement shall be governed and construed under the laws of the State of New York, the location where this Agreement was accepted to by Vendor and/or Service Provider. The Vendor and/or Service Provider agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

15. **NYS Licensure for Professional Services:** Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Vendor and/or Service Provider represents that it has all necessary governmental licenses to perform the services described herein.
16. **Non-Collusive Bidding Certification:** Where applicable, upon the submission of a 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 knowledge and belief:
- 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;
 - 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
 - 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.
17. **Iranian Energy Sector Divestment:** Where applicable, upon the submission of a bid, each Vendor and/or Service Provider and each person signing on behalf of any Vendor and/or Service Provider 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 its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law (Iran Divestment).
18. **Venue:** The City and the Vendor and/or Service Provider hereby agree that any litigated matters shall be venued in the federal and state courts of the State of New York in the County of Saratoga.
19. **Assignment:** The Vendor and/or Service Provider is prohibited from assigning, conveying, subletting or otherwise disposing of the Vendor and/or Service Provider's right, title, or interest therein, or the Vendor and/or Service Provider's power to execute this agreement to any other person or corporation without the previous written consent of the City. If the Vendor and/or Service Provider assigns, conveys, sublets or otherwise disposes of the Vendor and/or Service Provider's right, title, or interest without prior written consent, the City shall revoke and annul this agreement, and the City shall be relieved and discharged from any and all liability growing out of this Agreement, and any person or corporation to whom the interest was assigned, transferred, conveyed, sublet or otherwise disposed of shall forfeit and lose all moneys theretofore earned under such contract, except so much as may be required to pay his or her employees.
20. **Termination:** The Vendor and/or Service Provider and the City may mutually agree, in writing, to terminate this Agreement at any time. The City may also terminate this Agreement at any time and on any reason by mailing written notice to the Vendor and/or Service Provider at least ten (10) business days prior to such termination date. The City reserves the right to cancel this Agreement at any time in event of default or violation by the Vendor and/or Service Provider of any provision of this Agreement. The City may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.
21. **Default:** Vendor and/or Service Provider's failure to perform its obligations and comply with its representations under this Agreement shall constitute a default under this Agreement. Upon Vendor and/or Service Provider's default, the City may cancel this Agreement and immediately stop payment of any fees to Vendor and/or Service Provider hereunder. City shall also have any all additional rights and remedies under New York State Law as a result of Vendor and/or Service Provider's default.
22. **Force Majeure:** Neither party shall be held liable for failure to perform its part of this Agreement when such failure is due to fire, flood, or similar disaster; strikes or similar labor disturbances; industrial disturbances, war, riot, insurrection, and/or other causes beyond the control of the parties.
23. **Entire Agreement:** This Agreement sets forth the entire agreement and understanding of the parties relating to the subject matter contained herein except as to those matters or agreements expressly incorporated herein by reference. No covenant, representation or condition not expressed herein shall be effective to interpret, change or restrict the express provisions of this Agreement. This Agreement supersedes any and all prior agreements, whether written or oral, relating to the subject matter contained herein. This Agreement shall not be amended, changed or otherwise modified except in writing, signed by both parties.
24. **Severability:** In the event that any portion of this Agreement may be adjudged invalid or unenforceable for any reason, adjudication shall in no manner affect the other portions of this Agreement which will remain in full force and effect as of the portions adjudged invalid or unenforceable were not originally a part thereof.
25. **Modification:** This Agreement may be modified only by a writing signed by both parties.
26. **Execution:**

This Agreement may be executed in separate counterparts, which together shall constitute the Agreement of the parties, provided that all of the parties to this Agreement have executed their respective copy of this Agreement.

City Certification: In addition to the acceptance of this Agreement, I certify that original copies of this signature page will be attached to all other exact copies of this Agreement.

Vendor and/or Service Provider Certification: In addition to the acceptance of this Agreement, I certify that all information provided to the City with respect to New York State Finance Law Section 139-k is complete, true and accurate.

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

Vendor and/or Service Provider Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

City of Saratoga Springs' Signature: _____ **Date:** _____

Print Name: Meg Kelly **Title:** Mayor **City Council Approval Date:** July 17, 2018



Submittal Instructions

BIDDERS PLEASE NOTE YOUR BID MUST BE RETURNED AS FOLLOWS:

Step One: You MUST execute and include the following documents with your response:

- Your response to the RFP in question (TWO COPIES)
- Non-Collusive Bidding Certification
- Vendor Code of Conduct
- Risk & Safety Agreement
- **Certificate of Insurance** (as outlined in Risk & Safety Agreement)
 - **Including Worker's Compensation Certificate**
 - **Sub Contractors (if applicable) Certificate of Insurance** (as outlined in Risk & Safety Agreement) **Including Worker's Compensation Certificate**

FAILURE TO SUBMIT RFP DOCUMENTS AS OUTLINED ABOVE MAY LEAD TO IMMEDIATE RFP DISQUALIFICATION.

Step Two: Enclose your bid in a sealed envelope marked:

RFP #: 2018-26 - KATRINA TRASK GATEWAY REPAIRS

Name of Bidder: Ganem Contracting Corp.

Bid Opening: Thursday, June 21, 2018 at 2:00 p.m.

Step Three: Please return your response to this RFP to the following address:

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



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:  Print Name: Peter Ganem

Title: President Date: 6/20/2018

Company: Ganem Contracting Corp. Address: P.O. Box 1349, Clifton Park, NY 12065

Subscribed to under penalty of perjury under the laws of the State of New York, this 20th day of June
June, 2018 as the act and deed of said corporation of partnership.



Elizabeth A. Ganem
Notary Public, State of New York
Qualified in Saratoga County
No. 4855331
Commission Expires March 31, 2022



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.

To promote a working relationship with the City of Saratoga Springs based on ethical business practices, contractors, consultants, vendors and suppliers are expected to:

- Not seek, solicit, demand or accept any information, verbal or written, from the City of Saratoga Springs or its representatives that provides an unfair advantage over a competitor.
- Not engage in any activity or course of conduct that restricts open and fair competition on City of Saratoga Springs related projects and transactions.
- Not engage in any course of conduct with the City of Saratoga Springs employees or its representatives that constitutes a conflict of interest, in fact or appearance.
- Not offer any unlawful gifts or gratuities, or engage in bribery or other criminal activity.
- Report to the City of Saratoga Springs any activity by a City of Saratoga Springs employee or contractor, consultant or vendor of the City of Saratoga Springs that is inconsistent with the City of Saratoga Springs Code of Ethics.

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.
- The 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: Peter Ganem

Title: President Date: 6/20/2018

Company Name: Ganem Contracting Corp.

Company Address: P.O. Box 1349, Clifton Park, NY 12065



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

Katrina Trask
 City Project Number: 2018-26 City Project Name: Gateway Repairs Prevailing Wage Project No.: _____
 City Department: _____ Department Contact Person: _____ City Ext. _____
 Company Name: Ganem Contracting Corp.
 Company Address: P.O. Box 1349, Clifton Park, NY 12065
 Company Telephone No.: 518-877-7941 Company Fax No.: 518-877-8048
 Contractor Primary Contact for This Project: Peter Ganem Title: President

Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Contractor represents that it has all necessary governmental licenses to perform the services described herein.

The Contractor shall procure and maintain during the term of this contract, at the Contractor's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Contractor 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 Contractor. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Contractor 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 Contractor 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 Contractor.

The City of Saratoga Springs requires the Contractor 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;
- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
- **Excess Insurance:** Five Million Dollars per Occurrence Aggregate; AND
- **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.

It shall be an affirmative obligation of the Contractor 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 Contractor 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 Contractor 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 Contractor 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 Contractor. 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 the same coverage all those activities performed within its contracted activities for the contract as executed.

The Contractor, to the fullest extent provided by law, shall defend, 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 Contractor or its employees or anyone for whom the Contractor 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 Contractor, as aforesaid.

The Contractor agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Contractor agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Contractor. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.

The Contractor will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Contractor's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Contractor and its staff are to be and shall remain an independent Contractor with respect to all services performed under this Agreement. The Contractor represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required by the Contractor under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Contractor, its officers, agents, Contractors or employees shall in no way be the responsibility of the City; and the Contractor shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay.

The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this contract whenever Contractor and/or Contractor's employees or subcontractors are proceeding in a manner that threatens the life, health or safety of any of Contractor'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 Contractor. If the City of Saratoga Springs exercises its rights pursuant to this part, the Contractor 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 Contractor's service to the public or the City of Saratoga Springs' immediate need for completion of the Contractor's work. In such case, Contractor shall immediately cure the defect. If the Contractor 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 Contractor shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different vendor.

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

Contractor Signature: _____

Date: 6/20/2018



STATEMENT OF BIDDER'S QUALIFICATIONS

The Katrina Trask Gateway is a significant historic Gateway listed on the National Register of Historic Places. under the designation of Casino-Congress Park-Circular Street Historic District. Each Bidder must demonstrate, to the satisfaction of the Owner, that his/her firm and the personnel to be employed in the execution of the work possess requisite experience in comparable work on other projects listed on the National Register of Historic Places.

Qualifications: An experienced firm regularly engaged in stone repair, repointing and masonry cleaning similar in nature, materials, design, and extent to this work as specified in the project documents, and that has completed a minimum of three projects of similar size and scope on structures listed on the National Register of Historic Places within the last five years with a record of successful in-service performance that demonstrate the firm's qualifications to perform this work.

The submission of this signed and notarized form is a requirement of the Bidding Documents. All items must be answered and the data given must be clear and comprehensive. Failure to answer these questions in a complete manner will result in rejection of the bid. The Owner reserves the right to reject any bidder who, in the judgment of the Owner and based on a review of the Qualification Forms, is not qualified to perform the work of the Contract as specified.

All the following questions must be answered. Questions No. 1 through 4 refer specifically to the General Contractor's firm and shall be used to determine ability of General Contractor to manage and perform the quality of work required under this Contract. Questions 5 through 8 refer to the restoration specialist that will be performing the indicated work, should your firm be awarded the Contract. Data given must be clear and comprehensive. If needed, answers may be on separate attached sheets. Photographic data may be furnished on jobs listed.

1. Name of Bidder, Ganem Contracting Corp.
2. Permanent main office address, 2023 Rt. 9, P.O. Box 1349, Clifton Park, NY 12065
3. Year organized, Feb. 11, 1977
4. If a Corporation, where incorporated, Albany, NY
5. How many years have you been engaged in the business of historic masonry restoration under your present firm or trade name? 41 years

6. How many years has your organization been in business under its present name?

41 Years

7. How many years under previous business names (if any)? _____

List previous names: _____

8. List all projects on which historic preservation/restoration/renovation work of a similar size, scope, and nature to Work of this Contract was performed within the past five (5) years on projects listed on the National Register of Historic Places. A minimum of three (3) projects successfully completed in the past

five (5) years is required to be acceptable. A contractor need not have performed all of the above types of construction on a single project. Provide a brief description of each of the listed projects.

Project Name & Address	Year	Cost	Owner (Tel.#)	Architect (Tel.#)
1. See Attached				
2.				
3.				
4.				

9. Provide the names of proposed supervisors and foremen to be employed on this job. Indicate on which job, of the ones listed above, they have worked. On separate sheet, give brief resume of each describing their specific qualifications and past experience in supervising, directing and executing work comparable to that required in this project.

Name	Number of years associated with firm	Jobs on which they have worked (selected from above)
1. James Katsoudas	13 years	
2.		
3.		
4.		
5.		

10. Provide the names of skilled journeymen personnel to be employed on this job for historic masonry restoration work. Indicate on which job, of the ones listed above, they have worked. On separate sheet, give brief resume of each describing their specific qualifications and past experience in performing restoration work comparable to that required in this work. Name and number of years and jobs on which they have worked associated with firm (selected from above)

1. See Attached
2.
3.
4.

11. Have you ever failed to complete any work awarded to you? No

12. Credit available: \$ 350,000.00

13. Give bank reference: Keybank: J. Peter Appiarius 518-612-6011

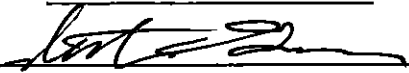
14. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the local public agency? Yes

15. Does your business sponsor an active apprenticeship training program? We are members of Eastern Contractors Assoc. and signed with the local Unions.

Is the program currently registered with the NYS Department of Labor? Yes

THE UNDERSIGNED hereby authorizes and requests any person, firm or corporation to furnish any information requested by the Local Public Agency in verification of Bidder's Qualifications.

Dated this day of: June 20 2018

Signature: 

Printed name: Peter Ganem

Title: President

Company: Ganem Contracting Corp.

Company Address: P.O. Box 1349, Clifton Park, NY 12065

Ganem Contracting Corp.

Recently completed contracts

Agency/Owner/Phone No.

Cont. No. Prime/Sub Architect

Award Date Amount

Date Completed Percent w/
Own Forces

West Point New Cadet Barracks
Walsh Construction Prime
US Army-Owner
West Point, NY
Caulking/Fire Proofing

Sub

US Army Corp of
Engineers

Sep-15

\$1,480,000

Apr-17

100

RPI

110 8th St., Troy, NY

JRSC Masonry Repairs

Prime

Architecture +
Adrien Cartrette
297 River St. Troy, NY
518-272-4481

Jul-17

\$286,000

Sep-17

85

OGS Emergency Contract
ED-536C
NYS Capital Stair Stabilization

Prime

OGS Design & Const
Mark Rice

Jul-17

\$200,000

Oct-17

100

Albany Water Board
City of Albany
Albany, NY
Masonry Restoration-Repainting
EPDM Roof Work

Prime

Ryan Biggs Clark Davis
257 Ushers Road
Clifton Park, NY
Stacy Thomas
518-406-5506
Sthomas@ryanbiggs.com

Apr-17

\$438,000

Oct-17

80

City of Kingston
Andy Murphy Neighborhood
467 Broadway, Kingston, NY
Roof Reconstruction/Upgrades

Prime

Paul Vosburgh
208 Middle Rd.
Rhinebeck, NY 12572
845-758-0708
Paul@vosburgharchitects.com

Jun-16

\$646,246.00

Oct-16

70

Albany Medical Center Albany, NY Academy of Holy Names Stone Repointing	Prime	Albany Medical Center Eric Milanese 518-262-3125 MilaneE@mail.amc.edu	Jun-16	\$104,000.00	Sep-16	100
Otera LLC 448 Warren Street Hudson, NY Restoration of old Church Roof and Masonry Restoration		Alan Baer Architect 34 Hunter Street Kingston, NY 12401 845-338-2730 Alandbaer@gmail.com	Aug. 2014	\$ 658,000.00	Oct. 2015	100
Tri Valley CSD 34 Moore Hill Road Grahamsville, NY 12740	Prime	BCK/IBI Group 41 Chenango St Binghamton, NY 13901 Brock Collingwood 607-772-0007	April 22, 2014	\$1,660,000	Aug-14	50
Water Street Assoc 168 Water Street Binghamton, NY 13901 David Lebous 607-722-3403	Prime	none	19-Jul-14	\$218,700	Nov-14	100
Friends of Taconic P.O. Box 222 Copake, NY 12517 Edgar Masters 518-329-6451	Prime	Zaremba Sopko Assoc. 200 Broadway Troy, NY 12180 Steve Sopko 518-273-2555	Jun-13	\$100,000	Aug-13	100
Goodwill Theater Exterior Stabilization 67 Broad Street	Prime	Killis Almond 210-532-3212	Jul-12	\$527,760	Dec. 2012	80%

Johnson City, NY 13790

Goodwill Theater Interior Asbestos/Guano Removal 67 Broad Street Johnson City, NY 13790	Prime	Killis Almond 210-532-3212	Jul-12	\$256,000	Oct-12	20%
Lansingburgh School District Lansingburgh, NY Masonry Restoration	Sub	Bette Cring Rick Polsinelli 518-213-1010	June 2012	\$242,000	Sept. 2012	100%
Hillsdale Town Hall Town of Hillsdale	Prime	Architectural Bureau Hoe Iuviene P.O. Box 238 Chatham, NY 12037	Sept. 2013	\$122,260	Apr-14	75
City of Albany Restoration of Various Bldgs 2013 Project City Hall, Albany, NY	Prime	James Daly Tobin Arch 15 Dark Bay Road Lake George, NY 12845	"March 2013	\$393,775	Oct-13	90

Background of Key employees

James Katsoudas

Jim completed an apprenticeship as a stone mason. He is an expert stone mason, but also skilled in all aspects of masonry restoration with over 17 years of experience in restoration. He has worked as a mason for 32 years and he has worked at Ganem Contracting for over 13 years. Jim is a member of Bricklayers and Allied Craftsmen Local 2.

Projects: Albany County Courthouse, Alfred E. Smith Building, Saratoga City Hall, East Greenbush School District. City of Albany Various Bldg. (The Lake House, Palace Theatre). Former Church at 448 Warren St., Hudson, Feura Bush Water Treatment Plant, Johnson Block House.

Albencz Ejlli

Al trained as a mason in Albania and also worked for 7 years as a mason in Italy. Al is highly skilled in restoration including plaster work and is also excellent at color matching. Al has worked for Ganem Contracting for over 13 years.

Projects: Pulaski CSD, Cazenovia CSD, City of Albany Various Bldg. (The Lake House, Palace Theater) Goodwill Theater. Former Church at 448 Warren St., Hudson. Feura Bush Water Treatment Plant, Johnson Block House.

**BID PROPOSAL****ALL BIDS SHALL BE ENCLOSED IN A SEALED ENVELOPE MARKED:****RFP #: 2018-26 – KATRINA TRASK GATEWAY REPAIRS****RFP Opening: Thursday, June 21, 2018 at 2:00 p.m.**

AND RETURN TO:
City of Saratoga Springs
City Clerk
474 Broadway
Saratoga Springs, NY 12866

BID PROPOSAL SUBMITTED BY**Bidder:** Ganem Contracting Corp.**(Contractor)****DEAR COMMISSIONER:**

The undersigned has inspected the proposed work site, reviewed the instructions to bidders and specifications and hereby agrees to provide all labor, demolition, materials, machinery, scaffolding, tools, shoring, testing and other appurtenances, means and methods necessary to complete the repair of the granite, concrete and cast stone Gateway in accordance with the project documents. Project will be constructed under a single prime lump sum contract. However, it is being bid under two separate Bid Items. Bid Item 1 includes work at the upper, central Gateway area. Bid Item 2 includes work at the lower left and right sides of the Gateway. Depending on available funding, the Owner may opt to award either one or both of the bid items. Refer to "Schematic Plan Bid Items" on Plan Sheet 2 of 6 for a general description of the project scope.

The work which the Contractor is required to perform under this contract shall commence at the time stipulated by the City in the Notice to Proceed to Contractor. The Contractor shall have sixty (60) calendar days to substantial completion and seventy-five (75) business days to final completion of the work from the date of Notice to Proceed. This includes lead-time for materials.

The project will be constructed under a single prime lump sum contract. However, it is being bid under two separate Bid Items. Bid Item 1 includes work at the upper, central Gateway area. Bid Item 2 includes work at the lower left and right sides of the Gateway. Refer to plan sheet 2/6 for detailed descriptions of each scope. Depending on available funding, the Owner may opt to award either one or both of the bid items.

LUMP SUM PRICE**IN WRITING:**

BASE BID - BID ITEM 1 (WRITTEN IN WORDS):

\$ One Hundred Eighty Seven Thousand Dollars and no cents.

BASE BID - BID ITEM 2 (WRITTEN IN WORDS):

\$ Two Hundred Twenty Four Thousand Dollars and no cents.

TOTAL BID IN NUMERALS (BASE BID ITEM 1 + BASE BID ITEM 2 + ALTERNATE 1 + ALTERNATE 2 + \$20,000.00 ALLOWANCE):

\$ Four Hundred Eighty Three Thousand Dollars and no cents.**IN NUMERALS:**

BASE BID - BID ITEM 1 (IN NUMERALS):

\$ 187,000.00

BASE BID - BID ITEM 2 (IN NUMERALS):

\$ 224,000.00

ALTERNATE 1 (IN NUMERALS):

\$ 40,000.00

ALTERNATE 2 (IN NUMERALS):

\$ 12,000.00

TOTAL BID IN NUMERALS (BASE BID ITEM 1 + BASE BID ITEM 2 + ALTERNATE 1 + ALTERNATE 2 + \$20,000.00 ALLOWANCE):

\$ 483,000.00**BASE BID:**

Generally, work includes all labor, materials, machinery, scaffolding, tools and other appurtenances, means and methods necessary to complete the work including all labor, demolition, materials, machinery, scaffolding, tools, shoring, testing and other appurtenances, means and methods necessary to complete the repairs of the granite, concrete and cast stone Gateway.

BID ALTERNATES:

ALTERNATE NO. 1: Provide 1600 square feet of concrete sidewalk at the base of the Gateway per Plan Detail 2/6, complete as installed including labor, material, services, testing and equipment necessary for completion of the bid alternate work shown on the plans and the technical specifications. Exact location to be determined by Owner.

ALTERNATE NO. 2: Provide concrete support footer to secure unstable foundation stones if needed during excavation (assume 50 ft. for bidding purposes) per Plan Detail 3/6, complete as installed including labor, material, services, testing and equipment necessary for completion of the bid alternate work shown on the plans and the technical specifications.

UNIT PRICES (FOR OWNERS INFORMATION ONLY):

Provide all work in accordance with the requirements of the Specifications and the Drawings for the following:

Unit Price 1: Type 2 Crusher Run (Under Stairs) per Plan Detail 1/6, delivered:

Add Five Hundred.....and no cents Dollars (\$ 500.00)/Ton

Unit Price 2: Structural Fill (Under Stairs) per Plan Detail 1/6, delivered:

Add Four Hundred and no cents..... Dollars (\$ 400.00)/Cubic Yd

Unit Price 3: Concrete Sidewalk per Plan Detail 2/6 , Complete as Installed:

Add Thirty.....and no cents.... Dollars (\$ 30.00)/Square Ft

Unit Price 4: Patching of Architectural Precast Concrete Coping:

Add Four Hundred.....and no cents..... Dollars (\$ 400.00)/Square Ft

Unit Price 5: New Architectural Precast Concrete Coping to Match Existing:

Add Two Hundred Fifty....and no cents.... Dollars (\$ 250.00)/Linear Ft

Unit Price 6: Cut Out, Clean & Repoint Masonry Wall Joint W/ Type N Mortar:

Add Twenty and no cents..... Dollars (\$ 20.00)/Linear Ft

Unit Price 7: Cut Out, Clean & Repoint Coping Stone Joints:

Add Twenty....and no cents..... Dollars (\$ 20.00)/Linear Ft

Unit Price 8: Cut Out, Clean & Recaulk Coping Stone Joints (prior approval):

Add Twenty.....and no cents..... Dollars (\$ 20.00)/Linear Ft

Unit Price 9: French Drain System per Plan Detail 3/6, Complete as Installed:

Add Three Hundred....and no cents.... Dollars (\$ 300.00)/Linear Ft

Unit Price 10: Stabilize loose laid foundation: expose, relay, and mortar laid up stones:

Add One Hundred....and no cents..... Dollars (\$ 100.00)/Linear Ft

Unit Price 11: "Support" Footer at Wall Base per Plan Detail 3/6, Complete as Installed:

Add Two Hundred....and no cents..... Dollars (\$ 200.00)/Linear Ft

Unit Price 12: Concrete Stairway Construction Joint Including dowels & joint sealant, Complete

Add Thirty and no cents..... Dollars (\$ 30.00)/Linear Ft

Unit Price 13: Concrete Stairway Control Joint

Add Twenty Five....and no cents..... Dollars (\$ 25.00)/Linear Ft

Unit Price 14: Cast & Install Fleur de Lis on Gateway Posts (one price for 3 sizes)

Add Two Thousand....and no cents..... Dollars (\$ 2,000.00)/Each

Unit Price 15: Trucking & Disposal of Demolished Clean Fill

Add Two Hundred and no cents..... Dollars (\$ 200.00)/Cubic Yd.

BID BOND OR BID DEPOSIT:

A bid bond or bid deposit check for 10% of the total bid price, made payable to the Commissioner of Finance is attached in the amount of \$ 10% bond/ \$48,300.00 security as required by the Instructions to Bidders for the project.

ALLOWANCE:

Bid includes a \$20,000.00 allowance for additional work that the Owner may request from the bidder for unforeseen conditions during the project. Allowance is to be in accordance with Paragraph 11.02 C Contingency Allowance of the Standard General Conditions of the Construction Contract.

ACKNOWLEDGEMENTS

Acknowledgement is hereby made of the receipt of the following Addendum:

Addendum No. 1 dated 6/5/18

Addendum No. 2 dated 6/11/18

Addendum No. _____ dated _____

The foregoing proposal (s) include all labor, supervision, material, taxes (if any), overhead, bond costs, profit and other considerations normally included in construction contract costs.

The Undersigned understands that the Owner reserves the right to accept or to reject any proposal(s), but that if notice of the acceptance of this proposal is mailed, telegraphed or delivered to the Undersigned within sixty (60) days after the opening of the bids, or any time before this proposal is withdrawn, the Undersigned will execute a contract with the City of Saratoga Springs for this work.

The Undersigned further agrees that if awarded the contract, he will: (1) Commence work upon receipt of the executed contract, (2) that he will provide bonds as required, (3) that he will commence active construction work at the site as outlined in the Notice to Proceed, (4) that he will substantially complete the work in its entirety, ready for use by the Owner as per the project documents.

Date: 6/21, 2018

Signed:  (Principal of Company)

Printed Name: Peter Ganem Title: President

Company: Ganem Contracting Corp.

Address: P.O. Box 1349, 2023 Rt. 9

Clifton Park, NY 12065

Telephone Number: 518-877-7941 Fax Number: 518-877-8048

Cellular Number: 518-858-0743

Email: Ganemcorp@aol.com



GANECON-01

FARAD1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/20/2018

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 have ADDITIONAL INSURED provisions or 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 Sykes-Mallia Associates, Inc. 160 Lafayette St. Schenectady, NY 12305	CONTACT NAME:	
	PHONE (A/C, No, Ext): (518) 393-3618	FAX (A/C, No): (518) 393-3621
INSURED Ganem Contracting Corporation Ushers 9 Park, Route 9 PO Box 1349 Clifton Park, NY 12065	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Admiral Insurance Company	
	INSURER B: Merchants Mutual Insurance Co.	
	INSURER C: Merchants Preferred Ins Co.	
	INSURER D:	
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	X		CA000019316-05	05/01/2018	05/01/2019	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	OTHER:						
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY						
	<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			CAPI051713	05/01/2018	05/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB						
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			CUP9140847	05/01/2018	05/01/2019	EACH OCCURRENCE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NY)		N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C	<input checked="" type="checkbox"/> Equipment Floater			CMP9151708	05/01/2018	05/01/2019	Rented Equipment 150,000

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

With regard to project: Katrina Trask Gateway repairs RFP #2018-26;

GL Per Project Aggregate Subject to Overall General Aggregate of \$5,000,000.

Certificate holder is included as additional insured on a primary and non contributory basis as their interest may appear as respects general liability coverage if required by executed written contract per endorsements CG2010, AD0657 attached.

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

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization that is an owner or manager of real property or personal property on which you are performing ongoing operations, or a contractor on whose behalf you are performing ongoing operations, but only if coverage as an additional insured is required by a written contract or written agreement that is an "insured contract", and provided the "bodily injury" or "property damage" first occurs, or the "personal and advertising injury" offense is first committed, subsequent to the execution of the contract or agreement.	All locations at which the Named Insured is performing ongoing operations.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
1. Your acts or omissions; or
 2. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.
- However:
1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.
- B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:**
- This insurance does not apply to "bodily injury" or "property damage" occurring after:
1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Policy Number:

AD 06 57 12 03

Effective Date:

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY/NON-CONTRIBUTING INSURANCE ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

ANY PERSON OR ORGANIZATION QUALIFYING AS AN INSURED UNDER ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION CG2010 0413 ATTACHED TO THIS POLICY AND UNDER ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS CG2037 0413 ATTACHED TO THIS POLICY.

It is agreed that Commercial General Liability Coverage Form CG 00 01 Section IV paragraphs 4.b. and 4.c. do not apply with respect to other valid and collectible Commercial General Liability insurance, whether primary or excess, available to the person or organization shown in the Schedule and:

- 1) Who is an insured under an Additional Insured-Owners, Lessees or Contractors endorsement attached to this policy; and

- 2) Who requires by specific written contract that this insurance is to be primary and/or non-contributory to other valid and collectible insurance available to that person or organization.

This endorsement does not change the scope of coverage provided to the person or organization by any Additional Insured endorsement.

All other terms and conditions remain unchanged.



New York State Insurance Fund

Workers' Compensation & Disability Benefits Specialists Since 1914

199 CHURCH STREET, NEW YORK, N.Y. 10007-1100

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

***** 141589265
GANEM CONTRACTING CORP.
PO BOX 1349
CLIFTON PARK NY 12065



SCAN TO VALIDATE
AND SUBSCRIBE

POLICYHOLDER GANEM CONTRACTING CORP. PO BOX 1349 CLIFTON PARK NY 12065		CERTIFICATE HOLDER CITY OF SARATOGA SPRINGS 474 BROADWAY SARATOGA SPRINGS NY 12866	
POLICY NUMBER G2205 844-0	CERTIFICATE NUMBER 790487	POLICY PERIOD 04/01/2018 TO 04/01/2019	DATE 6/20/2018

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2205 844-0, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW, AND, WITH RESPECT TO OPERATIONS OUTSIDE OF NEW YORK, TO THE POLICYHOLDER'S REGULAR NEW YORK STATE EMPLOYEES ONLY.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 719256162



Bid Bond

KNOW ALL MEN BY THESE PRESENT: That we the undersigned, GANEM CONTRACTING CORPORATION as Principal and NGM INSURANCE COMPANY as SURETY are held and firmly bound unto Owner hereinafter called CITY OF SARATOGA SPRINGS in the sum of (\$ i.e.; 10%) of the Amount Bid Dollars (\$ 10 PERCENT OF BID AMOUNT) for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying bid dated, JUNE 21, 2018.

For RFP #: 2018-26 – KATRINA TRASK GATEWAY REPAIRS

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or if no period specified, within sixty (60) calendar days. After the said period specified, within ten (10) calendar days after the prescribed forms with the City of Saratoga Springs in accordance with the bid as accepted and give bond with good faithful performance and proper of said bid within the period specified, or the failure to enter into such Contract and give such bond within the time specified, if between the amount specified in said bid and the amount for which the City of Saratoga Springs the difference between the amount specified in said bid and the amount for which the City of Saratoga Springs may procure and the required work or supplies for both, if the latter be in excess of the former, then the above obligation shall be void and of no effect, otherwise to remain in full force and effort.

IN WITNESS WHEREOF, the above-bounded parties have executed this instrument under their several seals this 4TH day of JUNE, 2018, the name and corporate seal of each corporate party being hereto affixed and these presents signed by its undersigned representative, pursuant to authority of its governing body.

In Presence of:

INDIVIDUAL PRINCIPAL (seal)

BUSINESS ADDRESS

PARTNERSHIP _____ (seal)

BUSINESS ADDRESS

BY _____

ATTEST: _____
GANEM CONTRACTING CORPORATION
CORPORATE PRINCIPAL
2023 USHERS 9 PARK, CLIFTON PARK, NY 12065
BUSINESS ADDRESS

BY *Peter Ganem* AFFIX CORPORATE SEAL
Peter Ganem, President

ATTEST: _____
NGM INSURANCE COMPANY
CORPORATE SURETY
BY *Joseph V Mallia* AFFIX CORPORATE SEAL
Joseph V Mallia, Attorney-In-Fact

FOR PRINCIPAL'S USE ONLY (Use Only One)

INDIVIDUAL ACKNOWLEDGEMENT
Unless a Corporation

STATE OF _____
COUNTY OF _____

ss:

On this _____ day of _____, _____, before me personally
came _____
to me known and known to me to be the person mentioned and described in and who executed the foregoing instrument
and daily acknowledged to me the execution of the same.

Notary Public

CORPORATE ACKNOWLEDGEMENT

STATE OF New York
COUNTY OF Saratoga

ss:

On this 21 day of June, 2018, before me personally
came Peter Ganem
to me known, who, being by me duly sworn, did dispose and say that he/she resides in Mechanicville, NY

that he/she is the President of the Ganem Contracting Corp the
corporation described in and which executed the above instruments; that he/she knows the seal of said corporation; that
the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said
corporation, and that he/she signed his/her name thereto by like order.

Elizabeth A. Ganem
Notary Public

Elizabeth A. Ganem
Notary Public, State of New York
Qualified in Saratoga County
No. 4855331
Commission Expires March 31, 2022

FOR SURETY USE ONLY

SURETY ACKNOWLEDGEMENT

STATE OF NEW YORK
COUNTY OF SCHENECTADY

ss:

On this 4TH day of JUNE, 2018, before me personally
came JOSEPH V MALLIA to me known, who being by me duly sworn, did depose and say that he/she resides in
SCHENECTADY County, that he/she is the Attorney-in-fact of NGM Insurance Company and the corporation described in
and which executed the above instruments; that he/she knows the seal of said corporation; that the seal affixed to said
instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that
he/she signed his/her name thereto by like order.

Adam Farragher
Notary Public



ADAM FARRAGHER
NOTARY PUBLIC, STATE OF NEW YORK
QUALIFIED IN SCHENECTADY COUNTY
REG. #01FA8145093
MY COMM. EXP. MAY 01, 2022



NGM INSURANCE COMPANY

A member of The Main Street America Group

POWER OF ATTORNEY

06-03033650

KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"Article IV, Section 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint **Jeffrey J Mallia, Joseph V Mallia**

its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

1. No one bond to exceed Five Million Dollars (\$5,000,000.00)

and to bind NGM Insurance Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of NGM Insurance Company; the acts of said Attorney are hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

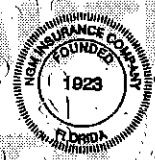
Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such office and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 8th day of January, 2016.

NGM INSURANCE COMPANY By:

B. R. Fox

Bruce R Fox
Vice President, General
Counsel and Secretary



State of Florida,
County of Duval.

On this January 8, 2016, before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Bruce R Fox of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Jacksonville, Florida this 8th day of January, 2016.

Tasha Ann Phipps



Tasha Ann Phipps
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF815117
Expires 10/3/2019

I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 4th day of June, 2018.

Nancy Giordano-Ramos

WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.

TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.





THE MAIN STREET AMERICA GROUP



I certify that at the Annual Meeting of the Directors of the NGM Insurance Company duly called and held at Jacksonville, Florida on March 9, 2017, the following officers were elected and remain in office:

THOMAS M. VAN BERKEL CHAIRMAN, PRESIDENT AND CHIEF EXECUTIVE OFFICER
 EDWARD J. KUHL EXECUTIVE VICE PRESIDENT, CHIEF FINANCIAL OFFICER & TREASURER
 JEFFREY B. KUSCH EXECUTIVE VICE PRESIDENT, INSURANCE OPERATIONS
 BRUCE R. FOX VICE PRESIDENT, GENERAL COUNSEL & SECRETARY
 MICHAEL D. LANCASHIRE SENIOR VICE PRESIDENT, CLAIMS AND INTEGRATED CUSTOMER SOLUTIONS
 THOMAS T. FRAZIER SENIOR VICE PRESIDENT & CHIEF INVESTMENT OFFICER
 AMY J. FREDERICK VICE PRESIDENT & CHIEF INFORMATION OFFICER
 DEAN P. DORMAN VICE PRESIDENT & CHIEF ACTUARY
 DANIEL J. GAYNOR, NANCY L. GIORDANO RAMOS, ROBERT T. HETZEL, JR.,
 DEBORAH E. MURPHY, JANET M. ROOT, JOHN A. THOMPSON, JR. VICE PRESIDENTS

I further certify that the following statement of the Company is true as taken from the records of said Company as of December 31, 2016.

ADMITTED ASSETS

Bonds at Amortized Values \$1,486,908,524
 Stocks at Market Value 375,048,488
 First Mortgage Loans 15,012,569
 Real Estate 4,071,652
 Cash in Office and Banks (1,237,634)
 Short Term Investments 79,381,541
 Agent's Balance (Less than 90 Days) 233,570,037
 Accrued Interest 12,477,420
 Other Assets 262,790,563
TOTAL ADMITTED ASSETS **2,468,023,160**

LIABILITIES

Reserve for Losses \$706,951,233
 Reserve for Loss Adjustment Expenses 127,000,840
 Reserve for Unearned Premiums 498,421,523
 Reserve for Other Underwriting Expenses 50,160,758
 Reserve for Taxes, Licenses, and Fees 2,751,523
 Loss Drafts in Transit 0
 Other Liabilities 43,330,220
Total Liabilities **1,428,616,097**
 Policyholders' Surplus 1,039,407,063
TOTAL **\$2,468,023,160**

Securities as deposited by law, included above = \$ 8,139,234

I further certify that the following is true and exact excerpt from Article IV, Section 2 of the By-Laws of NGM Insurance Company which is still valid and existing.

The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

Subscribed and sworn to before me on
 this 16th day of March, 2017

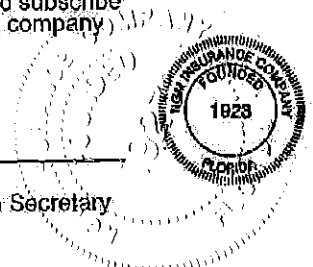
[Signature]



Tasha Ann Philpot
 NOTARY PUBLIC
 STATE OF FLORIDA
 Comm# FF915117
 Expires 10/3/2019

IN WITNESS THEREOF I hereunto subscribe
 my name and affix the seal of said company
 this 16th day of March, 2017

[Signature]
 Bruce R. Fox
 Vice President, General Counsel & Secretary



Request for Certification of Sufficient Funds

Submittal Date: 7/10/2018

The Department of Public Works requests certification that sufficient funds are or will be available to cover the claim to meet the following obligation when it becomes due and payable.

Obligation to be incurred, detailing vendor name, project description, Council Approval, etc.
(attach supporting documentation):

Vendor: Ganem Contracting Corporation

Project:

Katrina Trask Stairway

Repair of granite, concrete and cast stone gateway

Appropriation - Current Budget Expense Org/Object/Proj(s): H3936952 52000 1250

Amount Requested for Approval

\$471,000.00

Current Amount Available:

\$150,000.00

Transfer/Amendment Pending:

Transfer/Amendment Date 7/17/2018

Department Head Signature

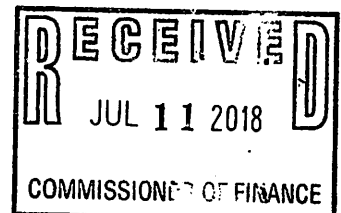
Date

Certification of Sufficient Funds

The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.

Commissioner of Finance

Approval Date





1000 East Park Avenue
Maple Shade, NJ 08052
P: 856.779.7500
F: 856.321.7631
www.stonhard.com

July 3, 2018

City of Saratoga Springs
Department of Public Works
Attn: Matt Zeno
474 Broadway
Saratoga Springs, NY 12866

Re: Putnam St Deck Valuation Statement

Dear Mr. Zeno:

Based on the scope document attached, the value of the work being done on the City's behalf would be \$12,925 including all equipment, materials and prevailing wage labor.

If you have any questions or require further information, please do not hesitate to contact me at 800.854.0310 or directly on my cell phone at 518-321-9364.

Sincerely,
Stonhard, Division of StonCor Group, Inc.

Brian Mahoney

Brian Mahoney
Territory Manager

BM/SP:wt



City of Saratoga Springs

Putnam Street Deck

TG6/SCUR/FD4

Stonhard/TEC Protective Coatings

Dates: 6/18-6/22

Day 1 – Cut back loose cementitious patch and install
Stonset TG6/Flash area with Stonclad UT

Day 2 – Install XT7

Day 3 – Install basecoat and broadcast

Day 4 – Install GS6

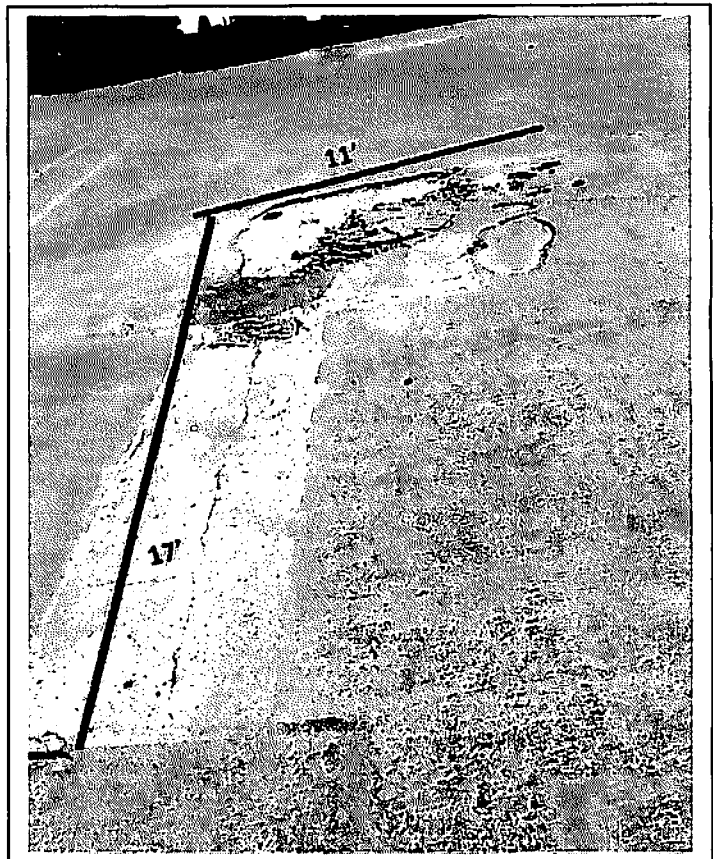
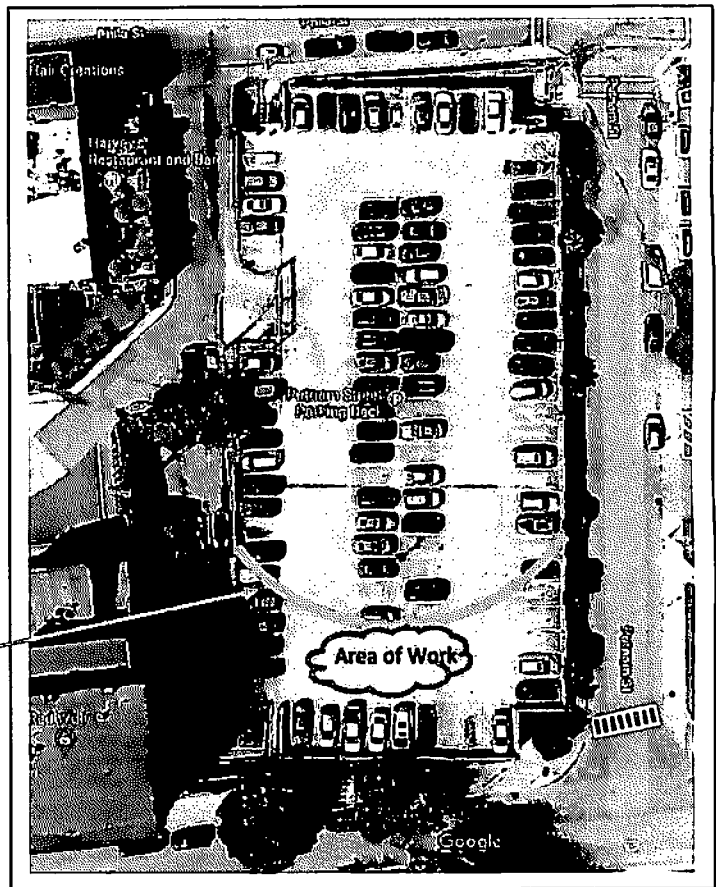
Day 5 – Punch/honor joints

One section of cove detail will be installed during the
week as time permits

Adverse weather will push installation

Some work will need to be done when the sun is going
down.

City will cone off/re-route traffic





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

(For Construction Projects Whose Values are Less Than One Hundred Thousand Dollars)

City Project Number: _____ City Project Name: _____ Prevailing Wage Project No.: _____
City Department: Public Works Department Contact Person: Matt Zeno City Ext. 2492
Company Name: The Stonhard Group
Company Address: 1000 East Park Ave, Maple Shade, NJ 08052
Company Telephone No.: 800-854-0310 Company Fax No.: 856-321-7631
Contractor Primary Contact for This Project: Brian Mahoney Title: _____

Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Contractor represents that it has all necessary governmental licenses to perform the services described herein.

The Contractor shall procure and maintain during the term of this contract, at the Contractor's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Contractor 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 Contractor. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Contractor 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 Contractor 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 Contractor.

The City of Saratoga Springs requires the Contractor 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;
- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
- **Excess Insurance:** One Million Dollars per Occurrence Aggregate; AND
- **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.

It shall be an affirmative obligation of the Contractor 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 Contractor 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 Contractor 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 Contractor 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 Contractor. 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 the same coverage all those activities performed within its contracted activities for the contact as executed.

The Contractor, to the fullest extent provided by law, shall defend, 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 Contractor or its employees or anyone for whom the Contractor 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 Contractor, as aforesaid.

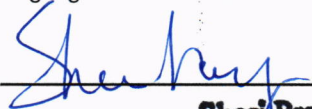
The Contractor agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Contractor agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Contractor. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.

The Contractor will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Contractor's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Contractor and its staff are to be and shall remain an independent Contractor with respect to all services performed under this Agreement. The Contractor represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required by the Contractor under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Contractor, its officers, agents, Contractors or employees shall in no way be the responsibility of the City; and the Contractor shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay

The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this contract whenever Contractor and/or Contractor's employees or subcontractors are proceeding in a manner that threatens the life, health or safety of any of Contractor'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 Contractor. If the City of Saratoga Springs exercises its rights pursuant to this part, the Contractor 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 Contractor's service to the public or the City of Saratoga Springs' immediate need for completion of the Contractor's work. In such case, Contractor shall immediately cure the defect. If the Contractor 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 Contractor shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different vendor.

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

Contractor Signature: _____



Sheri Pray
Lead Project Coordinator

Date: 6/14/18



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/20/2018

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 have ADDITIONAL INSURED provisions or 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 MARSH USA INC. 200 PUBLIC SQUARE, SUITE 3760 CLEVELAND, OH 44114-1824		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS:	
CN102302710-CAS-CAPwP-18-19 160 062019		INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED RPM INTERNATIONAL INC. & ITS SUBSIDIARIES (SUB: STONHARD, DIVISION OF STONCOR GROUP, INC) 2628 PEARL ROAD MEDINA, OH 44258		INSURER A: First Continental Services Co. INSURER B: Zurich American Insurance Company INSURER C: Starr Surplus Lines Insurance Company INSURER D: American Zurich Insurance Company INSURER E: N/A INSURER F:	
		16535 13604 40142 N/A	

COVERAGES **CERTIFICATE NUMBER:** CLE-006298610-01 **REVISION NUMBER:** 1

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 SUBR INSD 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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		1-GLSTO-01/2018	04/01/2018	04/01/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 9,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BAP925878911	04/01/2018	04/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<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 \$ 25,000		1000040057181	04/01/2018	04/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	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 N/A	WC925879011 (WI & MA) WC925878811 (AOS) EWS596599510 (EXCESS OH) EXCESS OHIO SIR: \$500,000	04/01/2018 04/01/2018 04/01/2018	04/01/2019 04/01/2019 04/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
CITY OF SARATOGA SPRINGS IS (ARE) INCLUDED AS ADDITIONAL INSURED(S) UNDER GENERAL LIABILITY PER THE ADDITIONAL INSURED-OWNERS, LESSEES OR CONTRACTORS ENDORSEMENT WITH RESPECT TO STONHARD, A DIVISION OF STONCOR GROUP, INC., PROJECT NO 4248902. INSTALLATION OF RESINOUS PRODUCTS AT: SARATOGA SPRINGS - PUTNAM PARKING DECK, 1 PUTNAM STREET, SARATOGA SPRINGS, NY 12866. THE INSURANCE AFFORDED UNDER THE GENERAL LIABILITY POLICY FOR THE ADDITIONAL INSURED(S) IS PRIMARY INSURANCE AND ANY OTHER INSURANCE MAINTAINED BY OR AVAILABLE TO THE ADDITIONAL INSURED(S) IS NON-CONTRIBUTORY.

CERTIFICATE HOLDER

CITY OF SARATOGA SPRINGS
474 BROADWAY
SARATOGA SPRINGS, NY 12866

CANCELLATION

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
of Marsh USA Inc.

Manashi Mukherjee

Manashi Mukherjee

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AGENCY CUSTOMER ID: CN102302710

LOC #: Cleveland

**ADDITIONAL REMARKS SCHEDULE**

Page 2 of 2

AGENCY MARSH USA INC		NAMED INSURED RPM INTERNATIONAL INC. & ITS SUBSIDIARIES (SUB: STONHARD, DIVISION OF STONCOR GROUP, INC) 2628 PEARL ROAD MEDINA, OH 44258
POLICY NUMBER		
CARRIER	NAIC CODE	
EFFECTIVE DATE:		

ADDITIONAL REMARKS**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,****FORM NUMBER:** 25 **FORM TITLE:** Certificate of Liability Insurance

THE GENERAL LIABILITY PLACEMENT IS A DIRECT PLACEMENT. MARSH MANAGEMENT SERVICES (VERMONT) MANAGES THE CAPTIVE INSURER INDICATED HERE. MARSH USA INC. HAS ONLY ACTED IN THE ROLE OF A CONSULTANT TO THE CLIENT WITH RESPECT TO THIS PLACEMENT, WHICH IS INDICATED HERE FOR YOUR CONVENIENCE.

THE ONGOING AND COMPLETED OPERATIONS IS INCLUDED IN THE GENERAL LIABILITY POLICY.

Policy: 1-GLSTO-01/2018

Effective: April 1, 2018

ISO CG 20 10 11 85

**THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES
OR CONTRACTORS (FORM B)**

This endorsement modifies insurance provided as follows:

SCHEDULE

Name of Person or Organization: Any person(s) or organization(s) as required by written contract or agreement and as evidenced on a certificate of insurance issued to such person(s) or organization(s) on file with First Continental Services Co.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured any person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you.



City of Saratoga Springs, NY Contract

City Project Number: _____ City Project Name: Putnam Parking Deck Floor Section Repair
 City Department: Public Works Department Contact Person: Matt Zeno City Ext. 2492
 Company Name: The Stonhard Group
 Company Address: 1000 East Park Ave, Maple Shade, NJ 08052
 Company Telephone No.: 800-854-0310 Company Fax No.: 856-321-7631
 Vendor and/or Service Provider Primary Contact: Brian Mahoney Title: Territory Manager
 Primary Contact Email: bmahoney@stonhard.com
 Service to be Provided: Parking Deck Floor Repair
 Remit Name (If different from above): _____
 Remit Address: _____

1. **Scope of Agreement:** In response to a request for a pricing proposal requested by the City for PARKING DECK FLOOR REPAIR, the Vendor and/or Service Provider submitted proposals dated July 3, 2018 (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The Vendor and/or Service Provider shall provide to the City the products and services set forth therein. The Vendor and/or Service Provider assumes full responsibility for the provision of the products and services made available in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City. The Vendor and/or Service Provider assumes all risks in the performance of all its activities authorized by this Agreement.
2. **Term of Agreement:** The term of this Agreement shall commence per the date of approval of this Agreement by the City Council of the City of Saratoga Springs. This Agreement shall continue in force from the effective date until the work provided as described herein is satisfactorily completed or by 9/28/18. Any modification of the work performed by the Vendor and/or Service Provider shall be made in writing and shall not be undertaken until the City agrees to the modification. The Vendor and/or Service Provider assume full responsibility for the provision of the products and services contracted for in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with prior written notice and written approval of the City. The Vendor and/or Service Provider will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. The Vendor and/or Service Provider assume all risks in the performance of all its activities authorized by this Agreement.
3. **Terms of Payment:** Vendor and/or Service Provider will invoice the City on a monthly basis and the City will pay all invoices within thirty (30) days of receipt of the invoice or as practicable. The City shall pay the Vendor and/or Service Provider in accordance with the City Charter per the Purchasing Guidelines established by the City. All work performed under this agreement must be in accordance with the NYS Department of Labor Prevailing Wage Regulations. The Costs, fees, and disbursements associated with the provisions of the products and services shall be determined in accordance with the proposal submitted not to exceed \$0.00, a copy of which is annexed hereto and made a part hereof. Detailed original invoices not received within forty five (45) calendar days of the completed transaction could result in a delay of payment.
4. **Notice:** Any notices sent to the City under this Agreement will be effective five (5) business days after the postmarked date of mailing by certified mail, return receipt requested. The Mayor/Commissioner of PUBLIC WORKS is the designated Project Manager for this Agreement and shall represent the City in all matters and has the authority to affect the delivery of products and/or services. The Project Manager for the Vendor and/or Service Provider is Brian Mahoney. Any notice, request, demand or other communication required or provided for in this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or mailed in a sealed envelope, postage prepaid, addressed as follows:

 To the City: Mayor/Commissioner of PUBLIC WORKS, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866

 With a copy to: City Attorney, City Saratoga Springs, 474 Broadway, Room 7, Saratoga Springs, NY 12866

 To Vendor and/or Service Provider: Brian Mahoney
5. **Conflicts of Interest:** The Vendor and/or Service Provider represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.
6. **City Property:** All information and materials received hereunder by the Vendor and/or Service Provider from the City are and shall remain the sole and exclusive property of the City and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider. All intellectual property, created by the Vendor and/or Service Provider hereunder as a product or as a service to the City shall be the sole and exclusive property of the City. Effective upon their creation pursuant to the terms of this Agreement, the Vendor and/or Service Provider conveys, assigns and transfers to the City the sole and exclusive rights, title and interest in all documents, electronic databases, and custom programs, whether preliminary, final or otherwise, including all trademarks and copyrights. The Vendor and/or Service Provider hereby agrees to take all necessary and appropriate steps to ensure that the custom products are protected against unauthorized copying, reproduction and marketing by or through the Vendor and/or Service Provider, its agents, employees, or subcontractors. Nothing herein shall preclude the Vendor and/or Service Provider from otherwise using the related or underlying general knowledge, skills, ideas, concepts, techniques and experience developed under this Agreement in the course of the Vendor and/or Service Provider's business. The Contractor grants to the City a perpetual, nonexclusive, royalty-free, unlimited use license to use, execute, reproduce, display, modify and distribute any pre-existing software, tools or techniques delivered by the Vendor and/or Service Provider under this Agreement. Any written reports, opinions and advice rendered by the Vendor and/or Service Provider shall become the sole and exclusive property of the City, and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider.
7. **Retention of Records:** The Vendor and/or Service Provider shall make available to the City all information pertinent to the project, including reports, studies, drawings, and any other data. All original records generated as a result of the project shall be maintained by the Vendor and/or Service Provider for a period of six (6) years after expiration of the Agreement. Upon request, copies of those records shall be provided to the City at no cost.

8. **Independent Vendor and/or Service Provider Status:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Vendor and/or Service Provider's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Vendor and/or Service Provider and its staff are to be and shall remain an independent Vendor and/or Service Provider with respect to all services performed under this Agreement. The Vendor and/or Service Provider represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Vendor and/or Service Provider or other persons, while engaged in the performance of any work or services required by the Vendor and/or Service Provider under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Vendor and/or Service Provider, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City; and the Vendor and/or Service Provider shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay.
9. **Insurance:** 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 Vendor and/or Service Provider shall procure and maintain during the term of this Agreement, at the Vendor and/or Service Provider's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Vendor and/or Service Provider 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 Vendor and/or Service Provider. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Agreement; (2) withholding any/all payment(s) due under this Agreement or any other Agreement it has with the Vendor and/or Service Provider (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 Vendor and/or Service Provider.

The City of Saratoga Springs requires the Vendor and/or Service Provider name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

- A. For projects whose total value is between Zero and \$100,000:
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** One Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- B. For projects whose total value is between \$100,000 and \$500,000:
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Three Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- C. For projects whose total value is between \$500,000 and \$1,000,000:
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Five Million Dollars per Occurrence Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- D. For projects involving the provision of professional services:
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - **Excess Insurance:** Five Million Dollars per Occurrence Aggregate;
 - **Professional Errors and Omissions:** One Million Dollars per Claim with Two Million Dollars Aggregate; AND
 - **NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance:** Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- E. If the project in question involves any form of pollution risk or exposure, environmental hazard, asbestos or special circumstances, please contact the Office of Risk and Safety for a determination of insurance limits needed for your contract.

It shall be an affirmative obligation of the Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider. 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.

10. **Indemnification:** The Vendor and/or Service Provider, 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 Vendor and/or Service Provider or its employees or anyone for whom the Vendor and/or Service Provider 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 Vendor and/or Service Provider, as aforesaid. The Vendor and/or Service Provider's responsibility under this section shall not be limited to the required or available insurance.
11. **Americans with Disabilities Act:** The Vendor and/or Service Provider agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Vendor and/or Service Provider agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Vendor and/or Service Provider. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.
12. **Safety:** The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this Agreement whenever Vendor and/or Service Provider, and/or Vendor and/or Service Provider's employees or subcontractors, are proceeding in a manner that threatens the life, health or safety of any of Vendor and/or Service Provider'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 Vendor and/or Service Provider. If the City of Saratoga Springs exercises its rights pursuant to this part, the Vendor and/or Service Provider 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 Vendor and/or Service Provider's service to the public or the City of Saratoga Springs' immediate need for completion of the Vendor and/or Service Provider's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If the Vendor and/or Service Provider fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this Agreement. In the event that the City of Saratoga Springs terminates this Agreement, any payments for work completed by the Vendor and/or Service Provider shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different Vendor and/or Service Provider.
13. **Vendor and/or Service Provider Code of Conduct:** The City of Saratoga Springs is committed to conduct business in a lawful and ethical manner and expects the same standards from Vendor and/or Service Providers/suppliers that the City conducts business with. The City requires that all Vendor and/or Service Providers/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 Vendor and/or Service Providers/suppliers. Vendor and/or Service Providers/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

At a minimum, the City requires that all Vendor and/or Service Providers/suppliers meet the following standards:

- Legal: Vendor and/or Service Providers/suppliers and their sub-contractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- 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.
- Right to organize: Employees of the Vendor and/or Service Provider/supplier should have the right to decide whether they want collective bargaining.
- Sub-contractors: Vendor and/or Service Providers/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- Protection of the Environment: Vendor and/or Service Providers/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, Vendor and/or Service Providers/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

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

Vendor and/or Service Provider/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor and/or Service Provider/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.

14. **Governing Law:** This Agreement shall be governed and construed under the laws of the State of New York, the location where this Agreement was accepted to by Vendor and/or Service Provider. The Vendor and/or Service Provider agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

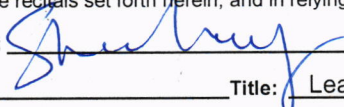
15. **NYS Licensure for Professional Services:** Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Vendor and/or Service Provider represents that it has all necessary governmental licenses to perform the services described herein.
16. **Non-Collusive Bidding Certification:** Where applicable, upon the submission of a 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 knowledge and belief:
- a. 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;
 - b. 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
 - c. 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.
17. **Iranian Energy Sector Divestment:** Where applicable, upon the submission of a bid, each Vendor and/or Service Provider and each person signing on behalf of any Vendor and/or Service Provider 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 its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law (Iran Divestment).
18. **Venue:** The City and the Vendor and/or Service Provider hereby agree that any litigated matters shall be venued in the federal and state courts of the State of New York in the County of Saratoga.
19. **Assignment:** The Vendor and/or Service Provider is prohibited from assigning, conveying, subletting or otherwise disposing of the Vendor and/or Service Provider's right, title, or interest therein, or the Vendor and/or Service Provider's power to execute this agreement to any other person or corporation without the previous written consent of the City. If the Vendor and/or Service Provider assigns, conveys, sublets or otherwise disposes of the Vendor and/or Service Provider's right, title, or interest without prior written consent, the City shall revoke and annul this agreement, and the City shall be relieved and discharged from any and all liability growing out of this Agreement, and any person or corporation to whom the interest was assigned, transferred, conveyed, sublet or otherwise disposed of shall forfeit and lose all moneys theretofore earned under such contract, except so much as may be required to pay his or her employees.
20. **Termination:** The Vendor and/or Service Provider and the City may mutually agree, in writing, to terminate this Agreement at any time. The City may also terminate this Agreement at any time and on any reason by mailing written notice to the Vendor and/or Service Provider at least ten (10) business days prior to such termination date. The City reserves the right to cancel this Agreement at any time in event of default or violation by the Vendor and/or Service Provider of any provision of this Agreement. The City may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.
21. **Default:** Vendor and/or Service Provider's failure to perform its obligations and comply with its representations under this Agreement shall constitute a default under this Agreement. Upon Vendor and/or Service Provider's default, the City may cancel this Agreement and immediately stop payment of any fees to Vendor and/or Service Provider hereunder. City shall also have any all additional rights and remedies under New York State Law as a result of Vendor and/or Service Provider's default.
22. **Force Majeure:** Neither party shall be held liable for failure to perform its part of this Agreement when such failure is due to fire, flood, or similar disaster; strikes or similar labor disturbances; industrial disturbances, war, riot, insurrection, and/or other causes beyond the control of the parties.
23. **Entire Agreement:** This Agreement sets forth the entire agreement and understanding of the parties relating to the subject matter contained herein except as to those matters or agreements expressly incorporated herein by reference. No covenant, representation or condition not expressed herein shall be effective to interpret, change or restrict the express provisions of this Agreement. This Agreement supersedes any and all prior agreements, whether written or oral, relating to the subject matter contained herein. This Agreement shall not be amended, changed or otherwise modified except in writing, signed by both parties.
24. **Severability:** In the event that any portion of this Agreement may be adjudged invalid or unenforceable for any reason, adjudication shall in no manner affect the other portions of this Agreement which will remain in full force and effect as of the portions adjudged invalid or unenforceable were not originally a part thereof.
25. **Modification:** This Agreement may be modified only by a writing signed by both parties.
26. **Execution:**

This Agreement may be executed in separate counterparts, which together shall constitute the Agreement of the parties, provided that all of the parties to this Agreement have executed their respective copy of this Agreement.

City Certification: In addition to the acceptance of this Agreement, I certify that original copies of this signature page will be attached to all other exact copies of this Agreement.

Vendor and/or Service Provider Certification: In addition to the acceptance of this Agreement, I certify that all information provided to the City with respect to New York State Finance Law Section 139-k is complete, true and accurate.

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

Vendor and/or Service Provider Signature:  Date: 7/2/18

Print Name: Sheri Pray Title: Lead Project Coordinator

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____



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.

To promote a working relationship with the City of Saratoga Springs based on ethical business practices, contractors, consultants, vendors and suppliers are expected to:

- Not seek, solicit, demand or accept any information, verbal or written, from the City of Saratoga Springs or its representatives that provides an unfair advantage over a competitor.
- Not engage in any activity or course of conduct that restricts open and fair competition on City of Saratoga Springs related projects and transactions.
- Not engage in any course of conduct with the City of Saratoga Springs employees or its representatives that constitutes a conflict of interest, in fact or appearance.
- Not offer any unlawful gifts or gratuities, or engage in bribery or other criminal activity.
- Report to the City of Saratoga Springs any activity by a City of Saratoga Springs employee or contractor, consultant or vendor of the City of Saratoga Springs that is inconsistent with the City of Saratoga Springs Code of Ethics.

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.
- The 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: Sheri Pray

Title: Lead Project Coordinator Date: 7/2/18

Company Name: Stonhard, Division of StonCor Group, Inc.

Company Address: 1000 East Park Ave. Maple Shade, NJ 08052



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."

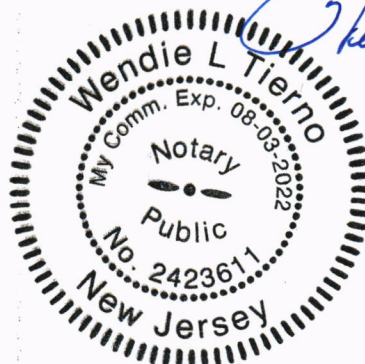
A bid shall not be considered for award nor shall any award be made where (1), (2), (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth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

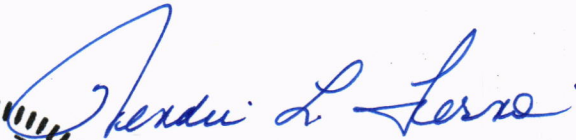
Signature:  Print Name: Sheri Pray

Title: Lead Project Coordinator Date: 7/2/18

Company: Stonhard, Division of StonCor Group, Inc. Address: 1000 East Park Ave. Maple Shade, NJ 08052

Subscribed to under penalty of perjury under the laws of the State of New York, this 2nd day of July, 2018 as the act and deed of said corporation or partnership.







City of Saratoga Springs, NY Contract

City Project Number: 2016-297 City Project Name: HVAC
City Department: DPW Department Contact Person: Kathy Moran, 518-587-3550, ext. 2544
Company Name: BPI
Company Address: 95 Hudson River Road, Waterford, NY 12811
Company Telephone No.: 315-238-2383 Company Fax No.: _____
Vendor and/or Service Provider Primary Contact: Dan Keating Title: Owner
Primary Contact Email: dank@BPImechanicalservice.com
Service to be Provided: HVAC Services
Remit Name (If different from above): _____
Remit Address: _____

1. **Scope of Agreement:** In response to a request for a pricing proposal requested by the City for HVAC Services, the Vendor and/or Service Provider submitted proposals dated May 13, 2016 (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The Vendor and/or Service Provider shall provide to the City the products and services set forth therein. The Vendor and/or Service Provider assumes full responsibility for the provision of the products and services made available in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City. The Vendor and/or Service Provider assumes all risks in the performance of all its activities authorized by this Agreement.
2. **Term of Agreement:** The term of this Agreement shall commence per the date of approval of this Agreement by the City Council of the City of Saratoga Springs. This Agreement shall continue in force from the effective date until the work provided as described herein is satisfactorily completed or by August 2, 2019. Any modification of the work performed by the Vendor and/or Service Provider shall be made in writing and shall not be undertaken until the City agrees to the modification. The Vendor and/or Service Provider assume full responsibility for the provision of the products and services contracted for in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with prior written notice and written approval of the City. The Vendor and/or Service Provider will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. The Vendor and/or Service Provider assume all risks in the performance of all its activities authorized by this Agreement.
3. **Terms of Payment:** Vendor and/or Service Provider will invoice the City on a monthly basis and the City will pay all invoices within thirty (30) days of receipt of the invoice or as practicable. The City shall pay the Vendor and/or Service Provider in accordance with the City Charter per the Purchasing Guidelines established by the City. All work performed under this agreement must be in accordance with the NYS Department of Labor Prevailing Wage Regulations. The Costs, fees, and disbursements associated with the provisions of the products and services shall be determined in accordance with the proposal submitted not to exceed hourly rates, a copy of which is annexed hereto and made a part hereof. Detailed original invoices not received within forty five (45) calendar days of the completed transaction could result in a delay of payment.
4. **Notice:** Any notices sent to the City under this Agreement will be effective five (5) business days after the postmarked date of mailing by certified mail, return receipt requested. The Mayor/Commissioner of DPW is the designated Project Manager for this Agreement and shall represent the City in all matters and has the authority to affect the delivery of products and/or services. The Project Manager for the Vendor and/or Service Provider is Dan Keating. Any notice, request, demand or other communication required or provided for in this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or mailed in a sealed envelope, postage prepaid, addressed as follows:

To the City: Mayor/Commissioner of Public Works, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866
With a copy to: City Attorney, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866
To Vendor and/or Service Provider: Dan Keating
5. **Conflicts of Interest:** The Vendor and/or Service Provider represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.
6. **City Property:** All information and materials received hereunder by the Vendor and/or Service Provider from the City are and shall remain the sole and exclusive property of the City and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider. All intellectual property, created by the Vendor and/or Service Provider hereunder as a product or as a service to the City shall be the sole and exclusive property of the City. Effective upon their creation pursuant to the terms of this Agreement, the Vendor and/or Service Provider conveys, assigns and transfers to the City the sole and exclusive rights, title and interest in all documents, electronic databases, and custom programs, whether preliminary, final or otherwise, including all trademarks and copyrights. The Vendor and/or Service Provider hereby agrees to take all necessary and appropriate steps to ensure that the custom products are protected against unauthorized copying, reproduction and marketing by or through the Vendor and/or Service Provider, its agents, employees, or subcontractors. Nothing herein shall preclude the Vendor and/or Service Provider from otherwise using the related underlying general knowledge, skills, ideas, concepts, techniques and experience developed under this Agreement in the course of the Vendor and/or Service Provider's business. The Contractor grants to the City a perpetual, nonexclusive, royalty-free, unlimited use license to use, execute, reproduce, display, modify and distribute any pre-existing software, tools or techniques delivered by the Vendor and/or Service Provider under this Agreement. Any written reports, opinions and advice rendered by the Vendor and/or Service Provider shall become the sole and exclusive property of the City, and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider.
7. **Retention of Records:** The Vendor and/or Service Provider shall make available to the City all information pertinent to the project, including reports, studies, drawings, and any other data. All original records generated as a result of the project shall be maintained by the Vendor and/or

Service Provider for a period of six (6) years after expiration of the Agreement. Upon request, copies of those records shall be provided to the City at no cost.

8. **Independent Vendor and/or Service Provider Status:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Vendor and/or Service Provider's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Vendor and/or Service Provider and its staff are to be and shall remain an independent Vendor and/or Service Provider with respect to all services performed under this Agreement. The Vendor and/or Service Provider represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Vendor and/or Service Provider or other persons, while engaged in the performance of any work or services required by the Vendor and/or Service Provider under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Vendor and/or Service Provider, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City, and the Vendor and/or Service Provider shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability and severance pay.
9. **Insurance:** 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 Vendor and/or Service Provider shall procure and maintain during the term of this Agreement, at the Vendor and/or Service Provider's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Vendor and/or Service Provider 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 Vendor and/or Service Provider. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Agreement, (2) withholding any/all payment(s) due under this Agreement or any other Agreement it has with the Vendor and/or Service Provider (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 Vendor and/or Service Provider.

The City of Saratoga Springs requires the Vendor and/or Service Provider name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

- A. For projects whose total value is between Zero and \$100,000:
- Commercial General Liability Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: One Million Dollars per Occurrence Aggregate; AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- B. For projects whose total value is between \$100,000 and \$500,000:
- Commercial General Liability Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Three Million Dollars per Occurrence Aggregate AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- C. For projects whose total value is between \$500,000 and \$1,000,000:
- Commercial General Liability Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Five Million Dollars per Occurrence Aggregate, AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- D. For projects involving the provision of professional services:
- Commercial General Liability Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Five Million Dollars per Occurrence Aggregate;
 - Professional Errors and Omissions: One Million Dollars per Claim with Two Million Dollars Aggregate, AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- E. If the project in question involves any form of pollution risk or exposure, environmental hazard, asbestos or special circumstances, please contact the Office of Risk and Safety for a determination of insurance limits needed for your contract.

It shall be an affirmative obligation of the Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider. 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 contract as executed.

10. **Indemnification:** The Vendor and/or Service Provider, 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 Vendor and/or Service Provider or its employees or anyone for whom the Vendor and/or Service Provider 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 Vendor and/or Service Provider, as aforesaid. The Vendor and/or Service Provider's responsibility under this section shall not be limited to the required or available insurance.
11. **Americans with Disabilities Act:** The Vendor and/or Service Provider agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Vendor and/or Service Provider agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Vendor and/or Service Provider. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.
12. **Safety:** The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this Agreement whenever Vendor and/or Service Provider, and/or Vendor and/or Service Provider's employees or subcontractors, are proceeding in a manner that threatens the life, health or safety of any of Vendor and/or Service Provider'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 Vendor and/or Service Provider. If the City of Saratoga Springs exercises its rights pursuant to this part, the Vendor and/or Service Provider 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 Vendor and/or Service Provider's service to the public or the City of Saratoga Springs' immediate need for completion of the Vendor and/or Service Provider's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If the Vendor and/or Service Provider fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this Agreement. In the event that the City of Saratoga Springs terminates this Agreement, any payments for work completed by the Vendor and/or Service Provider shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different Vendor and/or Service Provider.
13. **Vendor and/or Service Provider Code of Conduct:** The City of Saratoga Springs is committed to conduct business in a lawful and ethical manner and expects the same standards from Vendor and/or Service Providers/suppliers that the City conducts business with. The City requires that all Vendor and/or Service Providers/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 Vendor and/or Service Providers/suppliers. Vendor and/or Service Providers/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

At a minimum, the City requires that all Vendor and/or Service Providers/suppliers meet the following standards:

- **Legal:** Vendor and/or Service Providers/suppliers and their sub-contractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- **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.
- **Right to organize:** Employees of the Vendor and/or Service Provider/supplier should have the right to decide whether they want collective bargaining.
- **Sub-contractors:** Vendor and/or Service Providers/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- **Protection of the Environment:** Vendor and/or Service Providers/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, Vendor and/or Service Providers/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

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

Vendor and/or Service Provider/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor and/or Service Provider/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.

14. **Governing Law:** This Agreement shall be governed and construed under the laws of the State of New York, the location where this Agreement was accepted to by Vendor and/or Service Provider. The Vendor and/or Service Provider agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

15. **NYS Licensure for Professional Services:** Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Vendor and/or Service Provider represents that it has all necessary governmental licenses to perform the services described herein.
16. **Non-Collusive Bidding Certification:** Where applicable, upon the submission of a 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 knowledge and belief
- 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,
 - 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
 - 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
17. **Iranian Energy Sector Divestment:** Where applicable, upon the submission of a bid, each Vendor and/or Service Provider and each person signing on behalf of any Vendor and/or Service Provider 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 its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law (Iran Divestment).
18. **Venue:** The City and the Vendor and/or Service Provider hereby agree that any litigated matters shall be venued in the federal and state courts of the State of New York in the County of Saratoga.
19. **Assignment:** The Vendor and/or Service Provider is prohibited from assigning, conveying, subletting or otherwise disposing of the Vendor and/or Service Provider's right, title, or interest therein, or the Vendor and/or Service Provider's power to execute this agreement to any other person or corporation without the previous written consent of the City. If the Vendor and/or Service Provider assigns, conveys, sublets or otherwise disposes of the Vendor and/or Service Provider's right, title, or interest without prior written consent, the City shall revoke and annul this agreement, and the City shall be relieved and discharged from any and all liability growing out of this Agreement, and any person or corporation to whom the interest was assigned, transferred, conveyed, sublet or otherwise disposed of shall forfeit and lose all moneys theretofore earned under such contract, except so much as may be required to pay his or her employees
20. **Termination:** The Vendor and/or Service Provider and the City may mutually agree, in writing, to terminate this Agreement at any time. The City may also terminate this Agreement at any time and on any reason by mailing written notice to the Vendor and/or Service Provider at least ten (10) business days prior to such termination date. The City reserves the right to cancel this Agreement at any time in event of default or violation by the Vendor and/or Service Provider of any provision of this Agreement. The City may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.
21. **Default:** Vendor and/or Service Provider's failure to perform its obligations and comply with its representations under this Agreement shall constitute a default under this Agreement. Upon Vendor and/or Service Provider's default, the City may cancel this Agreement and immediately stop payment of any fees to Vendor and/or Service Provider hereunder. City shall also have any all additional rights and remedies under New York State Law as a result of Vendor and/or Service Provider's default
22. **Force Majeure:** Neither party shall be held liable for failure to perform its part of this Agreement when such failure is due to fire, flood, or similar disaster; strikes or similar labor disturbances; industrial disturbances; war, riot, insurrection, and/or other causes beyond the control of the parties.
23. **Entire Agreement:** This Agreement sets forth the entire agreement and understanding of the parties relating to the subject matter contained herein except as to those matters or agreements expressly incorporated herein by reference. No covenant, representation or condition not expressed herein shall be effective to interpret, change or restrict the express provisions of this Agreement. This Agreement supersedes any and all prior agreements, whether written or oral, relating to the subject matter contained herein. This Agreement shall not be amended, changed or otherwise modified except in writing, signed by both parties
24. **Severability:** In the event that any portion of this Agreement may be adjudged invalid or unenforceable for any reason, adjudication shall in no manner affect the other portions of this Agreement which will remain in full force and effect as of the portions adjudged invalid or unenforceable were not originally a part thereof.
25. **Modification:** This Agreement may be modified only by a writing signed by both parties
26. **Execution:**

This Agreement may be executed in separate counterparts, which together shall constitute the Agreement of the parties, provided that all of the parties to this Agreement have executed their respective copy of this Agreement

City Certification: In addition to the acceptance of this Agreement, I certify that original copies of this signature page will be attached to all other exact copies of this Agreement

Vendor and/or Service Provider Certification: In addition to the acceptance of this Agreement, I certify that all information provided to the City with respect to New York State Finance Law Section 139-k is complete, true and accurate.

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

Vendor and/or Service Provider Signature: _____ Date: 2/2/18

Print Name: DANIEL KEATINGA Title: PRESIDENT

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____



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: [Signature] Print Name: DANIEL KEATING

Title: PRESIDENT Date: 7/2/18

Company: BPI MECHANICAL Address: 95 HUDSON RIVER RD.

Subscribed to under penalty of perjury under the laws of the State of New York, this 2 day of JULY, 2017 as the act and deed of said corporation or partnership.

2018



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.

To promote a working relationship with the City of Saratoga Springs based on ethical business practices, contractors, consultants, vendors and suppliers are expected to:

- Not seek, solicit, demand or accept any information, verbal or written, from the City of Saratoga Springs or its representatives that provides an unfair advantage over a competitor.
- Not engage in any activity or course of conduct that restricts open and fair competition on City of Saratoga Springs related projects and transactions.
- Not engage in any course of conduct with the City of Saratoga Springs employees or its representatives that constitutes a conflict of interest, in fact or appearance.
- Not offer any unlawful gifts or gratuities, or engage in bribery or other criminal activity.
- Report to the City of Saratoga Springs any activity by a City of Saratoga Springs employee or contractor, consultant or vendor of the City of Saratoga Springs that is inconsistent with the City of Saratoga Springs Code of Ethics.

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.
- The 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: [Signature] Printed name: DANIEL KEATING
Title: PRESIDENT Date: 7/2/18
Company Name: BPI MECHANICAL SERVICE
Company Address: 55 HUDSON RIVER RD



BURNPIP-01

ESOMERS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/10/2018

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 have ADDITIONAL INSURED provisions or 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 BPI Mechanical Services Inc 95 Hudson River Road Waterford, NY 12188-1907	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Cincinnati Insurance Company		10677
	INSURER B: American Alternative Ins Co		19720
	INSURER C: ShelterPoint Life Insurance Company (Previously First Rehabilitation)		81434
	INSURER D:		
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 SUBR INSD WVP	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		EPP0434081	04/15/2018	04/15/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 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
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:						
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		EBA0434075	04/15/2018	04/15/2019	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"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		EPP0434081	04/15/2018	04/15/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
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	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Commercial Umbrella		60A2FF000161104	04/15/2018	04/15/2019	Occurrence/Aggregate \$ 5,000,000
C	NYS Disability		D188083	07/01/2008	12/31/2029	Statutory

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Service Contract 8/3/18 to 8/3/19.

The City of Saratoga Springs, its officers or its employees to be named as additional insured on a primary & non-contributory basis on the General, Auto & Umbrella Policy as required by written contract per forms noted.

CERTIFICATE HOLDER

CANCELLATION

City of Saratoga Springs
Dept of Public Safety
5 Lake Avenue
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



AGENCY CUSTOMER ID: BURNPIP-01

ESOMERS

LOC #: 1

ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Rose & Kiernan, Inc.		NAMED INSURED BPI Mechanical Services Inc 95 Hudson River Road Waterford, NY 12188-1907	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Forms:

General Liability: GA233NY(02/07) Additional Insured; Primary & Non-Contributory; Waiver of Subrogation.

Auto: AA4172(09/09) Waiver of Subrogation; AA4174 Additional Insured Primary & Non-Contributory.

Umbrella: US4096(10/10) Automatic Non-Contributory Coverage Endorsement-Where Required by written contract.

Excess Liability: CXE NY 1130 3/12 NY Primary and Non-Contributory Endorsement, CU2240 12/04 Waiver of Subrogation



New York State Insurance Fund

Workers' Compensation & Disability Benefits Specialists Since 1914

199 CHURCH STREET, NEW YORK, N.Y. 10007-1100

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE (RENEWED)

***** 460951581
BURNICHE PIPING INC T/A
BPI PIPING
95 HUDSON RIVER ROAD
WATERFORD NY 12188



SCAN TO VALIDATE
AND SUBSCRIBE

POLICYHOLDER BPI MECHANICAL SERVICE INC. 95 HUDSON RIVER ROAD WATERFORD NY 12188

CERTIFICATE HOLDER CITY OF SARATOGA SPRINGS ATT: PURCHASING AGENT 474 BROADWAY SARATOGA SPRINGS NY 12866

POLICY NUMBER	CERTIFICATE NUMBER	POLICY PERIOD	DATE
G2072 165-0	454769	04/01/2018 TO 04/01/2019	7/10/2018

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2072 165-0, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW, AND, WITH RESPECT TO OPERATIONS OUTSIDE OF NEW YORK, TO THE POLICYHOLDER'S REGULAR NEW YORK STATE EMPLOYEES ONLY.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THIS CERTIFICATE DOES NOT APPLY TO THOSE JOB SITES WHICH ARE COVERED BY OTHER INSURANCE AND ARE SPECIFICALLY EXCLUDED BY ENDORSEMENT.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 202283190

BID PROPOSAL FORM

Bidders will quote and hourly labor rate as specified below. The contractor must bid on all of the following items
(Hourly rates are to be total cost)

1. SERVICE WORK

A. CERTIFIED HVAC TECHNICIAN

- Regular Working Hours 8 am- 5 pm M-F \$ 86.- /hour
- Overtime Working Hours 5 pm- 8 am M-F \$ 121.- /hour
- 5 pm Fri- 12 Midnight Sat \$ 121.- /hour
- Sunday Working Hours 12 Midnight Sat- 8 am Mon \$ 155.- /hour
- Holiday 5 pm prior night - 8 am following day \$ 155.- /hour

B. HVAC TECHNICIAN HELPER (Apprentice)

- Regular Working Hours 8 am- 5 pm M-F \$ 82.- /hour
- Overtime Working Hours 5 pm- 8 am M-F \$ 114.- /hour
- 5 pm Fri- 12 Midnight Sat \$ 114.- /hour
- Sunday Working Hours 12 Midnight Sat- 8 am Mon \$ 145.- /hour
- Holiday 5 pm prior night - 8 am following day \$ 145.- /hour

2. EMERGENCY WORK

A. CERTIFIED HVAC TECHNICIAN

- Regular Working Hours 8 am- 5 pm M-F \$ 86.- /hour
- Overtime Working Hours 5 pm- 8 am M-F \$ 121.- /hour
- 5 pm Fri- 12 Midnight Sat \$ 121.- /hour
- Sunday Working Hours 12 Midnight Sat- 8 am Mon \$ 155.- /hour
- Holiday 5 pm prior night - 8 am following day \$ 155.- /hour

B. HVAC TECHNICIAN HELPER (Apprentice)

- Regular Working Hours 8 am- 5 pm M-F \$ 82.- /hour
- Overtime Working Hours 5 pm- 8 am M-F \$ 114.- /hour
- 5 pm Fri- 12 Midnight Sat \$ 114.- /hour
- Sunday Working Hours 12 Midnight Sat- 8 am Mon \$ 145.- /hour
- Holiday 5 pm prior night - 8 am following day \$ 145.- /hour

3. Material Mark-up from wholesale rates

25 %

COMPANY NAME: BPI MECHANICAL SERVICE

ADDRESS: 95 HUDSON RIVER RD.

WATERFORD NY 12188 Phone No. 518 238 2383
(City) (State) (Zip)

E-MAIL ADDRESS: DANK@BPIPIPING.COM

AUTHORIZED SIGNATURE: [Signature]

PRINTED NAME: DANIEL KEATING

TITLE: PRESIDENT DATE: 5/3/16

Invoice

Chazen Engineering Land Surveying and
Landscape Architecture Co. D.P.C.
21 Fox Street
Poughkeepsie, NY 12601
Due Upon Receipt (845) 454-3980

CITY OF SARATOGA SPRINGS
ATTN: TIM WALES
474 BROADWAY
SARATOGA SPRINGS, NY 12866

June 26, 2018
Project No: 31804.09
Invoice No: 0106312

Project 31804.09 C. Saratoga-Lake Local Waterfront Redev.
Lake Local Waterfront Development - PB#16.045 - SEQRA & TIS Review
Professional Services from May 26, 2018 to June 29, 2018

Task 01 SEQRA & TIS Review
Professional Personnel

	Hours	Rate	Amount	
Senior Professional V	3.75	175.00	656.25	
Senior Professional II	16.50	139.00	2,293.50	
Totals	20.25		2,949.75	
Total Labor				2,949.75

Reimbursable Expenses

Mileage			32.70	
Total Reimbursables			32.70	32.70

Billing Limits

	Current	Prior	To-Date	
Total Billings	2,982.45	1,081.00	4,063.45	
Limit			4,000.00	
Adjustment				-63.45

Total this Task \$2,919.00

Total this Invoice \$2,919.00

Outstanding Invoices

Number	Date	Balance
0108248	6/8/2018	1,081.00
Total		1,081.00

Total Now Due \$4,000.00

Interest of 1.5% per month will be charged on balances over 30 days.

Tw

Invoice

**Chazen Engineering Land Surveying and
Landscape Architecture Co. D.P.C.
21 Fox Street
Poughkeepsie, NY 12601
Due Upon Receipt (845) 454-3980**

CITY OF SARATOGA SPRINGS
ATTN: TIM WALES
474 BROADWAY
SARATOGA SPRINGS, NY 12866

June 8, 2018
Project No: 31804.09
Invoice No: 0106248

Project 31804.09 C. Saratoga-Lake Local Waterfront Redev.
Lake Local Waterfront Development - PB#16.045 - SEQRA & TIS Review

Professional Services from April 28, 2018 to May 25, 2018

Task 01 SEQRA & TIS Review

Professional Personnel

	Hours	Rate	Amount	
Senior Professional V	3.00	175.00	525.00	
Senior Professional II	4.00	139.00	556.00	
Totals	7.00		1,081.00	
Total Labor				1,081.00

Billing Limits	Current	Prior	To-Date	
Total Billings	1,081.00	0.00	1,081.00	
Limit			4,000.00	
Remaining			2,919.00	
		Total this Task		\$1,081.00
		Total this Invoice		\$1,081.00

Interest of 1.5% per month will be charged on balances over 30 days.

Request for Certification of Sufficient Funds

Submittal Date: 7/10/2018

The Department of Public Works requests certification that sufficient funds are or will be available to cover the claim to meet the following obligation when it becomes due and payable.

Obligation to be incurred, detailing vendor name, project description, Council Approval, etc.
(attach supporting documentation):

Vendor: Envirodyne Systems, Inc.

Project:

Flocculation Tank Equipment Upgrade Project
Equipment Purchase

Appropriation - Current Budget Expense Org/Object/Proj(s): H3638332 52000 1248

Amount Requested for Approval \$119,124.00

Current Amount Available: \$333,354.17

Transfer/Amendment Pending:

Transfer/Amendment Date


Department Head Signature

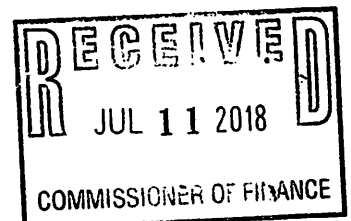
7/10/18
Date

Certification of Sufficient Funds

The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.


Commissioner of Finance

7/11/18
Approval Date





City of Saratoga Springs, NY Contract

City Project Number: 2018-08 City Project Name: WTP Flocculation Tank Equipment Purchase
City Department: Public Works Department Contact Person: Tim Wales City Ext. 2621
Company Name: Envirodyne Systems, Inc
Company Address: 75 Zimmerman Drive, Camp Hill, PA 17011
Company Telephone No.: 717-763-0500 Company Fax No.: 717-763-9308
Vendor and/or Service Provider Primary Contact: Robert E. Sheker, P.E. Title: President
Primary Contact Email: res@envirodynesystems.com
Service to be Provided: _____
Remit Name (If different from above): _____
Remit Address: _____

1. **Scope of Agreement:** In response to a request for a pricing proposal requested by the City for WTP Flocculation Tank Equipment Purchase, the Vendor and/or Service Provider submitted proposals dated June 26, 2018 (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The Vendor and/or Service Provider shall provide to the City the products and services set forth therein. The Vendor and/or Service Provider assumes full responsibility for the provision of the products and services made available in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City. The Vendor and/or Service Provider assumes all risks in the performance of all its activities authorized by this Agreement.
2. **Term of Agreement:** The term of this Agreement shall commence per the date of approval of this Agreement by the City Council of the City of Saratoga Springs. This Agreement shall continue in force from the effective date until the materials provided as described herein are delivered satisfactorily no later than January 31, 2019. Any modification of the work performed by the Vendor and/or Service Provider shall be made in writing and shall not be undertaken until the City agrees to the modification. The Vendor and/or Service Provider assume full responsibility for the provision of the products and services contracted for in this Agreement. The Vendor and/or Service Provider shall be so liable even when the Vendor and/or Service Provider subcontract the provision of a portion of the products and services. Subcontracting shall be permitted only with prior written notice and written approval of the City. The Vendor and/or Service Provider will provide his or her own equipment and materials as necessary to perform the work except as identified within the RFP/RFQ/BID Documents. The Vendor and/or Service Provider assume all risks in the performance of all its activities authorized by this Agreement.
3. **Terms of Payment:** Vendor and/or Service Provider will invoice the City on a monthly basis and the City will pay all invoices within thirty (30) days of receipt of the invoice or as practicable. The City shall pay the Vendor and/or Service Provider in accordance with the City Charter per the Purchasing Guidelines established by the City. All work performed under this agreement must be in accordance with the NYS Department of Labor Prevailing Wage Regulations. The Costs, fees, and disbursements associated with the provisions of the products and services shall be determined in accordance with the proposal submitted not to exceed \$119,124.00, a copy of which is annexed hereto and made a part hereof. Detailed original invoices not received within forty five (45) calendar days of the completed transaction could result in a delay of payment.
4. **Notice:** Any notices sent to the City under this Agreement will be effective five (5) business days after the postmarked date of mailing by certified mail, return receipt requested. The Mayor/Commissioner of Public Works is the designated Project Manager for this Agreement and shall represent the City in all matters and has the authority to affect the delivery of products and/or services. The Project Manager for the Vendor and/or Service Provider is Envirodyne Systems Inc. Any notice, request, demand or other communication required or provided for in this Agreement shall be in writing and shall be deemed to have been duly given if delivered in person or mailed in a sealed envelope, postage prepaid, addressed as follows:

To the City: Mayor/Commissioner of Public Works, City Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866

With a copy to: City Attorney, City Saratoga Springs, 474 Broadway, Room 7, Saratoga Springs, NY 12866

To Vendor and/or Service Provider: 75 Zimmerman Dr., Camp Hill, PA 17055, Attn: Roy Shanafelter, PE
5. **Conflicts of Interest:** The Vendor and/or Service Provider represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.
6. **City Property:** All information and materials received hereunder by the Vendor and/or Service Provider from the City are and shall remain the sole and exclusive property of the City and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider. All intellectual property, created by the Vendor and/or Service Provider hereunder as a product or as a service to the City shall be the sole and exclusive property of the City. Effective upon their creation pursuant to the terms of this Agreement, the Vendor and/or Service Provider conveys, assigns and transfers to the City the sole and exclusive rights, title and interest in all documents, electronic databases, and custom programs, whether preliminary, final or otherwise, including all trademarks and copyrights. The Vendor and/or Service Provider hereby agrees to take all necessary and appropriate steps to ensure that the custom products are protected against unauthorized copying, reproduction and marketing by or through the Vendor and/or Service Provider, its agents, employees, or subcontractors. Nothing herein shall preclude the Vendor and/or Service Provider from otherwise using the related or underlying general knowledge, skills, ideas, concepts, techniques and experience developed under this Agreement in the course of the Vendor and/or Service Provider's business. The Contractor grants to the City a perpetual, nonexclusive, royalty-free, unlimited use license to use, execute, reproduce, display, modify and distribute any pre-existing software, tools or techniques delivered by the Vendor and/or Service Provider under this Agreement. Any written reports, opinions and advice rendered by the Vendor and/or Service Provider shall become the sole and exclusive property of the City, and the Vendor and/or Service Provider shall have no right, title, or interest in or to any such information or materials by virtue of their use or possession hereunder by the Vendor and/or Service Provider.
7. **Retention of Records:** The Vendor and/or Service Provider shall make available to the City all information pertinent to the project, including reports, studies, drawings, and any other data. All original records generated as a result of the project shall be maintained by the Vendor and/or

Service Provider for a period of six (6) years after expiration of the Agreement. Upon request, copies of those records shall be provided to the City at no cost.

8. **Independent Vendor and/or Service Provider Status:** It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of copartners between the parties hereto or as constituting the Vendor and/or Service Provider's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Vendor and/or Service Provider and its staff are to be and shall remain an independent Vendor and/or Service Provider with respect to all services performed under this Agreement. The Vendor and/or Service Provider represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Vendor and/or Service Provider or other persons, while engaged in the performance of any work or services required by the Vendor and/or Service Provider under this Agreement, shall not be considered employees of the City, and any and all claims that may or might arise under the Workers' Compensation Laws of the State of New York on behalf of said personnel or other persons while so engaged, and any and all claims whatsoever on behalf of any such person or personnel arising out of employment or alleged employment including, without limitation, claims of discrimination against the Vendor and/or Service Provider, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City; and the Vendor and/or Service Provider shall defend, indemnify and hold the City, its officers, agents and employees harmless from any and all such claims regardless of any determination of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the City, including, without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Compensation, disability, and severance pay.
9. **Insurance:** 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 Vendor and/or Service Provider shall procure and maintain during the term of this Agreement, at the Vendor and/or Service Provider's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. The Vendor and/or Service Provider 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 Vendor and/or Service Provider. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. The Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Agreement; (2) withholding any/all payment(s) due under this Agreement or any other Agreement it has with the Vendor and/or Service Provider (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 Vendor and/or Service Provider.

The City of Saratoga Springs requires the Vendor and/or Service Provider name the City as a Certificate Holder for the following coverage for the work covered by this Agreement:

- A. For projects whose total value is between Zero and \$100,000:
- Commercial General Liability including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: One Million Dollars per Occurrence Aggregate; AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- B. For projects whose total value is between \$100,000 and \$500,000:
- Commercial General Liability including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Three Million Dollars per Occurrence Aggregate; AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- C. For projects whose total value is between \$500,000 and \$1,000,000:
- Commercial General Liability including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Five Million Dollars per Occurrence Aggregate; AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- D. For projects involving the provision of professional services:
- Commercial General Liability including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - Commercial Automobile Insurance: One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
 - Excess Insurance: Five Million Dollars per Occurrence Aggregate;
 - Professional Errors and Omissions: One Million Dollars per Claim with Two Million Dollars Aggregate; AND
 - NYS Statutory Workers Compensation, Employer's Liability and Disability Insurance: Failure to secure compensation for the benefit of, and keep insured during the life of this agreement, employees required in compliance with the provisions of Workers' Compensation Law shall make this Agreement void and of no effect.
- E. If the project in question involves any form of pollution risk or exposure, environmental hazard, asbestos or special circumstances, please contact the Office of Risk and Safety for a determination of insurance limits needed for your contract.

#9 Insurance Not Applicable

#9 Insurance : Not Applicable

It shall be an affirmative obligation of the Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider 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 Vendor and/or Service Provider. 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.

10. **Indemnification:** The Vendor and/or Service Provider, 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 Vendor and/or Service Provider or its employees or anyone for whom the Vendor and/or Service Provider 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 Vendor and/or Service Provider, as aforesaid. The Vendor and/or Service Provider's responsibility under this section shall not be limited to the required or available insurance.
11. **Americans with Disabilities Act:** The Vendor and/or Service Provider agrees to comply with the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of employment in its services, programs, or activities. The Vendor and/or Service Provider agrees to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Vendor and/or Service Provider. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.
12. **Safety:** The City of Saratoga Springs specifically reserves the right to suspend or terminate all work under this Agreement whenever Vendor and/or Service Provider, and/or Vendor and/or Service Provider's employees or subcontractors, are proceeding in a manner that threatens the life, health or safety of any of Vendor and/or Service Provider'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 Vendor and/or Service Provider. If the City of Saratoga Springs exercises its rights pursuant to this part, the Vendor and/or Service Provider 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 Vendor and/or Service Provider's service to the public or the City of Saratoga Springs' immediate need for completion of the Vendor and/or Service Provider's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If the Vendor and/or Service Provider fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this Agreement. In the event that the City of Saratoga Springs terminates this Agreement, any payments for work completed by the Vendor and/or Service Provider shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different Vendor and/or Service Provider.
13. **Vendor and/or Service Provider Code of Conduct:** The City of Saratoga Springs is committed to conduct business in a lawful and ethical manner and expects the same standards from Vendor and/or Service Providers/suppliers that the City conducts business with. The City requires that all Vendor and/or Service Providers/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 Vendor and/or Service Providers/suppliers. Vendor and/or Service Providers/suppliers agree to provide all information requested which is necessary to demonstrate compliance with this Code.

At a minimum, the City requires that all Vendor and/or Service Providers/suppliers meet the following standards:

- Legal: Vendor and/or Service Providers/suppliers and their sub-contractors agree to comply with all applicable local, state and federal laws, regulations and statutes.
- 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.
- Right to organize: Employees of the Vendor and/or Service Provider/supplier should have the right to decide whether they want collective bargaining.
- Sub-contractors: Vendor and/or Service Providers/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- Protection of the Environment: Vendor and/or Service Providers/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, Vendor and/or Service Providers/suppliers are to utilize technologies that do not adversely affect the environment and when such impact is unavoidable, to ensure that it is minimized.

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

Vendor and/or Service Provider/supplier acknowledges that its failure to comply with any condition, requirement, policy or procedure may result in the termination of the business relationship. Vendor and/or Service Provider/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.

14. **Governing Law:** This Agreement shall be governed and construed under the laws of the State of New York, the location where this Agreement was accepted to by Vendor and/or Service Provider. The Vendor and/or Service Provider agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

15. **NYS Licensure for Professional Services:** Any and all professional services performed under this Agreement shall be completed by an individual licensed by the NYS Office of Professions - Education Department as applicable to the service provided including, but not limited to accounting, actuarial, engineering and architectural services. The Vendor and/or Service Provider represents that it has all necessary governmental licenses to perform the services described herein.
16. **Non-Collusive Bidding Certification:** Where applicable, upon the submission of a 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 knowledge and belief:
- 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;
 - 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
 - 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.
17. **Iranian Energy Sector Divestment:** Where applicable, upon the submission of a bid, each Vendor and/or Service Provider and each person signing on behalf of any Vendor and/or Service Provider 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 its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law (Iran Divestment).
18. **Venue:** The City and the Vendor and/or Service Provider hereby agree that any litigated matters shall be venued in the federal and state courts of the State of New York in the County of Saratoga.
19. **Assignment:** The Vendor and/or Service Provider is prohibited from assigning, conveying, subletting or otherwise disposing of the Vendor and/or Service Provider's right, title, or interest therein, or the Vendor and/or Service Provider's power to execute this agreement to any other person or corporation without the previous written consent of the City. If the Vendor and/or Service Provider assigns, conveys, sublets or otherwise disposes of the Vendor and/or Service Provider's right, title, or interest without prior written consent, the City shall revoke and annul this agreement, and the City shall be relieved and discharged from any and all liability growing out of this Agreement, and any person or corporation to whom the interest was assigned, transferred, conveyed, sublet or otherwise disposed of shall forfeit and lose all moneys theretofore earned under such contract, except so much as may be required to pay his or her employees.
20. **Termination:** The Vendor and/or Service Provider and the City may mutually agree, in writing, to terminate this Agreement at any time. The City may also terminate this Agreement at any time and on any reason by mailing written notice to the Vendor and/or Service Provider at least ten (10) business days prior to such termination date. The City reserves the right to cancel this Agreement at any time in event of default or violation by the Vendor and/or Service Provider of any provision of this Agreement. The City may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.
21. **Default:** Vendor and/or Service Provider's failure to perform its obligations and comply with its representations under this Agreement shall constitute a default under this Agreement. Upon Vendor and/or Service Provider's default, the City may cancel this Agreement and immediately stop payment of any fees to Vendor and/or Service Provider hereunder. City shall also have any all additional rights and remedies under New York State Law as a result of Vendor and/or Service Provider's default.
22. **Force Majeure:** Neither party shall be held liable for failure to perform its part of this Agreement when such failure is due to fire, flood, or similar disaster; strikes or similar labor disturbances; industrial disturbances, war, riot, insurrection, and/or other causes beyond the control of the parties.
23. **Entire Agreement:** This Agreement sets forth the entire agreement and understanding of the parties relating to the subject matter contained herein except as to those matters or agreements expressly incorporated herein by reference. No covenant, representation or condition not expressed herein shall be effective to interpret, change or restrict the express provisions of this Agreement. This Agreement supersedes any and all prior agreements, whether written or oral, relating to the subject matter contained herein. This Agreement shall not be amended, changed or otherwise modified except in writing, signed by both parties.
24. **Severability:** In the event that any portion of this Agreement may be adjudged invalid or unenforceable for any reason, adjudication shall in no manner affect the other portions of this Agreement which will remain in full force and effect as of the portions adjudged invalid or unenforceable were not originally a part thereof.
25. **Modification:** This Agreement may be modified only by a writing signed by both parties.
26. **Execution:**

This Agreement may be executed in separate counterparts, which together shall constitute the Agreement of the parties, provided that all of the parties to this Agreement have executed their respective copy of this Agreement.

City Certification: In addition to the acceptance of this Agreement, I certify that original copies of this signature page will be attached to all other exact copies of this Agreement.

Vendor and/or Service Provider Certification: In addition to the acceptance of this Agreement, I certify that all information provided to the City with respect to New York State Finance Law Section 139-k is complete, true and accurate.

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

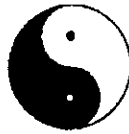
Vendor and/or Service Provider Signature:  Date: 7/11/2018

Print Name: Robert E. Sheker, P.E. Title: President

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____

Founded
1971



ENVIRODYNE SYSTEMS INC.

75 Zimmerman Drive Camp Hill, PA 17011-6822

Fax
717 - 763-9308

Telephone
717 - 763-0500

LETTER OF TRANSMITTAL

June 26, 2018

VIA FEDEX

CITY OF SARATOGA SPRINGS
Department of Accounts
474 Broadway
Saratoga Springs, NY 12866

Subject: Saratoga Springs, NY
City of Saratoga Springs
IFB #: 2018-08 - WTP Flocculation Tank
Equipment Purchase
11224 FLOCCULATION EQUIPMENT

Ladies and Gentlemen:

IN ACCORDANCE with the Invitation to Bid, we are pleased to submit our Bid Proposal along with two (2) copies of our Bid Package to supply two (2) Horizontal Paddle Flocculators as manufactured by Envirodyne Systems Inc. Our Proposal is "supply only" including freight & field services as specified. Installation, taxes, and unloading/offloading are not included.

We hope our Proposal is competitive and look forward to the possibility of working with the City and its Engineer. Please contact us if there should be any questions or whenever we can be of service.

Yours very truly,

ENVIRODYNE SYSTEMS INC.


Roy Shanafelter, P.E.
Exec. Vice President/Chief Engineer

RES:jer

Attachments: Bid Package



MEG KELLY
MAYOR

MICHELE D. CLARK-MADIGAN
COMM. OF FINANCE

ANTHONY SCIROCCO
COMM. OF PUBLIC WORKS

PETER MARTIN
COMM. OF PUBLIC SAFETY

JOHN FRANCK
COMM. OF ACCOUNTS

City of Saratoga Springs

Invitation for Bid

WTP Flocculation Tank Equipment Purchase

PREPARED BY: Barton and Loguidice, D.P.C.

PREPARED FOR: Department of Public Works

June, 2018

ALL BIDS SHALL BE ENCLOSED IN A SEALED ENVELOPE MARKED:

IFB #: 2018-08 – WTP Flocculation Tank Equipment Purchase

Name of Bidder: ENVIRODYNE SYSTEMS INC.

IFB Opening: Tuesday June 26, 2018 at 2:00 p.m.

AND RETURN TO:

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



Notice to Bidders

The City of Saratoga Springs, New York, will receive sealed bids for WTP Flocculation Tank Equipment. The sealed bid must be received in its' entirety by the City of Saratoga Springs, Office of the Commissioner of Accounts, 474 Broadway, Saratoga Springs, New York, 12866, by Tuesday June 26, 2018 at 2:00 p.m. at which time they will be publicly opened and read.

Copies of the Invitation for bid (IFB) may be obtained on the City's web page at www.saratoga-springs.org, under "Current Bids". There is no fee for these documents.

Addenda, if any, will be issued only to those persons whose name and address are on record with the City as having obtained a bid packet. Addenda to the bid, when issued, will be on file in the City Clerk's Office at least five days before the bid opening date. If you have obtained a bid packet through the City's web site and would like to be on record for any Addenda please email stefanie.richards@saratoga-springs.org with your name, bid packet obtained and email address.

Questions regarding the bid should be directed to Stefanie Richards in writing at stefanie.richards@saratoga-springs.org. All bids must be made on the official bid form or an exact copy by reproduction thereof and enclosed in a sealed envelope. This is a lump sum bid.

No bidder may withdraw his/her bid within sixty (60) calendar days after the actual date of the opening thereof. Subsequent to sixty days an offer may be withdrawn in writing. State Finance Law §163(9)(e)

The City of Saratoga Springs reserves the right to reject any and all bids, to waive any and all informalities and the right to disregard all nonconforming, non-responsive or conditional bid documents. State Finance Law §163(9)(d)

**City of Saratoga Springs
Saratoga Springs, NY**



Instructions to Bidders

1. IFB DOCUMENTS

This document includes a complete set of the IFB specifications and required documents, which are for the convenience of bidders and are not to be detached from the bid.

2. INTERPRETATION OR ADDENDUMS

No oral interpretation will be made to any bidder as to the meaning of the bid or any part thereof. Every request for such an interpretation shall be made in writing to the City. Any inquiry received seven or more days prior to the date fixed for opening of bids shall be given consideration. Every interpretation made to a bidder shall be in the form of an Addendum to the bid, and when issued, shall be on file in the City Clerk's Office at least five days before bids are opened.

All Addenda shall be emailed to each person whose name and email address is on record with the City as having attained a bid packet or has attended a mandatory pre-bid meeting. All such Addenda shall become part of the bid and all bidders shall be bound by such Addenda, whether or not received by the bidders.

3. BIDS

All bids shall be submitted on documents supplied by the City and shall be subject to all requirements of the bid, including any plans, and these Instructions to Bidders. All bids shall be regular in every respect and no interlineations, excisions or special conditions shall be made or included in the bid documents by the bidder. The City may consider as irregular any bid on which there is an alteration of or departure from the bid forms hereto attached and at its' option may reject the same.

In order to guard against premature opening of the bid documents, bids shall be enclosed in a sealed and clearly labeled envelope with the words:

IFB #: 2018-08 - WTP Flocculation Tank Equipment Purchase

Name of Bidder: ENVIRODYNE SYSTEMS INC.

Bid Opening: Tuesday June, 26 2018 at 2:00 p.m.

AND RETURN TO:

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

4. NON-COLLUSIVE BIDDING CERTIFICATIONS

Each bidder submitting a bid to the City for the work contemplated by the documents on which bidding is based shall execute and attach thereto, the Non-Collusion Affidavit on the form herein provided, to the effect that he has not colluded with any other person, firm or corporation in regard to any bid submitted. ***Failure to submit the executed Non-Collusive Agreement at the time of bid submission may disqualify the bid submission.***

5. VENDOR CODE OF CONDUCT

Contractor must execute Vendor Code of Conduct and include the agreement with the bid response submission. ***Failure to submit the executed Vendor Code of Conduct at the time of bid submission may disqualify the bid submission.***

6. CORRECTIONS

The bidder must initial erasures or other changes in the bid.

7. RECEIVING BIDS

Bids received prior to the advertised time of opening shall be securely kept, sealed. The City Clerk's Office, whose duty it is to open them shall decide when the specified time has arrived to open bids, and no bid received thereafter will be considered. **LATE BIDS shall be rejected. E-mail or faxed bid submissions are not acceptable and shall not be considered.**

8. OPENING OF BIDS

At the time and place fixed for the opening of bids, the City shall cause to be opened and publicly read aloud every bid that was received within the time set for receiving bids. Bidders and other persons properly interested may be present, in person or by representative.

9. WITHDRAWAL OF BIDS

Bids may be withdrawn on written request dispatched by the bidder in time for delivery in the normal course of business prior to the time fixed for opening; provided that written confirmation of withdrawal over the signature of the bidder is placed in the mail and postmarked prior to the time set for bid opening.

10. EVALUATION PROCESS

After the bid opening, each bidder's proposal will be screened for completeness and conformance with requirements for bid submission as set forth under the Bidders Submittal Instructions. Proposals that do not meet the City's requirements as set forth in the IFB shall be deemed nonresponsive and given no further consideration.

11. AWARD OF CONTRACT: REJECTION OF BIDS

If the contract is awarded, it shall be awarded to the responsive and responsible bidder submitting the lowest bid complying with the conditions and qualifications of the Notice to Bidders and Instructions to Bidders. The bidder to whom the award is made will receive by mail a "Notice of Award" at the earliest possible date.

The City, however, reserves the right to reject any and all bids and to waive any informality in bids received whenever bid packages are submitted incomplete without the required attachments and/or such rejections or waivers are in its' best interest.

The City also reserves the right to consider as not responsible any bidder who does not habitually perform with their own forces at least fifty percent (50%) of the dollar value of the work involved in the contract.

The City also reserves the right to award the bid, in part, on the bidder's ability to provide timely technical assistance, part(s) replacement and service for repairs.

The City reserves the right to extend the contract for one (1) year from expiration under the same terms and conditions as long as the extension is agreeable to both the City and the Contractor.

12. EQUAL EMPLOYMENT OPPORTUNITY

Attention of bidders is particularly called to the requirements for ensuring that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

13. COMPLIANCE

Failure to comply with any of the above terms or any evidence of poor quality or service will be considered cause of discontinuing business with the successful bidder. Preference may be given to MWBE businesses.

14. UNIT PRICES {not applicable}

- a. The Unit Price for each of the items in the bid shall include its prorated share of overhead and profit so that the sum of which product is obtained by multiplying the quantity shown for each item by the Unit Price bid represents the total bid. The quantities shown in the bid are approximate quantities only and are given only as a basis of calculation upon which the award of the contract is to be made. The City does not assume any responsibility that these quantities shall remain unchanged in the actual construction, and the contractor shall not plead misunderstanding or deception because of any variation between estimated and final quantities. The unit price bid shall also include an allowance for increased prices due to changed market conditions during the period of the contract. Any bid not conforming to these requirements may be rejected.
- b. Bids in which the prices obviously are unbalanced may be rejected. Unbalanced prices shall be interpreted to mean that the unit price for any item is such that it is unreasonable for that particular item when considered by its' self and not considered in connection with the bid submitted on any other item or items.
- c. All unit price work will include the cost of performing any incidental work, not specifically covered by the unit description, but necessary and/or convenient for the completion of the unit price work.
- d. Prices quoted herein will remain in effect for the contract period (1 year from date of award).
- e. All prices, unit price and lump sum shall be quoted as delivered to the City of Saratoga Springs.
- f. Purchases by the City of Saratoga Springs are not subject to any sales or federal excise taxes.



Bidders Submittal Instructions

BIDDERS PLEASE NOTE YOUR BID MUST BE RETURNED AS FOLLOWS:

Step One: You MUST execute and include the following documents with your response:

- Your response to the IFB in question (2 Copies of Complete Bid Package)
- Non-Collusive Bidding Certification
- Vendor Code of Conduct

***FAILURE TO SUBMIT IFB DOCUMENTS AS OUTLINED ABOVE WILL LEAD TO
IMMEDIATE IFB DISQUALIFICATION.***

Step Two: Enclose your bid in a sealed envelope marked:

IFB #: 2018-08 – WTP Flocculation Tank Equipment Purchase

Name of Bidder: ENVIRODYNE SYSTEMS INC.

Bid Opening: Tuesday June 26, 2018 at 2:00 p.m.

Step Three: Please return your response to this IFB to the following address:

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



Statement of Specifications

See Attached Specifications and Drawings

EQUIVALENT PRODUCT

Bids shall be accepted for consideration on any WTP Flocculation Tank Equipment that is equal or superior to the units specified. Decisions of equivalency will be at the sole interpretation of the City Engineer. A blanket statement that the units proposed would meet all requirements will not be sufficient to establish equivalency.

GENERAL

The specification herein states the minimum requirements of the City. All bids must be regular in every respect. Unauthorized conditions, limitations, or provisions shall be cause for rejection. The City shall consider as "irregular" or "non-responsive" any bid not prepared and submitted in accordance with the bid document and specification, or any bid lacking sufficient technical literature to enable the City to make a reasonable determination of compliance to the specification.

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. City is expected to be ready for equipment delivery by Early January 2019.

ITEM	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
#1	1	Lump Sum - WTP Flocculation Tank Equipment Purchase	\$ 119,124	\$ 119,124

TOTAL BID IN FIGURES: \$ 119,124.00/100

TOTAL BID WRITTEN: ONE HUNDRED NINETEEN THOUSAND, ONE HUNDRED TWENTY-FOUR DOLLARS AND 00/100 CENTS

COMPANY NAME: Envirodyne Systems Inc.

ADDRESS: 75 Zimmerman Drive

Camp Hill PA 17055 Phone No. (717) 763-0500
(City) (State) (Zip)

E-MAIL ADDRESS: rns@envirodynesystems.com

AUTHORIZED SIGNATURE: [Signature]

PRINTED NAME: Roy Shanafelter, P.E.

TITLE: Exec. V.P. / Chief Engineer DATE: 06/26/18



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: [Signature] Print Name: Roy Shanafelter, P.E.
Title: Exec. V.P. / Chief Engineer Date: 6/26/18

Company: Envirodyne Systems Inc. Address: 75 Zimmerman Drive, Camp Hill, PA 17011

Subscribed to under penalty of perjury under the laws of the State of New York, this 26th day of June, 2018 as the act and deed of said corporation or partnership.



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.

To promote a working relationship with the City of Saratoga Springs based on ethical business practices, contractors, consultants, vendors and suppliers are expected to:

- Not seek, solicit, demand or accept any information, verbal or written, from the City of Saratoga Springs or its representatives that provides an unfair advantage over a competitor.
- Not engage in any activity or course of conduct that restricts open and fair competition on City of Saratoga Springs related projects and transactions.
- Not engage in any course of conduct with the City of Saratoga Springs employees or its representatives that constitutes a conflict of interest, in fact or appearance.
- Not offer any unlawful gifts or gratuities, or engage in bribery or other criminal activity.
- Report to the City of Saratoga Springs any activity by a City of Saratoga Springs employee or contractor, consultant or vendor of the City of Saratoga Springs that is inconsistent with the City of Saratoga Springs Code of Ethics.

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.
- The 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: [Signature] Printed name: Roy Shanafelter, P.E.
Title: Exec. V.P. / Chief Engineer Date: 6/26/18
Company Name: Envirodyne Systems Inc.
Company Address: 75 Zimmerman Drive, Camp Hill, PA 17011



VENDOR ADDITION - CHANGE FORM

Department of Public Works

Requested by: Barbara Maughan

Date: 7/10/18

Vendor # (if this is a change request)

Name: Envirodyne Systems, Inc.

Street Address: 75 Zimmerman Drive

City, State, Zip Code: Camp Hill, PA 17011

Please indicate type of goods or services this vendor will be providing: Supply
Horizontal Paddle Flocculators

Remit Street Address: 75 Zimmerman Drive

City, State Zip Code: Camp Hill, PA 17011

Contact Name: Robert E. Sheker, P.E., President

Telephone Number: 717-763-0500

Fax Number: 717-763-9308

Email Address: res@envirodynesystems.com

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Envirodyne Systems Inc		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) 75 Zimmerman Drive	Requester's name and address (optional)	
6 City, state, and ZIP code Camp Hill, PA 17011		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-				-	
OR								
Employer identification number								
2	3	-	1	9	4	0	8	2 6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here

Signature of
U.S. person ▶

Date ▶

10/20/17

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

• Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

• Form 1099-C (canceled debt)

• Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See **Exempt payee code** on page 3 and the separate instructions for the Requester of Form W-9 for more information.

Also see **Special rules for partnerships** above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See **Exemption from FATCA reporting code** on page 3 and the instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicants: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(ii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1, if the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8632 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(c), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

If the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 8 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 5045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" for any similar indicator written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(c) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including national principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 6 below.

1. **Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

2. **Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. **Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

4. **Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. **Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN or:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ¹
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(d)(2)(i) (A))	The grantor ¹
For this type of account:	Give name and EIN or:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ¹
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(d)(2)(i) (B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN.
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4635, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-368-4484. You can forward suspicious emails to the Federal Trade Commission at spam@ftc.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-436-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

AGREEMENT

BETWEEN CITY OF SARATOGA SPRINGS AND THE NEW YORK RACING ASSOCIATION INC.

AGREEMENT made this _____ of _____, 2018, between the CITY OF SARATOGA SPRINGS, NEW YORK, a municipal corporation with offices at City Hall, 474 Broadway, Saratoga Springs, New York, hereinafter referred to as "The City", and THE NEW YORK RACING ASSOCIATION, INC, a corporation with offices in Jamaica, New York, hereinafter referred to as "NYRA"

WHEREAS, NYRA desires to take additional measures in the interest of fire safety at the Saratoga Race Course, and the city stands ready to provide NYRA with additional fire prevention and firefighters services.

NOW, THEREFORE, the City and NYRA agree as follows:

1. The City shall provide NYRA with the following Firefighting personnel and equipment for the 2018 Saratoga Thoroughbred Racing Meet (40 racing days) at the NYRA Saratoga Facility.
 - a. Thirty eight (38) 7 hour days with one engine, one officer and three firefighters. Start and ending time to be determined.
 - b. Whitney Stakes, August 4, 2018 with a 9 hour day with two engines, hazmat truck, three officers and nine firefighters. Start and ending time to be determined.
 - c. Travers Day, August 25, 2018 with a 9 hour day with two engines, hazmat truck, three officers and nine firefighters. Start and ending time to be determined.
2. NYRA shall pay the City the sum of \$93,600.00 (dollars) for said services provided, however, that this agreement may be terminated by either party hereto upon one day written notice and, upon such termination NYRA's obligation shall be reduced, pro rata.
3. The parties agree to indemnify and hold each other harmless from all claims, damages and litigation which may arise from and as a result of the intentional or negligent acts of either, its trustees, directors, NYRA officers, officials, representatives or employees.

IN WITNESS WHEREOF, the City and NYRA have signed this agreement on the date first above written.

CITY OF SARATOGA SPRINGS NY,

By: _____
Meg Kelly, Mayor
Print Name: _____

THE NEW YORK RACING ASSOCIATION

By: *[Signature]*
~~President and CEO~~ SVP, CAO & General Counsel
Print Name: _____

Per Council Approval Date: _____



AN ORDINANCE TO AMEND CHAPTER 225, SECTIONS 225-77 AND 225-81
OF THE CODE OF THE CITY OF SARATOGA SPRINGS, NY, ENTITLED
“VEHICLE AND TRAFFIC – SCHEDULE XII – STOP INTERSECTIONS”

BE IT ORDAINED by the City Council of the City of Saratoga Springs, NY, as follows:

SECTION 1: Section 225-77 of the Code of the City of Saratoga Springs, NY, entitled “Vehicle and Traffic – Schedule XII – Stop Intersections” is hereby amended to add the following:

<u>STOP SIGN ON</u>	<u>DIRECTION OF TRAVEL</u>	<u>AT INTERSECTION OF</u>
Finley Street	East	Union Street
Union Street	South	Finley Street
Adelphi Street	West	Union Street

SECTION 2: Section 225-81 of the Code of the City of Saratoga Springs, entitled “Vehicle and Traffic – Schedule XVI: Parking Prohibited at All Times” is hereby amended to add the following:

<u>NAME OF STREET</u>	<u>SIDE</u>	<u>LOCATION</u>
Joseph Street	West	60 feet North and 100 feet South of the intersection of Joseph Street and Elm Street
Joseph Street	East	Entrance to Railroad Run
Elm Street	North	25 feet from its intersection with Joseph Street

SECTION 3: This ordinance shall take effect the day after publication as provided by the City Charter of the City of Saratoga Springs, NY

ADOPTED:

CITY COUNCIL OF THE CITY OF
SARATOGA SPRINGS, NEW YORK
By: John P. Franck, City Clerk

AN ORDINANCE TO AMEND CHAPTER 240 OF THE CODE OF THE CITY OF
SARATOGA SPRINGS, NY, ENTITLED “ZONING”

BE IT ORDAINED by the City Council of the City of Saratoga Springs, NY, as follows:

SECTION 1. Section 9.1.2 of Article 9.0 of Chapter 240 the Code of the City of Saratoga Springs, entitled “Zoning – Administration and Enforcement – Zoning Officer Designation” is amended to read (new material underlined; old material in brackets):

9.1.2 ZONING OFFICER DESIGNATION

- A. [The Building Inspector, or person designated to acting in the capacity as Building Inspector, is hereby designated Zoning Officer and] There shall be a city official who shall have authority to administer and enforce the provisions of the Zoning Ordinance and Subdivision Regulations.
- B. In addition to and not in limitation of subsection “A” above, all persons designated as Code Administrators, and their assistants, shall have authority to enforce the provisions of the Zoning Ordinance and Subdivision Regulations, except that their authority and duties shall include only those stated in subsections “B”, “C”, and “F: of section 9.1.2.1 below.

SECTION 2. This ordinance shall take effect the day after publication as provided by the City Charter of the City of Saratoga Springs, NY

ADOPTED:

CITY COUNCIL OF THE CITY OF
SARATOGA SPRINGS, NY

By: John P. Franck, City Clerk

AN ORDINANCE TO AMEND CHAPTER 118 OF THE CODE OF THE CITY OF SARATOGA SPRINGS, NY, ENTITLED “BUILDING CODE ADMINISTRATION”

BE IT ORDAINED by the City Council of the City of Saratoga Springs, NY, as follows:

SECTION 1. Section 118-3 (A) of the Code of the City of Saratoga Springs, entitled “Building Code Administration – Code Enforcement Officers ; inspectors” is amended to read (new material underlined; old material in brackets):

118-3 Code Enforcement Officers; inspectors

A. All City officials designated as Fire Inspectors, Building Inspectors and Code Administrators, and their respective assistants, are designated as Code Enforcement Officers as per New York State law. The Code Enforcement Officers shall administer and enforce the provisions of the Uniform Code, the Energy Code, and this chapter as set forth herein. Code Enforcement Officers shall have powers and duties as set forth below, and, in the event that a [Fire Inspector, Building Inspector or Code Administrator] Code Enforcement Officer shall be assigned powers and duties under other laws or regulations of the City that conflict with the powers and duties assigned under this chapter, the powers and duties assigned under this chapter shall be controlling.

(1) Building Inspectors, Zoning and Building Inspectors, and Assistant Building Inspectors shall have exclusive authority to administer and enforce Section 118-4, Building Permits [Section 118-5, Construction Inspections] , and Section 118-7, Certificates of Occupancy. [and Section 118-9, Unsafe Buildings and Structures, except that Code Administrators may administer parts of Section 118-9 as provided therein]

(2) Fire Inspectors shall have exclusive authority to administer and enforce Section 118-10, Operating Permits, and the provisions of Section 118-11 so far as they relate to firesafety.

(3) Code Administrators and Fire Inspectors shall have exclusive authority to administer and enforce Article II, Residential Occupancy Permits.

SECTION 2. Section 118-5 (A) of Section 118-5 of the Code of the City of Saratoga Springs, NY, entitled “Building Code Administration – Construction Inspections” is hereby amended to read (new material underlined; old material in brackets):

A. Work to remain accessible and exposed. Work shall remain accessible and exposed until inspected and accepted by [the Building Department] a Code Enforcement Officer or by an inspector authorized by the Building Department. The permit holder shall notify the Building Department when any element of

Work described in Subdivision B of this section is ready for inspection.

SECTION 3: Subsection 118-9 (C) of Section 118-9 of the Code of the City of Saratoga Springs, NY, entitled “Building Code Administration – Unsafe Buildings and Structures – Notice and Hearing Procedure” is hereby amended to add the following (new material underlined):

C. Notice and Hearing Procedure

(1) Upon written complaint or upon the [Building Inspector’s or the Zoning and Building Inspector’s , or the Code Administrator’s] Code Enforcement Officer’s own initiative that a building or structure may be unsafe, the [Building Inspector or , the Zoning and Building Inspector ,or the Code Administrator] Code Enforcement Officer shall make an inspection of the building or structure and shall file a report of said inspection with the Commissioner of Public Safety and the City Attorney.

(2) Upon a preliminary finding by the [Building Inspector or the Zoning and Building Inspector or the Code Administrator] Code Enforcement Officer that the building or structure endangers the health, safety and welfare of the public, the [Building Inspector or the Zoning and Building Inspector or the Code Administrator] Code Enforcement Officer shall serve notice upon the owner and all other persons having an interest in such building or structure.

(3) Contents of notice, The notice shall contain the following:

- (a) A description of the premises;
- (b) A statement of the particulars in which the building is unsafe;
- (c) An order requiring the building to be repaired or demolished;
- (d) That the repairing or demolition of the building shall commence within 30 days of the serving of the notice, as hereinafter provided, and shall be completed within 60 days thereafter;
- (e) A date, time and place for a hearing before the [Building Inspector or the Zoning and Building Inspector ,or the Code Administrator,] Code Enforcement Officer in relation to such unsafe building, which hearing shall be scheduled not less than five business days from the day of service of the notice;
- (f) A statement that in the event of neglect or refusal to comply with the order to repair or demolish the building, the City Council is authorized to provide for its repair or demolition, to assess all expenses thereof against the land on which it is located, and to institute a special proceeding to collect the costs of demolition, including legal expenses.

(4) Service of notice. The notice shall be served in the following manner:

- (a) By personal service of a copy thereof upon the owner or some one of the owners, executors, legal representative, agents, lessees, or any other person having a vested or cotinent interest in the premises as shown by the last preceding completed assessment roll of the City, or of the County Clerk, such service to be complete and the thirty-day time period recited in said notice to commence upon service; or
- (b) By mailing a copy of said notice to such owner, and all other persons having a legal interest in the property or structure, as aforesaid by registered mail return receipt requested, addressed to the last known address of the owner and by affixing a copy of said notice to the premises, such service to be complete and the thirty-day time period recited in said notice to commence upon date of receipt.
- (c) A copy of the notice shall also be filed in the office of the County Clerk of the county in which such building is located, which notice shall be filed by such Clerk in the same manner as a notice of pendency pursuant to article sixty-five of the Civil Practice Law and Rules, and shall have the same effect as a notice of pendency as therein provided, except as otherwise hereinafter provided. A notice so filed shall be effective for a period of one year from the date of filing; provided, however, that it may be vacated upon the order of a judge or upon the consent of the City Attorney.

(5) Hearing.

- (a) The hearing shall be conducted before the [Building Inspector, or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer. The owner or his or her representative, if present, shall call such witnesses as he or she deems necessary. The [Building Inspector, or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer shall make written findings of fact from the testimony offered as to whether or not the building in question is an unsafe building.
- (b) If such owner shall neglect, fail or refuse to comply and shall fail to appear at said hearing, then the Building Inspector or the Zoning and Building Inspector, or the Code Administrator shall direct the repair or demolition of the building forthwith.
- (c) If such owner shall neglect, fail or refuse to comply and after appearing at said hearing the[Building Inspector or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer finds that the building is a public nuisance and directs its repair or demolition, the owner shall repair or demolish said building within the time prescribed by the [Building Inspector or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer. If the owner fails or neglects to repair or demolish said building as directed by the Building Inspector or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer following the hearing, then the [Building Inspector or the Zoning and Building Administrator, or the Code

Administrator] Code Enforcement Officer shall direct the repair or demolition of the same forthwith.

- (6) Noncompliance with order. In the event of neglect or refusal of the persons so notified to comply with said order of the [Building Inspector or the Zoning and Building Inspector, or the Code Administrator,] Code Administrator the [Building Inspector or the Zoning and Building Administrator, or the Code Administrator] Code Enforcement Officer shall provide for the demolition and removal of such building either by City employees or by contract. Except in an emergency, any contract in excess of \$20,000 shall be awarded by competitive bidding.
- (7) Emergencies
- (a) In case there shall be, in the opinion of the [Building Inspector, or the Zoning and Building Inspector, or the Code Administrator] Code Enforcement Officer, actual and immediate danger of the failing of a building so as to endanger public safety, life or property or actual or immediate menace to health or public welfare as a result of the conditions present in or about a building, he or she shall cause the necessary work to be done to render such a building temporarily safe, whether the procedure prescribed in this law for unsafe buildings has been instituted or not.
 - (b) When emergency work is to be performed under this section, the [Building Inspector or the Zoning and Building Administrator, or the Code Administrator] Code Enforcement Officer shall cause the owner thereof to be served personally or by registered mail, return receipt requested, and, if served by registered mail, shall post on the premises a notice to comply containing a description of the premises, a statement of the facts in which the building is unsafe or dangerous and orders and directions to correct the conditions which constitute an emergency within a specified period not to exceed three days from actual or constructive receipt of the notice.
 - (c) In the event that the emergency does not permit any delay in correction, the notice shall state the City has corrected the emergency condition.
 - (d) In both cases, the notice shall state that the corrective costs of the emergency will be assessed against the owner pursuant to the provisions of this chapter.

SECTION 4. Subsection 118-9 (D) of Section 118-9 of the Code of the City of Saratoga Springs, NY, entitled "Building Code Administration – Unsafe Buildings and Structures - Uniform Fire Prevention and Building Code Procedure" is amended to read (new material underlined; old material in brackets):

D. Uniform Fire Prevention and Building Code procedure

- (1) Pursuant to Section 10, Subdivision 4(a) of the Municipal Home Rule Law, the [Building Inspector, or the Zoning and Building Inspector, and the Code Administrator] Code Enforcement Officers, together with their designated

assistants, are hereby authorized to serve a notice of violation, together with an order to remedy said violation, upon any party described in Section 382, Subdivision 2, of the Executive Law, to remedy any unsafe building or structure which violates the New York State Uniform Fire Prevention and Building Code (9 NYCRR 600 et seq).

- (2) Said notice and order shall specify the section or sections of the Uniform Fire Prevention and Building Code violated and shall state a time by which said violation or violation shall be remedied. The notice and order shall be served upon the defendant in person or by certified or registered mail in the manner provided by law. Any person so served with notice and order shall, upon failure to remedy the cited violations within the time stated therein, be subject to the fines and penalties stated in Section 382, Subdivision 2 of the Executive Law.
- (3) In addition to and not in limitation of the other provisions of this subsection, the [Building Inspector, or the Zoning and Building Inspector, and the Code Administrator] Code Enforcement Officers, together with their designated assistants, are hereby authorized to issue appearance tickets under Article 150 of the Criminal Procedure Law, for violations of the Uniform Code as stated above.

SECTION 5: This ordinance shall take effect the day after publication as provided by the City Charter of the City of Saratoga Springs, NY

ADOPTED:

CITY COUNCIL OF THE CITY OF
SARATOGA SPRINGS, NY

By: John P. Franck, City Clerk