

CITY OF SARATOGA SPRINGS

City Council Meeting



March 19,
2019

Recreation Center - Council Meeting Room
15 Vanderbilt Ave Saratoga Springs, NY 12866

PUBLIC HEARINGS BEGIN 6:50 P.M.

: P.H. - Alternate Side Parking on
Persimmon Place

: P.H. - Amend 2018 CDBG
Entitlement Action Plan

: P.H. - Amend Chapter 225 of the City
Code - Time Limit Parking

 [Print](#)

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION(S):

1. City Center 2018 Annual Report

EXECUTIVE SESSION:

CONSENT AGENDA

1. Approval of 3/12/19 Special City Council Meeting Minutes
2. Approval of 3/4/19 Pre-Agenda Meeting Minutes
3. Approval of 3/5/19 City Council Meeting Minutes
4. Approve Budget Amendments - Regular (Increases)
5. Approve Budget Transfers - Regular
6. Approve Payroll 03/08/19 \$661,266.59
7. Approve Payroll 03/15/19 \$485,723.39
8. Approve Warrant - 2019 19MWMAR1 \$4,730,798.16
9. Approve Warrant - 2019 19MAR2 \$593,880.98

MAYOR'S DEPARTMENT

1. Announcement: 2019 Community Development Citizen Advisory Committee Recommendations
2. Announcement: Open Public Comment Period for 2019 Community Block Grant Funding Recommendations
3. Set Public Hearing: 2019 Community Development Block Grant Funding Recommendations

4. Discussion and Vote: Substantial Amendment to 2018 CDBG Entitlement Action Plan
 5. Discussion and Vote: Appointment: City Center Board
 6. Appointment: Saratoga Springs Housing Authority
 7. Discussion and Vote: 2019 Saratoga Springs Housing Authority Salaries
 8. Discussion and Vote: Authorization for the Mayor to Sign the Capital Coexist Traffic Safety Ambassador Mini Grant Memorandum of Understanding
 9. Discussion and Vote: Authorization for Mayor to Sign Addendum One to Contract with Barton & Loguidice for Prelim and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender
 10. Discussion and Vote: NYS DOT Standard Title VI/Non-Discrimination Assurances
 11. Set Public Hearing: To Amend Chapter 240 to Add a New Section 6.3.2.1 entitled "Small Wireless Facilities"
 12. Announcement: Public Comment Period - Saratoga Downtown Connector Preliminary Engineering Plans
 13. Announcement: Joint Design Review Committee/Planning Board Meeting on Flat Rock Centre Parking Structure
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ACCOUNTS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with Ricoh
 2. Discussion and Vote: City Contract Template Regulatory Updates
 3. Award of Bid: Extension of Bid - Emergency Medical Supplies to Bound Tree Medical, Moore Medical, and Henry Schein
 4. Award of Bid: Laboratory Services to CNA Environmental
 5. Award of Bid: Pedestrian Crossing Improvements to DelSignore Blacktop Paving, Inc.
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FINANCE DEPARTMENT

1. Announcement: Economic Development Lunch & Learn Series Update
 2. Discussion and Vote: Authorization for Mayor to Sign a Contract with Northern Broadcasting Inc aka LookTV for Recording Services
 3. Discussion and Vote: Authorization to Pay Invoice without a Purchase Order in the amount of \$1,775 to Ferraro, Amodio and Zarecki CPAs
 4. Discussion and Vote: Budget Transfers - Insurance
 5. Discussion and Vote: Budget Amendment - Use of Fund Balances City Center
 6. Discussion and Vote: Budget Transfers - Payroll
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PUBLIC WORKS DEPARTMENT

1. Discussion and Vote: Authorization for Mayor to Sign Contract with CNA Environmental, LLC. for Laboratory Services
 2. Discussion and Vote: Authorization for Mayor to Sign Contract with Greenridge Cemetery Association for Maintenance
 3. Discussion and Vote: Water Leak Adjustment
 4. Discussion and Vote: Authorization for Mayor to Sign Change Order #1 with Trinity Construction for Nelson Ave Drainage Improvement Phase 5 Project
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PUBLIC SAFETY DEPARTMENT

1. Discussion and Vote: Authorization for the Mayor to Sign a Contract with Pittsfield Communications Systems, Inc.
 2. Discussion and Vote: Authorization for Mayor to Sign Revenue Contract with Empire Ambulance Service
 3. Announcement: Fourth Citizens Advisory Board Meeting
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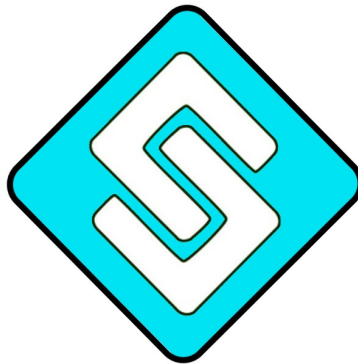
SUPERVISORS

1. Matthew Veitch
 1. Saratoga County Recycling Centers contract Update
 2. Buildings & Grounds Committee Update
 3. National Association of Counties Conference Report
 2. Tara Gaston
 1. Health and Social Services Committee
 2. National Association of Counties Legislative Conference Report
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ADJOURN

2018
ANNUAL REPORT

SARATOGA SPRINGS
CITY CENTER AUTHORITY



**2018 ANNUAL REPORT
PRESENTED BY
2019 CITY CENTER AUTHORITY**

J. THOMAS ROOHAN, *Chair*

RICHARD L. HIGGINS, *Vice Chair*

ROGER GOLDSMITH, *Secretary*

SHAUN WIGGINS

DOROTHY ROGERS-BULLIS

ROSEMARY RATCLIFF

STEVE SULLIVAN

MAYOR MEG KELLY, *Ex-Officio*

DARRYL LEGGIERI, JR, PRESIDENT, SARATOGA CONVENTION & TOURISM BUREAU, *Ex-Officio*

CITY CENTER STAFF

RYAN E. M. McMAHON
Executive Director

SUSAN BAKER
Director of Sales

MARCH 13, 2019



SARATOGA SPRINGS CITY CENTER

522 BROADWAY
SARATOGA SPRINGS □ NEW YORK 12866-2247
(518) 584-0027 □ FAX (518) 584-0117

RYAN E. McMAHON
Executive Director

March 8th, 2019

Dear Friends of the City Center,

It is often the impulse to fill letters such as this with enough facts and figures to test the constitution of the readers. This year I will avoid this sort of writing and instead address the successes and challenges of the past year and focus on the future. Like last year you should feel a sense of optimism in this writing for the City Center, the City of Saratoga Springs and Saratoga County.

This past year the sales staff worked very hard and again set a record for the number of booked days in the facility. While setting this new high water mark they also managed to find space to accommodate city meetings after the fire at City Hall, proving the importance of being a good neighbor. Their work has also put us in a position where 2019 will rival the strength of the 2018 bookings.

This year has seen the City of Saratoga Springs invite the City Center Authority to participate in the redevelopment of the Flat Rock parking lot. The city created a plan to accommodate the Green Belt Trail, additional green space and the parking needs of the City Center into an efficiently laid out concept. Plans for phase one are well under way and phase two should be started in the near future.

Without the partnership with the City Council members (both past and current), the Convention and Tourism Bureau and the Saratoga Chamber of Commerce the City Center Authority would not be meeting the needs of the city in the fashion it is. We look forward to meeting the needs and expectations of the community and continuing to serve the citizens of Saratoga Springs.

Thank you for the continued support.

Ryan E. M. McMahon, Executive Director
Saratoga Springs City Center Authority

**Summary of 2018
January 1 - December 31**

I. Guests

Total City Center Guests	174,458
Convention Guests (Lodged)	21,516
Day Guests	152,942

II. Economic Impact

Potential Sales Generated***	\$	34,342,579.36
Convention Guest Spending*	\$	20,739,917.88
Day Guest Spending**	\$	13,602,661.48
New Sales Tax Revenues	\$	2,403,980.56
State 4.00%	\$	1,373,703.17
County 1.50%	\$	515,138.69
City 1.50%	\$	515,138.69

III. In 2018, the City Center provided the Saratoga area with the following business activity:

Conventions/Conferences	64
Trade Shows - Industry	7
Gate Shows	29
Banquets	27
Special Events	29
*City Hall events (Lightning Strike)	47
Total Number of Events	203

2018 Event Breakout

46 First Time Events	23%
157 Return Events	77%
Total Number of Paid Event Days	294.00
Total Number of Building Use Days	379.25
Public Service Events	15

*Based on Saratoga Convention Bureau figure of \$379.50 per convention guest spending per day and association spending per delegate for 2.54 days; \$963.93 total spending.

**Based on National Statistics of \$88.94 per person, per day for non-lodged guests.

***Figures do not include money spent on non City Center hosted business such as smaller independent hotel groups, motor coach tours, sporting events, etc.

**Summary of 2017
January 1 - December 31**

I. Guests

Total City Center Guests	166,626
Convention Guests (Lodged)	20,671
Day Guests	145,955

II. Economic Impact

Potential Sales Generated***	\$	32,906,634.73
Convention Guest Spending*	\$	19,925,397.03
Day Guest Spending**	\$	12,981,237.70
New Sales Tax Revenues	\$	2,303,464.43
State 4.00%	\$	1,316,265.39
County 1.50%	\$	493,599.52
City 1.50%	\$	493,599.52

III. In 2017, the City Center provided the Saratoga area with the following business activity:

Conventions/Conferences	66
Trade Shows - Industry	7
Gate Shows	36
Banquets	26
Special Events	40
Total Number of Events	175
2017 Event Breakout	
49 First Time Events	28%
126 Return Events	72%
Total Number of Paid Event Days	273.00
Total Number of Building Use Days	333.25
Public Service Events	15

*Based on Saratoga Convention Bureau figure of \$379.50 per convention guest spending per day and association spending per delegate for 2.54 days; \$963.93 total spending.

**Based on National Statistics of \$88.94 per person, per day for non-lodged guests.

***Figures do not include money spent on non City Center hosted business such as smaller independent hotel groups, motor coach tours, sporting events, etc.

History

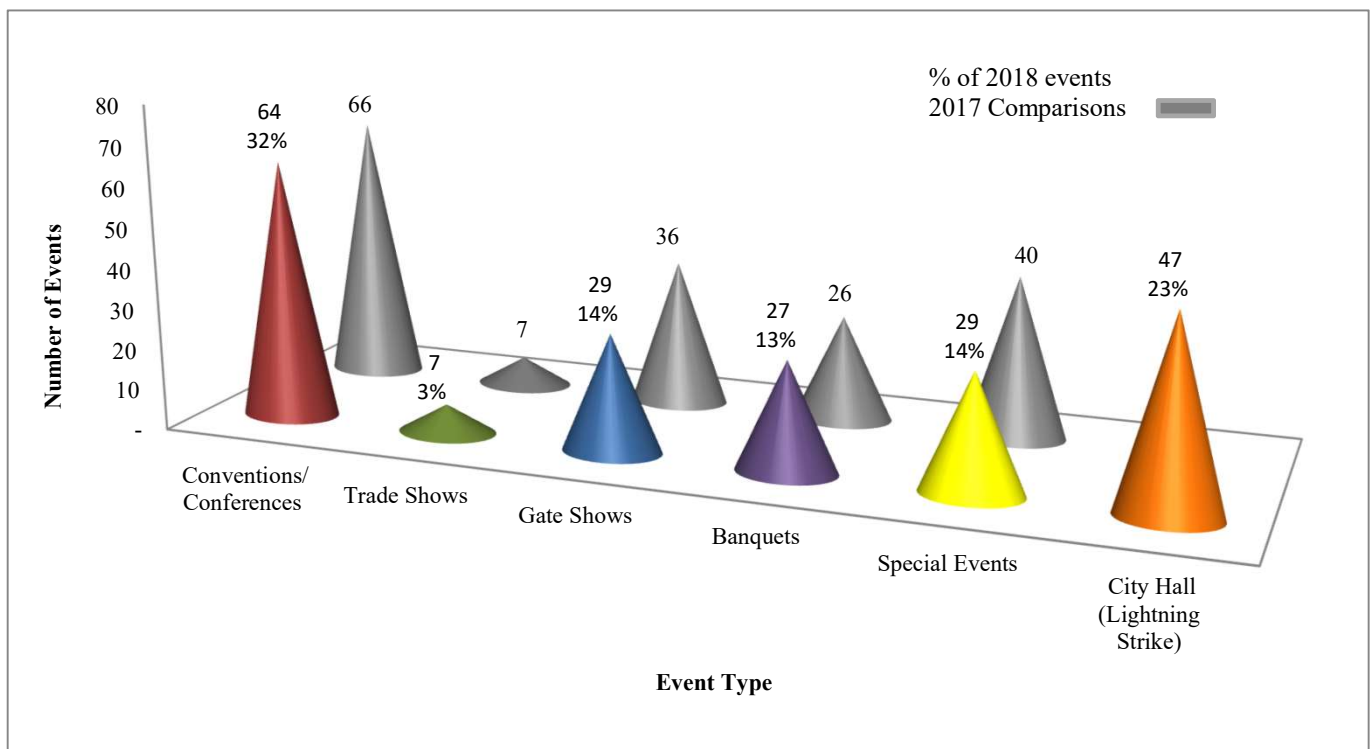
Year	Number of Events	Number of Event Days	Number of Building Use Days
1984	24*	43.50	63.00
1985	60	101.00	149.00
1986	81	121.00	160.00
1987	109	143.50	183.50
1988	102	142.50	180.00
1989	112	154.75	208.25
1990	110	155.50	193.50
1991	91	142.50	172.00
1992	91	138.00	169.75
1993	93	141.50	180.75
1994	105	155.50	180.00
1995	98	141.00	186.75
1996	107	148.50	182.00
1997	94	150.75	191.75
1998	101	190.25	233.75
1999	98	159.75	207.50
2000	101	171.75	216.00
2001	99	164.50	215.25
2002	101	168.50	214.50
2003	109	186.75	228.00
2004	107	176.75	219.50
2005	100	161.50	199.00
2006	107	166.00	206.75
2007	115	181.50	225.25
2008	122	188.25	231.75
2009	106	178.25	216.75
2010	102	167.25	202.25
2011	136	207.25	248.50
2012	150	256.75	294.50
2013	148	230.00	291.25
2014	157	240.00	314.50
2015	154	252.25	310.75
2016	171	260.00	319.75
2017	175	273.00	333.25
2018 Actual	203**	294.00	379.25
2019 ^c	128	262.00	332.00

* Excludes 60 opening and free community activities

**Includes 47 meetings from City Hall after a lightning strike closed their meeting room

^c Estimate: Budgeted for 2019

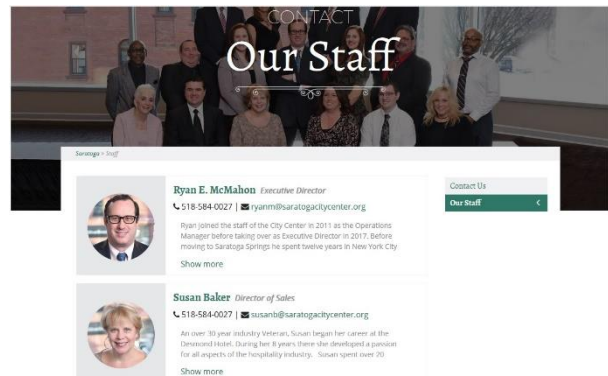
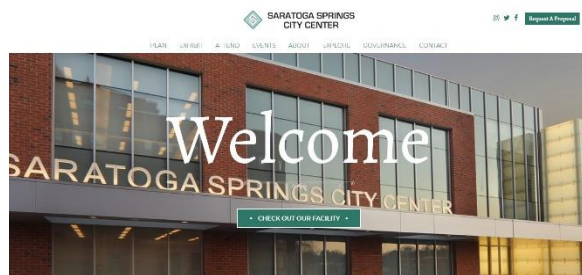
2018 Market Segments



Saratoga Springs City Center

2018 Accomplishments

2018 was an eventful year for the City Center team. The launch of a fresh new website in October is one of the most exciting accomplishments of 2018 for the City Center sales team. The site has a clean uncluttered design, improved functionality and enhanced rich content focused on the City Center's mission to provide the greatest positive economic benefit to Saratoga Springs and the surrounding community. The website is updated on a regular basis with a calendar detailing upcoming events for a 6-month period, a gallery of event images, social media and governance information. Visitors to the site are able to submit a request for proposal and many new business opportunities are in process due to the ease of requesting a bid from the new site.



The efforts of the sales team, over the past few years, to establish the City Center as meeting space our downtown limited service hotel partners don't have has established the City Center as a conference and meeting hub. A great deal of collaboration and synergy with all the hotel partners now exist. All hotel partners now feel confident to bid on business that in the past they would have turned down, due to limited conference and event space capacity. The City Center sales team will continue to work in order to stay top of mind with our partners and to be the meeting space they don't have within their buildings.

The City Center team, Discover Saratoga and hotel partners have worked diligently over the past year to educate our convention planners about the opportunities that exists and that are unique to Saratoga. The walkability, safety and beauty of our Victorian city provide us with a unique opportunity. Once a planner experiences all that Saratoga has to offer they understand why so many groups return year after year. In addition, the sales team continued to put special emphasis on working closely with our already contracted business to have a clear understanding of what portion of the building they will be using and then proactively filling the unused rooms with shorter cycle bookings (primarily corporate).

Our facility was in use a total of 294 days, hosting 203 events, 46 were first time events at the City Center.

The City Center team continues to enjoy a strong collaboration and partnership with the Saratoga Convention & Tourism Bureau, Saratoga County Chamber of Commerce, Downtown Saratoga Business Improvement District, Elected and Civic Leadership, and Hotel Partners. The goal remains to provide the best possible experience for our clients and enhance the economic vibrancy of Saratoga Springs.

The Following metric of same year and future events that were confirmed in 2018 is evidence of this successful partnership:

2018	2019	2020	2021	2022	2023	2024
48	62	17	8	2	1	1

In 2018 return business to the City Center was 77%. The other 23%, first time clients, included in the following list of 36 groups. Many in this list have already booked for future years.

- County Highway Superintendents
- SYSCO
- Grappling Industries
- Cartwheels Gymnastics Center
- State Farm
- Utica National Insurance Company
- US Air Force Band
- Galaxy Events Chocolate & Wine Festival
- NYS Care Coalition
- Queensbury High School Prom
- NYS Bankers
- General Motors
- St. Mark's Lutheran Church
- Lawlor Wedding
- NYS Dental Association
- Gordon Bat Mitzvah
- Barks, Brews & Tattoos
- Amy Raimo Memorial Service
- REVEAL Art Fair

- To Life
- City of Saratoga Springs Land Use Boards (Planning, Zoning and Design Review)
- City of Saratoga Springs City Council Agenda and Regular Meetings
- American Student Dental Association
- Price/Scully Wedding
- M&T Bank
- NE Association of Equine Practitioners
- Navy Khaki Ball
- Record Riots
- Albany Guardian Society
- Northeast Gas
- Silicon Summit East
- NBT Bank
- HP An Aruba Company
- Center for the Family Corks, Forks & Brews
- SUNY World Languages Conference
- SUNY Buffalo
- Forrester's Financial

One measure of our client satisfaction is their loyal return to the City Center year after year

• Associated General Contractors	Over 30 Years
• Curtis Lumber Company	Over 30 Years
• Empire State College	Over 30 Years
• HB Davis Seed Company	Over 30 Years
• NEACA, Inc.	Over 30 Years
• NYS Athletic Administrators Association	Over 30 Years
• Saratoga County	Over 30 Years
• Saratoga County Chamber of Commerce	Over 30 Years
• Saratoga Springs High School Junior-Senior Prom	Over 30 Years
• Catholic Charities of Saratoga, Warren & Washington Counties	Over 20 Years
• Center for the Family	Over 20 Years
• Empire Baptist Congress	Over 20 Years
• Empire State Society of Association Executives	Over 20 Years
• Fourth District Dental Society	Over 20 Years
• Hudson Mohawk Traditional Dancers	Over 20 Years
• Leading Age NY	Over 20 Years
• Northeast Souvenir Salesman Association	Over 20 Years
• Northeast Woodworkers Association	Over 20 Years
• NYS Town Clerks Association	Over 20 Years
• Rotary Club of Saratoga	Over 20 Years
• NYS Association of School Business Officials	Over 20 Years
• Schuylerville High School Graduation	Over 20 Years
• Trans World Entertainment	Over 20 Years
• WSWHE BOCES	Over 20 Years

• Adirondack North Country Association	Over 15 Years
• Alpin Haus	Over 15 Years
• American Water Works Association	Over 15 Years
• NY Library Association	Over 15 Years
• NYS Association of School Buildings & Grounds	Over 15 Years
• NYS Council of School Superintendents	Over 15 Years
• Saratoga Hospital	Over 15 Years
• Adirondack Sports & Fitness	Over 10 Years
• Hoosic Valley Central School	Over 10 Years
• Local Government IT Directors	Over 10 Years
• NYS Art Teachers Association	Over 10 Years
• NYS Board of Law Examiners	Over 10 Years
• NYS Teachers Retirement System	Over 10 Years
• Stillwater Central School District	Over 10 Years

The City Center post event survey is intended to provide insights into how our customers perceive our performance and our building. In addition, it's a powerful tool to help us reach our goals and make our team more effective. The many positive comments we receive throughout the year include the following:

Saratoga Prosperity Partnership

"Thank you for everything you did to help us roll out the inaugural GSA Silicon Summit East- you truly understood our business goals."

NYS Associated General Contractors

"The staff is always professional and helpful."

Record Riots

"Rebecca was so open and upbeat about our event, I knew I was in the right venue!"

Price/Scully Wedding

"Everything went so well! We couldn't have asked for better staff and space to work with."

Albany Medical College

"All the staff at the City Center make my job easy!"

NYS Local Government IT Directors

"This year marked our 13th year at your location; which I believe is a testament to the hard work, dedication, friendliness and commendable efforts by you and your team! Please extend a heartfelt thank you to your entire team and of course we look forward to returning in 2019."

The following events/groups were hosted as 2018 Public Service to the Community

- City of Saratoga Springs- inauguration & State of the City
- Rotary Foundation Board Meetings
- City of Saratoga Springs General Elections
- Victorian Streetwalk
- Chowderfest
- Discover Saratoga Fam Tour Breakfast & Annual Meeting
- American Red Cross Blood Drive
- Leadership Saratoga Seminar

The long history of our full-time employees is a critical component of the success of the City Center. Our returning clients express value in knowing our seasoned staff members are familiar with the elements of their events.

• Norm Current, Building Supervisor	1988	33 Years
• Terence Gonzalez	1989	30 Years
• Darren Fuller	1997	22 Years
• Donna Barone, Finance Manager	2004	15 Years
• Rebecca Vickery, Sales Manager	2005	14 Years
• Shelby King, Operations Manager	2009	10 Years
• Ryan McMahon, Executive Director	2011	8 Years
• Lauren Rowland, Sales Manager	2012	7 Years
• Linda Page	2012	7 Years
• Michael Furman, Building Supervisor	2013	6 Years
• Jake Vickery	2013	6 Years
• Kaylee Delaney	2014	5 Years
• Gregory Gorton	2016	3 Years
• Kim DenBesten	2016	3 Years
• Susan Baker, Director of Sales	2016	3 Years
• James Brennan	2017	2 Year

Staff Professional Development

IVAM Venue Management School – Wheeling, WV
Global Meetings Industry Day
NYALGRO School- Records Management Officer Training
Notary Public Certification

Sales and Marketing Activities

Off-site Sales Calls and Client Visits for convention/conference and trade association leads
On-site Sales Tours for weddings, corporate and specialty parties
Meetings and events sponsored by the Empire State Society of Association Executives (ESSAE)
Meetings and events sponsored by Meeting Planners International of NENY (MPI)
Networking events for the Albany Business Review
Co-op Sales Meetings with the Saratoga Convention & Tourism Bureau and facility Sales Directors
Scheduled meetings with the Director of Catering & Convention Services of the Saratoga Hilton
Regular meetings with the Sales Department of the Saratoga Hilton
Sales and Marketing coordination with Saratoga County Tourism, Saratoga Convention & Tourism Bureau and Saratoga County Chamber of Commerce
Regular meetings with the Sales Department of the City Center and the Saratoga Convention & Tourism Bureau
Pre-Convention meetings with the Saratoga Hilton Staff and incoming clients

Member of the following Professional Organizations

International Association of Venue Managers
Meeting Planners International of NENY; Special Events Committee
Empire State Society of Association Executives; Trade Show Committee
Saratoga County Chamber of Commerce
Saratoga Economic Development Corporation
Saratoga Convention & Tourism Bureau
New York State Association Executives

Volunteer and Civic Involvement

Member of the Board/Committee for the following Associations:

Saratoga Convention & Tourism Bureau
Saratoga County Tourism Advisory Board
Saratoga County Agricultural Society
Saratoga County Chamber of Commerce; Ambassador
NYS Upstate Coalition for Fair Game
NYS Association of Agricultural Fairs, Recording Secretary & District 2 Director
Jonesville Volunteer Fire Department

Member of the following Civic Organizations

Saratoga Springs Downtown Business Association
Saratoga Historical Society
Saratoga Arts
Greenfield Grange #807

Building Deposits December 2018

Apr-16	DZ Restaurants	Catering	1,000.00
Jul-08	Esperanto	Catering	1,000.00
Aug-06	Extreme Concessions Catering	Catering	1,000.00
Mar-18	Farmer's Daughter	Catering	1,000.00
Mar-18	Fitzzy's Fork in the Road	Catering	500.00
Apr-96	Glen Sanders	Catering	1,000.00
Jan-08	Hattie's Restaurant	Catering	1,000.00
Aug-04	Herberts at Birch Hill	Catering	1,000.00
Feb-01	Holiday Inn	Catering	1,000.00
Sep-05	Lily and the Rose	Catering	1,000.00
Jan-05	Longfellows	Catering	1,000.00
Nov-06	Nicole's Restaurant	Catering	1,000.00
Aug-08	Panera Bread	Catering	1,000.00
Sep-91	Prime Mgt. (Sheraton)	Catering	1,000.00
May-06	Saratoga National Golf Club	Catering	1,000.00
Apr-07	Saratoga Polo	Catering	1,000.00
Mar-15	Seasons Catering	Catering	1,000.00
Jun-15	Symphony Catering	Catering	1,000.00
Mar-17	Three Vines Restaurant	Catering	1,000.00
Apr-10	United Jewish Federation	Catering	1,000.00
Jan-16	Belmonte & Son Tent Rental	Decorating	1,000.00
Aug-05	Clifton Park Rental	Decorating	1,000.00
Aug-05	Great Lakes Events	Decorating	1,000.00
Mar-05	Hale Northeastern	Decorating	1,000.00
Feb-14	Rain or Shine	Decorating	1,000.00
Feb-05	Spectrum Assoc	Decorating	1,000.00
Oct-05	Total Events	Decorating	1,000.00
Aug-97	Prime Mgt. (Sheraton)	Open	700.00
Sep-16	NYS Land Surveyors-630	Jan-19	500.00
Nov-17	Alpin Haus-147	Jan-19	500.00
Nov-17	NE Organic Farming-741	Jan-19	500.00
Feb-18	NYS County Highway Sups-524	Jan-19	750.00
May-18	Saratoga Arts-084	Jan-19	500.00
May-18	Saratoga Chamber Dinner-069D	Jan-19	750.00
Jul-18	Alpin Haus-147	Jan-19	3,250.00
Jul-18	NYS County Highway Superintendents-524	Jan-19	2,550.00
Jul-18	NYS Professional Land Surveyors-630	Jan-19	6,150.00
Jul-18	Saratoga Arts-First Night-084	Jan-19	1,556.25
Aug-18	NOFANY-741	Jan-19	7,487.50
Aug-18	Saratoga Chamber Dinner-069D	Jan-19	1,375.00
Nov-18	Saratoga Arts-First Night-084	Jan-19	2,056.25
Nov-18	NYS Land Surveyors-630	Jan-19	6,650.00
Dec-18	Alpin Haus-147	Jan-19	5,325.00
Dec-18	NYS County Highway Superintendents-524	Jan-19	3,300.00
Dec-18	NYS County Highway Superintendents-524	Jan-19	1,500.00
Dec-18	NE Organic Farming Assn-741	Jan-19	7,987.50
Mar-18	Cartwheels Gym-8348	Feb-19	500.00
Mar-18	Skidmore College-436	Feb-19	500.00
Apr-18	Townsquare Live Events-699	Feb-19	750.00
May-18	Public Consulting Group-Health-8776	Feb-19	750.00
Jun-18	Dance Flurry-508	Feb-19	1,000.00

Building Deposits December 2018

Jul-18	Saratoga EOC-246 (Cancelled)	Feb-19	500.00
Jul-18	Cartwheels Gymnastics-8348	Feb-19	4,762.50
Jul-18	Townsquare Live Events-699	Feb-19	3,500.00
Jul-18	Skidmore College-436	Feb-19	1,075.00
Jul-18	Saratoga EOC-246 (Cancelled)	Feb-19	365.00
Jul-18	Public Consulting Group-8776	Feb-19	5,400.00
Aug-18	Dance Flurry-508	Feb-19	5,250.00
Oct-18	Cartwheels Gym-8348	Feb-19	5,262.50
Nov-18	Empire Baptists-003	Feb-19	3,037.50
Apr-15	NYS Athletic Administrators-276	Mar-19	500.00
Jun-17	Dig Safely-392	Mar-19	500.00
Oct-17	Continental Chess-762	Mar-19	500.00
Mar-18	NE Woodworkers-037	Mar-19	1,000.00
May-18	NY Drug Treatment Court Prof-551	Mar-19	500.00
Jun-18	Saratoga Rotary Home Show-395A	Mar-19	1,000.00
Jul-18	Empire State College-110A	Mar-19	1,000.00
Jul-18	ANCA-119	Mar-19	500.00
Jul-18	Curtis Lumber-598	Mar-19	1,000.00
Jul-18	DA Collins-795	Mar-19	1,000.00
Jul-18	Record Riots-8795	Mar-19	500.00
Jul-18	Saratoga Rotary Club-395A	Mar-19	9,770.00
Aug-18	Adirondack Sports & Fitness-711	Mar-19	750.00
Sep-18	Dig Safely-392	Mar-19	1,862.50
Sep-18	ANCA-119	Mar-19	3,218.75
Sep-18	NYS Athletic Administrators-276	Mar-19	2,400.00
Sep-18	Mind Body Soul-8892	Mar-19	500.00
Sep-18	Empire State College-110A	Mar-19	3,650.00
Sep-18	NYS Drug Treatment Court Professionals-551	Mar-19	2,800.00
Sep-18	Continental Chess-762	Mar-19	5,562.50
Sep-18	Curtis Lumber-598	Mar-19	2,325.00
Oct-18	DA Collins-795	Mar-19	1,537.50
Oct-18	Utica National Insurance-8559	Mar-19	637.50
Oct-18	Mind Body Soul-8892	Mar-19	3,150.00
Oct-18	NE Woodworkers-037	Mar-19	5,344.00
Oct-18	ADK Sports & Fitness-711	Mar-19	2,281.25
Nov-18	ADK Sports & Fitness-711	Mar-19	2,281.25
Aug-16	Trucking Assn of NY-397	Apr-19	500.00
Dec-16	American Water Works Assoc.-688	Apr-19	500.00
May-17	ESSAL-479	Apr-19	500.00
Jun-18	Saratoga Bridges-027	Apr-19	500.00
Jun-18	Saratoga Guitar-152	Apr-19	500.00
Jun-18	Saratoga Comic Con-201	Apr-19	1,000.00
Jun-18	NYS Art Teachers-266	Apr-19	750.00
Jul-18	Capital Job Development-437	Apr-19	500.00
Aug-18	NYS Health-System Pharmacists-338	Apr-19	750.00
Aug-18	Spaulding & Rogers-565	Apr-19	252.75
Sep-18	Townsquare Live Events-699	Apr-19	750.00
Sep-18	Capital Job Development-437	Apr-19	987.50
Sep-18	NYS Art Teachers-266	Apr-19	1,375.00
Oct-18	American Water Works-688	Apr-19	5,899.00
Oct-18	Saratoga Bridges-027	Apr-19	1,075.00
Oct-18	Spaulding & Rogers-565	Apr-19	747.25
Oct-18	Townsquare Live Events-699	Apr-19	1,375.00
Oct-18	NY Council of Health-System Pharmacists-339	Apr-19	4,675.00
Nov-18	Trucking Assn of NY-397	Apr-19	2,500.00
Nov-18	Cobra Firing Systems-8946	Apr-19	500.00

Building Deposits December 2018

Dec-18	Saratoga Comic Con-201	Apr-19	3,600.00
Dec-15	NYS Local Govt IT Directors-634	May-19	500.00
Jun-17	Fourth District Dental-504	May-19	500.00
Jun-18	Shenendehowa HS-433B	May-19	500.00
Jun-18	SEMI-180	May-19	1,000.00
Jun-18	Leading Age-658	May-19	750.00
Jul-18	Saratoga Reptile Expo-8802	May-19	500.00
Jul-18	Saratoga Springs HS-420	May-19	500.00
Aug-18	Driscoll Foods-7984	May-19	500.00
Sep-18	NY Land Trust Alliance-8867	May-19	750.00
Nov-18	Fourth District Dental-504	May-19	5,468.75
Nov-18	Jewish Federation-783	May-19	500.00
Nov-18	NYS Gov't IT Directors-634	May-19	1,675.00
Nov-18	Saratoga Reptile Expo-8802	May-19	1,075.00
Dec-18	SEMI-180	May-19	7,112.50
Dec-18	Leading Age-658	May-19	2,937.50
Dec-18	Land Trust Alliance-8867	May-19	875.00
Dec-18	Saratoga High School-420	May-19	1,075.00
Mar-16	NYS ASBO-547	Jun-19	500.00
Jun-17	NY Water Environment Assn-072	Jun-19	500.00
Oct-17	Rotary Foundation-395C	Jun-19	500.00
Feb-18	American Chemical Society-047	Jun-19	500.00
Feb-18	Stillwater HS-732	Jun-19	500.00
Feb-18	Ballston Spa HS-151	Jun-19	500.00
Mar-18	Schuylerville HS-430	Jun-19	500.00
Apr-18	Hoosic Valley HS-768	Jun-19	500.00
May-18	Healthcare Assn of NYS-807	Jun-19	500.00
Jun-18	AHC Group-810	Jun-19	500.00
Jun-18	Shenendehowa HS-433A	Jun-19	500.00
Jun-18	BOCES-113D	Jun-19	500.00
May-18	NYASBO	Jun-19	4,150.00
Jul-18	American Jersey Cattle Assn-8561	Jun-19	500.00
Aug-18	Bond, Schoeneck & King-8004	Jun-19	1,000.00
Aug-18	Plumbers & Steam Fitters-8870	Jun-19	500.00
Nov-18	Rachel Person-8953	Jun-19	675.00
Nov-18	Ballston Spa High School-151	Jun-19	725.00
Nov-18	Nat'l Assn of Social Workers-8203	Jun-19	5,550.00
Dec-18	Bond, Schoeneck & King-8004	Jun-19	600.00
Dec-18	BOCES-113D	Jun-19	2,650.00
Dec-18	AHC Group-810	Jun-19	200.00
Dec-18	Saratoga Rotary Foundation-395	Jun-19	225.00
Dec-18	NYS Jersey Cattle Club-8561	Jun-19	4,500.00
Dec-18	Stillwater High School-732	Jun-19	1,075.00
Dec-18	NY Water Environment-072	Jun-19	1,000.00
Dec-18	Schuylerville High School-430	Jun-19	1,325.00
Dec-18	American Chemical Society-047	Jun-19	4,475.00
Dec-18	Hoosic Valley High School-768	Jun-19	1,075.00
Jul-18	Bark, Brew & Tattoo-8741	Jul-19	500.00
Nov-18	NY Public Welfare-109	Jul-19	500.00
Nov-18	CAPTAIN-202	Jul-19	575.00
Dec-18	Curtis Lumber-598	Jul-19	750.00
Apr-16	NYS Funeral Directors-066	Aug-19	500.00
Nov-18	Barrbers Fest-8940	Aug-19	500.00
Nov-18	Boden USA-8610	Aug-19	500.00

Building Deposits December 2018

Jun-16	LEAF-088	Sep-19	500.00
Mar-17	HB Davis Seed-091	Sep-19	500.00
Apr-18	JDRF-8171	Sep-19	500.00
Nov-18	NE Assn of Equine Practitioners-8488	Sep-19	1,000.00
Dec-18	Concord Pools-8229	Sep-19	500.00
Dec-18	Wesley Community-431	Sep-19	500.00
Mar-15	Cerebral Palsy-777	Oct-19	500.00
Jan-17	SMFI-128	Oct-19	500.00
Dec-18	Capital Job Development-437	Oct-19	750.00
Dec-18	Saratoga Comic Con-201	Oct-19	1,000.00
Dec-18	Saratoga Chamber-069B	Oct-19	500.00
Apr-16	NYLA-260	Nov-19	500.00
Sep-17	NYS Teachers Retirement-149	Nov-19	500.00
May-18	NYS ASBO-547	Nov-19	500.00
Jul-18	Big Dog Events-8578	Nov-19	500.00
Nov-17	Alpin Haus-147	Jan-20	500.00
Feb-18	NYS County Highway Sups-524	Jan-20	750.00
Apr-15	NYS Athletic Administrators-276	Mar-20	500.00
May-18	Continental Chess-762	Mar-20	500.00
May-18	NY Drug Treatment Court Prof-551	Mar-20	500.00
Jul-18	Empire State College-110A	Mar-20	1,000.00
Aug-16	Trucking Assn of NY-397	Apr-20	500.00
Mar-17	NYS Health-System Pharmacists-338	Apr-20	500.00
May-17	ESSAL-479	Apr-20	500.00
Jan-18	American WaterWorks-688	Apr-20	500.00
Mar-18	NYS Local Govt IT Directors-634	May-20	500.00
Jun-18	Fourth District Dental-504	May-20	1,000.00
Jul-18	American Massage Therapy-044	May-20	500.00
Nov-18	Jewish Federation-783	May-20	500.00
May-18	NYS ASBO-547	Jun-20	1,000.00
Jun-18	NYS 2nd Circuit Court of Appeals-465	Jun-20	1,000.00
Oct-18	Fleet Feet Sports-8786	Jun-20	2,000.00
Mar-17	HB Davis Seed-091	Sep-20	500.00
Mar-15	Cerebral Palsy-777	Oct-20	500.00
Jun-16	LEAF-088	Oct-20	500.00
Jan-17	SMFI-128	Oct-20	500.00
Jun-17	NYS Nurse Practitioners-517	Oct-20	500.00
Apr-16	NYLA-260	Nov-20	500.00
Dec-17	NYS Teachers' Retirement-149	Nov-20	500.00
May-18	NYS ASBO-547	Nov-20	500.00
Nov-18	CHCANYS-105	Nov-20	1,000.00
Nov-17	Alpin Haus-147	Jan-21	500.00
Jun-18	Northeast Rail Shippers-8166	Apr-21	500.00
Jul-18	Trucking Assn of NY-397	Apr-21	750.00
Dec-18	NYS Health-System Pharmacists-338	Apr-21	1,000.00
Jul-18	Fourth District Dental-504	May-21	1,000.00

**Building Deposits
December 2018**

May-18	NYS ASBO-547	Jun-21	1,000.00
Aug-18	Pharmacists Society of NYS-8832	Jun-21	750.00
Aug-17	NYS Funeral Directors-066	Aug-21	500.00
Dec-18	LEAF/NYS COSS-088	Sep-21	1,000.00
Jan-17	SMFI-128	Oct-21	500.00
Apr-18	NYS Teachers Retirement-149	Nov-21	750.00
May-18	NYS ASBO-547	Nov-21	500.00
Jul-18	Trucking Assn of NY-397	Apr-22	750.00
Dec-18	LEAF/NYS COSS-088	Sep-22	1,000.00
Dec-18	NYS Nurse Practitioners-517	Oct-22	750.00
Aug-17	NYS Funeral Directors-066	Aug-23	500.00
Dec-18	LEAF/NYS COSS-088	Sep-23	1,000.00
Dec-18	LEAF/NYS COSS-088	Sep-24	1,000.00
	Total Deposits on Hand		306,865.50
	Deposits on Hand November 30, 2018	266,728.00	
	Received December 2018	60,587.50	
	Deposits Transferred December 2018	-20,450.00	
	Total Deposits on Hand December 31, 2018	<u>306,865.50</u>	

INCOME BUDGET 2018

REVENUE

Building Rental	\$	700,000.00
Catering		175,900.00
Reimburse Current Year Expenses		72,500.00
Miscellaneous		60,750.00
Interest Income Operating Account		<u>172.00</u>
	\$	1,009,322.00
Employee Hospitalization Contribution		18,700.00
Room Occupancy Tax		616,556.00
Laserfiche Grant		2,275.00
Munic. Exp/Capital Fund		<u>133,971.00</u>
TOTAL REVENUE	\$	<u><u>1,780,824.00</u></u>

EXPENSE BUDGET 2018

EXPENSES

Salaries	\$ 797,000.00
Benefits	402,214.34
Equipment:	
Office	8,000.00
Building	1,800.00
Vehicle	40,000.00
Software	10,000.00
Supplies:	
Office	4,000.00
Janitorial	35,000.00
Decorating	7,000.00
Postage	600.00
Business Expense/Sales	20,000.00
Client Event Expenses	18,000.00
Repair Equipment	8,000.00
Printing	1,500.00
Advertising	1,500.00
Legal Advertising	400.00
Dues & Membership	4,000.00
Equipment Rental:	
Building	400.00
Production	-
Vehicle Maintenance	-
Vehicle Gas	700.00
Vehicle Insurance	3,000.00
Repair Building	35,000.00
Building Inspections	4,500.00
Building Insurance	55,700.00
Utilities	160,000.00
Telephone	8,000.00
Credit Card Fees	5,900.00
Professional Services	105,000.00
Legal	1,200.00
Insurance (WC,D&O,Dis)	19,975.00
Miscellaneous	5,000.00
Website Design	10,000.00
Laserfiche	8,635.67
Contingency	5,000.00
Unemployment Insurance	-
TOTAL EXPENSES	\$ 1,787,025.01

ADJUSTED AND ACTUAL INCOME BUDGET 2018

REVENUE	2018 APPROVED BUDGET	2018 ADJUSTED BUDGET	2018 ACTUAL YEAR END	%
Building Rental	700,000.00	700,000.00	719,023.00	2.7%
City Hall Rental	-	26,850.00	30,900.00	15.1%
Catering	175,900.00	175,900.00	189,887.49	8.0%
Reimburse Current Year Expenses	72,500.00	72,500.00	48,032.98	-33.7%
Reimburse Prior Year Expenses	-	-	-	-
Miscellaneous	60,750.00	60,750.00	72,565.95	19.5%
Interest Income Operating Account	172.00	172.00	333.71	94.0%
	\$ 1,009,322.00	\$ 1,036,172.00	\$ 1,060,743.13	2.4%
Room Occupancy Tax	616,556.00	616,556.00	643,822.50	4.4%
Employee Health Contributions	18,700.00	18,700.00	\$ 22,221.99	18.8%
Restricted Use Funds	-	59,600.00	\$ 59,600.00	0.0%
State Archive Grant	2,275.00	1,383.00	\$ 1,383.00	0.0%
Encumbered Funds	-	47,995.50	\$ 46,491.25	-3.1%
Upstate Theater Coalition	-	-	\$ 10,008.22	100.0%
Munic. Exp/Capital Fund	133,971.00	133,955.12	133,955.12	0.0%
TOTAL REVENUE	<u>\$ 1,780,824.00</u>	<u>\$ 1,914,361.62</u>	<u>\$ 1,978,225.21</u>	3.3%

ADJUSTED AND ACTUAL EXPENSE BUDGET 2018

EXPENSES	2018 APPROVED BUDGET	2018 ADJUSTED BUDGET	2018 ACTUAL YEAR END	%
Salaries	\$ 797,000.00	\$ 786,300.00	\$ 784,991.24	-0.2%
Benefits	402,214.34	412,324.20	416,439.71	1.0%
Equipment:				
Office	8,000.00	11,048.84	3,693.98	-66.6%
Building	1,800.00	12,500.00	12,466.17	-0.3%
Vehicle	40,000.00	29,532.50	29,532.50	0.0%
Software	10,000.00	-	-	0.0%
Supplies:				
Office	4,000.00	3,448.58	3,448.46	0.0%
Janitorial	35,000.00	21,650.00	21,435.47	-1.0%
Decorating	7,000.00	8,791.00	6,759.88	-23.1%
Postage	600.00	600.00	600.00	0.0%
Business Expense/Sales	20,000.00	30,726.50	29,082.20	-5.4%
Client Expenses-Reimbursed	18,000.00	17,578.50	17,578.50	0.0%
Repair Equipment	8,000.00	6,145.41	4,930.31	-19.8%
Printing	1,500.00	967.07	967.07	0.0%
Advertising	1,500.00	125.00	125.00	0.0%
Legal Advertising	400.00	-	-	0.0%
Dues & Membership	4,000.00	3,557.00	3,092.00	-13.1%
Building Equipment Rental	400.00	750.00	723.20	-3.6%
Vehicle Maintenance	-	400.00	342.51	-14.4%
Vehicle Gas	700.00	700.00	651.43	-6.9%
Vehicle Insurance	3,000.00	2,599.75	2,259.50	-13.1%
Repair Building	35,000.00	112,417.94	112,417.94	0.0%
Building Inspections	4,500.00	4,405.00	4,394.85	-0.2%
Building Insurance	55,700.00	49,509.59	49,509.59	0.0%
Utilities	160,000.00	157,500.00	157,498.06	0.0%
Credit Card Fees	5,900.00	7,773.32	7,565.72	-2.7%
Telephone	8,000.00	8,505.00	8,502.52	0.0%
Professional Services	105,000.00	117,350.00	115,030.00	-2.0%
Legal	1,200.00	3,200.00	1,905.00	-40.5%
Insurance (WC,D&O,Dis)	19,975.00	18,678.57	18,678.57	0.0%
Miscellaneous	5,000.00	3,177.20	3,118.64	-1.8%
Website Design	10,000.00	7,734.42	7,734.42	0.0%
Contingency	5,000.00	-	-	0.0%
Laserfiche Grant	8,635.67	8,635.67	7,760.53	-10.1%
Unemployment Insurance	-	-	-	0.0%
Encumbered Funds		47,995.50	46,491.25	-3.1%
TOTAL EXPENSES	\$ 1,787,025.01	\$ 1,896,626.56	\$ 1,879,726.22	-0.9%

2018 OPERATING STATEMENT

REVENUES AND EXPENSES	2016	2017	2018	% Change
Operating Revenues:				
Investment Interest	115.28	209.91	333.71	59.0%
Facility Rental	654,111.66	675,358.34	749,923.00	11.0%
Catering	179,946.71	178,670.97	189,887.49	6.3%
Reimb. Current Yr.Exp.	72,790.40	47,546.88	48,032.98	1.0%
Reimb. Prior Yr.Exp.	-	7,000.00	-	100.0%
Miscellaneous	52,913.03	66,456.62	72,565.95	9.2%
Total Operating Revenues	\$ 959,877.08	\$ 975,242.72	\$ 1,060,743.13	8.8%
Operating Expenses				
(100) Personnel	\$ 819,137.76	\$ 733,026.56	\$ 784,991.24	7.1%
(200) Equipment	2,950.67	18,031.61	45,692.65	153.4%
(400) Other Expenses	501,728.00	498,779.70	586,111.37	17.5%
(800) Employee Benefits	344,516.49	375,408.68	416,439.71	10.9%
(900) Contingency	-	-	-	0.0%
Total Operating Expenses	\$ 1,668,332.92	\$ 1,625,246.55	\$ 1,833,234.97	12.8%
Operating Loss	(708,455.84)	(650,003.83)	(772,491.84)	18.8%
Non-Operating Revenue				
Munic. Exp/Capital Fund	134,043.60	133,970.60	133,955.12	0.0%
NYS Archive Grant	-	20,466.00	1,383.00	-93.2%
Employee Contributions		19,302.70	22,221.99	15.1%
Upstate Theater Coalition		-	10,008.22	100.0%
Transfer/Non-Operating				
Funds-Room Occupancy Tax	619,972.00	530,000.00	643,822.50	21.5%
Encumbered Funds	-	-	46,491.25	100.0%
Use of Restricted Funds	-	9,894.60	59,600.00	502.3%
Total Non-Operating Revenues	\$ 754,015.60	\$ 713,633.90	\$ 917,482.08	28.6%
Balance-Fiscal Year	\$ 45,559.76	\$ 63,630.07	\$ 144,990.24	127.9%

2018 #400 EXPENSES

EXPENSE	2016	2017	2018	% Change
SUPPLIES	\$ 32,371.43	\$ 43,034.74	\$ 31,643.81	-26.5%
POSTAGE	712.00	536.30	600.00	11.9%
BUSINESS SALES EXPENSE	14,843.71	21,735.92	29,082.20	33.8%
CLIENT EXPENSE	21,223.88	12,522.03	17,578.50	40.4%
DUES & MEMBERSHIP	3,683.00	3,369.00	3,092.00	-8.2%
ADVERTISING	2,935.25	55.89	125.00	123.7%
REPAIR & MAINTENANCE	36,197.79	40,812.73	117,690.76	188.4%
PRINTING	240.00	1,120.00	967.07	-13.7%
EQUIPMENT RENTAL	600.00	576.23	723.20	25.5%
AUTO	2,383.74	2,665.15	2,910.93	9.2%
INSURANCE				
BUILDING (Liability)	56,766.09	49,799.97	49,509.59	-0.6%
OTHER (WC, D&O, Disability)	19,822.31	17,619.94	18,678.57	6.0%
UTILITIES	176,353.18	156,160.14	157,498.06	0.9%
TELEPHONE	9,084.70	8,583.64	8,502.52	-0.9%
CREDIT CARD FEES	5,568.93	7,365.14	7,565.72	2.7%
BUILDING INSPECTIONS	3,786.17	4,481.87	4,394.85	-1.9%
PROFESSIONAL/SERVICE CONTRACT	113,421.92	109,580.76	116,935.00	6.7%
MISCELLANEOUS	1,733.90	1,550.42	3,118.64	101.1%
Web Design	-	8,012.50	7,734.42	100.0%
ARCHIEVE GRANT	-	9,197.33	7,760.53	0.0%
TOTAL #400 EXPENSES	<u>\$ 501,728.00</u>	<u>\$ 498,779.70</u>	<u>\$ 586,111.37</u>	17.5%



March 12, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

CONSENT AGENDA

1. Nothing at this time.

MAYOR'S DEPARTMENT

1. Presentation: Special Council Workshop – Unified Development Ordinance (UDO) / Draft Zoning Map
2. Discussion and Vote: Authorization for Mayor to Sign Contract with Goldberger and Kremer for Labor and Employment Matters

ACCOUNTS DEPARTMENT

1. Appointment: M. Lynn Bachner as Commissioner of Deeds

FINANCE DEPARTMENT

1. Nothing at this time.

PUBLIC WORKS DEPARTMENT

1. Nothing at this time.

PUBLIC SAFETY DEPARTMENT

1. Nothing at this time.

SUPERVISORS

1. Nothing at this time.

ADJOURN



March 12, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
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
John Daley, Deputy Commissioner, DPS

Vincent DeLeonardis

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

Matthew Veitch, Supervisor
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.

CALL TO ORDER

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

Mayor Kelly announced she will be changing the order of the agenda to better suit the meeting and needs of the public.

ACCOUNTS DEPARTMENT

Appointment: M. Lynn Bachner as Commissioner of Deeds

Commissioner Franck appointed M. Lynn Bachner as commissioner of deeds effective today.

MAYOR'S DEPARTMENT

Discussion and Vote: Authorization for Mayor to Sign Contract with Goldberger and Kremer for Labor and Employment Matters (19-094)

Mayor Kelly advised this is a renewal for labor and employment legal services through March 6, 2020. The amount of the contract is up to \$15,000.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign a contract with Goldberger and Kremer for labor and employment matters as indicated with this agenda.

Ayes - All

Presentation: Special Council Workshop – Unified Development Ordinance (UDO) / Draft Zoning Map

Mayor Kelly advised the City's Zoning Ordinance must be in compliance with the City's Comprehensive Plan. The City's Comprehensive Plan was revised in 2015 but the process was not completed by bringing the zoning laws and maps into compliance. Our consultant, Camiros, will discuss bringing our zoning maps into compliance. There is no vote on this tonight; just a presentation of map alignment. The many e-mails and letters she has received are being entered into the record.

Vince DeLeonardis, city attorney, advised our comprehensive plan is the backbone or blueprint upon which zoning laws are based. The Comprehensive Plan is our City's vision for the future and the zoning laws are our tools to implement that. He provided history of the UDO starting from April 2013 when the City Council appointed a Comprehensive Plan Committee of 15 members. There were 22 public meetings from the creation of the committee until December 2014. In December, 2014 the Committee voted to send a draft of the Comprehensive Plan and 53 amendments to City Council. The City Council held public workshops at the beginning of 2015 to review the draft Comprehensive Plan and address the 53 proposed amendments. On May 5, 2015 the revised Comprehensive Plan was made available for the public to review and sent the Comprehensive Plan to the County Planning Board for and scheduled a public hearings. Following a negative declaration of SEQRA in June, 2015 and voted unanimously to adopt the Comprehensive Plan. In September 2015 the City Council approved entering into a contract with a consultant to assist in drafting the Unified Development Ordinance (UDO). The consultant worked on this from September 2015 until they presented a diagnostic report to City Council in January 2017 and a UDO draft outline. In January 2018 the City Council voted to terminate the contract with the consultant and in August 2018 entered into an agreement an agreement with Camiros after going through the bid process. Camiros has been working on this for the past 7 months and is here to provide information of what their work consisted of.

Arista Strungys of Camiros stated they are a multi-disciplinary firm. They have worked with many cities all over the country to draw experience from. They looked at what the alignment could be between the future land use map within the Comprehensive Plan and the zoning map as it stands. They are trying to implement the land use policies and things already put on the map and align them with the current zoning map. They used the current districts from the Zoning Ordinance. They have highlighted 18 proposed changes. She reviewed each of the proposed changes accompanied by a map for each proposed change. Each map showed what it is currently zoned and the proposed zoning. (copy of presentation attached)

Arista stated this is not the end of the changes; they can't propose anything else yet as they are not at that point in the UDO process where they know what the ordinance is going to look like. They will continue to make changes to the map as they go through the UDO process. They are in the review and diagnosis process and working to create a technical review report. After that they will do an internal draft and bring forward a lot of questions. After that there will be a public draft with a series of workshops.

PUBLIC COMENT

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 7:23 p.m.

Matt Jones, attorney for Saratoga Hospital, stated he appreciates the Council's commitment to getting this done. He is pleased with the recommendations from the consultant regarding Morgan/Myrtle Streets.

Theresa Skaine, chair of the board of directors for Saratoga Hospital thanked the Council for taking this on. It is an important first step being taken. The hospital is the second largest employer in Saratoga County.

Andy Brick, attorney for residents in the Morgan/Myrtle/Birch Run neighborhoods stated he is not there to dispute what was proposed. He asked the Council to carve out that area from the overall map amendment. It deserves its own stand alone review. He applauds the hospital for sending correspondence to the neighbors to let them know what's going on. This can be a stand-alone review process.

Joseph Bell, MD stated he is the president of the hospital multi-specialty group. They have 215 providers. The next step is placing offices in close proximity to the hospital so they have immediate access to the patients. They will also receive a higher reimbursement rate from Medicare if the doctors' offices are within 250 yards of the hospital.

Frank Messa, chairman of the Board of Trustees of the Saratoga Hospital Foundation, stated they act as the fundraising arm of the hospital. All of the money raised from their fundraising events last year totaled \$650,000. There have been proposals that a building to the west side of Myrtle could be built. That is not viable as that area is used for parking of staff and visitors. If they did that a multi-tiered parking garage at the cost of \$10 million dollars would be needed; 15 years worth of fundraising at \$650,000 per year.

Dr. Ortiz stated he is very familiar with the surrounding neighborhood as he looked to purchase a home in that area as it was close to the hospital. He is here to support the hospital's decision to build the office complex there. The doctors need to be close to the hospital.

Dennis Hultay of Saratoga Springs stated he did his due diligence prior to purchasing his home in Birch Run. It is going to be impacted by commercial development. Also, 55 Myrtle was donated to the hospital by the Mackey Family; 3.5 acres. The hospital is out there saying they want to sell that property. It is not professional and does not make sense. They should have to develop their own 3.5 acre property.

Tim Holmes of Saratoga Springs stated he is here to speak on behalf of some of the residents in districts, 24, 25, and 2. They love the hospital and what it does in the community. In this case they feel the hospital is building in the wrong direction; it will create permanent conflicts.

Norada Riaz of 21 Seward Street stated her goal is to buy a home here which is largely dependent upon the support of the hospital. She wants to be in a walkable community. This kind of expansion is ideal for someone like her. She supports the hospital expansion.

Dean Higgins of Saratoga Springs stated he has a couple of questions; did a zoning map or revised zoning map come out of the 2015 Comprehensive Plan approval? There was discussion in the past about PUDs and the hospital including this property in their current PUD. He asked what happens to the carve-outs?

Logan Smith of Saratoga Springs stated he did not sign the petition in 2015. He doesn't believe property values will be negatively affected with this project. If the project does take place a turn lane is going to be needed as the streets are too narrow and there is almost an accident there every day. He also has problems with water run-off with the water ending in his driveway.

Alice Smith of Saratoga Springs asked for the comprehensive plan to be revised for the section the hospital falls within. The facts remain the same; it is a massive office building.

Amy DeLuca of Saratoga Springs stated this development is going to be in her backyard. When she purchased her home, zoning was residential and still is. She asked the Council to correct this mistake and take this piece out. She will be looking at lights and a lot of noise.

Todd Shimkus of Saratoga Springs and president of the Saratoga Chamber of Commerce stated he was asked by Mayor Johnson to sit on the Comprehensive Plan Committee to be sure the businesses were represented. They need to look at Jefferson Street for more workforce housing. He doesn't believe the committee made a decision on anything.

Dave Evans of Saratoga Springs stated he is with a real estate company and to say property values will not be heavily impacted is crazy. He encouraged the Council to consider the impact on the neighbors.

Penny Lockwood of Saratoga Springs stated the hospital could use the space they have across the street from the hospital more effectively. The light pollution is intense and is worried her buffer will go away.

Mayor Kelly closed the public comment period at 7:56 p.m.

Commissioner Madigan asked Vince DeLeonardis to give a brief history/overview of this project and to explain what a PUD is.

Vince DeLeonardis advised they did not progress to the point where the consultant prepared a zoning map; this is the first we have seen. The hospital did come forward to expand their PUD; Commissioner Franck and Mayor Yepsen recused themselves from this vote. The neighbors filed a petition that the vote be a super majority and with the recusals this could not happen. A PUD is a Planned Unit Development which is legislative zoning where the legislative body has the right to establish the zoning legislatively in that area. The PUD never went forward so there is a review of the zoning map. A super majority is a 4/5 vote.

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:



March 4, 2019

CITY OF SARATOGA SPRINGS
City Council Pre-Agenda Meeting
Recreation Center
15 Vanderbilt Avenue
9:30 AM

PRESENT: 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
John Daley, Deputy Commissioner, DPS

Vince DeLeonardis, City Attorney

EXCUSED: Meg Kelly, Mayor
Michele Madigan, Commissioner of Finance

Joe O'Neill, Deputy Commissioner, DPW

Matthew Veitch, Supervisor
Tara Gaston, Supervisor

CALL TO ORDER

Commissioner Scirocco called the meeting to order at 9:31 a.m.

PUBLIC HEARING

1. 2019 Water and Sewer Rates – no comment.
2. Amend 2018 CDBG Entitlement Action Plan – no comment.
3. Amend Chapter 225 – Stop Signs on Ash Street – no comment.

PRESENTATION

1. 2018 WASAD Annual Report
2. Saratoga Springs Downtown Recycling Attitudes, Expectations and Challenges

CONSENT AGENDA

1. Approval of 2/19/19 City Council Meeting Minutes
2. Approval of 2/19/19 Pre-Agenda Meeting Minutes
3. Approval of 2/27/19 City Council Meeting Minutes
4. Approve Budget Amendments – Regular (Increases)
5. Approve Budget Transfers - Regular
6. Approve Payroll 02/22/19 \$555,609.92
7. Approve Payroll 03/01/19 \$513,972.02
8. Approve Warrant - 2018 18MWDEC8 \$31,662.35
9. Approve Warrant – 2019 19MWFEB3 \$22,210.09

10. Approve Warrant – 2019 19MAR1 \$984,296.79

No comments.

MAYOR'S DEPARTMENT

Deputy Mayor Lisa Shields read the mayor's agenda into the record.

1. Announcement: Joint Design Review Committee/Planning Board Meeting on Flat Rock Centre Parking Structure – no comments.
2. Discussion and Vote: Accept Ice Rink 25th Anniversary Donations – no comments.
3. Discussion and Vote: Authorization for Mayor to Sign Saratoga Central Catholic Event Form – no comments.
4. Discussion and Vote: Waive Fees for Ice Time for the Firefighters Charity Game – no comments.

Deputy Mayor Shields advised they will be adding an item to their agenda: Announcement: Change in Planning Department Staff.

ACCOUNTS DEPARTMENT

Commissioner Franck advised he will be adding an item to his agenda: Announcement: Liberty Affordable Housing Project Update.

FINANCE DEPARTMENT

Deputy Commissioner Mike Sharp read Commissioner Madigan's agenda into the record.

1. Announcement: 2019 Budgetary Savings Due to Healthcare Plan Change – this was discussed at the February 27th City Council meeting.
2. Announcement: Economic Development Lunch & Learn Series Update – no comment.
3. Discussion and Vote: Authorization for Mayor to Sign Renewal Agreements for Fiber Services with Crown Castle – no comment.
4. Discussion and Vote: CSEA City Hall Union Employee to Withdraw Up to 75 Hours from the Sick Bank – no comment.
5. Discussion and Vote: Sick Time Donation – no comment.
6. Discussion and Vote: 2018 WASAD Annual Report – they will be moving this to the Consent Agenda.
7. Discussion and Vote: Budget Transfers – Insurance – no comment.
8. Discussion and Vote: Budget Amendment – Insurance – no comment.
9. Discussion and Vote: Budget Transfers – Payroll – no comment.

PUBLIC WORKS DEPARTMENT

Appointment: Saratoga Springs Arts Commission

No comment.

Discussion and Vote: Authorization for Mayor to Sign Change Order with Aktor Corporation

Commissioner Scirocco advised additional asbestos was identified in City Hall.

Discussion and Vote: Authorization for Mayor to Sign Change Order with Bellamy Construction

Commissioner Scirocco advised this is for an extension of time for the Route 9 water main due to the weather.

Discussion and Vote: Accept Donation from Sustainable Saratoga for Trees

No comments.

Commissioner Scirocco advised he is adding an item to his agenda: Discussion and Vote: Adoption of 2019 Water and Sewer Resolutions.

PUBLIC SAFETY DEPARTMENT

Set Public Hearing: To Amend Chapter 225 of the City Code with Respect to Changes to Time Limit Parking in City Owned Lots & Garages

No comments.

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Alternate Side of the Street Parking on Persimmon Place

Commissioner Franck advised while looking to prepare legal ads for this it was identified this is not an accepted City street.

Commissioner Martin stated they will look into this.

Discussion and Vote: Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Stop Signs on Ash Street

No comment.

Announcement: Retirement

No comment.

Commissioner Martin advised he is adding an item to his agenda: Discussion and Vote: Authorization for Mayor to Sign Contract with Empire Ambulance.

SUPERVISORS

Nothing at this time.

ADJOURN

Commissioner Scirocco adjourned the meeting at 9:42 a.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:



March 5, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
7:00 PM

6:55 PM P.H. – 2019 Water and Sewer Rates

P.H. - Amend 2018 CDBG Entitlement Action Plan

P.H. – Amend Chapter 225 - Stop Signs on Ash Street

7:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATIONS

1. 2018 WASAD Annual Report
2. Saratoga Springs Downtown Recycling Attitudes, Expectations and Challenges

EXECUTIVE SESSION

1. Pending litigation: Matters of City of Saratoga Springs v. Village of Ballston Spa; Saratoga Springs Water Company; and Pompay.

CONSENT AGENDA

1. Approval of 2/19/19 City Council Meeting Minutes
2. Approval of 2/19/19 Pre-Agenda Meeting Minutes
3. Approval of 2/27/19 City Council Meeting Minutes
4. Approve Budget Amendments – Regular (Increases)
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10. Approve Warrant – 2019 19MAR1 \$984,296.79
11. 2018 WASAD Annual Report

MAYOR'S DEPARTMENT

1. Announcement: Planning Department Staff
2. Announcement: Joint Design Review Committee/Planning Board Meeting on Flat Rock Centre Parking Structure
3. Discussion and Vote: Accept Ice Rink 25th Anniversary Donations
4. Discussion and Vote: Authorization for Mayor to Sign Saratoga Central Catholic Event Form
5. Discussion and Vote: Waive Fees for Ice Time for the Firefighters Charity Game

ACCOUNTS DEPARTMENT

1. Announcement: Liberty Affordable Housing Update

FINANCE DEPARTMENT

1. Announcement: 2019 Budgetary Savings Due to Healthcare Plan Change
2. Announcement: Economic Development Lunch & Learn Series Update
3. Discussion and Vote: Authorization for Mayor to Sign Renewal Agreements for Fiber Services with Crown Castle
4. Discussion and Vote: CSEA City Hall Union Employee to Withdraw up to 75 Hours from the Sick Bank
5. Discussion and Vote: Sick Time Donation
6. Discussion and Vote: Budget Transfers – Insurance
7. Discussion and Vote: Budget Amendment – Insurance
8. Discussion and Vote: Budget Transfers - Payroll

PUBLIC WORKS DEPARTMENT

1. Appointment: Saratoga Springs Arts Commission
2. Discussion and Vote: Authorization for Mayor to Sign Change Order with Aktor Corporation
3. Discussion and Vote: Authorization for Mayor to Sign Change Order with Bellamy Construction
4. Discussion and Vote: Accept Donation from Sustainable Saratoga for Trees
5. Discussion and Vote: Authorization to Adopt 2019 Water and Sewer Rate Resolution

PUBLIC SAFETY DEPARTMENT

1. Set Public Hearing: To Amend Chapter 225 of the City Code with Respect to Changes to Time Limit Parking in City Owned Lots & Garages
2. Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Alternate Side of the Street Parking on Persimmon Place
3. Discussion and Vote: Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Stop Signs on Ash Street
4. Announcement: Retirement

SUPERVISORS

Matt Veitch

1. Nothing at this time.

Tara Gaston

1. Nothing at this time.

ADJOURN



March 5, 2019

CITY OF SARATOGA SPRINGS
City Council Meeting
Recreation Center
15 Vanderbilt Avenue
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

EXCUSED: Matthew Veitch, Supervisor
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

2019 Water and Sewer Rates

Mayor Kelly opened the public hearing at 6:55 p.m.

Commissioner Scirocco advised there is no increase to the water rates; they will remain the same as 2018. The sewer rates do have an increase of 2% increase for most household users, 3%, and 4%. These increases are due to the increase in the County sewer rates.

No one spoke.

Mayor Kelly closed the public hearing at 6:57 p.m.

Amend 2018 CDBG Entitlement Action Plan

Mayor Kelly opened the public hearing at 6:57 p.m.

Mayor Kelly stated this is the second public hearing on this. They plan to move \$70,000 from the 2018 CDBG Residential Rehabilitation Program to the 2018 CDGB Rebuilding Together and moving \$200,000 from the CDBG Revolving Fund Loan to fund a new 2018 CDBG award to Saratoga Springs Public Housing Authority for its affordable housing project.

No one spoke.

Mayor Kelly concluded the public hearing at 6:58 p.m. and left it open.

Amend Chapter 225 – Stop Signs on Ash Street

Mayor Kelly opened the public hearing at 6:58 p.m.

Commissioner Martin stated this is the final public hearing.

No one spoke.

Mayor Kelly closed the public hearing at 7:00 p.m.

CALL TO ORDER

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

PUBLIC COMENT

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 7:01 p.m.

Darlene McGraw of Saratoga Springs stated she is here to speak about the flooding on Worth Street. On Circular/Broadway we have trucks not following the truck route signs. She did see our Police Department issuing tickets to those trucks who are not abiding by the truck route.

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

PRESENTATIONS

2018 WASAD Annual Report

Commissioner Madigan introduced Matt Jones of the Jones Steve Law Firm to present the annual West Avenue Special Assessment District. A copy of the report is attached to the agenda.

Matt Jones advised this special assessment district was formed in 2001. Since that time they have made annual payments to the City of approximately \$49,500 annually.

Saratoga Springs Downtown Recycling Attitudes, Expectations and Challenges

Commissioner Scirocco stated he participated in a research project with political ecology students from Skidmore College regarding downtown recycling. The students along with their professor, Nurcan Atalan-Helicke, Ph.D., are here this evening to present the results of the survey.

Professor Nurcan Atalan-Helicke, Ph.D. stated their students engage in civil projects and work outside regular school hours to address community needs.

William Borowka, student at Skidmore, advised they administered 120 surveys with approximately 50 being done face-to-face. They got a good variety of participants of various ages and a good number of Saratoga Springs residents to participate. About half of their responses stated they go downtown either every other day or a few times a week. Almost all the respondents stated they recycle at home. They found there is a demand for multiple things to be recycled and people will just throw recyclables away when there is no recycling bins are available.

Hannah Paolucci, student at Skidmore, advised she met with Commissioner Madigan, Mayor Kelly, and Commissioner Scirocco. There was a lot of discussion on the need for education and public outreach before implementation.

Alessandro Wedeman, a student at Skidmore, advised the establishment of the program could become costly. Responsibility will need to be divided and a decision will need to be made who will be in charge.

Matthew Cocchi, a student at Skidmore, advised there is a lot of public support and awareness of this initiative. The New York State Solid Waste Management Act of 1988 requires municipalities to adopt local laws or ordinances regarding recyclable materials by September 1, 1992. This is a strong motivator.

Professor Atalan-Helicke stated the next step is identifying the optimal locations for the bins. Skidmore has a successful recycling program and can share their information. Sustainable Saratoga is pursuing a zero waste campaign and will work with the City on the social media campaign.

Mayor Kelly believes this is a great idea.

Commissioner Scirocco thanked everyone for meeting with him and their concern for the City. Having single stream will make it easier for the City to recycle and the City does have the recycling bins. He has ideas of how to get the message out to everyone including putting signs on City vehicles.

Commissioner Madigan stated one of the first articles she wrote after taking office was regarding wanting to recycle downtown. Now we have single stream recycling which will make this much easier. She is glad their class has taken on this initiative. She stated there are other busy locations in the summer off Broadway that may benefit from this.

CONSENT AGENDA

Mayor Kelly moved and Commissioner Scirocco seconded to approve the consent agenda as follows:

1. Approval of 2/19/19 City Council Meeting Minutes
2. Approval of 2/19/19 Pre-Agenda Meeting Minutes
3. Approval of 2/27/19 City Council Meeting Minutes
4. Approve Budget Amendments – Regular (Increases)
5. Approve Budget Transfers - Regular
6. Approve Payroll 02/22/19 \$555,609.92
7. Approve Payroll 03/01/19 \$513,972.02
8. Approve Warrant - 2018 18MWDEC8 \$31,662.35
9. Approve Warrant – 2019 19MWFEB3 \$22,210.09
10. Approve Warrant – 2019 19MAR1 \$984,296.79
11. 2018 WASAD Annual Report

Ayes – All

MAYOR'S DEPARTMENT

Announcement: Planning Department Staff

Mayor Kelly announced Susan Barden has accepted the position of principal planner and staff to the Planning Board.

Announcement: Joint Design Review Committee/Planning Board Meeting on Flat Rock Centre Parking Structure

Mayor Kelly announced there will be a joint Design Review Committee and Planning Board meeting regarding the Flat Rock Centre Parking Structure on March 21st at 5:30 p.m. in the Council Room at the Recreation Center.

Discussion and Vote: Accept Ice Rink 25th Anniversary Donations (19-074)

Mayor Kelly advised the following donations were made for the 25th anniversary of the ice rink: John Boyd donated \$100.00; Stewarts Shops donated 2 Make Your Own Sundae kits valued at \$138.00; Advantage Press donated invitations valued at \$250.00 and programs valued at \$300.00; Barrel House valued at \$250.00; and Eclectic Songs, Linda Terricola, DJ valued at \$150.00.

Mayor Kelly moved and Commissioner Franck seconded to approve the ice rink 25th anniversary donations as described with the agenda.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Saratoga Central Catholic Event Form (19-075)

Mayor Kelly advised this form is for the junior sluggers program.

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to sign Saratoga Central Catholic Event Form as included with this agenda.

Ayes – All

Discussion and Vote: Waive Fees for Ice Time for the Firefighters Charity Game (19-076)

Mayor Kelly advised the Recreation Department is requesting the ice time valued at \$330 for a charity game be waived.

Mayor Kelly moved and Commissioner Martin seconded to approve the waiver fees of the ice time for the firefighters charity game as described with this agenda.

Ayes - All

ACCOUNTS DEPARTMENT

Announcement: Liberty Affordable Housing Update

Commissioner Franck announced that in June 2018 the Council requested advisory opinions of the City and County Planning Boards and received their decisions. The original public hearing for the Liberty Affordable Housing Project held on February 5, 2019 has remained open to provide the public additional time to comment on this project. This public hearing will remain open and we will hold another formal public hearing sometime in May.

Commissioner Madigan advised she suggested to Liberty through their legal counsel that they provide better diagrams and to address sidewalks and lighting.

FINANCE DEPARTMENT

Announcement: 2019 Budgetary Savings Due to Healthcare Plan Change

Commissioner Madigan announced the City is saving \$300,000 with their change in the health care plan. The City is moving to an experienced rated plan from a community rated plan and has the option to go back to the community rated plans should they feel the cost of experienced rated is too high.

Announcement: Economic Development Lunch & Learn Series Update

Commissioner Madigan announced the second lunch and learn was held on February 28th. They had over 70 registrants. The event was recorded and will be shared by the City. The next lunch and learn will be held in April.

Discussion and Vote: Authorization for Mayor to Sign Renewal Agreements for Fiber Services with Crown Castle (19-077)

Commissioner Madigan advised they have decided to renew 4 of their outstanding agreement with Crown Castle. Services are for fiber and internet services to City Hall, DPW garage, Recreation Center, and the Fire Department. Services will not exceed \$4,165 annually.

Commissioner Madigan moved and Commissioner Franck seconded to approve the mayors signature and authorization of the renewal agreements for fiber services with Crown Castle as previously distributed with the agenda.

Ayes – All

Discussion and Vote: CSEA City Hall Union Employee to Withdraw up to 75 Hours from the Sick Bank (19-078)

Commissioner Madigan moved and Commissioner Martin seconded to approve a CSEA Union employee to withdrawal of up to 75 hours from the sick bank.

Ayes – All

Discussion and Vote: Sick Time Donation (19-079)

Commissioner Madigan advised 2 City CSEA employees are donating a total of 24 hours of sick time to another CSEA City employee.

Commissioner Madigan moved and Commissioner Franck seconded to approve sick time donation.

Ayes - All

Discussion and Vote: Budget Transfers – Insurance (19-080)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget transfers – insurance as previously distributed with the agenda.

Ayes – All

Discussion and Vote: Budget Amendment – Insurance (19-081)

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

Ayes – All

Discussion and Vote: Budget Transfers – Payroll (19-082)

Commissioner Madigan moved and Commissioner Scirocco seconded to approve the budget transfers – payroll as previously distributed with the agenda.

Ayes – All

PUBLIC WORKS DEPARTMENT

Appointment: Saratoga Springs Arts Commission

Commissioner Scirocco appointed Crystal Cobert Giddens, owner of skin therapy studio, FACES, to the Saratoga Springs Arts Commission.

Discussion and Vote: Authorization for Mayor to Sign Change Order with Aktor Corporation (19-083)

Commissioner Scirocco advised change orders 1, 3, 6, 7, 8, and 9 total \$64,123. These change orders are for additional asbestos abatement and demolition in various areas of City Hall.

Commissioner Scirocco moved and Commissioner Franck seconded to authorize the mayor to sign change orders 1, 3, 6, 7, 8, and 9 with Aktor Corporation in the amount of \$64,123 for the additional asbestos abatement and demolition.

Ayes – All

Discussion and Vote: Authorization for Mayor to Sign Change Order with Bellamy Construction (19-084)

Commissioner Scirocco advised this is for the extension of time only. Substantial completion time is to be extended to March 30, 2019 and final completion to May 31, 2019.

Commissioner Scirocco moved and Commissioner Madigan seconded to authorize the mayor to sign change order with Bellamy Construction for the NYS Rt. 9 water main replacement extending substantial completion to March 30, 2019 and final completion time to May 31, 2019.

Ayes – All

Discussion and Vote: Accept Donation from Sustainable Saratoga for Trees (19-085)

Commissioner Scirocco advised the trees will be donated and planted in different locations in the City. The value of the total gift will be up to \$5,000.

Commissioner Scirocco moved and Commissioner Madigan seconded to accept the donation of trees from Sustainable Saratoga.

Commissioner Madigan advised she likes this program and the City also budgets \$20,000 per year for tree plantings.

Wendy Mahaney of Sustainable Saratoga stated they are excited for Treetoga. They will work with homeowners to find a suitable place to plant a tree on their property.

Ayes – All

Discussion and Vote: Authorization to Adopt 2019 Water and Sewer Rate Resolution (19-086)

Commissioner Scirocco moved and Commissioner Madigan seconded to adopt the proposed 2019 Water and Sewer Rate as discussed and presented this evening.

Ayes – All

PUBLIC SAFETY DEPARTMENT

Set Public Hearing: To Amend Chapter 225 of the City Code with Respect to Changes to Time Limit Parking in City Owned Lots & Garages

Commissioner Martin set a public hearing for Tuesday, March 19, 2019 at 6:50 p.m.

Set Public Hearing: To Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Alternate Side of the Street Parking on Persimmon Place

Commissioner Martin set a public hearing for Tuesday, March 19, 2019 at 6:50 p.m.

Discussion and Vote: Amend Chapter 225 of the City Code, Vehicles & Traffic, with Respect to Stop Signs on Ash Street (19-087)

Commissioner Martin moved and Commissioner Madigan seconded to adopt the change to section 225 of the City Code as distributed with the agenda.

Ayes – All

Announcement: Retirement

Commissioner Martin announced the retirement of Chief Veitch. The chief will be retiring May 31, 2019.

SUPERVISORS

Matt Veitch

Nothing at this time.

Tara Gaston

Nothing at this time.

EXECUTIVE SESSION

Mayor Kelly moved and Commissioner Martin seconded to move to executive session to discuss pending litigation: matters of City of Saratoga Springs v. Village of Ballston Spa; Saratoga Springs Water Company; and Pompay at 8:03 p.m.

Ayes – All

Council returned at 8:16 p.m.

Mayor Kelly advised decisions have been made and she will be adding items to her agenda as a result of the executive session.

Mayor Kelly moved and Commissioner Madigan seconded to approve the addition of an item to her agenda entitled "Discussion and Vote: Authorize the Mayor to Execute Settlement Agreement Regarding City of Saratoga Springs vs. Pompay." (19-088)

Ayes – All

Mayor Kelly moved and Commissioner Martin seconded to approve the addition of an item to her agenda - "Discussion and Vote: Authorization for Mayor to Execute Settlement Agreement Regarding City of Saratoga Springs vs. the Village of Ballston Spa." (19-089)

Ayes – All

Mayor Kelly moved and Commissioner Scirocco seconded to approve the addition of an item to her agenda entitled "Discussion and Vote: Authorization for Mayor to Execute Settlement Agreement Regarding City of Saratoga Springs vs. Saratoga Springs Water Company." (19-090)

Ayes – All

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to execute settlement agreement regarding City of Saratoga Springs vs. Pompay. (19-091)

Ayes – All

Mayor Kelly moved and Commissioner Martin seconded to authorize the mayor to execute settlement agreement regarding City of Saratoga Springs vs. the Village of Ballston Spa. (19-092)

Ayes – All

Mayor Kelly moved and Commissioner Madigan seconded to authorize the mayor to execute settlement agreement regarding City of Saratoga Springs vs. Saratoga Springs Water Company. (19-093)

Ayes - All

ADJOURNMENT

There being no further business, Mayor Kelly adjourned the meeting at 8:19 p.m.

Respectfully submitted,

Lisa Ribis
Clerk

Approved:
Vote:

03/14/2019 14:59
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CITY OF SARATOGA SPRINGS LIVE
BUDGET AMENDMENTS JOURNAL ENTRY PROOF

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bgamdent **1**

LN	ORG	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
	ACCOUNT				LINE DESCRIPTION					
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2019	03	132	03/19/2019	031919	031919BARG BUA	031919BARG	1	2		
1	A094	42651			DPS SALE OF PROP & COMP FOR SALE OF BIKES & OTHER GOODS		.00	-3,150.00	-3,150.00	
	A	-09-4-0000-0-42651	-		SALE OF PICKUP TRUCK		03/19/2019			
2	A3143412	52400			FIRE DEPARTMENT EQ CAPITAL OVEHICLES		.00	3,150.00	3,150.00	
	A	-31-4-3410-2-52400	-		SALE OF PICKUP TRUCK		03/19/2019			
3	A094	42651			DPS SALE OF PROP & COMP FOR SALE OF BIKES & OTHER GOODS		.00	-9,475.50	-9,475.50	
	A	-09-4-0000-0-42651	-		SALE OF GOODS		03/19/2019			
4	A3143314	54610			TRAFFIC CONTROL CS	REPAIRS & MAINTENANCE BUILDING	7,000.00	9,228.00	16,228.00	
	A	-31-4-3310-4-54610	-		SALE OF GOODS		03/19/2019			
5	A3143122	52620			POLICE DEPARTMENT EQ CAP OUTPOLICE EQUIPMENT		50,000.00	247.50	50,247.50	
	A	-31-4-3120-2-52620	-		SALE OF GOODS		03/19/2019			
6	A104	42715			DPS MISC LOACL SOURCES	DONATIONS DPS	.00	-500.00	-500.00	
	A	-10-4-0000-0-42715	-			donation adk truct	03/19/2019			
7	A3143412	52400			FIRE DEPARTMENT EQ CAPITAL OVEHICLES		.00	500.00	500.00	
	A	-31-4-3410-2-52400	-			donation adk truct	03/19/2019			
8	A124	44328			DPS FEDERAL AID	DWI PATROL GRANT	.00	-338.32	-338.32	
	A	-12-4-0000-0-44328	-			OT DWI CHECKPOINT REIMB	03/19/2019			
9	A3143331	51960			STOP DWI PS	OVERTIME	30,000.00	310.00	30,310.00	
	A	-31-4-3311-1-51960	-			OT DWI CHECKPOINT REIMB	03/19/2019			
10	A3143331	58030			STOP DWI PS	CITY PORTION SOCIAL SECURITY	2,295.00	28.32	2,323.32	
	A	-31-4-3311-1-58030	-			OT DWI CHECKPOINT REIMB	03/19/2019			
11	A044	41588			DPS DEPARTMENTAL INCOME	PUBLIC SAFETY OTHER	-7,000.00	-3,334.77	-10,334.77	
	A	-04-4-0000-0-41588	-			EMERGENCY REPAIR WORK	03/19/2019			
12	A3143314	54720			TRAFFIC CONTROL CS	SERVICE CONTRACTS - PROF SERV	15,000.00	3,334.77	18,334.77	
	A	-31-4-3310-4-54720	-			EMERGENCY REPAIR WORK	03/19/2019			
13	A044	41588			DPS DEPARTMENTAL INCOME	PUBLIC SAFETY OTHER	-7,000.00	-44.19	-7,044.19	
	A	-04-4-0000-0-41588	-			REFUND CRYSTAL ROCK	03/19/2019			
14	A3143124	54180			POLICE DEPARTMENT CS	OTHER SUPPLIES	13,000.00	44.19	13,044.19	
	A	-31-4-3120-4-54180	-			REFUND CRYSTAL ROCK	03/19/2019			
15	A044	41588			DPS DEPARTMENTAL INCOME	PUBLIC SAFETY OTHER	-7,000.00	-120.00	-7,120.00	
	A	-04-4-0000-0-41588	-			REFUND OVERPAYMNET DUES	03/19/2019			

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SRC ACCOUNT						ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
2019 3 132									
BUA A094-42651					SALE OF BIKES & OTHER GOODS	5		3,150.00	
03/19/2019 031919BARG	031919	031919BARG			SALE OF PICKUP TRUCK				
BUA A3143412-52400					VEHICLES	5	3,150.00		
03/19/2019 031919BARG	031919	031919BARG			SALE OF PICKUP TRUCK	T			
BUA A094-42651					SALE OF BIKES & OTHER GOODS	5		9,475.50	
03/19/2019 031919BARG	031919	031919BARG			SALE OF GOODS	T			
BUA A3143314-54610					REPAIRS & MAINTENANCE BUILDING	5	9,228.00		
03/19/2019 031919BARG	031919	031919BARG			SALE OF GOODS	T			
BUA A3143122-52620					POLICE EQUIPMENT	5	247.50		
03/19/2019 031919BARG	031919	031919BARG			SALE OF GOODS	T			
BUA A104-42715					DONATIONS DPS	5		500.00	
03/19/2019 031919BARG	031919	031919BARG			donation adk truct	T			
BUA A3143412-52400					VEHICLES	5	500.00		
03/19/2019 031919BARG	031919	031919BARG			donation adk truct	T			
BUA A124-44328					DWI PATROL GRANT	5		338.32	
03/19/2019 031919BARG	031919	031919BARG			OT DWI CHECKPOINT REIMB	T			
BUA A3143331-51960					OVERTIME	5	310.00		
03/19/2019 031919BARG	031919	031919BARG			OT DWI CHECKPOINT REIMB	T			
BUA A3143331-58030					CITY PORTION SOCIAL SECURITY	5	28.32		
03/19/2019 031919BARG	031919	031919BARG			OT DWI CHECKPOINT REIMB	T			
BUA A044-41588					PUBLIC SAFETY OTHER	5		3,334.77	
03/19/2019 031919BARG	031919	031919BARG			EMERGENCY REPAIR WORK	T			
BUA A3143314-54720					SERVICE CONTRACTS - PROF SERV	5	3,334.77		
03/19/2019 031919BARG	031919	031919BARG			EMERGENCY REPAIR WORK	T			
BUA A044-41588					PUBLIC SAFETY OTHER	5		44.19	
03/19/2019 031919BARG	031919	031919BARG			REFUND CRYSTAL ROCK	T			
BUA A3143124-54180					OTHER SUPPLIES	5	44.19		
03/19/2019 031919BARG	031919	031919BARG			REFUND CRYSTAL ROCK	T			
BUA A044-41588					PUBLIC SAFETY OTHER	5		120.00	
03/19/2019 031919BARG	031919	031919BARG			REFUND OVERPAYMNET DUES	T			
BUA A3143124-54230					DUES	5	120.00		
03/19/2019 031919BARG	031919	031919BARG			REFUND OVERPAYMNET DUES	T			
BUA A044-41588					PUBLIC SAFETY OTHER	5		5,700.00	
03/19/2019 031919BARG	031919	031919BARG			ASSET FORFEITURE FOR CAR	T			
BUA A3143124-54720					SERVICE CONTRACTS - PROF SERV	5	5,700.00		
03/19/2019 031919BARG	031919	031919BARG			ASSET FORFEITURE FOR CAR	T			
BUA A043-42158					STORM WATER POLLUTION PREVENTI	5		19,960.00	
03/19/2019 031919BARG	031919	031919BARG			GILBERT ROAD DRAINAGE STUDY	T			
BUA A3638164-54720					SERVICE CONTRACTS - PROF SERV	5	19,960.00		
03/19/2019 031919BARG	031919	031919BARG			GILBERT ROAD DRAINAGE STUDY	T			
BUA A043-42158					STORM WATER POLLUTION PREVENTI	5		4,350.00	
03/19/2019 031919BARG	031919	031919BARG			SWPPP RELATED EXPENSES 2019	T			
BUA A3638164-54180					OTHER SUPPLIES	5	500.00		
03/19/2019 031919B									

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 CITY OF SARATOGA SPRINGS LIVE
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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		
BUA A3638164-54708	03/19/2019	031919BARG	031919	031919BARG		T SWPPP RELATED EXPENSES 2019		
						LAB TESTING	5	2,200.00
BUA A3638164-54720	03/19/2019	031919BARG	031919	031919BARG		T SWPPP RELATED EXPENSES 2019		
						SERVICE CONTRACTS - PROF SERV	5	1,000.00
	03/19/2019	031919BARG	031919	031919BARG		T SWPPP RELATED EXPENSES 2019		
								.00
								.00
BUA A-2960						APPROPRIATIONS		46,972.78
	03/19/2019	031919BARG	031919	031919BARG		ESTIMATED REVENUES		46,972.78
BUA A-1510	03/19/2019	031919BARG	031919	031919BARG				
						SYSTEM GENERATED ENTRIES TOTAL		46,972.78
						JOURNAL 2019/03/132 TOTAL		46,972.78

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FUND	YEAR	PER	JNL	EFF	DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT								
A GENERAL FUND	2019	3	132	03/19/2019				
A-1510					ESTIMATED REVENUES	46,972.78		
A-2960					APPROPRIATIONS			46,972.78
					FUND TOTAL	46,972.78		46,972.78

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**CITY OF SARATOGA SPRINGS LIVE
 BUDGET AMENDMENTS JOURNAL ENTRY PROOF**
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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		
2019	03	133 03/19/2019	031919	031919BTRG	BUA 031919BTRG	1	1		
1	A3638814	54720	CEMETERY CS	SERVICE CONTRACTS - PROF SERV		26,500.00	1,063.00	27,563.00	
	A	-36-3-8810-4-54720	-	CEMETERY CONTRCAT		03/19/2019			
2	A3638562	52300	TREES EQ CAPITAL OUTLAY	MISCELLANEOUS EQUIPMENT		8,000.00	-1,063.00	6,937.00	
	A	-36-3-8560-2-52300	-	CEMETERY CONTRCAT		03/19/2019			
3	A3011654	54730	CITY PHONE SYSTEM CONTRACT	SERVICE CONTRACTS MAINTENANCE		17,785.00	385.00	18,170.00	
	A	-30-1-1650-4-54730	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
4	A3011654	54330	CITY PHONE SYSTEM CONTRACT	REPAIRS & MAINTENANCE EQUIPMEN		1,200.00	-385.00	815.00	
	A	-30-1-1650-4-54330	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
5	A3011654	54730	CITY PHONE SYSTEM CONTRACT	SERVICE CONTRACTS MAINTENANCE		17,785.00	386.10	18,171.10	
	A	-30-1-1650-4-54730	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
6	A3011214	54670	MAYOR CONTRACTED SERVICES	PHONES		1,750.00	-386.10	1,363.90	
	A	-30-1-1210-4-54670	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
7	A3011654	54730	CITY PHONE SYSTEM CONTRACT	SERVICE CONTRACTS MAINTENANCE		17,785.00	398.29	18,183.29	
	A	-30-1-1650-4-54730	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
8	A3011212	52200	MAYOR EQUIPMENT AND CAPITAL	OFFICE EQUIPMENT		1,000.00	-398.29	601.71	
	A	-30-1-1210-2-52200	-	ANTICIPATED EXPENSES THRU YE		03/19/2019			
9	A3567144	54671	RECREATION EXPENSES CS	PHONES & FAX		100.00	280.00	380.00	
	A	-35-6-7140-4-54671	-	COST OF CELL PHONE		03/19/2019			
10	A3567324	54170	BOYS BASKETBALL CS	SPORTS SUPPLIES		11,374.00	-280.00	11,094.00	
	A	-35-6-7320-4-54170	-	COST OF CELL PHONE		03/19/2019			
11	A3113622	52600	BUILDING DEPARTMENT EQ CAP	SOFTWARE		.00	365.61	365.61	
	A	-31-1-3620-2-52600	-	ADOBE ACROBAT PRO		03/19/2019			
12	A3113622	52200	BUILDING DEPARTMENT EQ CAP	OFFICE EQUIPMENT		1,000.00	-365.61	634.39	
	A	-31-1-3620-2-52200	-	ADOBE ACROBAT PRO		03/19/2019			
13	A3335014	54101	STREETS CS	CONCRETE		.00	2,500.00	2,500.00	
	A	-33-3-5010-4-54101	-	CONCRETE		03/19/2019			
14	A3335014	54180	STREETS CS	OTHER SUPPLIES		65,000.00	-2,500.00	62,500.00	
	A	-33-3-5010-4-54180	-	CONCRETE		03/19/2019			
15	A3335654	54180	OFF STREET PARKING CS	OTHER SUPPLIES		250.00	500.00	750.00	
	A	-33-3-5650-4-54180	-	MISC PURCHASE		03/19/2019			

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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
	ACCOUNT				LINE DESCRIPTION				
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND		
2019	03	133	03/19/2019	031919	031919BTRG BUA	031919BTRG	1	1	
16	A3335014	54180			STREETS CS	OTHER SUPPLIES	65,000.00	-500.00	64,500.00
	A	-33-3-5010-4-54180	-			MISC PURCHASE	03/19/2019		
17	A3638194	54720			COMPOST FACILITY CS	SERVICE CONTRACTS - PROF SERV	.00	3,500.00	3,500.00
	A	-36-3-8185-4-54720	-			FIELD OPERATIONS MANUAL	03/19/2019		
18	A3638184	54720			TRANSFER STATION CS	SERVICE CONTRACTS - PROF SERV	45,000.00	-3,500.00	41,500.00
	A	-36-3-8180-4-54720	-			FIELD OPERATIONS MANUAL	03/19/2019		
19	F3638334	54720			WATER TREATMNET PLANT CS	SERVICE CONTRACTS - PROF SERV	8,000.00	2,000.00	10,000.00
	F	-36-3-8330-4-54720	-			DECOMMISSION INTERLAKEN	03/19/2019		
20	F3638334	54330			WATER TREATMNET PLANT CS	REPAIRS & MAINTENANCE EQUIPMEN	50,000.00	-2,000.00	48,000.00
	F	-36-3-8330-4-54330	-			DECOMMISSION INTERLAKEN	03/19/2019		
								** JOURNAL TOTAL	0.00

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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				
2019 3	133									
BUA A3638814-54720	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS - PROF SERV	5	1,063.00		
						CEMETERY CONTRCAT				
BUA A3638562-52300	03/19/2019	031919BTRG	031919	031919BTRG		MISCELLANEOUS EQUIPMENT	5		1,063.00	
						CEMETERY CONTRCAT				
BUA A3011654-54730	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS MAINTENANCE	5	385.00		
						ANTICIPATED EXPENSES THRU YE				
BUA A3011654-54330	03/19/2019	031919BTRG	031919	031919BTRG		REPAIRS & MAINTENANCE EQUIPMEN	5		385.00	
						ANTICIPATED EXPENSES THRU YE				
BUA A3011654-54730	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS MAINTENANCE	5	386.10		
						ANTICIPATED EXPENSES THRU YE				
BUA A3011214-54670	03/19/2019	031919BTRG	031919	031919BTRG		PHONES	5		386.10	
						ANTICIPATED EXPENSES THRU YE				
BUA A3011654-54730	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS MAINTENANCE	5	398.29		
						ANTICIPATED EXPENSES THRU YE				
BUA A3011212-52200	03/19/2019	031919BTRG	031919	031919BTRG		OFFICE EQUIPMENT	5		398.29	
						ANTICIPATED EXPENSES THRU YE				
BUA A3567144-54671	03/19/2019	031919BTRG	031919	031919BTRG		PHONES & FAX	5	280.00		
						COST OF CELL PHONE				
BUA A3567324-54170	03/19/2019	031919BTRG	031919	031919BTRG		SPORTS SUPPLIES	5		280.00	
						COST OF CELL PHONE				
BUA A3113622-52600	03/19/2019	031919BTRG	031919	031919BTRG		SOFTWARE	5	365.61		
						ADOBE ACROBAT PRO				
BUA A3113622-52200	03/19/2019	031919BTRG	031919	031919BTRG		OFFICE EQUIPMENT	5		365.61	
						ADOBE ACROBAT PRO				
BUA A3335014-54101	03/19/2019	031919BTRG	031919	031919BTRG		CONCRETE	5	2,500.00		
						CONCRETE				
BUA A3335014-54180	03/19/2019	031919BTRG	031919	031919BTRG		OTHER SUPPLIES	5		2,500.00	
						CONCRETE				
BUA A3335654-54180	03/19/2019	031919BTRG	031919	031919BTRG		OTHER SUPPLIES	5	500.00		
						MISC PURCHASE				
BUA A3335014-54180	03/19/2019	031919BTRG	031919	031919BTRG		OTHER SUPPLIES	5		500.00	
						MISC PURCHASE				
BUA A3638194-54720	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS - PROF SERV	5	3,500.00		
						FIELD OPERATIONS MANUAL				
BUA A3638184-54720	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS - PROF SERV	5		3,500.00	
						FIELD OPERATIONS MANUAL				
BUA F3638334-54720	03/19/2019	031919BTRG	031919	031919BTRG		SERVICE CONTRACTS - PROF SERV	5	2,000.00		
						DECOMMISSION INTERLAKEN				
BUA F3638334-54330	03/19/2019	031919BTRG	031919	031919BTRG		REPAIRS & MAINTENANCE EQUIPMEN	5		2,000.00	
						DECOMMISSION INTERLAKEN				
JOURNAL 2019/03/133							TOTAL	.00	.00	

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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
APPROVED UNPAID INVOICES TO BE POSTED											
4947	00001 CORNERSTONE TELE	169524 5130179		169524	19MWMAR1	346.31		.00	.00		
CASH A	2019/03	INV 03/11/2019	SEP-CHK: Y	DISC: .00		E3577164	54670		346.31	1099:	
ACCT 1200	DEPT 7000	DUE 03/13/2019	DESC:5000394								
P O BOX 4199	WOBURN MA	01888-4199									
6950	00000 AMSURE	169521 93343		170607	19MWMAR1	713,639.21		.00	.00		
CASH A	2019/03	INV 03/11/2019	SEP-CHK: N	DISC: .00		A3011478	58010		4,698.84	1099:	
ACCT 1200	DEPT 2000	DUE 03/13/2019	DESC:93344			A3719068	58010		24,644.83	1099:	
PO BOX 15044	ALBANY NY	12212				A3729068	58010		20,805.34	1099:	
						A3739068	58010		156,753.94	1099:	
						A3749068	58010		407,063.79	1099:	
						A3759068	58010		19,067.85	1099:	
						A3769068	58010		9,494.36	1099:	
						A3769068	58010	3000	15,343.58	1099:	
						E3577168	58010		1,247.39	1099:	
						F3739068	58010		36,531.59	1099:	
						G3739068	58010		17,987.70	1099:	
3	00002 CSEA-EBF	169522 MAR 2019		170608	19MWMAR1	1,947.20		.00	.00		
CASH A	2019/03	INV 03/11/2019	SEP-CHK: N	DISC: .00		A3739068	58011		1,436.06	1099:	
ACCT 1200	DEPT 3000	DUE 03/13/2019	DESC:DPW-268			A3769068	58011	3000	243.40	1099:	
ONE LEAR JET	LANE SUITE	ONE LATHAM NY	12110			F3739068	58011		121.70	1099:	
						G3739068	58011		146.04	1099:	
3	00001 CSEA-EBF	169523 MARCH 2019		170609	19MWMAR1	2,604.38		.00	.00		
CASH A	2019/03	INV 03/11/2019	SEP-CHK: N	DISC: .00		A3011478	58011		24.34	1099:	
ACCT 1200	DEPT 2000	DUE 03/13/2019	DESC:NB365			A3719068	58011		438.12	1099:	
PO BOX 516	LATHAM NY	12110-0516				A3729068	58011		243.40	1099:	
						A3739068	58011		296.13	1099:	
						A3749068	58011		705.86	1099:	
						A3759068	58011		219.06	1099:	
						A3769068	58011		121.70	1099:	
						F3739068	58011		411.73	1099:	
						G3739068	58011		144.04	1099:	

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NEW INVOICES

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NEW INVOICES

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NEW INVOICES

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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
2743	00000 WEST AVENUE SAD	169552 169552		170639	19MWMAR1	12,750.76	.00	.00		
CASH A 2019/03 INV 03/11/2019 SEP-CHK: Y DISC: .00 ACCT 1200 DEPT 2000 DUE 03/13/2019 DESC:2019 1ST QTR C/O FINANCE DEPARTMENT SARATOGA SPRINGS NY 12866										
32 APPROVED UNPAID INVOICES				TOTAL		4,730,798.16				
32 INVOICE(S)				REPORT POST TOTAL		4,730,798.16				

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2019 03	A	A	DUE TO OTHER FU	43,634.10	BAL .00
	A	A	DUE TO COUNTY	2,955,838.23	BAL .00
	A3011214	A	PHONES	80.82	1,654.30
	A3011434	A	PHONES & FAX	29.40	780.60
	A3011474	A	PHONES & FAX	123.23	1,973.61
	A3011478	A	HOSPITALIZATION	4,698.84	3,291.44
	A3011478	A	VISION INSURANC	24.34	219.98
	A3021694	A	PHONES	10.86	889.23
	A3021694	A	SERVICE CONTRAC	219.98	41,768.56
	A3031444	A	PHONES	176.15	942.92
	A3031494	A	PHONES	125.04	2,041.44
	A3031624	A	UTILITIES	3,751.47	12,291.06
	A3031654	A	UTILITIES	2,330.37	12,202.98
	A3031654	A	PHONES	256.10	2,922.92
	A3051414	A	RISK-SAFETY PRO	80.02	36,900.92
	A3051414	A	PHONES & FAX	111.59	1,836.57
	A3143124	A	UTILITIES	83.80	1,030.87
	A3143124	A	PHONES	1,731.90	34,335.71
	A3143124	A	SERVICE CONTRAC	74.95	76,928.89
	A3143314	A	UTILITIES TRAFF	1,192.87	21,583.01
	A3143414	A	UTILITIES	1,408.67	3,023.88
	A3143414	A	PHONES	1,307.63	17,161.36
	A3335014	A	PHONES	214.92	3,341.42
	A3335184	A	STREET LIGHTING	38,742.36	398,877.48
	A3335654	A	PHONES	137.85	928.80
	A3416314	A	UTILITIES	284.27	3,417.46
	A3537114	A	UTILITIES	3,672.24	27,141.66
	A3537114	A	PHONES	75.46	349.57
	A3537214	A	PHONES	28.84	317.30
	A3567144	A	UTILITIES	412.91	8,826.94
	A3567144	A	PHONES	18.43	263.14
	A3567174	A	UTILITIES	1,070.61	2,587.09
	A3567174	A	PHONES	114.89	2,770.26
	A3567194	A	UTILITIES	3,342.71	29,941.91
	A3567194	A	PHONES	33.51	1,786.59
	A3638184	A	PHONES	89.81	705.91
	A3638194	A	UTILITIES	713.85	1,665.15
	A3638194	A	PHONES	16.26	283.74
	A3719068	A	HOSPITALIZATION	24,644.83	206,622.95
	A3719068	A	VISION INSURANC	438.12	4,186.96
	A3719068	A	HRA ADMINISTRAT	59.95	666.10
	A3729068	A	HOSPITALIZATION	20,805.34	189,993.98
	A3729068	A	VISION INSURANC	243.40	2,482.80
	A3729068	A	HRA ADMINISTRAT	10.90	121.20
	A3739068	A	HOSPITALIZATION	156,753.94	1,380,957.18
	A3739068	A	VISION INSURANC	1,732.19	17,634.71
	A3739068	A	HRA ADMINISTRAT	446.90	4,051.05
	A3749068	A	HOSPITALIZATION	407,063.79	3,537,194.59
	A3749068	A	VISION INSURANC	705.86	9,127.47
	A3749068	A	HRA ADMINISTRAT	708.50	7,931.55
	A3749098	A	FSA ADMINISTRAT	75.00	800.00

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET	
	A3759068	A	-37-5-9060-8-58010 -	HOSPITALIZATION	19,067.85	163,454.11
	A3759068	A	-37-5-9060-8-58011 -	VISION INSURANC	219.06	2,531.48
	A3759068	A	-37-5-9060-8-58013 -	HRA ADMINISTRAT	43.60	484.80
	A3769068	A	-37-6-9060-8-58010 -	HOSPITALIZATION	9,494.36	99,450.92
	A3769068	A	-37-6-9060-8-58010 -3000	HOSPITALIZATION	15,343.58	150,116.26
	A3769068	A	-37-6-9060-8-58011 -	VISION INSURANC	121.70	1,095.90
	A3769068	A	-37-6-9060-8-58011 -3000	VISION INSURANC	243.40	2,423.80
	A3769068	A	-37-6-9060-8-58013 -	HRA ADMINISTRAT	5.45	61.10
	E3577164	E	-35-7-7160-4-54650 -	UTILITIES	10,688.94	135,816.05
	E3577164	E	-35-7-7160-4-54670 -	PHONES	721.38	6,227.30
	E3577168	E	-35-7-7160-8-58010 -	HOSPITALIZATION	1,247.39	192,448.13
	F3638324	F	-36-3-8320-4-54650 -	UTILITIES	411.30	39,151.33
	F3638334	F	-36-3-8330-4-54650 -	UTILITIES	16,561.86	365,854.36
	F3638334	F	-36-3-8330-4-54670 -	PHONES	268.06	3,101.11
	F3739068	F	-37-3-9060-8-58010 -	HOSPITALIZATION	36,531.59	322,630.23
	F3739068	F	-37-3-9060-8-58011 -	VISION INSURANC	533.43	5,093.71
	F3739068	F	-37-3-9060-8-58013 -	HRA ADMINISTRAT	43.60	466.80
	G3638124	G	-36-3-8120-4-54650 -	UTILITIES	2,930.13	39,133.44
	G3638124	G	-36-3-8120-4-54670 -	PHONES	21.70	478.30
	G3638134	G	-36-3-8130-4-54731 -	CURRENT CHARGES	918,074.00	2,754,222.00
	G3739068	G	-37-3-9060-8-58010 -	HOSPITALIZATION	17,987.70	167,991.90
	G3739068	G	-37-3-9060-8-58011 -	VISION INSURANC	290.08	2,903.76
REPORT TOTALS				4,730,798.16		

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YEAR PER	JNL						ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT							LINE DESC			
EFF DATE	JNL DESC	REF 1	REF 2	REF 3						
2019 3 87										
API E3577164-54670							PHONES		346.31	
03/13/2019 W	19MWMAR1 004947			169524			5000394			
API A3011478-58010							HOSPITALIZATION		4,698.84	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3719068-58010							HOSPITALIZATION		24,644.83	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3729068-58010							HOSPITALIZATION		20,805.34	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3739068-58010							HOSPITALIZATION		156,753.94	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3749068-58010							HOSPITALIZATION		407,063.79	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3759068-58010							HOSPITALIZATION		19,067.85	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3769068-58010							HOSPITALIZATION		9,494.36	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3769068-58010-3000							HOSPITALIZATION		15,343.58	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API E3577168-58010							HOSPITALIZATION		1,247.39	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API F3739068-58010							HOSPITALIZATION		36,531.59	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API G3739068-58010							HOSPITALIZATION		17,987.70	
03/13/2019 W	19MWMAR1 006950			169521			93344			
API A3739068-58011							VISION INSURANCE		1,436.06	
03/13/2019 W	19MWMAR1 000003			169522			DPW-268			
API A3769068-58011-3000							VISION INSURANCE		243.40	
03/13/2019 W	19MWMAR1 000003			169522			DPW-268			
API F3739068-58011							VISION INSURANCE		121.70	
03/13/2019 W	19MWMAR1 000003			169522			DPW-268			
API G3739068-58011							VISION INSURANCE		146.04	
03/13/2019 W	19MWMAR1 000003			169522			DPW-268			
API A3011478-58011							VISION INSURANCE		24.34	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3719068-58011							VISION INSURANCE		438.12	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3729068-58011							VISION INSURANCE		243.40	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3739068-58011							VISION INSURANCE		296.13	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3749068-58011							VISION INSURANCE		705.86	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3759068-58011							VISION INSURANCE		219.06	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API A3769068-58011							VISION INSURANCE		121.70	
03/13/2019 W	19MWMAR1 000003			169523			NB365			
API F3739068-58011							VISION INSURANCE		411.73	

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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
		03/13/2019	W 19MWMAR1	000003		169523	NB365			
API	G3739068-58011						VISION INSURANCE		144.04	
		03/13/2019	W 19MWMAR1	000003		169523	NB365			
API	A3416314-54650						UTILITIES		284.27	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	F3638324-54650						UTILITIES		411.30	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3567144-54650-3000						UTILITIES		412.91	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3638194-54650						UTILITIES		713.85	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3567174-54650-3000						UTILITIES		1,070.61	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3031654-54650						UTILITIES		2,330.37	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	G3638124-54650						UTILITIES		2,930.13	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3567194-54650-3000						UTILITIES		3,342.71	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3537114-54650						UTILITIES		3,672.24	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3031624-54650						UTILITIES		3,751.47	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	F3638334-54650						UTILITIES		16,561.86	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3335184-54750						STREET LIGHTING		38,742.36	
		03/13/2019	W 19MWMAR1	000319		169525	DPW			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		64.57	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143124-54650						UTILITIES		83.80	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		137.53	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		149.91	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		192.91	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		202.67	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		204.50	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143314-54751						UTILITIES TRAFFIC LIGHTS		240.78	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	A3143414-54650						UTILITIES		1,408.67	
		03/13/2019	W 19MWMAR1	000319		169526	DPS			
API	E3577164-54650						UTILITIES		21.23	
		03/13/2019	W 19MWMAR1	000319		169527	CITY CENTER			
API	E3577164-54650						UTILITIES		2,968.81	
		03/13/2019	W 19MWMAR1	000319		169527	CITY CENTER			

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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	E3577164-54650	03/13/2019 W	19MWMAR1	000319		169527	UTILITIES CITY CENTER		7,698.90	
API	G3638134-54731	03/13/2019 W	19MWMAR1	000016		169528	CURRENT CHARGES 2019 1ST QTR		918,074.00	
API	A-2670	03/13/2019 W	19MWMAR1	000016		169529	DUE TO COUNTY TAX PAYMENT 1ST QTR		2,955,838.23	
API	A3719068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		59.95	
API	A3729068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		10.90	
API	A3739068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		446.90	
API	F3739068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		43.60	
API	A3749068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		708.50	
API	A3759068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		43.60	
API	A3769068-58013	03/13/2019 W	19MWMAR1	006205		169530	HRA ADMINISTRATIVE FEE 2/28/19		5.45	
API	A3749098-58015	03/13/2019 W	19MWMAR1	006205		169530	FSA ADMINISTRATIVE FEE 2/28/19		75.00	
API	A-2630	03/13/2019 W	19MWMAR1	000739		169531	DUE TO OTHER FUNDS 1ST QTR 2019		30,883.34	
API	A3143124-54740	03/13/2019 W	19MWMAR1	001699		169532	SERVICE CONTRACTS - EQUIPMENT 202-866296301-001		74.95	
API	E3577164-54670	03/13/2019 W	19MWMAR1	001699		169533	PHONES 202-485526901-001		84.99	
API	A3021694-54740	03/13/2019 W	19MWMAR1	001699		169534	SERVICE CONTRACTS - EQUIPMENT 202-489463802-001		99.99	
API	A3021694-54740	03/13/2019 W	19MWMAR1	001699		169535	SERVICE CONTRACTS - EQUIPMENT 202-938277101-001		119.99	
API	A3143124-54670	03/13/2019 W	19MWMAR1	001927		169536	PHONES 5185840661828249		38.38	
API	A3143124-54670	03/13/2019 W	19MWMAR1	001927		169537	PHONES 5185846400685246		38.39	
API	A3143124-54670	03/13/2019 W	19MWMAR1	001927		169538	PHONES 5185818707789248		62.01	
API	A3011474-54671	03/13/2019 W	19MWMAR1	001927		169539	PHONES & FAX 51858739688392447		98.32	
API	A3143414-54670	03/13/2019 W	19MWMAR1	001927		169540	PHONES DPS		228.70	
API	A3031654-54670	03/13/2019 W	19MWMAR1	001927		169541	PHONES DPW		93.03	
API	A3567194-54670-3000	03/13/2019 W	19MWMAR1	001927		169541	PHONES DPW		33.51	
API	F3638334-54670	03/13/2019 W	19MWMAR1	001927		169541	PHONES DPW		74.37	
API	A3143124-54670						PHONES		326.67	

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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
		03/13/2019 W	19MWMAR1	001927		169542	5185843042705243			
API	A3031654-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		27.24	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3031654-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		43.10	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3031654-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		60.21	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3335654-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		137.85	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3537114-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		28.16	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3537114-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		28.87	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3537214-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		28.84	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3567174-54670-3000	03/13/2019 W	19MWMAR1	001927		169543	PHONES		114.89	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3638184-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		59.77	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3638184-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		30.04	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	F3638334-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		58.03	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	F3638334-54670	03/13/2019 W	19MWMAR1	001927		169543	PHONES		62.54	
		03/13/2019 W	19MWMAR1	001927		169543	DPW			
API	A3021694-54670	03/13/2019 W	19MWMAR1	001831		169544	PHONES		10.86	
		03/13/2019 W	19MWMAR1	001831		169544	442028324-00002			
API	A3011474-54671	03/13/2019 W	19MWMAR1	001831		169545	PHONES & FAX		24.91	
		03/13/2019 W	19MWMAR1	001831		169545	842037333-00002			
API	A3011214-54670	03/13/2019 W	19MWMAR1	001831		169546	PHONES		80.82	
		03/13/2019 W	19MWMAR1	001831		169546	842037333-00001			
API	A3011434-54671	03/13/2019 W	19MWMAR1	001831		169546	PHONES & FAX		29.40	
		03/13/2019 W	19MWMAR1	001831		169546	842037333-00001			
API	A3051414-54671	03/13/2019 W	19MWMAR1	001831		169547	PHONES & FAX		60.57	
		03/13/2019 W	19MWMAR1	001831		169547	ACCTS			
API	A3051414-54671	03/13/2019 W	19MWMAR1	001831		169547	PHONES & FAX		51.02	
		03/13/2019 W	19MWMAR1	001831		169547	ACCTS			
API	A3051414-54573	03/13/2019 W	19MWMAR1	001831		169547	RISK-SAFETY PROGRAMMING		80.02	
		03/13/2019 W	19MWMAR1	001831		169547	ACCTS			
API	E3577164-54670	03/13/2019 W	19MWMAR1	001831		169548	PHONES		290.08	
		03/13/2019 W	19MWMAR1	001831		169548	480169107-00001			
API	A3031444-54670	03/13/2019 W	19MWMAR1	001831		169549	PHONES		16.26	
		03/13/2019 W	19MWMAR1	001831		169549	DPW			
API	A3031444-54670	03/13/2019 W	19MWMAR1	001831		169549	PHONES		16.26	
		03/13/2019 W	19MWMAR1	001831		169549	DPW			
API	A3031444-54670	03/13/2019 W	19MWMAR1	001831		169549	PHONES		16.26	
		03/13/2019 W	19MWMAR1	001831		169549	DPW			
API	A3031444-54670	03/13/2019 W	19MWMAR1	001831		169549	PHONES		36.26	
		03/13/2019 W	19MWMAR1	001831		169549	DPW			

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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	A3031444-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031444-54670						PHONES		18.59	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031444-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031494-54670						PHONES		16.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031494-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031494-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031494-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031654-54670						PHONES		16.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3031654-54670						PHONES		16.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		34.98	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		34.98	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		34.98	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3335014-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3537114-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3567144-54670-3000						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3638194-54670						PHONES		16.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	F3638334-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	F3638334-54670						PHONES		36.26	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	F3638334-54670						PHONES		18.43	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	G3638124-54670						PHONES		21.70	
	03/13/2019 W	19MWMAR1	001831			169549	DPW			
API	A3143414-54670						PHONES		1,078.93	

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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 A-2630	3143124-54670	03/13/2019	W 19MWMAR1	001831		169550	4863851008-00001 PHONES		1,266.45	
API A-2630		03/13/2019	W 19MWMAR1	001831		169551	842249443-00001 DUE TO OTHER FUNDS		12,750.76	
		03/13/2019	W 19MWMAR1	002743		169552	2019 1ST QTR			
GENERAL LEDGER TOTAL									4,730,798.16	.00
API A-2600		03/13/2019	W 19MWMAR1	B 3001			ACCOUNTS PAYABLE			3,724,487.00
API E-2600		03/13/2019	W 19MWMAR1	B 3001			ACCOUNTS PAYABLE			12,657.71
API F-2600		03/13/2019	W 19MWMAR1	B 3001			ACCOUNTS PAYABLE			54,349.84
API G-2600		03/13/2019	W 19MWMAR1	B 3001			ACCOUNTS PAYABLE			939,303.61
SYSTEM GENERATED ENTRIES TOTAL									.00	4,730,798.16
JOURNAL 2019/03/87 TOTAL									4,730,798.16	4,730,798.16
API A-1522		03/13/2019	W 19MWMAR1	B 3001			EXPENDITURES		725,014.67	
API E-1522		03/13/2019	W 19MWMAR1	B 3001			EXPENDITURES		12,657.71	
API F-1522		03/13/2019	W 19MWMAR1	B 3001			EXPENDITURES		54,349.84	
API G-1522		03/13/2019	W 19MWMAR1	B 3001			EXPENDITURES		939,303.61	

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FUND	YEAR	PER	JNL	EFF	DATE	DEBIT	CREDIT
ACCOUNT					ACCOUNT DESCRIPTION		
A GENERAL FUND	2019	3	87	03/13/2019			
A-1522					EXPENDITURES	725,014.67	
A-2600					ACCOUNTS PAYABLE		3,724,487.00
A-2630					DUE TO OTHER FUNDS	43,634.10	
A-2670					DUE TO COUNTY	2,955,838.23	
					FUND TOTAL	3,724,487.00	3,724,487.00
E CITY CENTER AUTHORITY	2019	3	87	03/13/2019			
E-1522					EXPENDITURES	12,657.71	
E-2600					ACCOUNTS PAYABLE		12,657.71
					FUND TOTAL	12,657.71	12,657.71
F WATER FUND	2019	3	87	03/13/2019			
F-1522					EXPENDITURES	54,349.84	
F-2600					ACCOUNTS PAYABLE		54,349.84
					FUND TOTAL	54,349.84	54,349.84
G SEWER FUND	2019	3	87	03/13/2019			
G-1522					EXPENDITURES	939,303.61	
G-2600					ACCOUNTS PAYABLE		939,303.61
					FUND TOTAL	939,303.61	939,303.61

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

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CITY OF SARATOGA SPRINGS LIVE
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PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
	171850	001 BARTON & LOGUIDICE	1.00	0.00	0.00	1.00	9	EVALUTE OPTIONS, COMPLETE CONSTRUCTI
		001 BARTON & LOGUIDICE	1.00	0.00	0.00	1.00		EVALUTE OPTIONS, COMPLETE CONSTRUCTI
	180002	001 TOWNE, RYAN & PARTNE	1.00	0.00	0.00	1.00	8	LEGAL SERVICES FOR ARTICLE 7 CCA 1
	180249	001 SCS ENGINEERS	1.00	0.00	1.00	0.00	0	LANDFILL OM&M SERVICES PER RFP 2017
	180287	001 HENRY SCHEIN, INC.	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	8	EMERGENCY MEDICAL SUPPLIES 3/6/18-3
	180459	001 SOUTH CENTRAL CONNEC	1.00	0.00	0.00	1.00	8	WATER TREATMENT PLANT LAB TESTING TH
	180469	001 FITZGERALD MORRIS BA	1.00	0.00	1.00	0.00	0	ADDEDNUM THREE CCA 6/5/18 NOT TO E
	180486	001 MESICK COHEN WILSON	1.00	0.00	0.00	1.00	8	DESIGN FIRE STATION BI-FOLD DOORS F
	180573	001 THE ARCHITECTURAL CO	1.00	0.00	0.00	1.00	8	PER RFP 2018-22 DPW-DISPATCH BUILDIN
	180690	001 C T MALE ASSOCIATES	1.00	0.00	0.00	1.00	8	GEOTECHNICAL ENGINEERING AND SURVEY
	180692	001 BARTON & LOGUIDICE	1.00	0.00	0.00	1.00	8	REMEDIATION OF NIAGRA MOHAWK SITE
	180750	001 MUNICIPAL EMERGENCY	8.00	0.00	0.00	8.00	8	GLOBE MES CROSSFIRE KNIGHT
	180753	001 GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE 11627784
	180771	001 GALLS, LLC	1.00	0.00	0.00	1.00	8	PER QUOTE 11724070
	180772	001 GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE 11740214
	180785	001 GALLS, LLC	1.00	0.00	1.00	0.00	0	PER QUOTE 11791882
	180789	001 NORTHEAST SIGNAL INC	3.00	0.00	3.00	0.00	0	12" POLY PED 2 SECTION M20013
	180862	001 GOLDBERGER AND KREME	1.00	0.00	0.00	1.00	8	ADDENDUM #1 CCA 12/4/18 NOT TO EXC
	180863	001 GENERAL TRAFFIC EQUI	1.00	0.00	0.00	1.00	8	AS FOLLOWS:
	180868	001 BPI MECHANICAL SERVI	1.00	0.00	1.00	0.00	0	CHILLER CIRCUIT #2 REPAIR
	180899	001 STILSING ELECTRIC IN	1.00	0.00	0.00	1.00	8	ON CALL FACILITIES/ MAINTENANCE SERV
	180906	001 FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00	8	LANDFILL ADDEDNUM 3 CCA 12/5/18
		001 FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00		LANDFILL ADDEDNUM 3 CCA 12/5/18
	180911	001 BPI MECHANICAL SERVI	1.00	0.00	1.00	0.00	0	CHILLER CIRCUIT 32 REPAIR, REMAINING
	180918	001 FITZGERALD MORRIS BA	1.00	0.00	0.00	1.00	8	ADDENDUM FOUR NOT TO EXCEED CCA 12

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PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
	190006	001 TVC ALBANY, INC.	12.00	0.00	0.00	12.00	8	TELECOMMUNICATION SERVICES
	190009	001 MILLER, MANNIX , SCH	1.00	0.00	0.00	1.00	8	LAND USE BOARD COUNSEL 1/1/19-12/31
	190011	001 SCS ENGINEERS	1.00	0.00	0.00	1.00	8	LANDFILL O & M ADDENDUM ONE NOT T
	190012	001 CNA ENVIRONMENTAL IN	1.00	0.00	0.00	1.00	8	ADDENDUM ONE NOT TO EXCEED
		001 CNA ENVIRONMENTAL IN	1.00	0.00	0.00	1.00		ADDENDUM ONE NOT TO EXCEED
	190032	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	JOHN WINE BOOTS/JACKET POLICY NOT TO
	190033	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	JOHN WINE PANTS POLICY NOT TO EXCCE
	190034	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	DONALD DEGEN BOOTS/JACKET POLICY NOT
	190035	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	DONALD DEGEN PANTS POLICY NOT TO EX
	190044	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	JEFFERY HILLIKER BOOTS/JACKET POLICY
	190045	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	JEFFREY HILLIKER PANTS POLICY NOT TO
	190057	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	WILLIAM SHREVE PANTS POLICY NOT TO
	190066	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	MICHAEL LANDER BOOTS/JACKET POLICY
	190074	001 SCHINDLER ELEVATOR C	1.00	0.00	0.00	1.00	8	12 MONTHS ELEVATOR MAINTNANCE AT CIT
	190075	001 UNIFIRST CORPORATION	1.00	0.00	0.00	1.00	8	MATS, MOPS, AND UNIFORMS PER QUOTE D
		001 UNIFIRST CORPORATION	1.00	0.00	0.00	1.00		MATS, MOPS, AND UNIFORMS PER QUOTE D
		001 UNIFIRST CORPORATION	1.00	0.00	0.00	1.00		MATS, MOPS, AND UNIFORMS PER QUOTE D
	190076	001 MAHONEY NOTIFY PLUS	1.00	0.00	0.00	1.00	8	SEWER LEVEL MONITORING 1/1/19-12/31/
	190077	001 TROPHY POINT, LLC	1.00	0.00	0.00	1.00	8	CONSTRUCTION COST ESTIMATING SERVICE
	190090	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	ADAM GARY BOOTS/JACKET POLICY NOT TO
	190091	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	ADAM GARY PANTS POLICY NOT TO EXCEED
	190095	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	TODD THOMAS SR. PANTS POLICY NOT TO
	190103	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	JOHN PREVOST PANTS POLICY NOT TO EXC
	190110	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	AUSTIN WILLARD BOOTS/JACKET POLICY N
	190112	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	GLENN RAIA BOOTS/JACKET POLICY NOT T
	190142	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	LOUIS FLANDERS BOOTS/JACKET POLICY N
	190166	001 MOHAWK ARMY & NAVY	1.00	0.00	1.00	0.00	0	ROSE BOVEE BOOTS/JACKET POLICY NOT T

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PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
	190202	001 FERGUSON WATERWORKS	1.00	0.00	1.00	0.00	8	PIPES, FITTINGS, HYDRANTS AND VALVES
	190203	001 3 RINGS PTS, LLC	1.00	0.00	0.00	1.00	8	2019 SECURITY SERVICES FOR THE SARAT
	190206	001 TRACEY ROAD EQUIPMEN	1.00	0.00	1.00	0.00	0	REPLACE STEERING BOX AS PER SERVICE
	190208	001 CROWN PLAZA RESORT L	6.00	0.00	6.00	0.00	0	3 NOGHT STAYS FOR TWO ROOMS 3/4-3/7/
	190210	001 PALLETTE STONE CORP	1.00	0.00	0.00	1.00	8	SAND PER QUOTE DATED 1/3/19
	190213	001 SARATOGA PUBLISHING	1.00	0.00	0.00	1.00	8	CAMP SARADAC SUMMER CAMP GUIDE & MAG
	190215	001 GALLS, LLC	1.00	0.00	0.00	1.00	8	PER QUOTE 12210302
	190223	001 TRINITY CONSTRUCTION	1.00	0.00	0.00	1.00	8	TANK EQUIPMENT INSTALLATION AS PER R
	190229	001 MAHONEY NOTIFY PLUS	1.00	0.00	0.00	1.00	8	BUILDING ALARM SERVICES AS FOLLOWS:
	190230	001 HILL & MARKES INC	16.00	0.00	0.00	16.00	8	PALLETS SNO PLOW ICE MELT
	190233	001 CAROUSEL INDUSTRIES	1.00	0.00	1.00	0.00	0	CHARGES FOR AVAYA APS-SAL 3.0 UPGRAD
	190234	001 MORTON SALT, INC	1.00	0.00	0.00	1.00	8	COARSE ROCK SALT \$50.50/TON PER SC1
		001 MORTON SALT, INC	1.00	0.00	0.00	1.00		COARSE ROCK SALT \$50.50/TON PER SC1
	190249	001 JONES STEVES	1.00	0.00	0.00	1.00	8	2019 LEGAL SERVICES FOR THE SARATOGA
	190267	001 T&J ELECTRICAL ASSOC	1.00	0.00	0.00	1.00	8	TROUBLE SHOOT PARKING LOT WIRING ISS
	190269	001 ADVANCED ELECTRONIC	1.00	0.00	1.00	0.00	0	PER EST. 1123 NEW COMPUTER AND ACCE
	190270	001 GALLS, LLC	1.00	0.00	0.00	1.00	8	PER QUOTE 12321660
	190271	001 GALLS INC	1.00	0.00	0.00	1.00	8	PER QUOTE 12386209
	190278	001 STONE INDUSTRIES	1.00	0.00	0.00	1.00	8	AS FOLLOWS:
	190279	001 BLUE TARP FINANCIAL	1.00	0.00	1.00	0.00	0	ITEM #10387520 PRO TAILGATE SPREADE
	190280	001 TVC ALBANY, INC.	1.00	0.00	0.00	1.00	8	MONTHLY FIBER LEASE FOR 911 SYSTEM
	190281	001 MULTIMED BILLING SER	1.00	0.00	0.00	1.00	8	2019 AMBULANCE BILLING SERVICE
	190289	001 S & J ENTERPRISES	23.00	0.00	0.00	23.00	8	SIMONIZE PLUS WAX 5 GALLON PAILS
	190292	001 MATTS SERVICE CENTER	12.00	0.00	0.00	12.00	8	LEASED VEHICLES (2) 2/19-2/20
	190294	001 S & J ENTERPRISES	5.00	0.00	5.00	0.00	0	#3-SIM-P2666005 AP-7 NEUTRAL FLOOR C
	190295	001 DEJANA TRUCK AND UTI	1.00	0.00	1.00	0.00	0	FISHER PLOW PARTS AS PER QUOTE DATED

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PO	LN	VENDOR	QUANTITY ORDERED	PREVIOUS RECVD/CANC	CURRENT RECEIVED	REMAINING PO QTY	STA CD	DESCRIPTION
190300	001	WELLNESS FARM	12.00	0.00	0.00	12.00	8	BOARD AND CARE FOR 2 POLICE HORSES
190301	001	CHESHIRE HORSE OF SA	1.00	0.00	1.00	0.00	0	TUFF RIDER BLACK PANTS-MOUNTED OFFIC
190302	001	SARATOGA CONVENTION	4.00	0.00	0.00	4.00	8	CONTRACT FDOR MANAGEMENT OF VISITORS
190306	001	SARATOGA FLAG	21.00	0.00	21.00	0.00	0	GROSS 12" X 18" MOUNTED ON 30" X 3/8
190311	001	COMPLUS DATA INNOVAT	1.00	0.00	0.00	1.00	8	PARKING TICKET MANAGEMENT
190312	001	CHESHIRE HORSE OF SA	1.00	0.00	1.00	0.00	0	PER QUOTE 173230 AND 173232
190319	001	TIMOTHY BROOKS, MD	1.00	0.00	0.00	1.00	8	MEDICAL DRIECTOR SERIVCES 2019 CCA

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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									
8027 00000 3 RINGS PTS, LLC	169553 00205	190203	170640	19MAR2	5,301.18	.00	23,814.91		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: Y DISC: .00 ACCT 1200 DEPT 7000 DUE 03/19/2019 DESC:00209 97 FT JOHNSON AVE FORT JONSON NY 12070						E3577164 54720	5,301.18	1099:	
5045 00000 ADIRONDACK SIGN	169554 19284		170641	19MAR2	65.00	.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:19255 72 BALLSTON AVENUE SARATOGA SPRINGS NY 12866						A3335654 54180	65.00	1099:	
2785 00001 ADIRONDACK TIRE	169555 0773854		170642	19MAR2	30.00	.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:S1100 240 WASHINGTON STREET SARATOGA SPRINGS NY 12866						A3335014 54510	30.00	1099:	
2785 00001 ADIRONDACK TIRE	169556 0773888		170643	19MAR2	175.16	.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:S8578 240 WASHINGTON STREET SARATOGA SPRINGS NY 12866						A3143124 54510	175.16	1099:	

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NEW INVOICES

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NEW INVOICES

[illegible]

NEW INVOICES

[illegible]

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NEW INVOICES

[illegible]

NEW INVOICES

[illegible]

NEW INVOICES

[illegible]

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
429	00001 CLIFTON PARK REN	169603 12008-3		170692	19MAR2	128.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: Y DISC: .00 ACCT 1200 DEPT 7000 DUE 03/19/2019 DESC:2/15/19 871 MAIN STREET CLIFTON PARK NY 12065						E3577164 54202	128.00	1099:	
149	00001 CNA ENVIRONMENTA	169604 JAN 2019	190012	170693	19MAR2	794.00	.00	6,622.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:ADDENDUM ONE 27 KENT STREET STE. 102 BALLSTON SPA NY 12020						F3638334 54708	794.00	1099:	
149	00001 CNA ENVIRONMENTA	169605 FEB 2019	190012	170694	19MAR2	1,584.00	.00	6,622.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:ADDENDUM ONE 27 KENT STREET STE. 102 BALLSTON SPA NY 12020						F3638334 54708	1,584.00	1099:	
6388	00000 COLONIE LANDFILL	169606 7232		170695	19MAR2	48.41	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:428520 1319 LOUDON ROAD COHOES NY 12047						A3567194 54180 3000	48.41	1099:	
5027	00000 COMPLUS DATA INN	169607 I9NV-039926	190311	170696	19MAR2	4,727.29	.00	81,272.71		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:2/28/19 120 WHITE PLAINS ROAD TARRYTOWN NY 10591						A3143014 54802	4,727.29	1099:	
5853	00000 CONFIDATA	169608 60963		170697	19MAR2	50.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:SARAPOLICE N GENESEE & LEE STREET P.O. BOX 353 UTICA NY 13503-0353						A3143124 54720	50.00	1099:	
8164	00000 EMPIRE EXECUTIVE	169609 032519-1		170698	19MAR2	920.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:3/25-29/19 3 EXECUTIVE BLVD. SUFFERN NY 10901						A3143124 54570	920.00	1099:	

NEW INVOICES

VENDOR REMIT NAME			DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
4613	00000	CROWN PLAZA RESO	169610 35348	190208	170699	19MAR2	648.00		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00							A3113624	54250		648.00	1099:	
ACCT 1200 DEPT 1000 DUE 03/19/2019 DESC:35347												
101 OLYMPIC DRIVE LAKE PLACID NY 12946												
3203	00001	CRYSTAL ROCK LLC	169611 17818429030519		170700	19MAR2	662.71		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: Y DISC: .00							E3577164	54202		662.71	1099:	
ACCT 1200 DEPT 7000 DUE 03/19/2019 DESC:776672317818429												
P O BOX 10028 WATERBURY CT 06725-0028												
137	00000	C T MALE ASSOCIA	169612 81620	180690	170701	19MAR2	4,128.89		.00	5,161.57		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: Y DISC: .00							E3577184	54723		4,128.89	1099:	
ACCT 1200 DEPT 7000 DUE 03/19/2019 DESC:13.3389												
50 CENTURY HILL DRIVE LATHAM NY 12110												
872	00000	CURTIS LUMBER CO	169613 1903-068010		170702	19MAR2	528.24		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00							A3537114	54610		528.24	1099:	
ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:2828												
885 ROUTE 67 BALLSTON SPA NY 12020												
4623	00000	CUTTING EDGE EQU	169614 0027763		170703	19MAR2	127.10		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00							A3537114	54330		127.10	1099:	
ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:2/25/19												
447 STATE RTE#29 GREENWICH NY 12834												
6666	00001	CYNCON EQUIPMENT	169615 79681		170704	19MAR2	248.74		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00							F3638354	54510		248.74	1099:	
ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:4068												
P.O. BOX 30 RUSH NY 14543												
8104	00000	DEJANA TRUCK AND	169616 APN4866	190295	170705	19MAR2	3,155.24		.00	.00		
CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00							A3335014	54510		3,155.24	1099:	
ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:23531												
106 LUZERNE ROAD QUEENSBURY NY 12804												

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
2439	00007 HOME DEPOT/MAINT	169663 169663		170752	19MAR2	20.49	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143124 54180	20.49	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:6035322538801519							
DEPT. 32-2538801519	PO BOX 78047	PHOENIX AZ 85062-8047								
2439	00006 HOME DEPOT/MAINT	169664 169664		170753	19MAR2	260.91	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3031654 54320	226.47	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:6035322504016258				A3567194 54610 3000	23.97	1099:	
DEPT. 32-2504016258	PO BOX 78047	PHOENIX AZ 85062-8047					G3638124 54180	10.47	1099:	
2439	00006 HOME DEPOT/MAINT	169665 169665		170754	19MAR2	600.20	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3567144 54610 3000	600.20	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:6035322504016258							
DEPT. 32-2504016258	PO BOX 78047	PHOENIX AZ 85062-8047								
2439	00006 HOME DEPOT/MAINT	169666 169666		170755	19MAR2	848.75	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3335014 54180	79.88	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:6035322504016258				A3335014 54180	76.96	1099:	
DEPT. 32-2504016258	PO BOX 78047	PHOENIX AZ 85062-8047					A3567194 54610 3000	211.86	1099:	
							F3638354 54180	480.05	1099:	
2439	00006 HOME DEPOT/MAINT	169667 169667		170756	19MAR2	1,298.50	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3335014 54180	1,298.50	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:60353225040165258							
DEPT. 32-2504016258	PO BOX 78047	PHOENIX AZ 85062-8047								
2747	00000 HOMETOWN AUTO GL	169668 I0033459		170757	19MAR2	375.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3638564 54510	375.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:CSDPW							
P O BOX 288	BURNT HILLS NY 12027									
2308	00001 THE INSPECTOR LL	169669 138063		170758	19MAR2	95.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			G3638124 54331	95.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:3/4/19							
5390	STATE ROUTE 11	BURKE NY 12917								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
878	00000 J E M ENTERPRISE	169670 00026448		170759	19MAR2	391.76	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		F3638334 54330		391.76	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:00026447							
228 SPRING AVENUE	TROY NY 12180									
6549	00000 J J YOUNG	169671 102068		170760	19MAR2	291.84	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00		E3577164 54720		291.84	1099:	
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:102118							
1500 CENTRAL AVENUE	ALBANY NY 12205									
8049	00000 JONES STEVES	169672 3890	190249	170761	19MAR2	15,682.50	.00	59,317.50		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00		E3577184 54760		15,682.50	1099:	
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:3908							
68 WEST AVENUE	PO BOX 440 SARATOGA SPRINGS NY 12866									
6774	00001 LOGMEIN, INC	169673 IN20001110227		170762	19MAR2	720.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3021694 54740		720.00	1099:	
ACCT 1200	DEPT 2000	DUE 03/19/2019	DESC:1/29/19							
P.O. BOX 50264	LOS ANGELES CA 90074-0264									
7460	00000 JEANINE LONGLEY	169674 169674		170763	19MAR2	99.98	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143324 54160		99.98	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:CLOTHING REIMB							
PAYROLL										
8168	00000 MAG AUTOMOTIVE H	169675 60193F		170764	19MAR2	237.59	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		F3638334 54510		237.59	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:5873550							
3002 ROUTE 50 BUILDING 2	SARATOGA SPRINGS NY 12866									
8168	00000 MAG AUTOMOTIVE H	169676 169676		170765	19MAR2	358.28	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335014 54510		448.20	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:5873550			A3335014 54510		-80.00	1099:	
3002 ROUTE 50 BUILDING 2	SARATOGA SPRINGS NY 12866					A3335014 54510		-97.60	1099:	
						F3638354 54510		87.68	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
271	00000 MATTS SERVICE CE	169683 A13878		170772	19MAR2	65.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143124	54720		65.00	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:2/12/19								
300 MAPLE AVENUE SARATOGA SPRINGS NY 12866											
271	00000 MATTS SERVICE CE	169684 ML02	190292	170773	19MAR2	475.00		.00	5,225.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143124	54720		475.00	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:LEASED VEHICLES								
300 MAPLE AVENUE SARATOGA SPRINGS NY 12866											
8181	00000 ADELE MAZZOTTI	169685 169685		170774	19MAR2	50.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A046	42024		50.00	1099:
ACCT 1200	DEPT 6000	DUE 03/19/2019	DESC:REFUND JR SLUGGERS								
49 TYLER DRIVE SARATOGA SPRINGS NY 12866											
6325	00000 RYAN MCMAHON	169686 169686		170775	19MAR2	41.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00			E3577164	54510		41.00	1099:
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:REIMB								
16 KEMPTON PLACE SARATOGA SPRINGS NY 12866											
6279	00001 MEETING PROFESSI	169687 2019 BAKER		170776	19MAR2	489.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00			E3577164	54230		489.00	1099:
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:1307491								
DALLAS LOCKBOX PO BOX 842439 DALLAS TX 75284-2439											
4407	00001 MUNICIPAL EMERGE	169688 1314711	180750	170777	19MAR2	384.38		.00	685.06		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143412	52601		384.38	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:C35875								
DEPOSITORY ACCOUNT 75 REMITTANCE DR STE.3135 CHICAGO IL 60675											
5250	00000 MESICK COHEN WIL	169689 2018-1809	180486	170778	19MAR2	120.00		.00	8,800.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			H3146952	52000	1256	120.00	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:1823								
388 BROADWAY ALBANY NY 12207											

NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
4204	00001 MILLER, MANNIX ,	169690 131,92	190009	170780	19MAR2	657.00		.00	39,343.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3618684	54720	8020		657.00	1099:7
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:LEGAL								
HAFNER, LLC 15 NOTRE DAME STREET GLENS FALLS NY 12801											
4678	00001 MOHAWK ARMY & NA	169691 3-055969	190057	170781	19MAR2	103.47		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031654	54160			103.47	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/SHREVE								
3057 RT. 50 #2 SARATOGA SPRINGS NY 12866											
4678	00001 MOHAWK ARMY & NA	169693 3-056102	190066	170783	19MAR2	149.99		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335014	54160			149.99	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/LANDER								
3057 RT. 50 #2 SARATOGA SPRINGS NY 12866											
4678	00001 MOHAWK ARMY & NA	169694 3-056097	190032	170784	19MAR2	158.98		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031624	54160			158.98	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/WINE								
3057 RT. 50 #2 SARATOGA SPRINGS NY 12866											
4678	00001 MOHAWK ARMY & NA	169695 3-056074	190112	170785	19MAR2	159.99		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335124	54160			159.99	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/RAIA								
3057 RT. 50 #2 SARATOGA SPRINGS NY 12866											
4678	00001 MOHAWK ARMY & NA	169696 3-056103	190091	170786	19MAR2	178.15		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335014	54160			178.15	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/GARY								
3057 RT. 50 #2 SARATOGA SPRINGS NY 12866											
4678	00001 MOHAWK ARMY & NA	169697 3-056100	190035	170787	19MAR2	184.45		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031624	54160			184.45	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/DEGEN								
3057 RT. 50 #2 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
4678	00001 MOHAWK ARMY & NA	169698 3-055860	190166	170788	19MAR2	188.95	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3638184 54160	188.95	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/BOVEE							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169699 3-056099	190034	170789	19MAR2	192.98	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3031624 54160	192.98	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/DEGEN							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169700 3-056098	190033	170790	19MAR2	197.95	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3031624 54160	197.95	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/WINE							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169701 3-056104	190090	170791	19MAR2	200.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3335014 54160	200.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/GARY							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169702 3-056194	190044	170792	19MAR2	200.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3031654 54160	200.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:BOOTS/HILLIKER							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169703 3-056193	190045	170793	19MAR2	200.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3031654 54160	200.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/HILLIKER							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								
4678	00001 MOHAWK ARMY & NA	169704 3-055959	190095	170794	19MAR2	200.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3335014 54160	200.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:PANTS/THOMAS SR.							
3057 RT. 50 #2	SARATOGA	SPRINGS NY 12866								

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
3920	00000 MOTHER SUSAN AND	169712 169712		170802	19MAR2	1,050.65		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		Y3618654	54492	453	1,050.65	1099:	
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:2018 CDBG								
EMERGENCY SHELTER P O BOX 104 SARATOGA SPRINGS NY 12866											
6306	00000 MULTIMED BILLING	169713 FEB 2019	190281	170803	19MAR2	6,798.71		.00	38,681.41		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143634	54747		6,798.71	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:AMBULANCE BILLING								
P.O. BOX 535 BALDWINVILLE NY 13027											
3321	00000 ROBERT MURPHY JR	169714 169714		170804	19MAR2	183.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143414	54570		183.00	1099:	
ACCT 1200	DEPT 5000	DUE 03/19/2019	DESC:TRAVEL								
FIRE DEPARTMENT SARATOGA SPRINGS NY 12866											
5237	00001 GENUINE PARTS CO	169715 169715		170805	19MAR2	316.51		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3567144	54510	3000	263.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:4305			A3567194	54510	3000	6.01	1099:	
P.O. BOX 3371 SARATOGA SPRINGS NY 12866											
						F3638334	54510		20.98	1099:	
						F3638334	54510		19.99	1099:	
						G3638124	54510		6.53	1099:	
5237	00001 GENUINE PARTS CO	169716 169716		170806	19MAR2	1,714.67		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335014	54510		1,714.67	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:4305								
P.O. BOX 3371 SARATOGA SPRINGS NY 12866											
6512	00000 NATIONAL BUSINES	169717 IN291404		170807	19MAR2	40.40		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3011474	54740		40.40	1099:	
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:CS06-001								
505 BRADFORD STREET ALBANY NY 12206											
6512	00000 NATIONAL BUSINES	169718 IN289452		170808	19MAR2	70.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3021314	54740		70.00	1099:	
ACCT 1200	DEPT 2000	DUE 03/19/2019	DESC:CO31								
505 BRADFORD STREET ALBANY NY 12206											

NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
6512	00000 NATIONAL BUSINES	169719 IN288616		170809	19MAR2	126.98		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00		E3577164	54720		126.98	1099:	
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:SS14								
505 BRADFORD STREET ALBANY NY 12206											
656	00001 NORTHEAST SIGNAL	169720 1902192	180789	170810	19MAR2	525.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143314	54332		525.00	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:2/19/19								
101 WEST MAIN STREET P O BOX 309 ELBRIDGE NY 13060											
691	00001 BLUE TARP FINANC	169721 42125362	190279	170811	19MAR2	663.98		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143312	52802		663.98	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:4759608								
P.O. BOX 105525 ATLANTA GA 30348-5525											
305	00001 NYCOM	169722 11217		170812	19MAR2	200.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3011214	54250		200.00	1099:	
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:2/26/19								
NYS CONFERENCE OF MAYORS 119 WASHINGTON AVENUE ALBANY NY 12210											
300	00000 NYS ASSOCIATION	169723 N1859		170813	19MAR2	150.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54230		150.00	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:BRISCOE								
2697 HAMBURG STREET SCHENECTADY NY 12303											
795	00000 NYSAWWA	169724 188711		170814	19MAR2	355.00		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031444	54250		355.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:T. WALES								
614 SEVENTH NORTH STREET LIVERPOOL NY 13088											
327	00001 PALLETTE STONE C	169725 194488	190210	170815	19MAR2	9,589.75		.00	10,410.24		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335124	54400		9,589.75	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:19018								
269 BALLARD ROAD WILTON NY 12831											

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NEW INVOICES

VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
328	00001 PITNEY BOWES	169726 1011459609		170816	19MAR2	285.54	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 1000 DUE 03/19/2019 DESC:0011554268 P O BOX 371887 PITTSBURGH PA 15250-7887						A3011654 54730		285.54	1099:
328	00001 PITNEY BOWES	169727 3308325473		170817	19MAR2	386.10	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 1000 DUE 03/19/2019 DESC:0011554268 P O BOX 371887 PITTSBURGH PA 15250-7887						A3011654 54730		386.10	1099:
6294	00001 MOTOROLA SOLUTIO	169728 62166		170818	19MAR2	665.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:(MA)SARAT,SP C/O PITTSFIELD COMMUNICATIONS 1502 W HOUSATONIC ST PITTSFIELD MA 01201						A3143124 54740		665.00	1099:
5080	00000 POLICE EQUIPMENT	169729 5269		170819	19MAR2	852.90	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:3/11/19 317 39TH AVE NORTH ST. PETERSBURG FL 33703						A3143124 54979		852.90	1099:
5080	00000 POLICE EQUIPMENT	169730 5271		170820	19MAR2	852.90	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:3/11/19 317 39TH AVE NORTH ST. PETERSBURG FL 33703						A3143124 54979		852.90	1099:
223	00001 RICOH USA, INC	169731 5056011368		170821	19MAR2	16.57	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143014 54740		16.57	1099:
223	00001 RICOH USA, INC	169732 5055996962		170822	19MAR2	24.72	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740		24.72	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
223	00001 RICOH USA, INC	169733 5056071576		170823	19MAR2	36.44	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740		36.44	1099:
223	00001 RICOH USA, INC	169734 5056010454		170824	19MAR2	53.53	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:4659857 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740		53.53	1099:
223	00002 RICOH USA, INC	169735 101786537		170825	19MAR2	62.56	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:323252- 1023244A3 P O BOX 41564 PHILADELPHIA PA 19101-1564						A3143124 54740		62.56	1099:
223	00001 RICOH USA, INC	169736 50555967069		170826	19MAR2	204.89	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:4659909 P O BOX 827577 PHILADELPHIA PA 19182-7577						A3143124 54740		204.89	1099:
873	00000 R M DALRYMPLE CO	169737 180290		170827	19MAR2	277.26	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 3000 DUE 03/19/2019 DESC:1/21/19 15 GRACE MOORE ROAD SARATOGA SPRINGS NY 12866						A3031654 54330		277.26	1099:
7074	00000 LAUREN ROWLAND	169738 169738		170828	19MAR2	40.60	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: Y DISC: .00 ACCT 1200 DEPT 7000 DUE 03/19/2019 DESC:REIMB EXPO CITY CENTER						E3577164 54201		40.60	1099:
6777	00002 RR DONNELLEY	169739 424063676		170829	19MAR2	1,495.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 SEP-CHK: N DISC: .00 ACCT 1200 DEPT 4000 DUE 03/19/2019 DESC:2/15/19 PO BOX 842307 BOSTON MA 02284-2307						A3143014 54300		1,495.00	1099:

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
409	00001 S & J ENTERPRISE	169740 78528	190294	170830	19MAR2	187.00	.00	.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		E3577164	54140	187.00	1099:	
	ACCT 1200	DEPT 7000 DUE 03/19/2019	DESC:CLEANER							
	PO BOX 266	MAYFIELD NY 12117								
409	00001 S & J ENTERPRISE	169741 78491	190289	170831	19MAR2	1,386.00	.00	63.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		E3577164	54140	1,386.00	1099:	
	ACCT 1200	DEPT 7000 DUE 03/19/2019	DESC:WAX							
	PO BOX 266	MAYFIELD NY 12117								
804	00001 S & S WORLDWIDE	169742 169742		170832	19MAR2	604.58	.00	.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		A3567154	54180	604.58	1099:	
	ACCT 1200	DEPT 6000 DUE 03/19/2019	DESC:309169							
	ACCOUNTS RECEIVABLE P O BOX 845825	HARTFORD CT 02284-5825								
6851	00000 SARATOGA AUTO SU	169743 169743		170833	19MAR2	2,599.88	.00	.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54510	2,183.03	1099:	
	ACCT 1200	DEPT 4000 DUE 03/19/2019	DESC:4310			A3143414	54510	380.89	1099:	
	3083A RT. 50 PO BOX 3371	SARATOGA SPRINGS NY 12866				A3143414	54520	35.96	1099:	
6943	00000 SARATOGA CLEANER	169744 4116,4520		170834	19MAR2	188.88	.00	.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54180	188.88	1099:	
	ACCT 1200	DEPT 4000 DUE 03/19/2019	DESC:4969,5713							
	228 WASHINGTON STREET	SARATOGA SPRINGS NY 12866								
497	00000 SARATOGA CONVENT	169745 20149-02SCCC	190302	170835	19MAR2	18,942.75	.00	56,828.25		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		A3517524	54752	18,942.75	1099:	
	ACCT 1200	DEPT 1000 DUE 03/19/2019	DESC:MANAGEMENT							
	60 RAILROAD PLACE SUITE 301	SARATOGA SPRINGS NY 12866								
398	00000 SARATOGA COUNTY	169746 2019 IAD		170836	19MAR2	20.00	.00	.00		
	CASH A	2019/03 INV 03/13/2019	SEP-CHK: N	DISC: .00		Y3618684	54420 463	20.00	1099:	
	ACCT 1200	DEPT 1000 DUE 03/19/2019	DESC:L. CONNORS							
	P.O. BOX 169 39 BATH STREET	BALLSTON SPA NY 12020								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
6286	00000 SARATOGA FLAG	169747 K0220-6	190306	170837	19MAR2	2,919.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3517554	54720	2,919.00	1099:	
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:FLAGS							
P.O. BOX 404	SARATOGA SPRINGS NY 12866									
368	00002 SARATOGA HOSPITA	169748 FEB 2019		170838	19MAR2	17.04	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143414	54150	17.04	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:SSFD							
P O BOX 4370	SARATOGA SPRINGS NY 12866-8038									
5832	00000 SARATOGA PERFORM	169749 169749		170839	19MAR2	18,000.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3618684	54489	18,000.00	1099:	
ACCT 1200	DEPT 1000	DUE 03/19/2019	DESC:2019							
108 AVENUE OF THE PINES	SARATOGA SPRINGS NY 12866									
4701	00000 SARATOGA PUBLISH	169750 169750	190213	170840	19MAR2	130.00	.00	990.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3567154	54600	130.00	1099:	
ACCT 1200	DEPT 6000	DUE 03/19/2019	DESC:2529							
5 CASE STREET	SARATOGA SPRINGS NY 12866									
371	00002 SARATOGA QUALITY	169751 1902-176823		170841	19MAR2	33.94	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00		E3577164	54140	33.94	1099:	
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:1903-178270							
BLUETARP CREDIT SERVICES	PO BOX 105525 ATLANTA GA 30348-5525									
371	00002 SARATOGA QUALITY	169752 169752		170842	19MAR2	93.32	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54180	22.91	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:209150			A3143414	54610	22.99	1099:	
BLUETARP CREDIT SERVICES	PO BOX 105525 ATLANTA GA 30348-5525					A3143314	54390	47.42	1099:	
371	00002 SARATOGA QUALITY	169753 169753		170843	19MAR2	93.93	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3537114	54330	-107.94	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:4343			A3537114	54330	25.99	1099:	
BLUETARP CREDIT SERVICES	PO BOX 105525 ATLANTA GA 30348-5525					A3537114	54330	72.66	1099:	
						A3537114	54330	44.57	1099:	
						F3638334	54330	58.65	1099:	

NEW INVOICES

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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
7850	00000	SID HARVEY INDUT	169768 043073008		170859	19MAR2	774.08		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3567194	54610	3000		774.08	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:043073001									
605 LOCUST STREET GARDEN CITY NY 11530												
6737	00000	SOUTH CENTRAL CO	169769 90017570	180459	170860	19MAR2	1,835.00		.00	435.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			F3638334	54720			1,835.00	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:2101498191									
90 SARGENT DRIVE ATTN: CASHIER NEW HAVEN CT 06511												
8048	00000	SPRAGUE RESOURCE	169770 19081993		170861	19MAR2	8,865.41		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3335014	54520			8,865.41	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:27640000									
PO BOX 842985 BOSTON MA 02284-2985												
8048	00000	SPRAGUE RESOURCE	169771 19072574		170862	19MAR2	10,337.34		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143124	54520			52.33	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:2764000				A3143414	54520			862.60	1099:
PO BOX 842985	BOSTON MA	02284-2985					A3335014	54520			4,423.26	1099:
							A3335124	54520			2,833.75	1099:
							A3567144	54520	3000		261.30	1099:
							A3638194	54520			345.94	1099:
							A3638564	54520			193.91	1099:
							F3638334	54520			241.29	1099:
							F3638354	54520			332.36	1099:
							G3638124	54520			647.94	1099:
							G3638124	54520			142.66	1099:
2237	00001	STAPLES BUSINESS	169772 169772		170863	19MAR2	585.95		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3143124	54110			278.18	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:DPS				A3143314	54390			269.98	1099:
PO BOX 70242	PHILADELPHIA PA	19176-0242					A3143314	54110			37.79	1099:
5534	00000	STARVING ARTS, L	169773 RM1101CH		170864	19MAR2	111.89		.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00			A3567174	54180	3000		111.89	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:2/18/19									
480 BROADWAY, L-10 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
502	00001 STERICYCLE, INC	169774 1008947322		170865	19MAR2	624.09	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143414	54150	624.09	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:8000761							
P O BOX 6582	CAROL STREAM IL	60197-6582								
1656	00001 JOHN STEWART	169775 169775		170866	19MAR2	64.25	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143414	54570	64.25	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:TRAVEL							
S S F D	SARATOGA SPRINGS NY	12866								
2234	00001 STILSING ELECTRI	169776 4414-1	180899	170867	19MAR2	3,334.77	.00	1,665.23		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143314	54720	3,334.77	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:ONCALL MAINTENANCE SERVICES							
P O BOX 27	RENSSELAER NY	12144								
806	00000 STONE INDUSTRIES	169777 0388281	190278	170868	19MAR2	328.00	.00	13,116.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3567244	54720	184.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:0387749			A3638184	54720	144.00	1099:	
4305 ROUTE 50	SARATOGA SPRINGS NY	12866								
7061	00000 SUPPLY WORKS, IN	169778 479363988		170869	19MAR2	111.86	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54140	111.86	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:712642							
PO BOX 404468	ATLANTA GA	30384-4468								
8149	00000 T&J ELECTRICAL A	169779 11989	190267	170870	19MAR2	467.50	.00	277.50		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		E3577164	54610	467.50	1099:	
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:WIRING							
5 FAIRCHILD SQUARE, SUITE A	CLIFTON PARK NY	12065								
420	00000 T & T SALES INC	169780 42256		170871	19MAR2	457.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3335014	54510	457.00	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:42260							
411 OLD NISKAYUNA ROAD	LATHAM NY	12110								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
420	00000 T & T SALES INC	169781 42038		170872	19MAR2	646.00	.00	.00		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 3000 DUE 03/19/2019 411 OLD NISKAYUNA ROAD LATHAM NY 12110			SEP-CHK: N DESC:2/15/19	DISC: .00		A3638564 54510	646.00	1099:	
424	00000 TAYLOR WELDING S	169782 00760640		170873	19MAR2	76.73	.00	.00		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 3000 DUE 03/19/2019 P O BOX 741 22 LOWER WARREN STREET GLENS FALLS NY 12801			SEP-CHK: N DESC:00760625/02631	DISC: .00		A3335014 54180	76.73	1099:	
424	00000 TAYLOR WELDING S	169783 007604485		170874	19MAR2	127.14	.00	.00		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 3000 DUE 03/19/2019 P O BOX 741 22 LOWER WARREN STREET GLENS FALLS NY 12801			SEP-CHK: N DESC:02631	DISC: .00		A3031654 54180	127.14	1099:	
7982	00000 THE ARCHITECTURA	169784 18022.06	180573	170875	19MAR2	4,495.00	.00	36,309.50		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 5000 DUE 03/19/2019 PO BOX 2046 GANSEVOORT NY 12831-2046			SEP-CHK: Y DESC:2018.22	DISC: .00		A3031964 54779	4,495.00	1099:	
7001	00001 TIME WARNER CABL	169785 169785		170876	19MAR2	99.99	.00	.00		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 4000 DUE 03/19/2019 PO BOX 223085 PITTSBURGH PA 15251-2085			SEP-CHK: N DESC:013887001	DISC: .00		A3143314 54740	99.99	1099:	
7001	00001 TIME WARNER CABL	169786 169786		170877	19MAR2	304.84	.00	.00		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 2000 DUE 03/19/2019 PO BOX 223085 PITTSBURGH PA 15251-2085			SEP-CHK: N DESC:020946201	DISC: .00		A3021694 54740	304.84	1099:	
5846	00000 TOWNE, RYAN & PA	169787 32308	180002	170878	19MAR2	925.15	.00	10,231.23		
	CASH A 2019/03 INV 03/13/2019 ACCT 1200 DEPT 5000 DUE 03/19/2019 P.O. BOX 15072 450 NEW KARNER ROAD ALBANY NY 12212			SEP-CHK: N DESC:ARTICLE 7	DISC: .00		A3051354 54720	925.15	1099:7	

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
8136	00000 TRACEY ROAD EQUI	169788 R106002201:01	190206	170879	19MAR2	1,397.89	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		F3638354	54510	1,397.89	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:STEERING BOX							
28	CORINTH ROAD	QUEENSBURY NY 12804								
3723	00002 TRAVELERS	169789 2019 AUTO		170880	19MAR2	115,390.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3011914	54773	1,420.50	1099:	
ACCT 1200	DEPT 5000	DUE 03/19/2019	DESC:7899Y9200			A3031914	54773	81,298.00	1099:	
CL	REMITTANCE	CENTER P.O. BOX 660317	DALLAS TX 75266-0317			A3041914	54773	28,410.00	1099:	
						A3051914	54773	473.50	1099:	
						A3061914	54773	1,420.50	1099:	
						F3731914	54773	1,420.50	1099:	
						G3731914	54773	947.00	1099:	
7895	00000 TROPHY POINT, LL	169791 18-0669A-0234-2	190077	170882	19MAR2	4,495.40	.00	17,040.60		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		H3031492	52000 1141	4,495.40	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:COST ESTIMATING							
4588	SOUTH PARK AVENUE	BLAISDELL NY 14219								
7350	00000 TVC ALBANY, INC.	169792 4977064	190280	170883	19MAR2	1,237.50	.00	12,240.88		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54720	1,237.50	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:36454							
PO BOX 1301	WILLISTON VT 05495-1301									
3256	00000 UNIFIRST CORPORA	169793 169793		170884	19MAR2	51.66	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54720	51.66	1099:	
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:1290931							
157	TROY SCHENECTADY ROAD	WATERVLIET NY 12189								
3256	00000 UNIFIRST CORPORA	169794 169794	190075	170885	19MAR2	68.01	.00	674.88		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031624	54610	68.01	1099:	
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:1269237							
157	TROY SCHENECTADY ROAD	WATERVLIET NY 12189								

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE	ERR
3256	00000 UNIFIRST CORPORA	169795 169795	190075	170886	19MAR2	181.57	.00	674.88		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031654	54160		49.20	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:1269237			A3031654	54210		59.94	1099:
157 TROY SCHENECTADY ROAD	WATERVLIET NY	12189				A3537114	54610		49.06	1099:
						A3567174	54180	3000	23.37	1099:
3256	00000 UNIFIRST CORPORA	169796 169796	190075	170887	19MAR2	192.19	.00	674.88		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3031624	54610		84.07	1099:
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC:1269237			A3031654	54160		24.60	1099:
157 TROY SCHENECTADY ROAD	WATERVLIET NY	12189				A3031654	54210		37.54	1099:
						A3537114	54610		45.98	1099:
330	00004 POSTMASTER	169797 4/17/19		170888	19MAR2	235.00	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3021314	54120		235.00	1099:
ACCT 1200	DEPT 2000	DUE 03/19/2019	DESC:#24							
SARATOGA SPRINGS POST OFFICE	245 WASHINGTON AVENUE	SARATOGA SPRINGS NY	12866-9998							
1927	00001 VERIZON	169798 169798		170889	19MAR2	8.10	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3021694	54670		8.10	1099:
ACCT 1200	DEPT 2000	DUE 03/19/2019	DESC:5185800781394241							
P O BOX 15124	ALBANY NY	12212-5124								
1927	00001 VERIZON	169799 169799		170890	19MAR2	27.24	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00		A3143314	54751		27.24	1099:
ACCT 1200	DEPT 4000	DUE 03/19/2019	DESC:5185837350095247							
P O BOX 15124	ALBANY NY	12212-5124								
7528	00000 VISA	169800 169800		170891	19MAR2	166.95	.00	.00		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: Y	DISC: .00		E3577164	54201		5.95	1099:
ACCT 1200	DEPT 7000	DUE 03/19/2019	DESC:4121265990220290			E3577164	54201		3.05	1099:
PO BOX 30131	TAMPA FL	30131				E3577164	54201		12.73	1099:
						E3577164	54201		55.26	1099:
						E3577164	54201		50.96	1099:
						E3577164	54510		26.00	1099:
						E3577164	54510		13.00	1099:

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VENDOR	REMIT NAME	DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
7528	00000 VISA	169801 169801		170892	19MAR2	206.70		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: Y	DISC: .00		E3577164	54201		10.75	1099:	
ACCT 1200	DEPT 7000 DUE	03/19/2019	DESC:4121265990220290			E3577164	54201		11.99	1099:	
PO BOX 30131	TAMPA FL 30131					E3577164	54201		15.37	1099:	
						E3577164	54792		15.69	1099:	
						E3577164	54792		16.94	1099:	
						E3577164	54110		79.98	1099:	
						E3577164	54110		39.98	1099:	
						E3577164	54510		16.00	1099:	
1831	00001 VERIZON WIRELESS	169802 9825316258		170893	19MAR2	332.83		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: N	DISC: .00		A3113624	54670		332.83	1099:	
ACCT 1200	DEPT 1000 DUE	03/19/2019	DESC:942014876-00001								
P O BOX 408	NEWARK NJ 07101-0408										
3346	00001 W B MASON CO INC	169803 I64096404		170894	19MAR2	40.45		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: N	DISC: .00		A3021314	54110		40.45	1099:	
ACCT 1200	DEPT 2000 DUE	03/19/2019	DESC:C1067550								
P O BOX 981101	BOSTON MA 02298-1101										
3346	00001 W B MASON CO INC	169804 169804		170895	19MAR2	79.89		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: N	DISC: .00		A3143124	54720		55.95	1099:	
ACCT 1200	DEPT 4000 DUE	03/19/2019	DESC:C2650013			A3143414	54200		23.94	1099:	
P O BOX 981101	BOSTON MA 02298-1101										
3346	00001 W B MASON CO INC	169805 I63764057		170896	19MAR2	104.07		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: N	DISC: .00		A3031444	54110		23.98	1099:	
ACCT 1200	DEPT 3000 DUE	03/19/2019	DESC:C1067550			A3031444	54190		80.09	1099:	
P O BOX 981101	BOSTON MA 02298-1101										
3346	00001 W B MASON CO INC	169806 169806		170897	19MAR2	107.82		.00	.00		
CASH A	2019/03 INV	03/13/2019	SEP-CHK: N	DISC: .00		A3031654	54180		29.97	1099:	
ACCT 1200	DEPT 3000 DUE	03/19/2019	DESC:C2650013			A3031654	54180		-36.00	1099:	
P O BOX 981101	BOSTON MA 02298-1101					A3031654	54180		-12.00	1099:	
						A3031654	54180		59.94	1099:	
						A3537114	54180		-6.00	1099:	
						A3537114	54180		-18.00	1099:	
						A3537114	54180		29.97	1099:	

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VENDOR	REMIT NAME		DOCUMENT INVOICE	PO	VOUCHER	WARRANT	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE	ERR
8162	00000 WINSUPPLY OF SAR		169813 02360301		170904	19MAR2	991.65		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: N	DISC:	.00		H3031652	52000 1180		991.65	1099:
ACCT 1200	DEPT 3000	DUE	03/19/2019	DESC:23329								
PO BOX 1403 DEPT. 595 DAYTON OH 45401												
1973	00000 WOLBERG ELECTRIC		169814 169814		170905	19MAR2	85.27		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: N	DISC:	.00		A3537114	54610		25.44	1099:
ACCT 1200	DEPT 3000	DUE	03/19/2019	DESC:13696				F3638334	54610		18.53	1099:
35 INDUSTRIAL PARK ROAD P O BOX 6309 ALBANY NY 12206-0309								G3638124	54610		41.30	1099:
1973	00000 WOLBERG ELECTRIC		169815 169815		170906	19MAR2	549.06		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: N	DISC:	.00		F3638334	54330		549.06	1099:
ACCT 1200	DEPT 3000	DUE	03/19/2019	DESC:13696								
35 INDUSTRIAL PARK ROAD P O BOX 6309 ALBANY NY 12206-0309												
8196	00000 JOHN POMPAY, JR.		169819 169819		170910	19MAR2	5,000.00		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: N	DISC:	.00		H3517142	52000 1200		5,000.00	1099:
ACCT 1200	DEPT 1000	DUE	03/19/2019	DESC:SETTLEMENT								
111 GEYSER ROAD SARATOGA SPRINGS NY 12866												
8190	00000 LAKE PLACID CHAM		169820 4/6-4/9/19		170911	19MAR2	540.00		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: Y	DISC:	.00		A3567144	54689		540.00	1099:
ACCT 1200	DEPT 6000	DUE	03/19/2019	DESC:CLARK/HIRLIMAN								
2608 MAIN ST. LAKE PLACID NY 12945												
497	00000 SARATOGA CONVENT		169821 2019-03SCC		170912	19MAR2	1,416.67		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: Y	DISC:	.00		E3577164	54201		1,416.67	1099:
ACCT 1200	DEPT 7000	DUE	03/19/2019	DESC:2019-02CC								
60 RAILROAD PLACE SUITE 301 SARATOGA SPRINGS NY 12866												
418	00001 SARATOGA SPRING		169822 169822		170913	19MAR2	35,000.00		.00	.00		
CASH A	2019/03	INV	03/13/2019	SEP-CHK: N	DISC:	.00		H3517142	52000 1200		35,000.00	1099:
ACCT 1200	DEPT 1000	DUE	03/19/2019	DESC:SETTLEMENT								
11 GEYSER ROAD 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
6877	00000 TRINITY CONSTRUC	169825 201914-01	190223	170916	19MAR2	30,290.75	.00	218,252.25		
CASH A	2019/03	INV 03/13/2019	SEP-CHK: N	DISC: .00						
ACCT 1200	DEPT 3000	DUE 03/19/2019	DESC: INSTALLATION							
P.O. BOX 39	SELKIRK NY 12158									
260 APPROVED UNPAID INVOICES						TOTAL		593,880.98		
260 INVOICE(S)						REPORT POST TOTAL		593,880.98		

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET	
2019 03	A046	A	-04-6-0000-0-42024 -	INDOOR REC FACI	50.00	REV .00
	A046	A	-04-6-0000-0-42025 -	RENTAL ICE RINK	65.00	REV .00
	A3011214	A	-30-1-1210-4-54110 -	OFFICE SUPPLIES	11.57	755.95
	A3011214	A	-30-1-1210-4-54250 -	CONFERENCE REGI	200.00	240.00
	A3011424	A	-30-1-1420-4-54671 -	PHONES & FAX	3.56	292.86
	A3011424	A	-30-1-1420-4-54720 -	SERVICE CONTRAC	6,004.00	40,000.00
	A3011434	A	-30-1-1430-4-54420 -	ADVERTISING	395.00	1,305.00
	A3011474	A	-30-1-1431-4-54110 -	OFFICE SUPPLIES	11.56	744.54
	A3011474	A	-30-1-1431-4-54671 -	PHONES & FAX	3.14	1,970.47
	A3011474	A	-30-1-1431-4-54740 -	SERVICE CONTRAC	40.40	1,159.60
	A3011652	A	-30-1-1650-2-52600 -	SOFTWARE	1,729.99	.00
	A3011654	A	-30-1-1650-4-54670 -	PHONES	4.18	9,420.80
	A3011654	A	-30-1-1650-4-54730 -	SERVICE CONTRAC	1,741.65	-11.09
	A3011914	A	-30-1-1910-4-54773 -	LIABILITY INSUR	1,420.50	10,257.28
	A3021314	A	-30-2-1310-4-54110 -	OFFICE SUPPLIES	154.02	11,595.16
	A3021314	A	-30-2-1310-4-54120 -	POSTAGE	235.00	5,002.43
	A3021314	A	-30-2-1310-4-54740 -	SERVICE CONTRAC	70.00	2,425.28
	A3021364	A	-30-2-1362-4-54420 -	ADVERTISING	190.40	3,809.60
	A3021692	A	-30-2-1681-2-52230 -	HARDWARE	8.98	27,466.14
	A3021694	A	-30-2-1681-4-54110 -	OFFICE SUPPLIES	136.74	3,343.31
	A3021694	A	-30-2-1681-4-54670 -	PHONES	11.65	877.58
	A3021694	A	-30-2-1681-4-54740 -	SERVICE CONTRAC	2,239.84	40,743.72
	A3031444	A	-30-3-1440-4-54110 -	OFFICE SUPPLIES	159.91	982.66
	A3031444	A	-30-3-1440-4-54190 -	DRAFTING SUPPLI	80.09	720.60
	A3031444	A	-30-3-1440-4-54250 -	CONFERENCE REGI	355.00	513.00
	A3031444	A	-30-3-1440-4-54670 -	PHONES	3.27	939.65
	A3031444	A	-30-3-1440-4-54725 -	SERVICE CONTRAC	2,467.70	77,400.00
	A3031594	A	-30-3-1590-4-54610 -	REPAIRS & MAINT	57.00	3,198.14
	A3031624	A	-30-3-1620-4-54160 -	UNIFORMS	734.36	65.65
	A3031624	A	-30-3-1620-4-54180 -	OTHER SUPPLIES	221.25	2,897.14
	A3031624	A	-30-3-1620-4-54610 -	REPAIRS & MAINT	2,636.23	24,096.32
	A3031624	A	-30-3-1620-4-54720 -	SERVICE CONTRAC	145.50	12,788.00
	A3031634	A	-30-3-1621-4-54610 -	VC REPAIRS & MA	77.00	11,136.91
	A3031644	A	-30-3-1622-4-54612 -	ARTS CENTER REP	455.34	5,278.97
	A3031654	A	-30-3-1623-4-54160 -	UNIFORMS	577.27	96.53
	A3031654	A	-30-3-1623-4-54180 -	OTHER SUPPLIES	169.05	6,829.61
	A3031654	A	-30-3-1623-4-54210 -	GARAGE SUPPLIES	97.48	7,143.97
	A3031654	A	-30-3-1623-4-54320 -	TOOLS	226.47	773.53
	A3031654	A	-30-3-1623-4-54330 -	REPAIRS & MAINT	466.50	5,314.15
	A3031654	A	-30-3-1623-4-54670 -	PHONES	6.26	2,916.66
	A3031914	A	-30-3-1910-4-54773 -	LIABILITY INSUR	81,298.00	-7,523.00
	A3031964	A	-30-3-1932-4-54779 -	PROPERTY LOSS C	4,495.00	151,705.76
	A3041914	A	-30-4-1910-4-54773 -	LIABILITY INSUR	28,410.00	24,612.59
	A3041934	A	-30-4-1930-4-54775 -	SELF INSURANCE	2,223.73	5,066.41
	A3051354	A	-30-5-1355-4-54720 -	SERVICE CONTRAC	925.15	.00
	A3051414	A	-30-5-1410-4-54110 -	OFFICE SUPPLIES	11.57	4,003.89
	A3051414	A	-30-5-1410-4-54490 -	GENERAL ADVERTI	1,068.77	5,989.85
	A3051414	A	-30-5-1410-4-54573 -	RISK-SAFETY PRO	314.11	36,586.81
	A3051414	A	-30-5-1410-4-54671 -	PHONES & FAX	4.57	1,832.00
	A3051914	A	-30-5-1910-4-54773 -	LIABILITY INSUR	473.50	1,152.12
	A3061914	A	-30-6-1910-4-54773 -	LIABILITY INSUR	1,420.50	2,521.59

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ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
	A3113624	A -31-1-3620-4-54110 -	OFFICE SUPPLIES	455.82	1,504.30
	A3113624	A -31-1-3620-4-54250 -	CONFERENCE REGI	774.44	1,282.04
	A3113624	A -31-1-3620-4-54670 -	PHONES	332.83	2,195.86
	A3143014	A -31-4-3010-4-54110 -	OFFICE SUPPLIES	215.57	2,497.09
	A3143014	A -31-4-3010-4-54300 -	PARKING TICKET	1,495.00	2,005.00
	A3143014	A -31-4-3010-4-54740 -	SERVICE CONTRAC	16.57	483.43
	A3143014	A -31-4-3010-4-54802 -	COMPLUS PARK TI	4,727.29	.00
	A3143022	A -31-4-3020-2-52230 -	HARDWARE	4,715.54	34,158.75
	A3143124	A -31-4-3120-4-54110 -	OFFICE SUPPLIES	278.18	7,355.80
	A3143124	A -31-4-3120-4-54140 -	JANITORIAL SUPP	111.86	3,454.40
	A3143124	A -31-4-3120-4-54160 -	UNIFORMS	2,225.72	64,884.25
	A3143124	A -31-4-3120-4-54180 -	OTHER SUPPLIES	1,223.23	11,280.24
	A3143124	A -31-4-3120-4-54230 -	DUES	150.00	450.00
	A3143124	A -31-4-3120-4-54510 -	REPAIRS & MAINT	2,358.19	53,509.30
	A3143124	A -31-4-3120-4-54520 -	GAS & OIL	52.33	63,622.67
	A3143124	A -31-4-3120-4-54570 -	TRAINING	920.00	7,255.00
	A3143124	A -31-4-3120-4-54720 -	SERVICE CONTRAC	2,094.05	48,109.38
	A3143124	A -31-4-3120-4-54740 -	SERVICE CONTRAC	1,047.14	75,881.75
	A3143124	A -31-4-3120-4-54970 -	K-9 CARE	231.14	28,523.01
	A3143124	A -31-4-3120-4-54979 -	HORSE CARE	3,665.84	6,145.21
	A3143312	A -31-4-3310-2-52802 -	TOOLS & EQUIPME	663.98	7,836.02
	A3143314	A -31-4-3310-4-54110 -	OFFICE SUPPLIES	37.79	762.21
	A3143314	A -31-4-3310-4-54332 -	MATERIALS & REP	9,282.05	42,059.70
	A3143314	A -31-4-3310-4-54390 -	MAINTENANCE SUP	349.45	6,183.69
	A3143314	A -31-4-3310-4-54720 -	SERVICE CONTRAC	3,334.77	15,000.00
	A3143314	A -31-4-3310-4-54740 -	SERVICE CONTRAC	99.99	900.03
	A3143314	A -31-4-3310-4-54751 -	UTILITIES TRAFF	27.24	21,555.77
	A3143324	A -31-4-3320-4-54160 -	UNIFORMS	99.98	2,432.17
	A3143412	A -31-4-3410-2-52200 -	OFFICE EQUIPMEN	249.99	2,250.01
	A3143412	A -31-4-3410-2-52601 -	FIRE EQUIPMENT	780.42	19,603.96
	A3143414	A -31-4-3410-4-54150 -	EMS SUPPLIES	2,235.66	34,149.15
	A3143414	A -31-4-3410-4-54160 -	UNIFORMS	345.56	7,306.13
	A3143414	A -31-4-3410-4-54200 -	HOUSE SUPPLIES	144.02	6,099.58
	A3143414	A -31-4-3410-4-54330 -	REPAIRS & MAINT	51.45	12,513.21
	A3143414	A -31-4-3410-4-54510 -	REPAIRS & MAINT	380.89	45,165.38
	A3143414	A -31-4-3410-4-54520 -	GAS & OIL	898.56	17,343.16
	A3143414	A -31-4-3410-4-54570 -	TRAINING	805.99	14,158.01
	A3143414	A -31-4-3410-4-54610 -	REPAIRS & MAINT	45.94	16,870.15
	A3143414	A -31-4-3410-4-54670 -	PHONES	3.82	17,157.54
	A3143414	A -31-4-3410-4-54971 -	TUITION REIMBUR	2,819.00	5,181.00
	A3143624	A -31-4-3620-4-54220 -	TRAVEL	183.00	1,817.00
	A3143634	A -31-4-3625-4-54747 -	AMBULANCE BILLI	6,798.71	18,000.00
	A3244014	A -32-4-4010-4-54290 -	MEDICAL EXAMS	5,000.00	5,000.00
	A3335014	A -33-3-5010-4-54160 -	UNIFORMS	1,947.47	3,500.71
	A3335014	A -33-3-5010-4-54180 -	OTHER SUPPLIES	2,629.57	53,299.61
	A3335014	A -33-3-5010-4-54510 -	REPAIRS & MAINT	8,696.78	146,641.00
	A3335014	A -33-3-5010-4-54520 -	GAS & OIL	13,288.67	66,246.90
	A3335124	A -33-3-5111-4-54160 -	UNIFORMS	159.99	336.59
	A3335124	A -33-3-5111-4-54400 -	SALT & SAND	41,702.69	.01
	A3335124	A -33-3-5111-4-54510 -	REPAIRS & MAINT	1,213.31	28,404.37
	A3335124	A -33-3-5111-4-54520 -	GAS & OIL	2,833.75	17,552.43

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YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
	A3335654	A -33-3-5650-4-54180 -	OTHER SUPPLIES	65.00	66.21
	A3517514	A -35-1-7510-4-54670 -	PHONES	3.37	623.16
	A3517524	A -35-1-7520-4-54752 -	SERVICE CONTRAC	18,942.75	.00
	A3517554	A -35-1-7550-4-54720 -	SERVICE CONTRAC	2,919.00	2,081.00
	A3537114	A -35-3-7110-4-54160 -	UNIFORMS	200.00	.00
	A3537114	A -35-3-7110-4-54180 -	OTHER SUPPLIES	5.97	11,869.72
	A3537114	A -35-3-7110-4-54330 -	REPAIRS & MAINT	162.38	3,607.68
	A3537114	A -35-3-7110-4-54610 -	REPAIRS & MAINT	1,400.84	17,706.39
	A3537114	A -35-3-7110-4-54720 -	SERVICE CONTRAC	211.00	10,606.50
	A3537214	A -35-3-7200-4-54610 -	REPAIRS & MAINT	77.00	8,399.50
	A3567144	A -35-6-7140-4-54510 -3000	REPAIRS & MAINT	263.00	5,314.42
	A3567144	A -35-6-7140-4-54520 -3000	GAS & OIL	261.30	7,782.86
	A3567144	A -35-6-7140-4-54600 -	ADVERTISING	500.00	2,000.00
	A3567144	A -35-6-7140-4-54610 -3000	REPAIRS & MAINT	600.20	3,399.80
	A3567144	A -35-6-7140-4-54671 -	PHONES & FAX	3.55	60.08
	A3567144	A -35-6-7140-4-54689 -	EDUCATION	540.00	-40.00
	A3567144	A -35-6-7140-4-54740 -	SERVICE CONTRAC	136.11	8,919.72
	A3567154	A -35-6-7150-4-54180 -	OTHER SUPPLIES	604.58	2,483.13
	A3567154	A -35-6-7150-4-54600 -	ADVERTISING	130.00	1,140.00
	A3567174	A -35-6-7171-4-54180 -3000	OTHER SUPPLIES	135.26	1,844.21
	A3567174	A -35-6-7171-4-54610 -3000	REPAIRS & MAINT	31.28	4,038.64
	A3567174	A -35-6-7171-4-54720 -3000	SERVICE CONTRAC	79.50	11,516.50
	A3567184	A -35-6-7180-4-54610 -3000	REPAIRS & MAINT	819.68	.00
	A3567194	A -35-6-7181-4-54140 -3000	JANITORIAL SUPP	92.40	5,214.70
	A3567194	A -35-6-7181-4-54170 -	SPORTS SUPPLIES	95.00	3,872.95
	A3567194	A -35-6-7181-4-54180 -	OTHER SUPPLIES	165.00	1,187.09
	A3567194	A -35-6-7181-4-54180 -3000	OTHER SUPPLIES	108.35	6,324.80
	A3567194	A -35-6-7181-4-54510 -3000	REPAIRS & MAINT	6.01	5,932.80
	A3567194	A -35-6-7181-4-54610 -3000	REPAIRS & MAINT	7,008.27	30,194.65
	A3567194	A -35-6-7181-4-54720 -3000	SERVICE CONTRAC	355.69	12,110.50
	A3567244	A -35-6-7240-4-54720 -3000	SERVICE CONTRAC	184.00	.00
	A3567324	A -35-6-7320-4-54781 -	SUPERVISION	100.00	9,320.00
	A3618684	A -36-1-8687-4-54110 -	OFFICE SUPPLIES	72.96	872.79
	A3618684	A -36-1-8687-4-54489 -	ECONOMIC DEVELO	18,000.00	.00
	A3618684	A -36-1-8687-4-54720 -8020	SERVICE CONTRAC	657.00	.00
	A3638184	A -36-3-8180-4-54160 -	UNIFORMS	188.95	88.11
	A3638184	A -36-3-8180-4-54521 -	TIPPING FEES	1,029.50	12,020.50
	A3638184	A -36-3-8180-4-54700 -	TRANSPORTATION	279.00	1,451.00
	A3638184	A -36-3-8180-4-54719 -	PROF SERVICES L	1,571.58	35,000.00
	A3638184	A -36-3-8180-4-54720 -	SERVICE CONTRAC	2,635.91	8,382.25
	A3638194	A -36-3-8185-4-54520 -	GAS & OIL	345.94	10,184.23
	A3638564	A -36-3-8560-4-54320 -	TOOLS	94.98	1,144.24
	A3638564	A -36-3-8560-4-54510 -	REPAIRS & MAINT	1,021.00	1,605.08
	A3638564	A -36-3-8560-4-54520 -	GAS & OIL	268.65	6,587.49
	E3577164	E -35-7-7160-4-54110 -	OFFICE SUPPLIES	119.96	2,842.59
	E3577164	E -35-7-7160-4-54140 -	JANITORIAL SUPP	1,923.32	24,540.28
	E3577164	E -35-7-7160-4-54201 -	BUSINESS EXPENS	1,623.33	13,444.07
	E3577164	E -35-7-7160-4-54202 -	CLIENT EXPENSES	790.71	10,909.29
	E3577164	E -35-7-7160-4-54230 -	DUES	489.00	2,236.00
	E3577164	E -35-7-7160-4-54420 -	ADVERTISING	725.00	3,075.00
	E3577164	E -35-7-7160-4-54510 -	REPAIRS & MAINT	96.00	384.05

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E3577164	E	-35-7-7160-4-54610 -	REPAIRS & MAINT	467.50	2,104.03
E3577164	E	-35-7-7160-4-54611 -	BUILDING INSURA	10,902.44	38,611.30
E3577164	E	-35-7-7160-4-54720 -	SERVICE CONTRAC	6,773.00	12,558.90
E3577164	E	-35-7-7160-4-54792 -	MISCELLANEOUS	32.63	4,958.35
E3577184	E	-35-7-7182-4-54723 -	SERV CONT CONST	4,128.89	18,380.00
E3577184	E	-35-7-7182-4-54760 -	LEGAL	15,682.50	.00
F3638314	F	-36-3-8310-4-54720 -	SERVICE CONTRAC	1,949.94	7,920.06
F3638334	F	-36-3-8330-4-54330 -	REPAIRS & MAINT	2,031.85	46,419.77
F3638334	F	-36-3-8330-4-54510 -	REPAIRS & MAINT	278.56	691.44
F3638334	F	-36-3-8330-4-54520 -	GAS & OIL	241.29	3,427.78
F3638334	F	-36-3-8330-4-54610 -	REPAIRS & MAINT	163.85	13,675.20
F3638334	F	-36-3-8330-4-54708 -	LAB TESTING	2,378.00	11,183.28
F3638334	F	-36-3-8330-4-54720 -	SERVICE CONTRAC	1,835.00	8,000.00
F3638354	F	-36-3-8341-4-54180 -	OTHER SUPPLIES	2,003.93	44,092.98
F3638354	F	-36-3-8341-4-54510 -	REPAIRS & MAINT	1,734.31	7,447.33
F3638354	F	-36-3-8341-4-54520 -	GAS & OIL	332.36	19,396.09
F3731914	F	-37-3-1910-4-54773 -	LIABILITY INSUR	1,420.50	5,835.42
F3839716	F	-38-3-9710-6-56010 -	PRINCIPAL	16,360.00	328,247.00
F3839717	F	-38-3-9710-7-57010 -	INTEREST	12,638.05	337,765.09
G3638124	G	-36-3-8120-4-54180 -	OTHER SUPPLIES	10.47	5,973.32
G3638124	G	-36-3-8120-4-54331 -	REPAIRS & MAINT	1,145.00	30,705.00
G3638124	G	-36-3-8120-4-54510 -	REPAIRS & MAINT	6.53	11,910.77
G3638124	G	-36-3-8120-4-54520 -	GAS & OIL	790.60	5,699.11
G3638124	G	-36-3-8120-4-54610 -	REPAIRS & MAINT	41.30	1,458.70
G3731914	G	-37-3-1910-4-54773 -	LIABILITY INSUR	947.00	5,446.40
G3839716	G	-38-3-9710-6-56010 -	PRINCIPAL	4,090.00	88,137.00
G3839717	G	-38-3-9710-7-57010 -	INTEREST	3,159.28	68,155.90
H3031492	H	-30-3-1490-2-52000 -1141	CAPITAL PROJECT	4,495.40	4,572,877.00
H3031652	H	-30-3-1623-2-52000 -1180	11 DEC REMEDIAT	991.65	.00
H3146952	H	-31-4-6950-2-52000 -1256	CAPITAL PROJECT	120.00	.00
H3517142	H	-35-1-7140-2-52000 -1200	GEYSER ROAD TRA	40,000.00	-40,000.00
H3638332	H	-36-3-8330-2-52000 -1167	CAPITAL PROJECT	30,290.75	30,290.75
H3638332	H	-36-3-8330-2-52000 -1248	CAPITAL PROJECT	7,475.00	.00
V3719716	V	-37-1-9710-6-56971 -	11PCANFIELD CAS	2,340.00	.00
V3719716	V	-37-1-9710-6-56972 -	11P BUILDINGS &	2,560.00	.00
V3719716	V	-37-1-9710-6-56973 -	11PDPW AGARGE R	2,350.00	.00
V3719716	V	-37-1-9710-6-56976 -	11PVACUUM SEWER	2,610.00	.00
V3719716	V	-37-1-9710-6-56977 -	11PBLLD BORNE	1,640.00	.00
V3719716	V	-37-1-9710-6-56978 -	11PLAKE AVE FIR	3,070.00	.00
V3719716	V	-37-1-9710-6-56979 -	11PREFLECTIVE S	2,020.00	.00
V3719716	V	-37-1-9710-6-56980 -	11PWORKPLACE VI	790.00	.00
V3719716	V	-37-1-9710-6-56981 -	11PGPS EQUIPMEN	220.00	.00
V3719716	V	-37-1-9710-6-56982 -	11PFIRE TRUCK	7,800.00	.00
V3719716	V	-37-1-9710-6-56983 -	11PVACUUM SEWER	4,470.00	.00
V3719716	V	-37-1-9710-6-56984 -	11PDEC REMEDIAT	4,680.00	.00
V3719717	V	-37-1-9710-7-57971 -	11ICANFIELD CAS	1,807.32	1,753.15
V3719717	V	-37-1-9710-7-57972 -	11I BUILDINGS &	1,974.93	1,915.66
V3719717	V	-37-1-9710-7-57973 -	11IDPW GARAGE R	1,817.04	1,762.64
V3719717	V	-37-1-9710-7-57976 -	11IVACUUM SEWER	2,014.28	1,953.86
V3719717	V	-37-1-9710-7-57977 -	11IBLOOD BORNE	1,263.53	1,225.56
V3719717	V	-37-1-9710-7-57978 -	11ILAKE AVE FIR	2,369.63	2,298.56

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V3719717	V	-37-1-9710-7-57979 -	11IREFLECTIVE S	1,560.08	1,513.32
V3719717	V	-37-1-9710-7-57980 -	11IWORKPLACE VI	612.09	593.80
V3719717	V	-37-1-9710-7-57981 -	11IGPS EQUIPMEN	167.37	162.28
V3719717	V	-37-1-9710-7-57982 -	11IFIRE TRUCK	6,022.94	5,842.37
V3719717	V	-37-1-9710-7-57983 -	11IVACUUM SEWER	3,455.83	3,352.35
V3719717	V	-37-1-9710-7-57984 -	11IDEC REMEDIAT	3,617.88	3,509.54
Y3618654	Y	-36-1-8676-4-54492 -453	MOTHER SUSAN AN	1,050.65	-5,203.18
Y3618664	Y	-36-1-8668-4-54951 -443	RESIDENTIAL REH	10,000.00	-12,665.00
Y3618684	Y	-36-1-8686-4-54110 -463	OFFICE SUPPLIES	11.56	-45.46
Y3618684	Y	-36-1-8686-4-54420 -463	ADVERTISING	20.00	-20.00
REPORT TOTALS				593,880.98	

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2019 3 125	API E3577164-54720	03/13/2019 W	19MAR2	008027	190203	169553	SERVICE CONTRACTS - PROF SERV 00209		5,301.18	
POL E3577164-54720	03/13/2019 LIQ/INV	008027	190203	169553			SERVICE CONTRACTS - PROF SERV 4 00209 2019			5,301.18
API A3335654-54180	03/13/2019 W	19MAR2	005045		169554		OTHER SUPPLIES 19255		65.00	
API A3335014-54510	03/13/2019 W	19MAR2	002785		169555		REPAIRS & MAINTENANCE VEHICLE S1100		30.00	
API A3143124-54510	03/13/2019 W	19MAR2	002785		169556		REPAIRS & MAINTENANCE VEHICLE S8578		175.16	
API G3839716-56010	03/13/2019 W	19MAR2	000024		169557		PRINCIPAL BOND DUE 4/5/19		4,090.00	
API F3839716-56010	03/13/2019 W	19MAR2	000024		169557		PRINCIPAL BOND DUE 4/5/19		16,360.00	
API V3719716-56971	03/13/2019 W	19MAR2	000024		169557		11PCANFIELD CASINO REHAB PROJE BOND DUE 4/5/19		2,340.00	
API V3719716-56972	03/13/2019 W	19MAR2	000024		169557		11P BUILDINGS & FACILITIES BOND DUE 4/5/19		2,560.00	
API V3719716-56973	03/13/2019 W	19MAR2	000024		169557		11PDPW AGARGE REHAB REMEDIATIO BOND DUE 4/5/19		2,350.00	
API V3719716-56976	03/13/2019 W	19MAR2	000024		169557		11PVACUUM SEWER CLEANING TRUCK BOND DUE 4/5/19		2,610.00	
API V3719716-56977	03/13/2019 W	19MAR2	000024		169557		11PBLLD BORNE DECONTANIMATION BOND DUE 4/5/19		1,640.00	
API V3719716-56978	03/13/2019 W	19MAR2	000024		169557		11PLAKE AVE FIRE STATION ROOF BOND DUE 4/5/19		3,070.00	
API V3719716-56979	03/13/2019 W	19MAR2	000024		169557		11PREFLECTIVE SIGN PROJECT MUT BOND DUE 4/5/19		2,020.00	
API V3719716-56980	03/13/2019 W	19MAR2	000024		169557		11PWORKPLACE VIOLENCE PROGRAM BOND DUE 4/5/19		790.00	
API V3719716-56981	03/13/2019 W	19MAR2	000024		169557		11PGPS EQUIPMENT BOND DUE 4/5/19		220.00	
API V3719716-56982	03/13/2019 W	19MAR2	000024		169557		11PFIRE TRUCK BOND DUE 4/5/19		7,800.00	
API V3719716-56983	03/13/2019 W	19MAR2	000024		169557		11PVACUUM SEWER JET COMBO TRUC BOND DUE 4/5/19		4,470.00	
API V3719716-56984	03/13/2019 W	19MAR2	000024		169557		11PDEC REMEDIATION BOND DUE 4/5/19		4,680.00	
API G3839717-57010	03/13/2019 W	19MAR2	000024		169557		INTEREST BOND DUE 4/5/19		3,159.28	
API F3839717-57010	03/13/2019 W	19MAR2	000024		169557		INTEREST BOND DUE 4/5/19		12,638.05	
API V3719717-57971	03/13/2019 W	19MAR2	000024		169557		11ICANFIELD CASINO REHAB PROJE BOND DUE 4/5/19		1,807.32	
API V3719717-57972	03/13/2019 W	19MAR2	000024		169557		11I BUILDINGS & FACILITIES BOND DUE 4/5/19		1,974.93	
API V3719717-57973							11IDPW GARAGE REHAB REMEDIATIO		1,817.04	

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		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57976	03/13/2019	W 19MAR2	000024		169557	11IVACUUM SEWER CLEANING TRUCK		2,014.28	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57977	03/13/2019	W 19MAR2	000024		169557	11IBLOOD BORNE DECONTAMINATION		1,263.53	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57978	03/13/2019	W 19MAR2	000024		169557	11ILAKE AVE FIRE STATION ROOF		2,369.63	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57979	03/13/2019	W 19MAR2	000024		169557	11IREFLECTIVE SIGN PROJECT MUT		1,560.08	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57980	03/13/2019	W 19MAR2	000024		169557	11IWORKPLACE VIOLENCE PROGRAM		612.09	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57981	03/13/2019	W 19MAR2	000024		169557	11IGPS EQUIPMENT		167.37	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57982	03/13/2019	W 19MAR2	000024		169557	11IFIRE TRUCK		6,022.94	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57983	03/13/2019	W 19MAR2	000024		169557	11IVACUUM SEWER JET COMBO TRUC		3,455.83	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	V3719717-57984	03/13/2019	W 19MAR2	000024		169557	11IDEC REMEDIATION		3,617.88	
		03/13/2019	W 19MAR2	000024		169557	BOND DUE 4/5/19			
API	E3577164-54611	03/13/2019	W 19MAR2	004012		169558	BUILDING INSURANCE		10,902.44	
		03/13/2019	W 19MAR2	004012		169558	93540			
API	A3335014-54180	03/13/2019	W 19MAR2	000023		169559	OTHER SUPPLIES		1,097.50	
		03/13/2019	W 19MAR2	000023		169559	170597			
API	A3143022-52230	03/13/2019	W 19MAR2	007276	190269	169560	HARDWARE		4,670.00	
		03/13/2019	W 19MAR2	007276	190269	169560	6443			
POL	A3143022-52230	03/13/2019	LIQ/INV	007276	190269	169560	HARDWARE	4		4,670.00
		03/13/2019	LIQ/INV	007276	190269	169560	6443	2019		
API	A3567194-54170	03/13/2019	W 19MAR2	000070		169561	SPORTS SUPPLIES		95.00	
		03/13/2019	W 19MAR2	000070		169561	3/6/19			
API	A3567194-54180	03/13/2019	W 19MAR2	000070		169561	OTHER SUPPLIES		165.00	
		03/13/2019	W 19MAR2	000070		169561	3/6/19			
API	A3143314-54390	03/13/2019	W 19MAR2	005400		169562	MAINTENANCE SUPPLIES		32.05	
		03/13/2019	W 19MAR2	005400		169562	2581569			
API	E3577164-54140	03/13/2019	W 19MAR2	000031		169563	JANITORIAL SUPPLIES		11.38	
		03/13/2019	W 19MAR2	000031		169563	662			
API	A3143124-54180	03/13/2019	W 19MAR2	000031		169564	OTHER SUPPLIES		72.99	
		03/13/2019	W 19MAR2	000031		169564	2288			
API	A3143414-54200	03/13/2019	W 19MAR2	000031		169564	HOUSE SUPPLIES		6.29	
		03/13/2019	W 19MAR2	000031		169564	2288			
API	A3143414-54610	03/13/2019	W 19MAR2	000031		169564	REPAIRS & MAINTENANCE BUILDING		22.95	
		03/13/2019	W 19MAR2	000031		169564	2288			
API	A3143414-54570	03/13/2019	W 19MAR2	000714		169565	TRAINING		183.00	
		03/13/2019	W 19MAR2	000714		169565	TRAVEL			
API	A3031444-54110	03/13/2019	W 19MAR2	007550		169566	OFFICE SUPPLIES		62.97	
		03/13/2019	W 19MAR2	007550		169566	A272JK82AK683L			
API	A3031624-54180	03/13/2019	W 19MAR2	007550		169567	OTHER SUPPLIES		107.68	
		03/13/2019	W 19MAR2	007550		169567	A272JK82AK683L			
API	A3011654-54670	03/13/2019	W 19MAR2	000050		169568	PHONES		4.18	
		03/13/2019	W 19MAR2	000050		169568	1000-810-2104			

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API	A3031444-54670	03/13/2019 W	19MAR2	000050		169568	PHONES 1000-810-2104		3.27	
API	A3143414-54670	03/13/2019 W	19MAR2	000050		169568	PHONES 1000-810-2104		3.82	
API	A3567144-54671	03/13/2019 W	19MAR2	000050		169568	PHONES & FAX 1000-810-2104		3.55	
API	A3031654-54670	03/13/2019 W	19MAR2	000050		169568	PHONES 1000-810-2104		6.26	
API	A3011424-54671	03/13/2019 W	19MAR2	000050		169568	PHONES & FAX 1000-810-2104		3.56	
API	A3517514-54670	03/13/2019 W	19MAR2	000050		169568	PHONES 1000-810-2104		3.37	
API	A3011474-54671	03/13/2019 W	19MAR2	000050		169568	PHONES & FAX 1000-810-2104		3.14	
API	A3051414-54671	03/13/2019 W	19MAR2	000050		169568	PHONES & FAX 1000-810-2104		4.57	
API	A3021694-54670	03/13/2019 W	19MAR2	000050		169568	PHONES 1000-810-2104		3.55	
API	A3021314-54110	03/13/2019 W	19MAR2	007889		169569	OFFICE SUPPLIES 2/25/19		102.00	
API	A3031624-54180	03/13/2019 W	19MAR2	007889		169570	OTHER SUPPLIES 2/7/19		102.00	
API	A3143014-54110	03/13/2019 W	19MAR2	007889		169571	OFFICE SUPPLIES 2/17/19		204.00	
API	A3143414-54330	03/13/2019 W	19MAR2	000086		169572	REPAIRS & MAINTENANCE EQUIPMEN 12644		51.45	
API	A3051414-54573	03/13/2019 W	19MAR2	000086		169573	RISK-SAFETY PROGRAMMING 12640		79.00	
API	H3638332-52000-1248	03/13/2019 W	19MAR2	000113	171850	169574	CAPITAL PROJECT OUTLAY 99740		2,437.50	
POL	H3638332-52000-1248	03/13/2019 LIQ/INV		000113	171850	169574	CAPITAL PROJECT OUTLAY 99740	4 2017		2,437.50
API	A3031444-54725	03/13/2019 W	19MAR2	000113	180692	169575	SERVICE CONTRACTS ENGINEERING 539.033.001		2,467.70	
POL	A3031444-54725	03/13/2019 LIQ/INV		000113	180692	169575	SERVICE CONTRACTS ENGINEERING 539.033.001	4 2018		2,467.70
API	H3638332-52000-1248	03/13/2019 W	19MAR2	000113	171850	169576	CAPITAL PROJECT OUTLAY 101984		5,037.50	
POL	H3638332-52000-1248	03/13/2019 LIQ/INV		000113	171850	169576	CAPITAL PROJECT OUTLAY 101984	4 2017		5,037.50
API	A3143414-54570	03/13/2019 W	19MAR2	006069		169577	TRAINING TRAVEL		64.25	
API	A3143124-54979	03/13/2019 W	19MAR2	008178		169578	HORSE CARE BOOTS REIMB		129.00	
API	A3335014-54510	03/13/2019 W	19MAR2	003152		169579	REPAIRS & MAINTENANCE VEHICLE SARAT031		178.36	
API	A3335014-54510	03/13/2019 W	19MAR2	003152		169580	REPAIRS & MAINTENANCE VEHICLE P06193		351.55	
API	A3143414-54150						EMS SUPPLIES		138.81	

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		03/13/2019	W 19MAR2	004542	180288	169581	83129900			
POL	A3143414-54150						EMS SUPPLIES	4		138.81
		03/13/2019	LIQ/INV	004542	180288	169581	83129900	2018		
API	A3567184-54610-3000						REPAIRS & MAINTENANCE BUILDING		819.68	
		03/13/2019	W 19MAR2	007426	180911	169582	CITSAR			
API	A3567194-54610-3000						REPAIRS & MAINTENANCE BUILDING		911.51	
		03/13/2019	W 19MAR2	007426	180911	169582	CITSAR			
API	A3567194-54720-3000						SERVICE CONTRACTS - PROF SERV		218.69	
		03/13/2019	W 19MAR2	007426	180911	169582	CITSAR			
POL	A3567184-54610-3000						REPAIRS & MAINTENANCE BUILDING	4		819.68
		03/13/2019	LIQ/INV	007426	180911	169582	CITSAR	2018		
POL	A3567194-54610-3000						REPAIRS & MAINTENANCE BUILDING	4		911.51
		03/13/2019	LIQ/INV	007426	180911	169582	CITSAR	2018		
POL	A3567194-54720-3000						SERVICE CONTRACTS - PROF SERV	4		218.69
		03/13/2019	LIQ/INV	007426	180911	169582	CITSAR	2018		
API	A3567194-54610-3000						REPAIRS & MAINTENANCE BUILDING		5,086.85	
		03/13/2019	W 19MAR2	007426	180868	169584	CITSAR			
POL	A3567194-54610-3000						REPAIRS & MAINTENANCE BUILDING	4		5,086.85
		03/13/2019	LIQ/INV	007426	180868	169584	CITSAR	2018		
API	Y3618664-54951-443						RESIDENTIAL REHAB SINGLE FAMIL	Y	10,000.00	
		03/13/2019	W 19MAR2	008147		169585	50% COMPLETE			
API	A3244014-54290						MEDICAL EXAMS		5,000.00	
		03/13/2019	W 19MAR2	002040	190319	169587	MEDICAL DIRECTOR			
POL	A3244014-54290						MEDICAL EXAMS	4		5,000.00
		03/13/2019	LIQ/INV	002040	190319	169587	MEDICAL DIRECTOR	2019		
API	A3041934-54775						SELF INSURANCE		2,223.73	
		03/13/2019	W 19MAR2	008074		169588	1/24/19			
API	A3143124-54979						HORSE CARE		148.56	
		03/13/2019	W 19MAR2	006768		169589	BOOTS REIMB			
API	A3031624-54610						REPAIRS & MAINTENANCE BUILDING		38.12	
		03/13/2019	W 19MAR2	000139		169590	S1986654.001			
API	A3537114-54610						REPAIRS & MAINTENANCE BUILDING		24.67	
		03/13/2019	W 19MAR2	000139		169590	S1986654.001			
API	A3113624-54250						CONFERENCE REGISTRATION		126.44	
		03/13/2019	W 19MAR2	007340		169591	MILEAGE			
API	A3011652-52600						SOFTWARE		1,729.99	
		03/13/2019	W 19MAR2	005555	190233	169592	55229			
API	A3011654-54730						SERVICE CONTRACTS MAINTENANCE		1,070.01	
		03/13/2019	W 19MAR2	005555	190233	169592	55229			
POL	A3011652-52600						SOFTWARE	4		1,729.99
		03/13/2019	LIQ/INV	005555	190233	169592	55229	2019		
POL	A3011654-54730						SERVICE CONTRACTS MAINTENANCE	4		1,070.01
		03/13/2019	LIQ/INV	005555	190233	169592	55229	2019		
API	A3638184-54521						TIPPING FEES		1,029.50	
		03/13/2019	W 19MAR2	000417		169593	28-34321 0			
API	A3638184-54700						TRANSPORTATION		279.00	
		03/13/2019	W 19MAR2	000417		169593	28-34321 0			
API	A3143022-52230						HARDWARE		7.14	
		03/13/2019	W 19MAR2	002948		169594	6731216			

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API	A3021692-52230	03/13/2019 W	19MAR2	002948		169595	HARDWARE 6731216		8.98	
API	A3143022-52230	03/13/2019 W	19MAR2	002948		169596	HARDWARE 6731216		38.40	
API	A3021694-54110	03/13/2019 W	19MAR2	002948		169597	OFFICE SUPPLIES 6731216		136.74	
API	A3051414-54573	03/13/2019 W	19MAR2	002948		169598	RISK-SAFETY PROGRAMMING 6731216		235.11	
API	A3143124-54979	03/13/2019 W	19MAR2	003776		169599	HORSE CARE 173433		158.54	
API	A3143124-54979	03/13/2019 W	19MAR2	003776	190301	169600	HORSE CARE UNIFORM/CAMARRO		66.95	
POL	A3143124-54979	03/13/2019 LIQ/INV	003776	190301	169600		HORSE CARE UNIFORM/CAMARRO	4 2019		66.95
API	A3143124-54979	03/13/2019 W	19MAR2	003776	190312	169601	HORSE CARE 173230		256.99	
POL	A3143124-54979	03/13/2019 LIQ/INV	003776	190312	169601		HORSE CARE 173230	4 2019		256.99
API	A3335014-54510	03/13/2019 W	19MAR2	004904		169602	REPAIRS & MAINTENANCE VEHICLE 287902		1,816.20	
API	E3577164-54202	03/13/2019 W	19MAR2	000429		169603	CLIENT EXPENSES 2/15/19		128.00	
API	F3638334-54708	03/13/2019 W	19MAR2	000149	190012	169604	LAB TESTING ADDENDUM ONE		794.00	
POL	F3638334-54708	03/13/2019 LIQ/INV	000149	190012	169604		LAB TESTING ADDENDUM ONE	4 2019		794.00
API	F3638334-54708	03/13/2019 W	19MAR2	000149	190012	169605	LAB TESTING ADDENDUM ONE		1,584.00	
POL	F3638334-54708	03/13/2019 LIQ/INV	000149	190012	169605		LAB TESTING ADDENDUM ONE	4 2019		1,584.00
API	A3567194-54180-3000	03/13/2019 W	19MAR2	006388		169606	OTHER SUPPLIES 428520		48.41	
API	A3143014-54802	03/13/2019 W	19MAR2	005027	190311	169607	COMPLUS PARK TICKET COLL FEE 2/28/19		4,727.29	
POL	A3143014-54802	03/13/2019 LIQ/INV	005027	190311	169607		COMPLUS PARK TICKET COLL FEE 2/28/19	4 2019		4,727.29
API	A3143124-54720	03/13/2019 W	19MAR2	005853		169608	SERVICE CONTRACTS - PROF SERV SARAPOLICE		50.00	
API	A3143124-54570	03/13/2019 W	19MAR2	008164		169609	TRAINING 3/25-29/19		920.00	
API	A3113624-54250	03/13/2019 W	19MAR2	004613	190208	169610	CONFERENCE REGISTRATION 35347		648.00	
POL	A3113624-54250	03/13/2019 LIQ/INV	004613	190208	169610		CONFERENCE REGISTRATION 35347	4 2019		648.00
API	E3577164-54202	03/13/2019 W	19MAR2	003203		169611	CLIENT EXPENSES 776672317818429		662.71	
API	E3577184-54723	03/13/2019 W	19MAR2	000137	180690	169612	SERV CONT CONSTRUCTION 13.3389		4,128.89	
POL	E3577184-54723						SERV CONT CONSTRUCTION	4		4,128.89

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		03/13/2019	LIQ/INV	000137	180690	169612	13.3389	2018		
API	A3537114-54610						REPAIRS & MAINTENANCE BUILDING		528.24	
		03/13/2019	W 19MAR2	000872		169613	2828			
API	A3537114-54330						REPAIRS & MAINTENANCE EQUIPMEN		127.10	
		03/13/2019	W 19MAR2	004623		169614	2/25/19			
API	F3638354-54510						REPAIRS & MAINTENANCE VEHICLE		248.74	
		03/13/2019	W 19MAR2	006666		169615	4068			
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		3,155.24	
		03/13/2019	W 19MAR2	008104	190295	169616	23531			
POL	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE 4			3,155.24
		03/13/2019	LIQ/INV	008104	190295	169616	23531	2019		
API	A3143314-54332						MATERIALS & REPAIRS TRAFFIC LT		83.05	
		03/13/2019	W 19MAR2	002858		169617	2/28/19			
API	A3567324-54781						SUPERVISION		100.00	
		03/13/2019	W 19MAR2	007461		169618	REF			
API	A3567194-54140-3000						JANITORIAL SUPPLIES		92.40	
		03/13/2019	W 19MAR2	007264		169619	2/7/19			
API	A3011434-54420						ADVERTISING		395.00	
		03/13/2019	W 19MAR2	007691		169621	SHRM REIMB			
API	A3143412-52200						OFFICE EQUIPMENT		249.99	
		03/13/2019	W 19MAR2	000754		169622	REIMB CHAIR			
API	A3143624-54220						TRAVEL		183.00	
		03/13/2019	W 19MAR2	007329		169623	TRAVEL			
API	A3143414-54570						TRAINING		247.24	
		03/13/2019	W 19MAR2	000545		169624	TRAVEL			
API	A3567144-54740						SERVICE CONTRACTS - EQUIPMENT		136.11	
		03/13/2019	W 19MAR2	000172		169625	SSCI15			
API	A3143124-54180						OTHER SUPPLIES		160.00	
		03/13/2019	W 19MAR2	005903		169626	9745			
API	A3143124-54180						OTHER SUPPLIES		757.96	
		03/13/2019	W 19MAR2	005903		169627	9745			
API	F3638334-54330						REPAIRS & MAINTENANCE EQUIPMEN		232.31	
		03/13/2019	W 19MAR2	002843		169628	NYMEC1264			
API	F3638354-54180						OTHER SUPPLIES		1,523.88	
		03/13/2019	W 19MAR2	005084	190202	169629	14480			
POL	F3638354-54180						OTHER SUPPLIES	4		1,523.88
		03/13/2019	LIQ/INV	005084	190202	169629	14480	2019		
API	A3021694-54740						SERVICE CONTRACTS - EQUIPMENT		1,215.00	
		03/13/2019	W 19MAR2	007350	190006	169630	37216			
POL	A3021694-54740						SERVICE CONTRACTS - EQUIPMENT	4		1,215.00
		03/13/2019	LIQ/INV	007350	190006	169630	37216	2019		
API	A3638184-54719						PROF SERVICES LANDFILL LINE		37.00	
		03/13/2019	W 19MAR2	004899	180906	169631	10258-0007-001			
POL	A3638184-54719						PROF SERVICES LANDFILL LINE	4		37.00
		03/13/2019	LIQ/INV	004899	180906	169631	10258-0007-001	2018		
API	A3011424-54720						SERVICE CONTRACTS - PROF SERV		99.43	
		03/13/2019	W 19MAR2	004899	180469	169632	ADDENDUM 3			
POL	A3011424-54720						SERVICE CONTRACTS - PROF SERV	4		99.43
		03/13/2019	LIQ/INV	004899	180469	169632	ADDENDUM 3	2018		

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API	A3011424-54720	03/13/2019 W	19MAR2	004899	180918	169633	SERVICE CONTRACTS - PROF SERV ADDEDNUM FOUR		1,177.07	
POL	A3011424-54720	03/13/2019 LIQ/INV		004899	180918	169633	SERVICE CONTRACTS - PROF SERV ADDEDNUM FOUR	4 2018		1,177.07
API	A3638184-54719	03/13/2019 W	19MAR2	004899	180906	169634	PROF SERVICES LANDFILL LINE 69293		1,534.58	
POL	A3638184-54719	03/13/2019 LIQ/INV		004899	180906	169634	PROF SERVICES LANDFILL LINE 69293	4 2018		1,534.58
API	A3031624-54610	03/13/2019 W	19MAR2	003084		169635	REPAIRS & MAINTENANCE BUILDING 57289		353.11	
API	F3638334-54330	03/13/2019 W	19MAR2	003084		169636	REPAIRS & MAINTENANCE EQUIPMEN 57289		800.07	
API	F3638334-54610	03/13/2019 W	19MAR2	003084		169637	REPAIRS & MAINTENANCE BUILDING 57289		145.32	
API	A3031624-54610	03/13/2019 W	19MAR2	003084		169637	REPAIRS & MAINTENANCE BUILDING 57289		1,069.67	
API	A3638564-54520	03/13/2019 W	19MAR2	002421		169638	GAS & OIL 1003133		74.74	
API	A046-42025	03/13/2019 W	19MAR2	008170		169639	RENTAL ICE RINK WEIBEL REFUND ICE INTRO		65.00	
API	A3143124-54160	03/13/2019 W	19MAR2	000198	190215	169640	UNIFORMS 1001581618		47.50	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	190215	169640	UNIFORMS 1001581618	4 2019		47.50
API	A3143124-54160	03/13/2019 W	19MAR2	000198	190270	169641	UNIFORMS 1001581618		76.46	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	190270	169641	UNIFORMS 1001581618	4 2019		76.46
API	A3143124-54160	03/13/2019 W	19MAR2	000198	180771	169642	UNIFORMS 1001581618		95.00	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	180771	169642	UNIFORMS 1001581618	4 2018		95.00
API	A3143124-54160	03/13/2019 W	19MAR2	000198	190271	169643	UNIFORMS 1001581618		234.00	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	190271	169643	UNIFORMS 1001581618	4 2019		234.00
API	A3143414-54160	03/13/2019 W	19MAR2	000198		169644	UNIFORMS 1001593666		345.56	
API	A3143124-54160	03/13/2019 W	19MAR2	000198	180772	169645	UNIFORMS 1001581618		516.98	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	180772	169645	UNIFORMS 1001581618	4 2018		516.98
API	A3143124-54160	03/13/2019 W	19MAR2	000198	180753	169646	UNIFORMS 1001581618		555.78	
POL	A3143124-54160	03/13/2019 LIQ/INV		000198	180753	169646	UNIFORMS 1001581618	4 2018		555.78
API	A3143124-54160	03/13/2019 W	19MAR2	000198	180785	169647	UNIFORMS 1001581618		700.00	
POL	A3143124-54160						UNIFORMS	4		700.00

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API	A3051414-54490	03/13/2019	LIQ/INV	000198	180785	169647	1001581618	2018		
		03/13/2019 W	19MAR2	000376		169648	GENERAL ADVERTISING		81.77	
API	A3051414-54490	03/13/2019 W	19MAR2	000376		169649	90122			
		03/13/2019 W	19MAR2	000376		169649	GENERAL ADVERTISING		172.61	
API	E3577164-54720	03/13/2019 W	19MAR2	000190		169650	90122			
		03/13/2019 W	19MAR2	000190		169650	SERVICE CONTRACTS - PROF SERV		1,053.00	
API	A3143314-54332	03/13/2019 W	19MAR2	007467	180863	169651	SA3895			
		03/13/2019 W	19MAR2	007467	180863	169651	MATERIALS & REPAIRS TRAFFIC LT		8,674.00	
POL	A3143314-54332	03/13/2019 LIQ/INV		007467	180863	169651	7206			
		03/13/2019 LIQ/INV		007467	180863	169651	MATERIALS & REPAIRS TRAFFIC LT 4			8,674.00
API	A3011424-54720	03/13/2019 W	19MAR2	007562	180862	169654	7206	2018		
		03/13/2019 W	19MAR2	007562	180862	169654	SERVICE CONTRACTS - PROF SERV		4,727.50	
POL	A3011424-54720	03/13/2019 LIQ/INV		007562	180862	169654	ADDENDUM 1			
		03/13/2019 LIQ/INV		007562	180862	169654	SERVICE CONTRACTS - PROF SERV 4			4,727.50
API	A3031654-54330	03/13/2019 W	19MAR2	000189		169655	ADDENDUM 1	2018		
		03/13/2019 W	19MAR2	000189		169655	REPAIRS & MAINTENANCE EQUIPMEN		189.24	
API	A3143412-52601	03/13/2019 W	19MAR2	000189		169656	800013294			
		03/13/2019 W	19MAR2	000189		169656	FIRE EQUIPMENT		396.04	
API	A3143414-54150	03/13/2019 W	19MAR2	006100	180287	169657	849444310			
		03/13/2019 W	19MAR2	006100	180287	169657	EMS SUPPLIES		1,455.72	
POL	A3143414-54150	03/13/2019 LIQ/INV		006100	180287	169657	2534048			
		03/13/2019 LIQ/INV		006100	180287	169657	EMS SUPPLIES	4		1,455.72
API	A3031624-54610	03/13/2019 W	19MAR2	000211	190230	169659	2534048	2018		
		03/13/2019 W	19MAR2	000211	190230	169659	REPAIRS & MAINTENANCE BUILDING		567.91	
POL	A3031624-54610	03/13/2019 LIQ/INV		000211	190230	169659	7694			
		03/13/2019 LIQ/INV		000211	190230	169659	REPAIRS & MAINTENANCE BUILDING 4			567.91
API	A3335014-54510	03/13/2019 W	19MAR2	007831		169660	7694	2019		
		03/13/2019 W	19MAR2	007831		169660	REPAIRS & MAINTENANCE VEHICLE		56.73	
API	A3335014-54510	03/13/2019 W	19MAR2	007831		169661	1289			
		03/13/2019 W	19MAR2	007831		169661	REPAIRS & MAINTENANCE VEHICLE		666.43	
API	A3335124-54510	03/13/2019 W	19MAR2	007831		169662	T610126			
		03/13/2019 W	19MAR2	007831		169662	REPAIRS & MAINTENANCE VEHICLE		1,213.31	
API	A3143124-54180	03/13/2019 W	19MAR2	002439		169663	1289			
		03/13/2019 W	19MAR2	002439		169663	OTHER SUPPLIES		20.49	
API	A3031654-54320	03/13/2019 W	19MAR2	002439		169664	6035322538801519			
		03/13/2019 W	19MAR2	002439		169664	TOOLS		226.47	
API	A3567194-54610-3000	03/13/2019 W	19MAR2	002439		169664	6035322504016258			
		03/13/2019 W	19MAR2	002439		169664	REPAIRS & MAINTENANCE BUILDING		23.97	
API	G3638124-54180	03/13/2019 W	19MAR2	002439		169664	6035322504016258			
		03/13/2019 W	19MAR2	002439		169664	OTHER SUPPLIES		10.47	
API	A3567144-54610-3000	03/13/2019 W	19MAR2	002439		169665	6035322504016258			
		03/13/2019 W	19MAR2	002439		169665	REPAIRS & MAINTENANCE BUILDING		600.20	
API	A3335014-54180	03/13/2019 W	19MAR2	002439		169666	6035322504016258			
		03/13/2019 W	19MAR2	002439		169666	OTHER SUPPLIES		79.88	
API	A3335014-54180	03/13/2019 W	19MAR2	002439		169666	6035322504016258			
		03/13/2019 W	19MAR2	002439		169666	OTHER SUPPLIES		76.96	
API	A3567194-54610-3000	03/13/2019 W	19MAR2	002439		169666	6035322504016258			
		03/13/2019 W	19MAR2	002439		169666	REPAIRS & MAINTENANCE BUILDING		211.86	
		03/13/2019 W	19MAR2	002439		169666	6035322504016258			

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API	F3638354-54180	03/13/2019 W	19MAR2	002439		169666	OTHER SUPPLIES 6035322504016258		480.05	
API	A3335014-54180	03/13/2019 W	19MAR2	002439		169667	OTHER SUPPLIES 60353225040165258		1,298.50	
API	A3638564-54510	03/13/2019 W	19MAR2	002747		169668	REPAIRS & MAINTENANCE VEHICLE CSDPW		375.00	
API	G3638124-54331	03/13/2019 W	19MAR2	002308		169669	REPAIRS & MAINTENANCE PUMPS 3/4/19		95.00	
API	F3638334-54330	03/13/2019 W	19MAR2	000878		169670	REPAIRS & MAINTENANCE EQUIPMEN 00026447		391.76	
API	E3577164-54720	03/13/2019 W	19MAR2	006549		169671	SERVICE CONTRACTS - PROF SERV 102118		291.84	
API	E3577184-54760	03/13/2019 W	19MAR2	008049	190249	169672	LEGAL 3908		15,682.50	
POL	E3577184-54760	03/13/2019 LIQ/INV		008049	190249	169672	LEGAL 3908	4 2019		15,682.50
API	A3021694-54740	03/13/2019 W	19MAR2	006774		169673	SERVICE CONTRACTS - EQUIPMENT 1/29/19		720.00	
API	A3143324-54160	03/13/2019 W	19MAR2	007460		169674	UNIFORMS CLOTHING REIMB		99.98	
API	F3638334-54510	03/13/2019 W	19MAR2	008168		169675	REPAIRS & MAINTENANCE VEHICLE 5873550		237.59	
API	A3335014-54510	03/13/2019 W	19MAR2	008168		169676	REPAIRS & MAINTENANCE VEHICLE 5873550		448.20	
API	A3335014-54510	03/13/2019 W	19MAR2	008168		169676	REPAIRS & MAINTENANCE VEHICLE 5873550			80.00
API	A3335014-54510	03/13/2019 W	19MAR2	008168		169676	REPAIRS & MAINTENANCE VEHICLE 5873550			97.60
API	F3638354-54510	03/13/2019 W	19MAR2	008168		169676	REPAIRS & MAINTENANCE VEHICLE 5873550		87.68	
API	A3031594-54610	03/13/2019 W	19MAR2	000270		169677	REPAIRS & MAINTENANCE BUILDING DPW		28.50	
API	A3031634-54610	03/13/2019 W	19MAR2	000270		169677	VC REPAIRS & MAINTENANCE BUILD DPW		38.50	
API	A3537114-54720	03/13/2019 W	19MAR2	000270		169677	SERVICE CONTRACTS - PROF SERV DPW		105.50	
API	A3537214-54610	03/13/2019 W	19MAR2	000270		169677	REPAIRS & MAINTENANCE BUILDING DPW		38.50	
API	A3567174-54720-3000	03/13/2019 W	19MAR2	000270		169677	SERVICE CONTRACTS - PROF SERV DPW		79.50	
API	A3567194-54720-3000	03/13/2019 W	19MAR2	000270		169677	SERVICE CONTRACTS - PROF SERV DPW		68.50	
API	A3031594-54610	03/13/2019 W	19MAR2	000270	190229	169678	REPAIRS & MAINTENANCE BUILDING ALARM SERVICES		28.50	
API	A3031624-54720	03/13/2019 W	19MAR2	000270	190229	169678	SERVICE CONTRACTS - PROF SERV ALARM SERVICES		145.50	
API	A3031634-54610	03/13/2019 W	19MAR2	000270	190229	169678	VC REPAIRS & MAINTENANCE BUILD ALARM SERVICES		38.50	
API	A3537114-54720						SERVICE CONTRACTS - PROF SERV		105.50	

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		03/13/2019	W 19MAR2	000270	190229	169678	ALARM SERVICES			
API	A3537214-54610						REPAIRS & MAINTENANCE BUILDING		38.50	
		03/13/2019	W 19MAR2	000270	190229	169678	ALARM SERVICES			
API	A3567194-54720-3000						SERVICE CONTRACTS - PROF SERV		68.50	
		03/13/2019	W 19MAR2	000270	190229	169678	ALARM SERVICES			
POL	A3031594-54610						REPAIRS & MAINTENANCE BUILDING 4			28.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
POL	A3031624-54720						SERVICE CONTRACTS - PROF SERV 4			145.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
POL	A3031634-54610						VC REPAIRS & MAINTENANCE BUILD 4			38.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
POL	A3537114-54720						SERVICE CONTRACTS - PROF SERV 4			105.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
POL	A3537214-54610						REPAIRS & MAINTENANCE BUILDING 4			38.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
POL	A3567194-54720-3000						SERVICE CONTRACTS - PROF SERV 4			68.50
		03/13/2019	LIQ/INV	000270	190229	169678	ALARM SERVICES 2019			
API	G3638124-54331						REPAIRS & MAINTENANCE PUMPS		1,050.00	
		03/13/2019	W 19MAR2	000270	190076	169679	SEWER MONITORING			
POL	G3638124-54331						REPAIRS & MAINTENANCE PUMPS 4			1,050.00
		03/13/2019	LIQ/INV	000270	190076	169679	SEWER MONITORING 2019			
API	A3335014-54160						UNIFORMS		104.06	
		03/13/2019	W 19MAR2	003272		169680	96797			
API	A3335014-54160						UNIFORMS		356.77	
		03/13/2019	W 19MAR2	003272		169681	96797			
API	A3335014-54160						UNIFORMS		358.50	
		03/13/2019	W 19MAR2	003272		169682	96797			
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		65.00	
		03/13/2019	W 19MAR2	000271		169683	2/12/19			
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		475.00	
		03/13/2019	W 19MAR2	000271	190292	169684	LEASED VEHICLES			
POL	A3143124-54720						SERVICE CONTRACTS - PROF SERV 4			475.00
		03/13/2019	LIQ/INV	000271	190292	169684	LEASED VEHICLES 2019			
API	A046-42024						INDOOR REC FACILITY RENT		50.00	
		03/13/2019	W 19MAR2	008181		169685	REFUND JR SLUGGERS			
API	E3577164-54510						REPAIRS & MAINTENANCE VEHICLE		41.00	
		03/13/2019	W 19MAR2	006325		169686	REIMB			
API	E3577164-54230						DUES		489.00	
		03/13/2019	W 19MAR2	006279		169687	1307491			
API	A3143412-52601						FIRE EQUIPMENT		384.38	
		03/13/2019	W 19MAR2	004407	180750	169688	C35875			
POL	A3143412-52601						FIRE EQUIPMENT	4		384.38
		03/13/2019	LIQ/INV	004407	180750	169688	C35875	2018		
API	H3146952-52000-1256						CAPITAL PROJECT OUTLAY		120.00	
		03/13/2019	W 19MAR2	005250	180486	169689	1823			
POL	H3146952-52000-1256						CAPITAL PROJECT OUTLAY	4		120.00
		03/13/2019	LIQ/INV	005250	180486	169689	1823	2018		
API	A3618684-54720-8020						SERVICE CONTRACTS - PROF SERV		657.00	
		03/13/2019	W 19MAR2	004204	190009	169690	LEGAL			

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POL	A3618684-54720-8020						SERVICE CONTRACTS - PROF SERV	4		657.00
		03/13/2019	LIQ/INV	004204	190009	169690	LEGAL	2019		
API	A3031654-54160						UNIFORMS		103.47	
		03/13/2019	W 19MAR2	004678	190057	169691	PANTS/SHREVE			
POL	A3031654-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190057	169691	PANTS/SHREVE	2019		
API	A3335014-54160						UNIFORMS		149.99	
		03/13/2019	W 19MAR2	004678	190066	169693	BOOTS/LANDER			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190066	169693	BOOTS/LANDER	2019		
API	A3031624-54160						UNIFORMS		158.98	
		03/13/2019	W 19MAR2	004678	190032	169694	BOOTS/WINE			
POL	A3031624-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190032	169694	BOOTS/WINE	2019		
API	A3335124-54160						UNIFORMS		159.99	
		03/13/2019	W 19MAR2	004678	190112	169695	BOOTS/RAIA			
POL	A3335124-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190112	169695	BOOTS/RAIA	2019		
API	A3335014-54160						UNIFORMS		178.15	
		03/13/2019	W 19MAR2	004678	190091	169696	PANTS/GARY			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190091	169696	PANTS/GARY	2019		
API	A3031624-54160						UNIFORMS		184.45	
		03/13/2019	W 19MAR2	004678	190035	169697	PANTS/DEGEN			
POL	A3031624-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190035	169697	PANTS/DEGEN	2019		
API	A3638184-54160						UNIFORMS		188.95	
		03/13/2019	W 19MAR2	004678	190166	169698	BOOTS/BOVEE			
POL	A3638184-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190166	169698	BOOTS/BOVEE	2019		
API	A3031624-54160						UNIFORMS		192.98	
		03/13/2019	W 19MAR2	004678	190034	169699	BOOTS/DEGEN			
POL	A3031624-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190034	169699	BOOTS/DEGEN	2019		
API	A3031624-54160						UNIFORMS		197.95	
		03/13/2019	W 19MAR2	004678	190033	169700	PANTS/WINE			
POL	A3031624-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190033	169700	PANTS/WINE	2019		
API	A3335014-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190090	169701	BOOTS/GARY			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190090	169701	BOOTS/GARY	2019		
API	A3031654-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190044	169702	BOOTS/HILLIKER			
POL	A3031654-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190044	169702	BOOTS/HILLIKER	2019		
API	A3031654-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190045	169703	PANTS/HILLIKER			
POL	A3031654-54160						UNIFORMS	4		200.00

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		03/13/2019	LIQ/INV	004678	190045	169703	PANTS/HILLIKER	2019		
API	A3335014-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190095	169704	PANTS/THOMAS SR.			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190095	169704	PANTS/THOMAS SR.	2019		
API	A3335014-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190103	169705	PANTS/PREVOST			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190103	169705	PANTS/PREVOST	2019		
API	A3335014-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190110	169706	BOOTS/WILLARD			
POL	A3335014-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190110	169706	BOOTS/WILLARD	2019		
API	A3537114-54160						UNIFORMS		200.00	
		03/13/2019	W 19MAR2	004678	190142	169707	BOOTS/FLANDERS			
POL	A3537114-54160						UNIFORMS	4		200.00
		03/13/2019	LIQ/INV	004678	190142	169707	BOOTS/FLANDERS	2019		
API	A3143414-54570						TRAINING		64.25	
		03/13/2019	W 19MAR2	004281		169708	TRAVEL			
API	A3143124-54720						SERVICE CONTRACTS - PROF SERV		135.00	
		03/13/2019	W 19MAR2	006615		169709	3/1/19			
API	A3335124-54400						SALT & SAND		12,821.94	
		03/13/2019	W 19MAR2	006960	190234	169710	SALT			
POL	A3335124-54400						SALT & SAND	4		12,821.94
		03/13/2019	LIQ/INV	006960	190234	169710	SALT	2019		
API	A3335124-54400						SALT & SAND		19,291.00	
		03/13/2019	W 19MAR2	006960	190234	169711	5401789579			
POL	A3335124-54400						SALT & SAND	4		19,291.00
		03/13/2019	LIQ/INV	006960	190234	169711	5401789579	2019		
API	Y3618654-54492-453						MOTHER SUSAN ANDERSON EMERGENC	Y	1,050.65	
		03/13/2019	W 19MAR2	003920		169712	2018 CDBG			
API	A3143634-54747						AMBULANCE BILLING CONTRACTED S		6,798.71	
		03/13/2019	W 19MAR2	006306	190281	169713	AMBULANCE BILLING			
POL	A3143634-54747						AMBULANCE BILLING CONTRACTED S 4	4		6,798.71
		03/13/2019	LIQ/INV	006306	190281	169713	AMBULANCE BILLING	2019		
API	A3143414-54570						TRAINING		183.00	
		03/13/2019	W 19MAR2	003321		169714	TRAVEL			
API	A3567144-54510-3000						REPAIRS & MAINTENANCE VEHICLE		263.00	
		03/13/2019	W 19MAR2	005237		169715	4305			
API	A3567194-54510-3000						REPAIRS & MAINTENANCE VEHICLE		6.01	
		03/13/2019	W 19MAR2	005237		169715	4305			
API	F3638334-54510						REPAIRS & MAINTENANCE VEHICLE		20.98	
		03/13/2019	W 19MAR2	005237		169715	4305			
API	F3638334-54510						REPAIRS & MAINTENANCE VEHICLE		19.99	
		03/13/2019	W 19MAR2	005237		169715	4305			
API	G3638124-54510						REPAIRS & MAINTENANCE VEHICLE		6.53	
		03/13/2019	W 19MAR2	005237		169715	4305			
API	A3335014-54510						REPAIRS & MAINTENANCE VEHICLE		1,714.67	
		03/13/2019	W 19MAR2	005237		169716	4305			

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API	A3011474-54740	03/13/2019 W	19MAR2	006512		169717	SERVICE CONTRACTS - EQUIPMENT CS06-001		40.40	
API	A3021314-54740	03/13/2019 W	19MAR2	006512		169718	SERVICE CONTRACTS - EQUIPMENT CO31		70.00	
API	E3577164-54720	03/13/2019 W	19MAR2	006512		169719	SERVICE CONTRACTS - PROF SERV SS14		126.98	
API	A3143314-54332	03/13/2019 W	19MAR2	000656	180789	169720	MATERIALS & REPAIRS TRAFFIC LT 2/19/19		525.00	
POL	A3143314-54332	03/13/2019 LIQ/INV		000656	180789	169720	MATERIALS & REPAIRS TRAFFIC LT 4 2/19/19	2018		525.00
API	A3143312-52802	03/13/2019 W	19MAR2	000691	190279	169721	TOOLS & EQUIPMENT 4759608		663.98	
POL	A3143312-52802	03/13/2019 LIQ/INV		000691	190279	169721	TOOLS & EQUIPMENT 4759608	4 2019		663.98
API	A3011214-54250	03/13/2019 W	19MAR2	000305		169722	CONFERENCE REGISTRATION 2/26/19		200.00	
API	A3143124-54230	03/13/2019 W	19MAR2	000300		169723	DUES BRISCOE		150.00	
API	A3031444-54250	03/13/2019 W	19MAR2	000795		169724	CONFERENCE REGISTRATION T. WALES		355.00	
API	A3335124-54400	03/13/2019 W	19MAR2	000327	190210	169725	SALT & SAND 19018		9,589.75	
POL	A3335124-54400	03/13/2019 LIQ/INV		000327	190210	169725	SALT & SAND 19018	4 2019		9,589.75
API	A3011654-54730	03/13/2019 W	19MAR2	000328		169726	SERVICE CONTRACTS MAINTENANCE 0011554268		285.54	
API	A3011654-54730	03/13/2019 W	19MAR2	000328		169727	SERVICE CONTRACTS MAINTENANCE 0011554268	Y	386.10	
API	A3143124-54740	03/13/2019 W	19MAR2	006294		169728	SERVICE CONTRACTS - EQUIPMENT (MA)SARAT,SP		665.00	
API	A3143124-54979	03/13/2019 W	19MAR2	005080		169729	HORSE CARE 3/11/19		852.90	
API	A3143124-54979	03/13/2019 W	19MAR2	005080		169730	HORSE CARE 3/11/19		852.90	
API	A3143014-54740	03/13/2019 W	19MAR2	000223		169731	SERVICE CONTRACTS - EQUIPMENT 4659857		16.57	
API	A3143124-54740	03/13/2019 W	19MAR2	000223		169732	SERVICE CONTRACTS - EQUIPMENT 4659857		24.72	
API	A3143124-54740	03/13/2019 W	19MAR2	000223		169733	SERVICE CONTRACTS - EQUIPMENT 4659857		36.44	
API	A3143124-54740	03/13/2019 W	19MAR2	000223		169734	SERVICE CONTRACTS - EQUIPMENT 4659857		53.53	
API	A3143124-54740	03/13/2019 W	19MAR2	000223		169735	SERVICE CONTRACTS - EQUIPMENT 323252- 1023244A3		62.56	
API	A3143124-54740	03/13/2019 W	19MAR2	000223		169736	SERVICE CONTRACTS - EQUIPMENT 4659909		204.89	
API	A3031654-54330	03/13/2019 W	19MAR2	000873		169737	REPAIRS & MAINTENANCE EQUIPMEN 1/21/19		277.26	
API	E3577164-54201						BUSINESS EXPENSE/SALES		40.60	

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		03/13/2019	W 19MAR2	007074		169738	REIMB EXPO			
API	A3143014-54300	03/13/2019	W 19MAR2	006777		169739	PARKING TICKET SUPPLIES		1,495.00	
API	E3577164-54140	03/13/2019	W 19MAR2	000409	190294	169740	2/15/19 JANITORIAL SUPPLIES		187.00	
POL	E3577164-54140	03/13/2019	LIQ/INV	000409	190294	169740	CLEANER			187.00
API	E3577164-54140	03/13/2019	W 19MAR2	000409	190289	169741	JANITORIAL SUPPLIES	4 2019	1,386.00	
POL	E3577164-54140	03/13/2019	LIQ/INV	000409	190289	169741	CLEANER			1,386.00
API	A3567154-54180	03/13/2019	W 19MAR2	000804		169742	JANITORIAL SUPPLIES		604.58	
API	A3143124-54510	03/13/2019	W 19MAR2	006851		169743	WAX		2,183.03	
API	A3143414-54510	03/13/2019	W 19MAR2	006851		169743	JANITORIAL SUPPLIES	4 2019	380.89	
API	A3143414-54520	03/13/2019	W 19MAR2	006851		169743	WAX		35.96	
API	A3143124-54180	03/13/2019	W 19MAR2	006943		169744	OTHER SUPPLIES		188.88	
API	A3517524-54752	03/13/2019	W 19MAR2	000497	190302	169745	309169		18,942.75	
POL	A3517524-54752	03/13/2019	LIQ/INV	000497	190302	169745	REPAIRS & MAINTENANCE VEHICLE			18,942.75
API	Y3618684-54420-463	03/13/2019	W 19MAR2	000398		169746	4310	Y	20.00	
API	A3517554-54720	03/13/2019	W 19MAR2	006286	190306	169747	REPAIRS & MAINTENANCE VEHICLE		2,919.00	
POL	A3517554-54720	03/13/2019	LIQ/INV	006286	190306	169747	4310			2,919.00
API	A3143414-54150	03/13/2019	W 19MAR2	000368		169748	GAS & OIL		17.04	
API	A3618684-54489	03/13/2019	W 19MAR2	005832		169749	4310		18,000.00	
API	A3567154-54600	03/13/2019	W 19MAR2	004701	190213	169750	OTHER SUPPLIES		130.00	
POL	A3567154-54600	03/13/2019	LIQ/INV	004701	190213	169750	2019			130.00
API	E3577164-54140	03/13/2019	W 19MAR2	000371		169751	ADVERTISING		33.94	
API	A3143124-54180	03/13/2019	W 19MAR2	000371		169752	L. CONNORS		22.91	
API	A3143414-54610	03/13/2019	W 19MAR2	000371		169752	SERVICE CONTRACTS - PROF SERV		22.99	
API	A3143314-54390	03/13/2019	W 19MAR2	000371		169752	FLAGS		47.42	
API	A3537114-54330	03/13/2019	W 19MAR2	000371		169753	SERVICE CONTRACTS - PROF SERV	4 2019		107.94
		03/13/2019	W 19MAR2	000371		169753	2529			
		03/13/2019	W 19MAR2	000371		169753	ADVERTISING			
		03/13/2019	W 19MAR2	000371		169753	JANITORIAL SUPPLIES			
		03/13/2019	W 19MAR2	000371		169753	1903-178270			
		03/13/2019	W 19MAR2	000371		169753	OTHER SUPPLIES			
		03/13/2019	W 19MAR2	000371		169753	209150			
		03/13/2019	W 19MAR2	000371		169753	REPAIRS & MAINTENANCE BUILDING			
		03/13/2019	W 19MAR2	000371		169753	209150			
		03/13/2019	W 19MAR2	000371		169753	MAINTENANCE SUPPLIES			
		03/13/2019	W 19MAR2	000371		169753	209150			
		03/13/2019	W 19MAR2	000371		169753	REPAIRS & MAINTENANCE EQUIPMEN			
		03/13/2019	W 19MAR2	000371		169753	4343			

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API	A3537114-54330	03/13/2019 W	19MAR2	000371		169753	REPAIRS & MAINTENANCE EQUIPMEN 4343		25.99	
API	A3537114-54330	03/13/2019 W	19MAR2	000371		169753	REPAIRS & MAINTENANCE EQUIPMEN 4343		72.66	
API	A3537114-54330	03/13/2019 W	19MAR2	000371		169753	REPAIRS & MAINTENANCE EQUIPMEN 4343		44.57	
API	F3638334-54330	03/13/2019 W	19MAR2	000371		169753	REPAIRS & MAINTENANCE EQUIPMEN 4343		58.65	
API	E3577164-54420	03/13/2019 W	19MAR2	004701		169754	ADVERTISING 2/28/19		725.00	
API	A3143124-54970	03/13/2019 W	19MAR2	000399		169755	K-9 CARE RIKI		231.14	
API	A3051414-54490	03/13/2019 W	19MAR2	000374		169756	GENERAL ADVERTISING 19397		55.32	
API	A3021364-54420	03/13/2019 W	19MAR2	000374		169757	ADVERTISING 19268		190.40	
API	A3051414-54490	03/13/2019 W	19MAR2	000374		169758	GENERAL ADVERTISING 19397		253.05	
API	A3567144-54600	03/13/2019 W	19MAR2	000374		169759	ADVERTISING 18387		500.00	
API	A3051414-54490	03/13/2019 W	19MAR2	000374		169760	GENERAL ADVERTISING 19397		506.02	
API	A3143414-54971	03/13/2019 W	19MAR2	007072		169761	TUITION REIMBURSEMENT TUITION REIMB		2,819.00	
API	A3031624-54610	03/13/2019 W	19MAR2	002787	190074	169762	REPAIRS & MAINTENANCE BUILDING 8105010339		455.34	
API	A3031644-54612	03/13/2019 W	19MAR2	002787	190074	169762	ARTS CENTER REPAIRS & MAIN 8105010339		455.34	
POL	A3031624-54610	03/13/2019 LIQ/INV		002787	190074	169762	REPAIRS & MAINTENANCE BUILDING 4 8105010339 2019			455.34
POL	A3031644-54612	03/13/2019 LIQ/INV		002787	190074	169762	ARTS CENTER REPAIRS & MAIN 4 8105010339 2019			455.34
API	A3638184-54720	03/13/2019 W	19MAR2	007852	180249	169763	SERVICE CONTRACTS - PROF SERV 07218139.00		1,191.91	
POL	A3638184-54720	03/13/2019 LIQ/INV		007852	180249	169763	SERVICE CONTRACTS - PROF SERV 4 07218139.00 2018			1,191.91
API	A3638184-54720	03/13/2019 W	19MAR2	007852	190011	169764	SERVICE CONTRACTS - PROF SERV 07218139.00		1,300.00	
POL	A3638184-54720	03/13/2019 LIQ/INV		007852	190011	169764	SERVICE CONTRACTS - PROF SERV 4 07218139.00 2019			1,300.00
API	F3638314-54720	03/13/2019 W	19MAR2	000814		169765	SERVICE CONTRACTS - PROF SERV 722007		1,949.94	
API	A3638564-54320	03/13/2019 W	19MAR2	007972		169766	TOOLS 2/6/19		94.98	
API	A3537114-54610	03/13/2019 W	19MAR2	000378		169767	REPAIRS & MAINTENANCE BUILDING 5126-4937-7		727.45	
API	A3567194-54610-3000	03/13/2019 W	19MAR2	007850		169768	REPAIRS & MAINTENANCE BUILDING 043073001		774.08	
API	F3638334-54720						SERVICE CONTRACTS - PROF SERV		1,835.00	

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		03/13/2019	W 19MAR2	006737	180459	169769	2101498191			
POL	F3638334-54720						SERVICE CONTRACTS - PROF SERV 4			1,835.00
		03/13/2019	LIQ/INV	006737	180459	169769	2101498191	2018		
API	A3335014-54520						GAS & OIL		8,865.41	
		03/13/2019	W 19MAR2	008048		169770	27640000			
API	A3143124-54520						GAS & OIL		52.33	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3143414-54520						GAS & OIL		862.60	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3335014-54520						GAS & OIL		4,423.26	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3335124-54520						GAS & OIL		2,833.75	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3567144-54520-3000						GAS & OIL		261.30	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3638194-54520						GAS & OIL		345.94	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3638564-54520						GAS & OIL		193.91	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	F3638334-54520						GAS & OIL		241.29	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	F3638354-54520						GAS & OIL		332.36	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	G3638124-54520						GAS & OIL		647.94	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	G3638124-54520						GAS & OIL		142.66	
		03/13/2019	W 19MAR2	008048		169771	2764000			
API	A3143124-54110						OFFICE SUPPLIES		278.18	
		03/13/2019	W 19MAR2	002237		169772	DPS			
API	A3143314-54390						MAINTENANCE SUPPLIES		269.98	
		03/13/2019	W 19MAR2	002237		169772	DPS			
API	A3143314-54110						OFFICE SUPPLIES		37.79	
		03/13/2019	W 19MAR2	002237		169772	DPS			
API	A3567174-54180-3000						OTHER SUPPLIES		111.89	
		03/13/2019	W 19MAR2	005534		169773	2/18/19			
API	A3143414-54150						EMS SUPPLIES		624.09	
		03/13/2019	W 19MAR2	000502		169774	8000761			
API	A3143414-54570						TRAINING		64.25	
		03/13/2019	W 19MAR2	001656		169775	TRAVEL			
API	A3143314-54720						SERVICE CONTRACTS - PROF SERV		3,334.77	
		03/13/2019	W 19MAR2	002234	180899	169776	ONCALL MAINTENANCE SERVICES			
POL	A3143314-54720						SERVICE CONTRACTS - PROF SERV 4			3,334.77
		03/13/2019	LIQ/INV	002234	180899	169776	ONCALL MAINTENANCE SERVICE2018			
API	A3567244-54720-3000						SERVICE CONTRACTS - PROF SERV		184.00	
		03/13/2019	W 19MAR2	000806	190278	169777	0387749			
API	A3638184-54720						SERVICE CONTRACTS - PROF SERV		144.00	
		03/13/2019	W 19MAR2	000806	190278	169777	0387749			
POL	A3567244-54720-3000						SERVICE CONTRACTS - PROF SERV 4			184.00
		03/13/2019	LIQ/INV	000806	190278	169777	0387749	2019		

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POL	A3638184-54720	03/13/2019	LIQ/INV	000806	190278	169777	SERVICE CONTRACTS - PROF SERV 4 0387749	2019		144.00
API	A3143124-54140	03/13/2019	W 19MAR2	007061		169778	JANITORIAL SUPPLIES 712642		111.86	
API	E3577164-54610	03/13/2019	W 19MAR2	008149	190267	169779	REPAIRS & MAINTENANCE BUILDING WIRING		467.50	
POL	E3577164-54610	03/13/2019	LIQ/INV	008149	190267	169779	REPAIRS & MAINTENANCE BUILDING 4 WIRING	2019		467.50
API	A3335014-54510	03/13/2019	W 19MAR2	000420		169780	REPAIRS & MAINTENANCE VEHICLE 42260		457.00	
API	A3638564-54510	03/13/2019	W 19MAR2	000420		169781	REPAIRS & MAINTENANCE VEHICLE 2/15/19		646.00	
API	A3335014-54180	03/13/2019	W 19MAR2	000424		169782	OTHER SUPPLIES 00760625/02631		76.73	
API	A3031654-54180	03/13/2019	W 19MAR2	000424		169783	OTHER SUPPLIES 02631		127.14	
API	A3031964-54779	03/13/2019	W 19MAR2	007982	180573	169784	PROPERTY LOSS CITY BUILDING 2018.22		4,495.00	
POL	A3031964-54779	03/13/2019	LIQ/INV	007982	180573	169784	PROPERTY LOSS CITY BUILDING 4 2018.22	2018		4,495.00
API	A3143314-54740	03/13/2019	W 19MAR2	007001		169785	SERVICE CONTRACTS - EQUIPMENT 013887001		99.99	
API	A3021694-54740	03/13/2019	W 19MAR2	007001		169786	SERVICE CONTRACTS - EQUIPMENT 020946201		304.84	
API	A3051354-54720	03/13/2019	W 19MAR2	005846	180002	169787	SERVICE CONTRACTS - PROF SERV ARTICLE 7		925.15	
POL	A3051354-54720	03/13/2019	LIQ/INV	005846	180002	169787	SERVICE CONTRACTS - PROF SERV 4 ARTICLE 7	2018		925.15
API	F3638354-54510	03/13/2019	W 19MAR2	008136	190206	169788	REPAIRS & MAINTENANCE VEHICLE STEERING BOX		1,397.89	
POL	F3638354-54510	03/13/2019	LIQ/INV	008136	190206	169788	REPAIRS & MAINTENANCE VEHICLE 4 STEERING BOX	2019		1,549.86
API	A3011914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		1,420.50	
API	A3031914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200	Y	81,298.00	
API	A3041914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		28,410.00	
API	A3051914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		473.50	
API	A3061914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		1,420.50	
API	F3731914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		1,420.50	
API	G3731914-54773	03/13/2019	W 19MAR2	003723		169789	LIABILITY INSURANCE 7899Y9200		947.00	
API	H3031492-52000-1141	03/13/2019	W 19MAR2	007895	190077	169791	CAPITAL PROJECT OUTLAY COST ESTIMATING		4,495.40	
POL	H3031492-52000-1141						CAPITAL PROJECT OUTLAY	4		4,495.40

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API	A3143124-54720	03/13/2019	LIQ/INV	007895	190077	169791	COST ESTIMATING	2019		
		03/13/2019	W 19MAR2	007350	190280	169792	SERVICE CONTRACTS - PROF SERV		1,237.50	
POL	A3143124-54720	03/13/2019	LIQ/INV	007350	190280	169792	36454			
		03/13/2019	W 19MAR2	003256		169793	SERVICE CONTRACTS - PROF SERV	4		1,237.50
API	A3143124-54720	03/13/2019	LIQ/INV	007350	190280	169792	36454	2019		
		03/13/2019	W 19MAR2	003256		169793	SERVICE CONTRACTS - PROF SERV		51.66	
API	A3031624-54610	03/13/2019	LIQ/INV	003256	190075	169794	1290931			
		03/13/2019	W 19MAR2	003256	190075	169794	REPAIRS & MAINTENANCE BUILDING		68.01	
POL	A3031624-54610	03/13/2019	LIQ/INV	003256	190075	169794	1269237			
		03/13/2019	W 19MAR2	003256	190075	169795	REPAIRS & MAINTENANCE BUILDING	4		68.01
API	A3031654-54160	03/13/2019	LIQ/INV	003256	190075	169794	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169795	UNIFORMS		49.20	
API	A3031654-54210	03/13/2019	LIQ/INV	003256	190075	169795	1269237			
		03/13/2019	W 19MAR2	003256	190075	169795	GARAGE SUPPLIES		59.94	
API	A3537114-54610	03/13/2019	LIQ/INV	003256	190075	169795	1269237			
		03/13/2019	W 19MAR2	003256	190075	169795	REPAIRS & MAINTENANCE BUILDING		49.06	
API	A3567174-54180-3000	03/13/2019	LIQ/INV	003256	190075	169795	1269237			
		03/13/2019	W 19MAR2	003256	190075	169795	OTHER SUPPLIES		23.37	
POL	A3031654-54160	03/13/2019	LIQ/INV	003256	190075	169795	1269237			
		03/13/2019	W 19MAR2	003256	190075	169795	UNIFORMS	4		49.20
POL	A3031654-54210	03/13/2019	LIQ/INV	003256	190075	169795	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169795	GARAGE SUPPLIES	4		59.94
POL	A3537114-54610	03/13/2019	LIQ/INV	003256	190075	169795	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169795	REPAIRS & MAINTENANCE BUILDING	4		49.06
POL	A3567174-54180-3000	03/13/2019	LIQ/INV	003256	190075	169795	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169795	OTHER SUPPLIES	4		23.37
API	A3031624-54610	03/13/2019	LIQ/INV	003256	190075	169795	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169796	REPAIRS & MAINTENANCE BUILDING		84.07	
API	A3031654-54160	03/13/2019	LIQ/INV	003256	190075	169796	1269237			
		03/13/2019	W 19MAR2	003256	190075	169796	UNIFORMS		24.60	
API	A3031654-54210	03/13/2019	LIQ/INV	003256	190075	169796	1269237			
		03/13/2019	W 19MAR2	003256	190075	169796	GARAGE SUPPLIES		37.54	
API	A3537114-54610	03/13/2019	LIQ/INV	003256	190075	169796	1269237			
		03/13/2019	W 19MAR2	003256	190075	169796	REPAIRS & MAINTENANCE BUILDING		45.98	
POL	A3031624-54610	03/13/2019	LIQ/INV	003256	190075	169796	1269237			
		03/13/2019	W 19MAR2	003256	190075	169796	REPAIRS & MAINTENANCE BUILDING	4		84.07
POL	A3031654-54160	03/13/2019	LIQ/INV	003256	190075	169796	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169796	UNIFORMS	4		24.60
POL	A3031654-54210	03/13/2019	LIQ/INV	003256	190075	169796	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169796	GARAGE SUPPLIES	4		37.54
POL	A3537114-54610	03/13/2019	LIQ/INV	003256	190075	169796	1269237	2019		
		03/13/2019	W 19MAR2	003256	190075	169796	REPAIRS & MAINTENANCE BUILDING	4		45.98
API	A3021314-54120	03/13/2019	LIQ/INV	000330		169797	1269237	2019		
		03/13/2019	W 19MAR2	000330		169797	POSTAGE		235.00	
API	A3021694-54670	03/13/2019	LIQ/INV	001927		169798	#24			
		03/13/2019	W 19MAR2	001927		169798	PHONES		8.10	
API	A3143314-54751	03/13/2019	LIQ/INV	001927		169799	5185800781394241			
		03/13/2019	W 19MAR2	001927		169799	UTILITIES TRAFFIC LIGHTS		27.24	
		03/13/2019	W 19MAR2	001927		169799	5185837350095247			

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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	E3577164-54201	03/13/2019 W	19MAR2	007528		169800	BUSINESS EXPENSE/SALES 4121265990220290		5.95	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169800	BUSINESS EXPENSE/SALES 4121265990220290		3.05	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169800	BUSINESS EXPENSE/SALES 4121265990220290		12.73	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169800	BUSINESS EXPENSE/SALES 4121265990220290		55.26	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169800	BUSINESS EXPENSE/SALES 4121265990220290		50.96	
API	E3577164-54510	03/13/2019 W	19MAR2	007528		169800	REPAIRS & MAINTENANCE VEHICLE 4121265990220290		26.00	
API	E3577164-54510	03/13/2019 W	19MAR2	007528		169800	REPAIRS & MAINTENANCE VEHICLE 4121265990220290		13.00	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169801	BUSINESS EXPENSE/SALES 4121265990220290		10.75	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169801	BUSINESS EXPENSE/SALES 4121265990220290		11.99	
API	E3577164-54201	03/13/2019 W	19MAR2	007528		169801	BUSINESS EXPENSE/SALES 4121265990220290		15.37	
API	E3577164-54792	03/13/2019 W	19MAR2	007528		169801	MISCELLANEOUS 4121265990220290		15.69	
API	E3577164-54792	03/13/2019 W	19MAR2	007528		169801	MISCELLANEOUS 4121265990220290		16.94	
API	E3577164-54110	03/13/2019 W	19MAR2	007528		169801	OFFICE SUPPLIES 4121265990220290		79.98	
API	E3577164-54110	03/13/2019 W	19MAR2	007528		169801	OFFICE SUPPLIES 4121265990220290		39.98	
API	E3577164-54510	03/13/2019 W	19MAR2	007528		169801	REPAIRS & MAINTENANCE VEHICLE 4121265990220290		16.00	
API	A3113624-54670	03/13/2019 W	19MAR2	001831		169802	PHONES 942014876-00001		332.83	
API	A3021314-54110	03/13/2019 W	19MAR2	003346		169803	OFFICE SUPPLIES C1067550		40.45	
API	A3143124-54720	03/13/2019 W	19MAR2	003346		169804	SERVICE CONTRACTS - PROF SERV C2650013		55.95	
API	A3143414-54200	03/13/2019 W	19MAR2	003346		169804	HOUSE SUPPLIES C2650013		23.94	
API	A3031444-54110	03/13/2019 W	19MAR2	003346		169805	OFFICE SUPPLIES C1067550		23.98	
API	A3031444-54190	03/13/2019 W	19MAR2	003346		169805	DRAFTING SUPPLIES C1067550		80.09	
API	A3031654-54180	03/13/2019 W	19MAR2	003346		169806	OTHER SUPPLIES C2650013		29.97	
API	A3031654-54180	03/13/2019 W	19MAR2	003346		169806	OTHER SUPPLIES C2650013			36.00
API	A3031654-54180	03/13/2019 W	19MAR2	003346		169806	OTHER SUPPLIES C2650013			12.00
API	A3031654-54180	03/13/2019 W	19MAR2	003346		169806	OTHER SUPPLIES		59.94	

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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	A3537114-54180	03/13/2019 W	19MAR2	003346		169806	C2650013 OTHER SUPPLIES			6.00
API	A3537114-54180	03/13/2019 W	19MAR2	003346		169806	C2650013 OTHER SUPPLIES			18.00
API	A3537114-54180	03/13/2019 W	19MAR2	003346		169806	C2650013 OTHER SUPPLIES		29.97	
API	A3567194-54180-3000	03/13/2019 W	19MAR2	003346		169806	C2650013 OTHER SUPPLIES		59.94	
API	A3031444-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3031624-54180	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3143014-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3021314-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3113624-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3618684-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	Y3618684-54110-463	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES	Y	11.56	
API	A3011214-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3051414-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.57	
API	A3011474-54110	03/13/2019 W	19MAR2	003346		169807	C2650013 OFFICE SUPPLIES		11.56	
API	A3143124-54720	03/13/2019 W	19MAR2	003346		169808	C2650013 SERVICE CONTRACTS - PROF SERV		23.94	
API	A3143414-54200	03/13/2019 W	19MAR2	003346		169808	C2650013 HOUSE SUPPLIES		113.79	
API	E3577164-54140	03/13/2019 W	19MAR2	003346		169809	C1138768 JANITORIAL SUPPLIES		305.00	
API	A3113624-54110	03/13/2019 W	19MAR2	003346		169810	C1067550 OFFICE SUPPLIES		444.25	
API	A3031444-54110	03/13/2019 W	19MAR2	003346		169810	C1067550 OFFICE SUPPLIES		61.39	
API	A3618684-54110	03/13/2019 W	19MAR2	003346		169810	C1067550 OFFICE SUPPLIES		61.39	
API	A3143124-54979	03/13/2019 W	19MAR2	007275	190300	169811	HORSE CARE HORSE BOARD/CARE		1,200.00	
POL	A3143124-54979	03/13/2019 LIQ/INV	19MAR2	007275	190300	169811	HORSE CARE HORSE BOARD/CARE	4 2019		1,200.00
API	A3567174-54610-3000	03/13/2019 W	19MAR2	008162		169812	REPAIRS & MAINTENANCE BUILDING 00595-023329		31.28	
API	H3031652-52000-1180	03/13/2019 W	19MAR2	008162		169813	11 DEC REMEDIATION COSTS 23329	Y	991.65	

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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 A3537114-54610		03/13/2019 W	19MAR2	001973		169814	REPAIRS & MAINTENANCE BUILDING 13696		25.44	
API F3638334-54610		03/13/2019 W	19MAR2	001973		169814	REPAIRS & MAINTENANCE BUILDING 13696		18.53	
API G3638124-54610		03/13/2019 W	19MAR2	001973		169814	REPAIRS & MAINTENANCE BUILDING 13696		41.30	
API F3638334-54330		03/13/2019 W	19MAR2	001973		169815	REPAIRS & MAINTENANCE EQUIPMEN 13696		549.06	
API H3517142-52000-1200		03/13/2019 W	19MAR2	008196		169819	GEYSER ROAD TRAIL SETTLEMENT	Y	5,000.00	
API A3567144-54689		03/13/2019 W	19MAR2	008190		169820	EDUCATION CLARK/HIRLIMAN	Y	540.00	
API E3577164-54201		03/13/2019 W	19MAR2	000497		169821	BUSINESS EXPENSE/SALES 2019-02CC		1,416.67	
API H3517142-52000-1200		03/13/2019 W	19MAR2	000418		169822	GEYSER ROAD TRAIL SETTLEMENT	Y	35,000.00	
API H3638332-52000-1167		03/13/2019 W	19MAR2	006877	190223	169825	CAPITAL PROJECT OUTLAY INSTALLATION		30,290.75	
POL H3638332-52000-1167		03/13/2019 LIQ/INV		006877	190223	169825	CAPITAL PROJECT OUTLAY INSTALLATION	4 2019		30,290.75
GENERAL LEDGER TOTAL									594,238.52	357.54
API A-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			340,880.95
API E-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			43,754.28
API F-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			43,367.64
API G-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			10,190.18
API H-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			83,372.80
API V-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			61,232.92
API Y-2600		03/13/2019 W	19MAR2	B 3002			ACCOUNTS PAYABLE			11,082.21
POL A-1521		03/13/2019 W	19MAR2	B 3002			ENCUMBRANCES			144,869.93
POL E-1521		03/13/2019 W	19MAR2	B 3002			ENCUMBRANCES			27,153.07
POL F-1521		03/13/2019 W	19MAR2	B 3002			ENCUMBRANCES			7,286.74
POL G-1521		03/13/2019 W	19MAR2	B 3002			ENCUMBRANCES			1,050.00
POL H-1521		03/13/2019 W	19MAR2	B 3002			ENCUMBRANCES			42,381.15
POL A-2963							BUDGETARY FUND BALANCE RES ENC		144,869.93	

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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
		03/13/2019	W 19MAR2	B	3002					
POL	E-2963						BUDGETARY FUND BALANCE RES ENC		27,153.07	
		03/13/2019	W 19MAR2	B	3002					
POL	F-2963						BUDGETARY FUND BALANCE RES ENC		7,286.74	
		03/13/2019	W 19MAR2	B	3002					
POL	G-2963						BUDGETARY FUND BALANCE RES ENC		1,050.00	
		03/13/2019	W 19MAR2	B	3002					
POL	H-2963						BUDGETARY FUND BALANCE RES ENC		42,381.15	
		03/13/2019	W 19MAR2	B	3002					
SYSTEM GENERATED ENTRIES TOTAL									222,740.89	816,621.87
JOURNAL 2019/03/125 TOTAL									816,979.41	816,979.41
2019	3	125								
API	A-1522						EXPENDITURES		340,765.95	
		03/13/2019	W 19MAR2	B	3002					
API	E-1522						EXPENDITURES		43,754.28	
		03/13/2019	W 19MAR2	B	3002					
API	F-1522						EXPENDITURES		43,367.64	
		03/13/2019	W 19MAR2	B	3002					
API	G-1522						EXPENDITURES		10,190.18	
		03/13/2019	W 19MAR2	B	3002					
API	H-1522						EXPENDITURES		83,372.80	
		03/13/2019	W 19MAR2	B	3002					
API	V-1522						EXPENDITURES		61,232.92	
		03/13/2019	W 19MAR2	B	3002					
API	Y-1522						EXPENDITURES		11,082.21	
		03/13/2019	W 19MAR2	B	3002					
API	A-2980						REVENUES		115.00	
		03/13/2019	W 19MAR2	B	3002					

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FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
A	GENERAL FUND	2019	3	125	03/13/2019			
	A-1521					ENCUMBRANCES		144,869.93
	A-1522					EXPENDITURES	340,765.95	
	A-2600					ACCOUNTS PAYABLE		340,880.95
	A-2963					BUDGETARY FUND BALANCE RES ENC	144,869.93	
	A-2980					REVENUES	115.00	
						FUND TOTAL	485,750.88	485,750.88
E	CITY CENTER AUTHORITY	2019	3	125	03/13/2019			
	E-1521					ENCUMBRANCES		27,153.07
	E-1522					EXPENDITURES	43,754.28	
	E-2600					ACCOUNTS PAYABLE		43,754.28
	E-2963					BUDGETARY FUND BALANCE RES ENC	27,153.07	
						FUND TOTAL	70,907.35	70,907.35
F	WATER FUND	2019	3	125	03/13/2019			
	F-1521					ENCUMBRANCES		7,286.74
	F-1522					EXPENDITURES	43,367.64	
	F-2600					ACCOUNTS PAYABLE		43,367.64
	F-2963					BUDGETARY FUND BALANCE RES ENC	7,286.74	
						FUND TOTAL	50,654.38	50,654.38
G	SEWER FUND	2019	3	125	03/13/2019			
	G-1521					ENCUMBRANCES		1,050.00
	G-1522					EXPENDITURES	10,190.18	
	G-2600					ACCOUNTS PAYABLE		10,190.18
	G-2963					BUDGETARY FUND BALANCE RES ENC	1,050.00	
						FUND TOTAL	11,240.18	11,240.18
H	CAPITAL PROJECTS FUND	2019	3	125	03/13/2019			
	H-1521					ENCUMBRANCES		42,381.15
	H-1522					EXPENDITURES	83,372.80	
	H-2600					ACCOUNTS PAYABLE		83,372.80
	H-2963					BUDGETARY FUND BALANCE RES ENC	42,381.15	
						FUND TOTAL	125,753.95	125,753.95
V	DEBT SERVICE FUND	2019	3	125	03/13/2019			
	V-1522					EXPENDITURES	61,232.92	
	V-2600					ACCOUNTS PAYABLE		61,232.92
						FUND TOTAL	61,232.92	61,232.92
Y	COMMUNITY DEVELOPMENT FUND	2019	3	125	03/13/2019			
	Y-1522					EXPENDITURES	11,082.21	

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FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
Y-2600				ACCOUNTS PAYABLE		11,082.21
				FUND TOTAL	11,082.21	11,082.21

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



CITY OF SARATOGA SPRINGS

PLANNING & ECONOMIC DEVELOPMENT

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Saratoga Springs, New York 12866
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Bradley Birge
Administrator
Kate Maynard, AICP
Principal Planner
Susan Barden, AICP
Senior Planner
Lindsey Connors, MPA
Community Development Planner
Jennifer Merriman
Land Use Board Coordinator

Memorandum

To: Mayor Meg Kelly
Commissioners Franck, Madigan, Martin and Scirocco
From: Lindsey Connors
Date: March 12, 2019
Re: Citizen Advisory Committee recommendations for 2018 CDBG funding

Following one public hearing, Committee meetings and much discussion, the 12-member Community Development Citizen Advisory Committee will present its recommendations for 2018 CDBG Entitlement Grant funding to the City Council on Tuesday, March 19, 2018. Anticipated 2019 funding is \$314,614 in 2019 federal funds and \$10,994.71 in reprogrammed funds from previous years.

RECOMMENDED ACTIVITIES:

Mother Susan Anderson Emergency Shelter – Shelter Case Manager - \$21,000
Funding to provide for a part-time case manager at this emergency shelter for women and children, who will assist the residents in obtaining the services, housing, and healthcare they need.

Saratoga Affordable Housing Group – Allen Drive Apartments - \$17,000
Funding to provide for a full-time case manager that will assist low-income/disabled/elderly individuals to secure housing at Allen Drive, work with tenants to prevent evictions, and provide education and management services to assure the safety of all residents.

Legal Aid Society of Northeastern New York – Homelessness Prevention Project - \$10,000
Funding for a homelessness prevention program to provide free legal advice, referrals and representation to prevent unwarranted or illegal evictions of person of low and moderate income in Saratoga Springs.

Habitat for Humanity of Northern Saratoga, Warren and Washington Counties - \$75,000
Funding for the land acquisition to serve as the site for the construction of a single-family residence. Habitat for Humanity will partner with SONYMA (2% mortgage rates) and/or other local banks to provide an affordable mortgage to an income eligible partner family in the City.

Rebuilding Together Saratoga County – Housing Rehabilitation - \$100,000
Funding to support this housing rehabilitation program serving low-moderate income City homeowners.

Shelters of Saratoga – Shelter Improvements - \$20,000
Funding for the removal of a deteriorated driveway and parking lot, regrading and installation of

safe and adequate vehicle access and parking surfaces.

Saratoga Affordable Housing Group – Rehabilitation Allen Drive Apartments - \$19,416.16
Funding to continue the rehabilitation of 15 apartments of affordable housing on Allen Drive.

Community Development Program Administration - \$62,742.55

These funds finance the Community Development operating budget to cover the cost of payroll, fringe and program/office expenses.

The Committee would also like to recommend that Saratoga Springs Service agencies consider the use of a shared Case Manager where appropriate for clientele. This type of consolidation may make more efficient use of scarce resources, and provide opportunity for wider reach of essential services for Saratoga's most vulnerable populations.

I thank you for your attention to this matter. Should you have any questions regarding these recommendations, please contact me at extension 2575, Brad Birge at extension 2515, or the Citizen Advisory Committee Chair, Richard Ferguson, at 306-2710.

2019 PROGRAM YEAR APPLICATIONS

		REQUESTED	Recommended
Wellspring (DVRC)	Homelessness Prevention & Intervention	22,800.00	-
Mother Susan Anderson Emergency Shelter	Case Manager	22,000.00	21,000.00
Saratoga Affordable Housing Group	Allen Drive Case Manager	20,000.00	17,000.00
Legal Aid Society of Northeastern New York	Homelessness Prevention Project	16,000.00	10,000.00
Saratoga Economic Opportunity Council	Immigrant Advocacy Services	12,896.00	-
City of Saratoga Springs Recreation Department	Camp Saradac Scholarships	3,340.00	-
	SUBTOTAL	97,036.00	48,000.00
<i>Maximum Allowable 15 % of grant</i>		\$ 48,000.00	

NON-PUBLIC SERVICES

Habitat for Humanity	New Single Family Home - Land Acquisition	100,000.00	75,000.00
Rebuilding Together Saratoga County	Home Repairs for Low-Income Homeowners	100,000.00	100,000.00
Mercy House of Saratoga, Inc.	Shelter Modifications	75,000.00	-
Shelters of Saratoga	Shelter Improvements	66,300.00	20,000.00
Saratoga Affordable Housing Group	Allen Drive Apartments Rehabilitation	38,000.00	19,416.16
Universal Preservation Hall	Exterior Lighting Installation	30,000.00	-
AIM Services, Inc.	Finley Street Bathroom Renovation	15,000.00	-
Senior Citizens Center of Saratoga Springs	Senior Center Expansion	13,000.00	-
Mother Susan Anderson Emergency Shelter	Shelter Expansion Project	11,724.01	-
Legal Aid Society of Northeastern New York	The Right Place Project	6,480.00	-
	SUBTOTAL	455,504.01	214,416.16

ADMINISTRATION & PROGRAM DELIVERY

City - Office of Community Development	CDBG Administration	62,742.55	62,742.55
	SUBTOTAL	62,742.55	62,742.55

Approx 2019 Entitlement Grant = \$ 314,164

2013 Re-Programmed Funds = \$7.07

2017 Re-Programmed Funds = \$9,667.45

2018 Re-Programmed Funds = \$1,320.19

Total Available = \$325,158.71

	615,282.56	325,158.71
Total Available	325,158.71	

Home Ownership

From : Kristina Toomey <Kristina.Toomey@bsnb.com>

Fri, Feb 22, 2019 03:49 PM

Subject : Home Ownership**To :** 'lindsey.connors@saratoga-springs.org'
<lindsey.connors@saratoga-springs.org>

Good afternoon,

My name is Kristina Toomey, my son and I have been residents of Saratoga Springs for the past 6 years. We love it here, we've made so many friends, the neighborhoods are great and the youth sports programs have been outstanding! However, the only reason I can afford to live in Saratoga is because I have Section 8 vouchers.

My dream is to own a home and be able to stay in the area. I was recently introduced to Habitat for Humanity and couldn't believe what they do and that what they do could make me a homeowner! I have already been approved for a mortgage with a 2% interest rate with Habitat for Humanity through Glens Falls National Bank, we just need a property. That is why I am writing to you. I want to see if there is any support you can give in the process. They are looking at a property right now on Locust Grove but would need a grant to be able to make the purchase.

Saratoga is my home and I would like nothing more than to keep it my home!

Thank you for your time, any help would be appreciated.

Kristina Toomey
518-879-0399

2019 PROGRAM YEAR APPLICATIONS

		REQUESTED	Recommended
Wellspring (DVRC)	Homelessness Prevention & Intervention	22,800.00	-
Mother Susan Anderson Emergency Shelter	Case Manager	22,000.00	21,000.00
Saratoga Affordable Housing Group	Allen Drive Case Manager	20,000.00	17,000.00
Legal Aid Society of Northeastern New York	Homelessness Prevention Project	16,000.00	10,000.00
Saratoga Economic Opportunity Council	Immigrant Advocacy Services	12,896.00	-
City of Saratoga Springs Recreation Department	Camp Saradac Scholarships	3,340.00	-
	SUBTOTAL	97,036.00	48,000.00
<i>Maximum Allowable 15 % of grant</i>		\$ 48,000.00	

NON-PUBLIC SERVICES

Habitat for Humanity	New Single Family Home - Land Acquisition	100,000.00	75,000.00
Rebuilding Together Saratoga County	Home Repairs for Low-Income Homeowners	100,000.00	100,000.00
Mercy House of Saratoga, Inc.	Shelter Modifications	75,000.00	-
Shelters of Saratoga	Shelter Improvements	66,300.00	20,000.00
Saratoga Affordable Housing Group	Allen Drive Apartments Rehabilitation	38,000.00	19,416.16
Universal Preservation Hall	Exterior Lighting Installation	30,000.00	-
AIM Services, Inc.	Finley Street Bathroom Renovation	15,000.00	-
Senior Citizens Center of Saratoga Springs	Senior Center Expansion	13,000.00	-
Mother Susan Anderson Emergency Shelter	Shelter Expansion Project	11,724.01	-
Legal Aid Society of Northeastern New York	The Right Place Project	6,480.00	-
	SUBTOTAL	455,504.01	214,416.16

ADMINISTRATION & PROGRAM DELIVERY

City - Office of Community Development	CDBG Administration	62,742.55	62,742.55
	SUBTOTAL	62,742.55	62,742.55

Approx 2019 Entitlement Grant = \$ 314,164

2013 Re-Programmed Funds = \$7.07

2017 Re-Programmed Funds = \$9,667.45

2018 Re-Programmed Funds = \$1,320.19

Total Available = \$325,158.71

	615,282.56	325,158.71
Total Available	325,158.71	

2019 PROGRAM YEAR APPLICATIONS

		REQUESTED	Recommended
Wellspring (DVRC)	Homelessness Prevention & Intervention	22,800.00	-
Mother Susan Anderson Emergency Shelter	Case Manager	22,000.00	21,000.00
Saratoga Affordable Housing Group	Allen Drive Case Manager	20,000.00	17,000.00
Legal Aid Society of Northeastern New York	Homelessness Prevention Project	16,000.00	10,000.00
Saratoga Economic Opportunity Council	Immigrant Advocacy Services	12,896.00	-
City of Saratoga Springs Recreation Department	Camp Saradac Scholarships	3,340.00	-
	SUBTOTAL	97,036.00	48,000.00
<i>Maximum Allowable 15 % of grant</i>		\$ 48,000.00	

NON-PUBLIC SERVICES

Habitat for Humanity	New Single Family Home - Land Acquisition	100,000.00	75,000.00
Rebuilding Together Saratoga County	Home Repairs for Low-Income Homeowners	100,000.00	100,000.00
Mercy House of Saratoga, Inc.	Shelter Modifications	75,000.00	-
Shelters of Saratoga	Shelter Improvements	66,300.00	20,000.00
Saratoga Affordable Housing Group	Allen Drive Apartments Rehabilitation	38,000.00	19,416.16
Universal Preservation Hall	Exterior Lighting Installation	30,000.00	-
AIM Services, Inc.	Finley Street Bathroom Renovation	15,000.00	-
Senior Citizens Center of Saratoga Springs	Senior Center Expansion	13,000.00	-
Mother Susan Anderson Emergency Shelter	Shelter Expansion Project	11,724.01	-
Legal Aid Society of Northeastern New York	The Right Place Project	6,480.00	-
	SUBTOTAL	455,504.01	214,416.16

ADMINISTRATION & PROGRAM DELIVERY

City - Office of Community Development	CDBG Administration	62,742.55	62,742.55
	SUBTOTAL	62,742.55	62,742.55

Approx 2019 Entitlement Grant = \$ 314,164

2013 Re-Programmed Funds = \$7.07

2017 Re-Programmed Funds = \$9,667.45

2018 Re-Programmed Funds = \$1,320.19

Total Available = \$325,158.71

	615,282.56	325,158.71
Total Available	325,158.71	



CITY OF SARATOGA SPRINGS

PLANNING & ECONOMIC DEVELOPMENT

City Hall - 474 Broadway
Saratoga Springs, New York 12866
Tel: 518-587-3550 fax: 518-580-9480
www.saratoga-springs.org

Bradley Birge
Administrator
Kate Maynard, AICP
Principal Planner
Susan Barden, AICP
Senior Planner

Lindsey Connors, MPA
Community Development Planner
Jennifer Merriman
Land Use Board Coordinator

Memorandum

To: Mayor Meg Kelly
Commissioners Franck, Madigan, Martin and Scirocco

From: Lindsey A. Connors

Date: January 30, 2018

Re: Substantial Amendment to 2018 PY Action Plan
(*Proposed Council Action – March 5, 2018*)

The Community Development Department is proposing a Substantial Amendment to the City's 2018 CDBG Program Year, requiring Council action, involving two separate projects.

- 1) In an effort to further the affordable housing priorities identified in the City's Consolidated Plan, the Community Development Department is proposing to provide financial support to assist the Saratoga Springs Public Housing Authority with their affordable housing project at Vanderbilt and Jefferson Terrace, which will add 24 affordable residential units to the City.

In addition to supporting the construction of much needed affordable housing units, this contribution will assist the City in meeting HUD's revised timeliness ratio requirements. The City of Saratoga Springs has continually maintained an average timeliness score of 1.05 prior to 2018, below the established statute of 1.50. However, following last year's mid-year implementation of the new timeliness calculation method, namely the inclusion of our Revolving Loan Fund balance within this ratio, the City of Saratoga Springs is now over HUD's timely expenditure requirements.

The proposed support of this project would draw from CDBG Economic Development Loan Funds to be reallocated as a grant to the Saratoga Springs Public Housing Authority in the amount of \$200,000.

- 2) Rebuilding Together Saratoga County's 2018 PY award is currently \$46,825.97. To date, they have expended and or committed funds to residential rehabilitation projects in the amount of \$44,496.30. They are currently working with several more low-moderate income homeowners in the City who have serious home repair needs, and anticipate more. The Community Development department is proposing to transfer \$70,000 from the City's 2018 PY Residential Rehabilitation Program allocation to Rebuilding Together, bringing their total award to \$116,825.97.

As required by the City's HUD-approved Citizen Participation plan, we are opening the 30-day

public comment period from February 5 – March 7, 2019, and requesting a public hearing be scheduled for this matter on February 19, 2019. Assuming the public comment period passes uncontested, we will present this substantial amendment to the City Council for a discussion and vote at the March 19, 2019 meeting.

I thank you for your attention to this matter. Should you have any questions regarding the amendment, please contact me at extension 2575, or Bradley Birge at extension 2515.

Proposed Amendment to the 2018 Community Development Action Plan

The City of Saratoga Springs is proposing a Substantial Amendment to the City's 2018 CDBG Program Year, requiring Council action, involving two separate projects.

- 1) In an effort to further the affordable housing priorities identified in the City's Consolidated Plan, the City is proposing to provide financial support to assist the Saratoga Springs Public Housing Authority with their affordable housing project at Vanderbilt and Jefferson Terrace, which will add twenty-four (24) affordable residential units to the City.

Within the two (2) newly constructed buildings, six (6) units will be provided to individuals at 50% of the area medium income or less, six (6) units will be provided to individuals at 60% of the area medium income or less, and twelve (12) units will be provided to individuals at 80% of the area medium income or less. This meets the U.S. Department of Housing and Urban Development National Objective of providing Low-Moderate Income Housing.

City funds to be reallocated to this priority project are to be drawn from the Economic Development Revolving Loan Fund in the amount of \$200,000. The total project cost is approximately \$4,086,000; boasting \$3,886,000 in leveraged resources.

- 2) Rebuilding Together has currently expended or committed award funds in the amount of \$44,496.30 (95% of their current allocation) toward the rehabilitation of five (5) low-moderate income homes in the City of Saratoga Springs. At the moment, Rebuilding Together has a waitlist of six (6) additional Saratoga Springs residents in need of home repair, and more are anticipated. The City proposes to transfer \$70,000 from the City's 2018 PY Residential Rehabilitation Program allocation to Rebuilding Together, bringing their total award to \$116,825.97.

Operating Budget

Schedule of All Positions and Salaries

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

For City

Name of Local Housing Authority		Locality				Fiscal Year Ending					
SARATOGA SPRINGS HOUSING AUTHORITY		SARATOGA SPRINGS, NEW YORK				March 31, 2020					
Position Title and Name By Organizational Unit and Function	Present Salary Rate	Requested Budget Year		Allocatic		Acquist	HCV & SCRAP	Method of Allocation			
		Estimated Payment		COCC	Business						
		Salary Rate	No. Mos.						Amount		
ADMINISTRATION											
Executive Director - P. Feldman	127,147	133,504	12	133,504	97,458	33,376		2,670	2% HCV; 25% Business		
Director of Finance - C. Gaugler	101,636	105,701	12	105,701	87,732	12,684		5,285	5% HCV; 12% Business		
Part time Clerk-K. Peterson	18,720	18,720	12	18,720		5,804	3,182	9,734			
Occupancy Specialist-J. Barkley -- Promotion per civil svc exam		44,940	12	44,940	8,987	13,482	5,573	3,056	9,348	4,494	10% HCV; 30% Business
Housing Assistant -J. Barkeley	39,644										
Housing Assistant -J. Hill	37,050	38,532	12	38,532		1,926	11,109	6,092	18,634	771	2% HCV; 5% Business
Administrative - overtime	1,000	1,000		1,000	300	217	119	364			
TOTAL ADMINISTRATION	325,197	342,397		342,397	194,477	61,468	22,703	12,449	38,080	13,220	
TENANT RELATONS											
Tenant Relations Asst-K. Sicko	64,108	66,672	12	66,672		3,335	18,601	10,201	31,201	3,334	5% HCV; 5% Business
Tenant Relations Asst-L. Hernandez	40,687	43,128	12	43,128			12,939	6,900	21,133	2,156	5% Scrap
Park time Clerk-J. Hendricks	17,087	0		0							
Tenant Relations - overtime	1,620	1,000		1,000		310	170	520			
TOTAL TENANT RELATIONS	123,502	110,800		110,800	0	3,335	31,850	17,271	52,854	5,490	
MAINTENANCE											
Acting Mod Coordinator - A. Kirker	60,000	62,400	12	62,400		6,240	17,216	9,441	28,879	624	10% Business, 1% HCV
Asst Fac Manager-D. Melancon -- Promotion per civil svc exam	50,000	50,000	12	50,000			15,345	8,415	25,740	500	1% HCV
Maintenance Mechanic-T. Lloyd	53,697	56,382	12	56,382					56,382		
Maintenance Mechanic-J. Savignan	35,100	35,802	12	35,802			35,802				
Maintenance Mechanic - J. Clark	33,500	33,500	12	33,500				33,500			236,044 75% Maintenance Labor
Laborer - C. Henderson	30,000	32,100	12	32,100			32,100				78,681 25% Utility Labor
Laborer - T. Harrington	27,300	28,665	12	28,665					28,665		314,725 TOTAL
Estimated Overtime	17,000	17,000		17,000			5,222	2,938	8,840		
TOTAL MAINTENANCE	306,597	315,849		315,849	0	6,240	105,685	54,294	148,506	1,124	
GRAND TOTAL	755,296	769,046		769,046	194,477	71,043	160,238	84,014	239,440	19,834	



SARATOGA SPRINGS HOUSING AUTHORITY
ONE SOUTH FEDERAL STREET
SARATOGA SPRINGS, NEW YORK 12866

PHONE: (518) 584-6600

FAX: (518) 583-3006

March 12, 2019

SSHA Salary for Part Time Position:

The Saratoga Springs Housing Authority currently employs one part time secretary. Kathy Peterson, former Executive Secretary is now a part time secretary. Kathy Peterson's former salary was negotiated with the CSEA contract. When Kathy went part time, her hourly rate was reduced from what was previously negotiated and the 2019 budget does not reflect an increase in her hourly rate.

Paul J Feldman, Executive Director

Executive Director: Paul Feldman
Legal Counsel: Scott Peterson

Board of Commissioners:
Ann Bullock
Michelle Roddy

Joanne Foresta - Chairman
Joy King
Robert Dixon

Lucile Lucas -Co-Chair
Stephen Sullivan

Reasonable Accommodation Statement: Pursuant to the Fair Housing Act (42U.S.C. 3601-3619), if you are a federally funded assisted housing program applicant or resident with a disability, you may request an exception, change or adjustment to a rule, policy, practice or service that may be necessary to afford you an equal opportunity to participate in the program.

Salary Comparable's for the Position of Executive Director
Saratoga Springs Housing Authority

Housing Authority	Executive Director Salary
Albany	154,716
Ithaca	131,116
Geneva	126,088
Troy	111,455
Schenectady	114,793
Binghamton	131,325
Glens Falls	110,343
Mechanicville	\$115,550
Hudson	100,000 + 3% development fee
Saratoga Springs***	127,417

Paul's current salary**

Local Government Officials	Salary
Birge – SS Planning Department	\$134,595
Williams – SS Fire Department Chief	\$153,465
Miller – SS High School Principal	\$121,181
Jillson – Assistant Chief of Police	\$120,455
Veitch - SS Chief of Police	\$143,371



SARATOGA SPRINGS HOUSING AUTHORITY
ONE SOUTH FEDERAL STREET
SARATOGA SPRINGS, NEW YORK 12866

PHONE: (518) 584-6600

FAX: (518) 583-3006

March 12, 2019

Honorable Meg Kelly
Mayor of Saratoga Springs
City Hall
474 Broadway
Saratoga Springs, New York 12866

Dear Mayor Kelly,

The SSHA's 2019-2020 fiscal year will be beginning on April 1, 2019. As per NYS Public Housing Law, the SSHA is submitting the upcoming years Operating Budget and staff salaries for your review and approval. The budget is on the agenda for approval by the SSHA Board for the March 21, 2019 meeting. I was hoping to get the council's approval prior to that meeting. As you know, all SSHA staff members are part of the CSEA local union and their salary increases are contractual. I have included compensation comparable's for my position and the salary increase my Board of Commissioners has proposed. Please let me know if you have any questions.

Respectfully,

Paul J. Feldman, Executive Director

Cc: Joanne Foresta, Board Chairperson
Scott Peterson, Counsel

Executive Director: Paul Feldman
Legal Counsel: John Hicks and Scott Peterson

Board of Commissioners:
Olivine Wescott
Lucile Lucas

Joanne Foresta - Chairman
Susan Christopher
Joy King

Eric Weller - Co Chairman
Arn Bullock

Reasonable Accommodation Statement: Pursuant to the Fair Housing Act (42U.S.C. 3601-3619), if you are a federally funded assisted housing program applicant or resident with a disability, you may request an exception, change or adjustment to a rule, policy, practice or service that may be necessary to afford you an equal opportunity to participate in the program.

Operating Budget

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

Type of Submission	Revision No	Year ending	No. of months	(check one)					
XXX Original	March 31, 2020	March 31, 2020	12						
Name of Public Housing Agency/Indian Housing Authority	SARATOGA SPRINGS HOUSING AUTHORITY			Number of Dwelling Units	No. of Unit Months Avail				
ONE SOUTH FEDERAL STREET				339	4068				
SARATOGA SPRINGS, NEW YORK 12866									
ACC Number	PAS/LOCCS Project No.	HUD Field Office	Jefferson Vanderbilt Stonequist						
NY 328	NY020 - 001, 002, 003	BUFFALO, NEW YORK	105 58 176						
			1260 696 2112						
No. In Acct.	Description	Actuals Last Fiscal 21 month YEAR March 31, 2018	Estimates XXX or Actual Current Budget March 31, 2019	Requested Budget Estimates					
				TOTAL Amount	COCC Amount	Business Amount	Jefferson Amount	Vanderbilt Amount	Stonequist Amount
Operating Receipts									
070	Dwelling Rental	1,839,619.00	1,152,000.00	1,139,450			346,780	189,052	603,618
080	Excess Utilities	13,050.00	5,400.00	5,400					5,400
090	Non Dwelling Rental	0.00	0.00	0					
100	Total Rental Income	1,852,669.00	1,157,400.00	1,144,850	0	0	346,780	189,052	609,018
110	Interest on General Fund Investments	39,955.37	29,000.00	29,000	2,500	20,000	3,000	500	3,000
120	Other Income	766,118.90	256,845.00	250,220		107,400	30,900	15,000	96,920
Management Fee per HUD (\$58.26 pum max)									
	Bookkeeping Fee (\$7.50 pum max)	409,684.32	229,896.00	229,896	229,896				
	Asset Management Fee (\$10 pum if avail)	52,740.00	29,595.00	29,595	29,595				
130	Total Operating Income	71,190.00	40,680.00	40,680	40,680				
Operating Expenditures - Administration:									
140	Administrative Salaries	525,933.93	303,604.00	329,177	194,477	61,468	22,703	12,449	38,080
150	Legal Expense	84,000.00	52,000.00	52,000	3,000		15,190	8,330	25,480
170	Travel & Staff Training	13,569.80	8,750.00	8,750	4,000	1,500	1,000	750	1,500
180	Accounting Fees	0.00	0.00	0					
190	Auditing Fees	5,685.00	12,500.00	10,520			3,260	1,790	5,470
200	Other Administrative Expenses	108,716.72	79,750.00	83,750	15,000	6,800	23,265	11,110	27,575
	Management Fee per HUD (\$58.26 pum max)	409,684.32	229,896.00	229,896			71,210	39,332	119,354
	Bookkeeping Fee (\$7.50 pum)	52,740.00	29,595.00	29,595			9,167	5,063	15,365
	Asset Management Fee (\$10 pum if avail)	71,190.00	40,680.00	40,680			12,600	6,960	21,120
210	Total Administrative Expense	1,271,519.77	756,775.00	784,368	216,477	69,768	158,395	85,784	253,944
Tenant Services:									
220	Salaries	188,905.17	114,221.00	105,310		3,335	31,850	17,271	52,854
230	Recreation, Publications and Other Serv	2,857.38	2,500.00	2,500			775	425	1,300
240	Contract Costs, Training and Other	7,990.62	5,085.00	5,085			1,575	870	2,640
250	Total Tenant Services Expense	199,753.17	121,806.00	112,895	0	3,335	34,200	18,566	56,794
Utilities:									
260	Water & Sewer	102,807.66	78,300.00	78,300	300		27,000	28,000	23,000
270	Electricity	160,953.79	106,000.00	106,000	3,000		8,000	15,000	80,000
280	Gas	133,856.41	98,000.00	98,000	3,000		5,000	35,000	55,000
290	Fuel	0.00	0.00	0					
300	Labor	135,494.48	76,326.00	78,681		1,560	26,421	13,574	37,126
310	Other utilities expense	0.00	0.00	0					
320	Total Utilities Expense	533,112.34	358,626.00	360,981	6,300	1,560	66,421	91,574	195,126

Name of PHA/IHA			Fiscal Year Ending		No of Dwelling Units		Jefferson		Vanderbilt		Stonequist	
SARATOGA SPRINGS HOUSING AUTHORITY			March 31, 2020		No. of Unit Months		105		58		176	
							2205		1218		3696	
Line/No.	Acct No.	Description	Actuals Last Fiscal 21 month YEAR March 31, 2018	Estimates XXX or Actual Current Budget March 31, 2019	Requested Budget Estimates							
					PHA/IHA Estimates							
					TOTAL Amount	COCC Amount	Business Amount	Jefferson Amount	Vanderbilt Amount	Stonequist Amount		
Ordinary Maintenance and Operation:												
330	4410	Labor	406,483.38	228,979.00	236,044		4,680	79,264	40,720	111,380		
340	4420	Materials	150,152.45	112,750.00	112,750	500		43,300	34,050	34,900		
350	4430	Contract Costs	440,612.70	335,300.00	274,300	100	67,300	85,700	48,700	72,500		
360	Total Ordinary Maintenance & Operation Expense		997,248.53	677,029.00	623,094	600	71,980	208,264	123,470	218,780		
Protective Services												
4430		Labor	0.00	0.00	0							
		Total Protective Services	0.00	0.00	0					0		
General Expense:												
410	4510	Insurance	182,736.56	141,910.00	141,910	8,432	1,404	56,188	31,315	44,571		
420	4520	Payments in lieu of taxes	127,182.26	80,652.00	79,173			28,036	9,748	41,389		
430	4530	Terminal Leave Payments	9,122.24	5,300.00	2,800					2,800		
440	4540	Employee Benefit Contributions	519,212.03	355,931.00	362,949	109,386	34,082	60,684	49,114	109,683		
450	4570	Collection Losses	38,828.18	50,000.00	39,500			16,000	16,000	7,500		
4580		Interest on EPC Mortgage		73,101.00	71,600			7,100	5,827	58,673		
470	Total	General Expense	877,081.27	706,894.00	697,932	117,818	35,486	168,008	112,004	264,616		
480	Total	Routine Expense	3,878,715.08	2,621,130.00	2,579,270	341,195	182,129	635,288	431,398	989,260		
Nonroutine Expenditures:												
510	4610	Extraordinary Maintenance	75,213.54	0.00	0							
520	7520	Replacement of Nonexpendable Equipment	(3,024.14)	(7,287.00)	0							
530	7540	Property Betterments and Additions	(54,780.00)	21,910.00	0							
540	Total	Nonroutine Expenditures	17,409.40	14,623.00	0	0	0	0	0	0		
550	Total	Operating Expenditures	3,896,124.48	2,635,753.00	2,579,270	341,195	182,129	635,288	431,398	989,260		
Prior Year Adjustments:												
560	6010	Prior Year Adjustments Affecting Residual B	0.00		0							
580	Total	Operating Expenditures, including prior year adjustments and other expenditures	3,896,124.48	2,635,753.00	2,579,270	341,195	182,129	635,288	431,398	989,260		
590		Residual Receipts (or Deficit) before HUD contributions and provision for operating reserve	(703,766.89)	(892,337.00)	(855,029)	(38,524)	(54,729)	(254,608)	(226,846)	(280,322)		
HUD Contributions:												
630	8020	Contributions Earned - Op.Sub:-Cur.Yr.(bef)	1,334,831.00	784,681.00	784,681			339,512	190,726	254,443		
640		EPC additional subsidy to pay for mortgage interest			71,600			7,100	5,827	58,673		
680	8020	Total Operating Subsidy-current year	1,334,831.00	784,681.00	856,281	0	0	346,612	196,553	313,116		
690	Total	HUD Contributions	1,334,831.00	784,681.00	856,281	0	0	346,612	196,553	313,116		
700		Residual Receipts (or Deficit)	631,064.11	(107,656.00)	1,252	(38,524)	(54,729)	92,004	(30,293)	32,794		
		Enter here and on line 810										

Operating Budget

Schedule of All Positions and Salaries

U.S. Department of Housing
and Urban Development

Office of Public and Indian Housing

Name of Local Housing Authority

Locality

SARATOGA SPRINGS HOUSING AUTHORITY

SARATOGA SPRINGS, NEW YORK

Fiscal Year Ending

March 31, 2020

Position Title and Name By Organizational Unit and Function	Present Salary Rate	Requested Budget Year			Allocation of Salaries by Program							Method of Allocation
		Salary Rate	No. Mos.	Amount	COCC	Business	Jefferson	Vanderbilt	Stonequist	HCV & SCRAP		
ADMINISTRATION												
Executive Director - P. Feldman	127,147	133,504	12	133,504	97,458	33,376					2,670	2% HCV; 25% Business
Director of Finance - C. Gaugler	101,636	105,701	12	105,701	87,732	12,684					5,285	5% HCV; 12% Business
Part time Clerk-K. Peterson	18,720	18,720	12	18,720			5,804		3,182	9,734		10% HCV; 30% Business
Occupancy Specialist-J. Barkley		44,940	12	44,940	8,987	13,482	5,573		3,056	9,348	4,494	
— Promotion per civil svc exam												
Housing Assistant -J. Berkeley	39,644											
Housing Assistant -J. Hill	37,050	38,532	12	38,532	300	1,926	11,109	6,092	18,634		771	2% HCV; 5% Business
Administrative - overtime	1,000	1,000		1,000			217		119	364		
TOTAL ADMINISTRATION	325,197	342,397		342,397	194,477	61,468	22,703	12,449	38,080		13,220	
TENANT RELATIONS												
Tenant Relations Asst-K. Sicko	64,108	66,672	12	66,672		3,335	18,601	10,201	31,201		3,334	5% HCV; 5% Business
Tenant Relations Asst-L. Hernandez	40,687	43,128	12	43,128			12,939	6,900	21,133		2,156	5% Scrap
Park time Clerk-J. Hendicks	17,087	0		0								
Tenant Relations - overtime	1,620	1,000		1,000			310	170	520			
TOTAL TENANT RELATIONS	123,502	110,800		110,800	0	3,335	31,850	17,271	52,854		5,490	
MAINTENANCE												
Acting Mod Coordinator - A. Kinker	60,000	62,400	12	62,400		6,240	17,216	9,441	28,879		624	10% Business, 1% HCV
Asst Fac Manager-D. Melancon	50,000	50,000	12	50,000			15,345	8,415	25,740		500	1% HCV
— Promotion per civil svc exam												
Maintenance Mechanic-T. Lloyd	53,697	56,382	12	56,382					56,382			
Maintenance Mechanic-J. Savignan	35,100	35,802	12	35,802			35,802					
Maintenance Mechanic - J. Clark	33,500	33,500	12	33,500				33,500				
Laborer - C. Henderson	30,000	32,100	12	32,100			32,100					
Laborer - T. Harrington	27,300	28,665	12	28,665					28,665			
Estimated Overtime	17,000	17,000		17,000			5,222	2,938	8,840			
TOTAL MAINTENANCE	306,597	315,849		315,849	0	6,240	105,685	54,294	148,506		1,124	
GRAND TOTAL	755,296	769,046		769,046	194,477	71,043	160,238	84,014	239,440		19,834	

236,044 75% Maintenance Labor
78,681 25% Utility Labor
314,725 TOTAL

740	2821	Part I - Maximum Operating Reserve - End of Current Budget Year PHA/IHA-Leased Housing-Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564	PER HUD DO NOT FILL IN
-----	------	--	---------------------------

4 months
FOR MGT USE ONLY
851,159
209,645
46%
142,361
-38%
326,456
9%

RESERVES INCLUDING GASB 68 & GASB 75 EXPENSES

		Part II - Provision for and Estimated or Actual Operating Reserve at Fiscal Year End	TOTAL	COCC	Business	Jefferson	Vanderbilt	Stonequist
780		Operating Reserve at End of Previous Fiscal Year-Actual for FYE(date): March 31, 2018	2,819,079	145,583	1,852,916	305,343	45,681	469,556
790		Provision for Operating Reserve-Current Budget Year (check one) Estimated for FYE March 31, 2019 Transfers between funds	(1,341,814) 0	(408,951)	(236,173)	(167,983) (85,000)	(143,382) 100,000	(385,325) (15,000)
800		Operating Reserve at End of Current Budget Year (check one) Estimated for FYE March 31, 2019 XXX Actual for FYE	1,477,265 174%	(263,368)	1,616,743	52,360	2,299	69,231
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE Enter Amount from line March 31, 2020 Transfers between funds	(229,244) 0	(99,119)	(76,114)	43,291	(56,432)	(40,870)
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 8 March 31, 2020)	147% 1,248,021	(362,487)	1,540,629	95,651	(54,133)	28,361
830		Cash Reserve Requirement - % of line 480						

GASB 68 AND GASB 75 EXPENSES INCLUDED IN FINAL LIABILITIES
AS OF 3/31/18
FISCAL YEAR 3/31/19
FISCAL YEAR 3/31/20

161,462
1,234,158
230,496
35,956
398,529
60,595
12,784
154,270
21,385
35,483
192,837
48,713
20,135
102,847
26,139
57,104
385,675
73,664

RESERVES WITHOUT GASB 68 AND GASB 75

		Part II - Provision for and Estimated or Actual Operating Reserve at Fiscal Year End	TOTAL	COCC	Business	Jefferson	Vanderbilt	Stonequist
780		Operating Reserve at End of Previous Fiscal Year-Actual for FYE(date): March 31, 2018	2,980,541	181,539	1,865,700	340,826	65,816	526,660
790		Provision for Operating Reserve-Current Budget Year (check one) Estimated for FYE March 31, 2019 Transfers between funds	(107,656) 0	(10,422)	(81,903)	24,854 (85,000)	(40,535) 100,000	350 (15,000)
800		Operating Reserve at End of Current Budget Year (check one) Estimated for FYE March 31, 2019 XXX Actual for FYE	2,872,885 338%	171,117	1,783,797	280,680	125,281	512,010
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE Enter Amount from line March 31, 2020 Transfers between funds	1,252 0	(38,524)	(54,729)	92,004	(30,293)	32,794
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 8 March 31, 2020)	338% 2,874,137	132,593	1,729,068	372,684	94,988	544,804
830		Cash Reserve Requirement - % of line 480						

Operating Budget

Schedule of All Positions and Salaries

U.S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Name of Local Housing Authority

SARATOGA SPRINGS HOUSING AUTHORITY

Locality

SARATOGA SPRINGS, NEW YORK

Fiscal Year Ending

March 31, 2020

Position Title and Name By Organizational Unit and Function	Present Salary Rate	Requested Budget Year			COCC	Business	Acquist	HCV & SCRAP	Method of Allocation
		Estimated Payment		Amount					
		Salary Rate	No. Mos.						
ADMINISTRATION									
Executive Director - P. Feldman	127,147	133,504	12	133,504	97,458	33,376		2,670	2% HCV; 25% Business
Director of Finance - C. Gaugler	101,636	105,701	12	105,701	87,732	12,684		5,285	5% HCV; 12% Business
Part time Clerk-K. Peterson	18,720	18,720	12	18,720		5,804		3,182	
Occupancy Specialist-J. Barkley		44,940	12	44,940	8,987	13,482		9,734	10% HCV; 30% Business
-- Promotion per civil svc exam								9,348	
Housing Assistant -J. Berkeley	39,644							18,634	
Housing Assistant -J. Hill	37,050	38,532	12	38,532		1,926		364	2% HCV; 5% Business
Administrative - overtime	1,000	1,000		1,000	300	217		119	
TOTAL ADMINISTRATION	325,197	342,397		342,397	194,477	61,468		38,080	13,220
TENANT RELATIONS									
Tenant Relations Asst-K. Sicko	64,108	66,672	12	66,672		3,335		31,201	5% HCV; 5% Business
Tenant Relations Asst-L. Hernandez	40,687	43,128	12	43,128		18,601		2,133	5% Scrap
Park time Clerk-J. Hendricks	17,087	0		0		12,939			
Tenant Relations - overtime	1,620	1,000		1,000		310		520	
TOTAL TENANT RELATIONS	123,502	110,800		110,800	0	3,335		52,854	5,490
MAINTENANCE									
Acting Mod Coordinator - A. Kiker	60,000	62,400	12	62,400		6,240		28,879	10% Business, 1% HCV
Asst Fac Manager-D. Melancon	50,000	50,000	12	50,000		17,216		25,740	1% HCV
-- Promotion per civil svc exam						15,345			
Maintenance Mechanic-T. Lloyd	53,697	56,382	12	56,382				56,382	
Maintenance Mechanic-J. Savignan	35,100	35,802	12	35,802		35,802			
Maintenance Mechanic - J. Clark	33,500	33,500	12	33,500					
Laborer - C. Henderson	30,000	32,100	12	32,100		32,100			
Laborer - T. Harrington	27,300	28,665	12	28,665		5,222		28,665	
Estimated Overtime	17,000	17,000		17,000		2,938		8,840	
TOTAL MAINTENANCE	306,597	315,849		315,849	0	6,240		148,506	1,124
GRAND TOTAL	755,296	769,046		769,046	194,477	71,043		239,440	19,894

For
JCH

236,044 75% Maintenance Labor
78,681 25% Utility Labor
314,725 TOTAL

Salary Comparable's for the Position of Executive Director
Saratoga Springs Housing Authority

Housing Authority	Executive Director Salary
Albany	154,716
Ithaca	131,116
Geneva	126,088
Troy	111,455
Schenectady	114,793
Binghamton	131,325
Glens Falls	110,343
Mechanicville	\$115,550
Hudson	100,000 + 3% development fee
Saratoga Springs***	127,417

Paul's current salary**

Local Government Officials	Salary
Birge – SS Planning Department	\$134,595
Williams – SS Fire Department Chief	\$153,465
Miller – SS High School Principal	\$121,181
Jillson – Assistant Chief of Police	\$120,455
Veitch - SS Chief of Police	\$143,371



CAPITAL DISTRICT TRANSPORTATION COMMITTEE

One Park Place, Main Floor · Albany, NY 12205-2676

www.cdtcmpto.org

e-mail: cdtc@cdtcmpto.org

Phone: (518) 458-2161

Fax: (518) 729-5764

Chair
Mayor Kathy M. Sheehan

Executive Director
Michael V. Franchini

Albany County
Daniel P. McCoy
Andrew Joyce

Rensselaer County
Steven F. McLaughlin
Michael E. Stammel

Saratoga County
Kevin Tollisen
Thomas C. Werner

Schenectady County
Anthony W. Jasenski, Sr.
Joe Landry

City of Albany
Mayor Kathy M. Sheehan

City of Cohoes
Mayor Shawn M. Morse

City of Mechanicville
Mayor Dennis M. Baker

City of Rensselaer
Mayor Richard J. Mooney

City of Saratoga Springs
Mayor Meg Kelly

City of Schenectady
Mayor Gary R. McCarthy

City of Troy
Mayor Patrick Madden

City of Watervliet
Mayor Michael P. Manning

Town of Colonie
Paula A. Mahan

Towns and Villages
Jack Conway, East Greenbush
Peter Barber, Guilderland

Alternates
Darren O'Connor, Malta
Louis Esposito, Princetown

Albany County
Airport Authority
John A. O'Donnell

Albany Port
District Commission
Richard J. Hendrick

Capital District Regional
Planning Commission
James D. Shaughnessy

Capital District
Transportation Authority
Carm Basile

New York State Dept. of
Transportation, Region 1
Patrick Barnes, Acting

New York State
Thruway Authority
Joseph Stahl

Non-Voting Members
Paul Karas, NYSDOT
Marilyn G. Shazor, FTA
Michael Canavan, FHWA

March 5, 2019

Ms. Tina Carton
City of Saratoga Springs Planning
474 Broadway
Saratoga Springs, NY 12866

Dear Ms. Carton,

Thank you for your interest in the Capital Coexist Traffic Safety Ambassador Mini Grant program. This letter serves as a notification that a selection committee, including a member of the CDTC Bicycle and Pedestrian Advisory Committee, New York State Departments of Transportation and Health staff, and CDTC staff, has selected your project.

The Capital District Transportation Committee received 10 project proposals requesting over \$40,000. The submissions were very competitive. Your project was chosen because of its consistency with the New Visions 2040 and Pedestrian Safety Action Plan goals of reducing the number of vehicle crashes involving bicyclists and pedestrians, and increasing the number of bicycle and pedestrian trips in the Capital Region.

Your interest in bicycle and pedestrian safety is sincerely appreciated. Enclosed please find a copy of the executed MOU. CDTC will provide a request form for Capital Coexist materials, reporting guidelines, and an invoice template, electronically. If you have any questions please contact Jen Ceponis at jceponis@cdtcmpto.org or at (518) 458-2161.

Sincerely,

Michael V. Franchini
Executive Director

RECEIVED

MAR 11 2019

MAYORS OFFICE
CITY OF SARATOGA SPRINGS

MEMORANDUM OF UNDERSTANDING

This agreement is entered into by and between the Capital District Transportation Committee (CDTC), 1 Park Place, Colonie, NY 12205 and the Saratoga Springs

474 Broadway, Saratoga Springs, NY 12866

Applicant Name

Applicant Address

WITNESSETH

WHEREAS, the 474 Broadway, Saratoga Springs has requested funds from the CDTC, the
Applicant Address

Metropolitan Planning Organization for the Capital District through the Capital Coexist Traffic Safety Ambassador Mini-grant Program for the Protected bike lane demo;

Project Title

WHEREAS, the approved total project cost is 10,822,

Total Cash

specifically with – \$ 4814 in Federal funds and \$ 6,008 Match;

WHEREAS, all materials, video, and applications developed as part of the project will be jointly owned by CDTC and the Saratoga Springs;

Applicant Name

WHEREAS, the approved project will be completed by December 31, 2019; and

WHEREAS, the parties desire to set forth the rights and responsibilities pursuant to this agreement;

NOW, THEREFORE, parties hereby agree to the following:

1. The CDTC shall be responsible for:
 - a. Providing CDTC, Capital Coexist and See Be Seen messaging, graphics, and photographs
 - b. Attending meetings related to the proposed project as requested by the project applicant
 - c. Providing technical assistance to the applicant as requested
 - d. Reviewing of deliverables
 - e. Reviewing invoices submitted in a previously approved format and providing appropriate reimbursement to the project applicant, up to the amount of Federal funds approved
2. The *Sponsor* shall be responsible for:
 - a. Providing the CDTC with the agreed-upon Cash Match
 - b. Providing documentation of in-kind labor or materials
 - c. Integrating CDTC, Capital Coexist and See Be Seen messaging, logos, graphics, and design into any printed materials, advertisements, applications, or videos.
 - d. Updating CDTC staff on the progress of the proposed project monthly
 - e. Informing the CDTC of any obstacles or problems completing the project scope and schedule

- f. Submitting invoices for completed tasks, including a description of work completed and related receipts no more than once per month, or at the completion of the proposed project. Invoices will be submitted in a format approved by CDTC.
- g. Crediting the CDTC as project sponsor
- h. Providing a presentation about the project to the CDTC Bicycle & Pedestrian Advisory Committee after it has been completed
- i. Name CDTC as additional insured on liability insurance

The signatories affirm they are duly authorized by their governing bodies to execute this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on this
 day of 2019.

FOR THE CAPITAL DISTRICT
 TRANSPORTATION COMMITTEE

FOR THE _____

 Michael V. Franchini
 Executive Director

Name
Title



BARTO-4

OP ID: MB

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/23/2018

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 Poole Professional - NY 1160F Pittsford-Victor Rd. Pittsford, NY 14534 Mary-Beth Rumble		585-385-0428	CONTACT NAME: PHONE (A/C, No, Ext): 585-385-0428 FAX (A/C, No): 585-662-5755 E-MAIL ADDRESS:
INSURED Barton & Loguidice, D.P.C. 443 Electronics Parkway Liverpool, NY 13088		INSURER(S) AFFORDING COVERAGE	
		INSURER A: National Fire Ins. Co.	NAIC # 20478
		INSURER B: Valley Forge Insurance Company	20508
		INSURER C: Continental Insurance Company	35289
		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 <input checked="" type="checkbox"/> Business Owners <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		6017222821	04/24/2018	04/24/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		6017222852	04/24/2018	04/24/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 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 checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000	Y		6017222849	04/24/2018	04/24/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			6017222835	04/24/2018	04/24/2019	<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)

The above listed policies include 30-day notice of cancellation. Blanket additional insured on a primary & non contributory basis is included under general, auto and umbrella policies. Umbrella follows form on 30-day notice of cancellation.

CERTIFICATE HOLDER

CANCELLATION

SARAT-5 City of Saratoga Springs office of Risk and Safety Management 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 <i>MaryBeth Rumble</i>
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**ADDENDUM ONE TO AGREEMENT BETWEEN
THE CITY OF SARATOGA SPRINGS, NY
and BARTON AND LOGUIDICE
Original Agreement May 15, 2018**

THIS ADDENDUM is made by and between THE CITY OF SARATOGA SPRINGS, NY ("City"), a municipal corporation with a place of business at 474 Broadway, Saratoga Springs, NY 12866 and BARTON & LOGUIDICE with a place of business at 10 Airline Drive, Suite 200, Albany, NY 12205 ("Consultant").

WITNESSETH:

The City and the Consultant entered into an agreement approved by the City Council on May 15, 2018, to provide the City with Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender, pursuant to a proposal date 12/17/17 (attached hereto as Exhibit A) under the direction of the Mayor for a sum not to exceed One Hundred Thousand Two Hundred and Ninety Eight Dollars (\$100,298.00) total.

This ADDENDUM ONE is supplemental to the original May 15, 2018 agreement. It is incorporated into and made part of those documents. All terms, conditions, and provision of the original May 15, 2018 agreement remain in effect unless specifically modified herein.

For this ADDENDUM ONE, the City and the Consultant agree:

1. Section 1. Scope of Agreement: The proposal dated 12/17/17 attached here to as Exhibit A, shall be revised to include products and services described in the proposal dated 03/11/19, attached hereto as Exhibit B.

All terms, conditions, and provision of the original proposal dated 12/17/17 attached hereto as Exhibit A remain in effect unless specifically modified herein; and

2. Section 3. Terms of Payment: The limitation of "not to exceed "One Hundred Thousand Two Hundred and Ninety Eight Dollars (\$100,298.00)" shall be increased by Forty Seven Thousand Six Hundred and Twenty Four Dollars (\$47,624.00), to "not to exceed One Hundred Forty Seven Thousand Nine Hundred and Twenty-two Dollars (\$147,922.00)".

WHEREFORE, the City and the Consultant or have executed this ADDENDUM ONE on the dates indicated:

CONSULTANT

CITY OF SARATOGA SPRINGS

By:  _____

By: _____

Title: VICE PRESIDENT

Title: _____

Date: 3/13/19

Date: _____

Per Council Approval: _____



March 12, 2019

Tina Carton
Admin. Of Parks, Open Lands, Historic Preservation, and Sustainability
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866

Re: Complete Streets Saratoga Greenbelt Downtown Extender
Subj: Supplemental Agreement #1 – Henry St. Pilot Project
File: 539.044.001

Dear Ms. Carton:

Barton & Loguidice (B&L) is pleased to offer you a Proposal for the Design of the Henry St. Demonstration Project. We look forward to continuing our work with you on the Saratoga Greenbelt Downtown Extender.

Attached to this letter is our proposed scope of services, technical assumptions, anticipated project schedule, and cost proposal to conduct the requested supplemental services. The scope of work outlines a project approach that corresponds to the included cost proposal. B&L proposes to complete the Henry St. Pilot Project phase of the Saratoga Greenbelt Downtown Extender on a time plus expense basis for a maximum fee of \$47,624.

Should you have any questions related to the enclosed materials, please contact me.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in blue ink, appearing to read 'R. Sipzner', with a long horizontal flourish extending to the right.

Robert J. Sipzner, P.E.
Vice President

DJR/

Scope of Services

We understand that the City of Saratoga Springs is pursuing the Saratoga Greenbelt Downtown Extender project and is requesting to add an additional phase – the Henry Street Pilot Project. This project will allow the City to test public reactions to separated bike lane concepts with minimal upfront investment, evaluate designs, make necessary changes, and transition successful pilots to permanent buildouts where feasible.

B&L will provide the following scope of services to complete the Henry Street Pilot Project portion of the Saratoga Greenbelt Downtown Extender.

1. Preliminary Engineering:

- a. B&L will perform one (1) site visit with design staff to gather existing conditions data and measurements.
- b. Two-way traffic volumes collected by Automatic Traffic Recorder (ATR) will be required. It is assumed that the ATR traffic count data will be collected in 2 locations for a one week period, one location on Putnam Street and one location on Henry Street. The ATR data will provide an existing vehicular Average Annual Daily Traffic volume and also highlight the peak travel periods for both roadways. The ATR data will help guide the peak periods to collect intersection turning movement data.
- c. Intersection turning movement counts will be collected for a total of 4 hours from 4 to 6 PM on a weekday and 11 AM to 1 PM on a Saturday (exact counting times to be determined by the City and B&L following the results of the ATR data), at the following nine intersections and also depicted on the attached map for clarification:
 - 1) Putnam St. / Spring St.
 - 2) Putnam St. / Phila St.
 - 3) Putnam St. / Caroline St.
 - 4) Maple Ave. / Lake Ave.
 - 5) Lake Ave. / High Rock
 - 6) Lake Ave. / Henry St.
 - 7) Henry St. / Caroline St.
 - 8) Henry St. / Phila St.
 - 9) Henry St. / Spring St.
- d. 2019 No-Build traffic volumes for the weekday and weekend peak hours will be determined from the intersection turning movement data collected
- e. The City will provide traffic data for any other approved development projects that are in the study area. B&L will include the data with the background No-Build data. 2019 No-build traffic volumes (weekday PM and weekend Mid-Day) will be presented in a figure and summarized in the Basis of Design Memorandum.
- f. Existing (No-Build) Intersection level of service and capacity analysis will be completed for the study area intersections for the weekday PM and weekend Mid-Day peak hours. Analysis will be completed utilizing the Synchro Software and the procedures contained in

the 2010 Highway Capacity Manual. The results of the analysis will be presented in table format and summarized in the Basis of Design Memorandum.

- g. B&L will complete a parking utilization study for the project area (project area denoted on the attached map). The parking utilization will be completed in 4 - 15 minute segments for the weekday and weekend peak hours. The parking utilization study will include the on-street parking only and will not include the off-street parking areas.
 - h. B&L will obtain accident data from the NYSDOT for the project area, as depicted on the attached map for traffic data collection. The accident data will include the area of Putnam Street, Maple Ave., Lake Ave., Henry St., and Spring St. for the previous 3 years. B&L will perform an accident analysis for the project area that includes the 9 traffic analysis intersections and corridor wide, summary of accident severity, and summary of accident types.
 - i. B&L will complete a Draft Basis of Design Memorandum that will present the existing conditions, data collected, analysis performed, roadway and bicycle facility design standards, design criteria, non-standard or non-conforming features (if any), and the preliminary layout for the Henry St. Pilot project.
2. Design Pilot:
- a. B&L will complete a Draft Plan Set (50% stage) for City review. The Draft Plan will be based on the original concepts discussed in October 2018 and progressed to 50% stage using existing data and design standards. It is assumed that the 50% Draft Plan Set will reflect a permanent installation and propose temporary materials for the Pilot Project implementation.
 - b. The Draft submittal will include:
 - 1) Title Sheet
 - 2) General Notes
 - 3) Traffic Control Plans for the two-way to one-way conversion of Henry St.
 - 4) General Plans (including signing, striping, and dimensions)
 - 5) Pertinent Details (if necessary)
 - c. B&L will meet with the City to review the Draft submittal and the existing traffic conditions analysis. If necessary, the City will provide B&L with preferred alternate materials to implement the elements shown on the plans (striping, signage, barriers, etc...). Comments received will be incorporated, as appropriate, into the Final Pilot Project submittal and Final Basis of Design Memorandum.
 - d. B&L will complete the stamped Final Pilot Project plans for implementation by City Staff.
 - 1) Title Sheet
 - 2) General Notes
 - 3) Traffic Control Plans for the two-way to one-way conversion of Henry St.
 - 4) General Plans (including signing, striping, dimensions, materials, signal modifications)
 - 5) Pertinent Details (if necessary)

- e. B&L will oversee the installation and operation of the pilot. Assume 1 site visit with City Staff for layout purposes in preparation for the implementation phase and interpretation of plan sheet elements. Assume 1 additional site visit after City Staff has completed the implementation to confirm the layout of the plan sheets and to note any field changes.
- f. Two-way traffic volumes collected by Automatic Traffic Recorder (ATR) will be required during the Pilot Project period. It is assumed that the ATR traffic count data will be collected in the same 2 locations as the Preliminary Engineering phase, for the full 2 week period, 1 location on Putnam Street and 1 location on Henry Street.
- g. Intersection turning movement counts will be collected for a total of 4 hours from 4 to 6 PM on a weekday and 11 AM to 1 PM on a Saturday (exact counting times to be determined by the City and B&L), at the following nine intersections and also depicted on the attached map for clarification:
 - 1) Putnam St. / Spring St.
 - 2) Putnam St. / Phila St.
 - 3) Putnam St. / Caroline St.
 - 4) Maple Ave. / Lake Ave.
 - 5) Lake Ave. / High Rock
 - 6) Lake Ave. / Henry St.
 - 7) Henry St. / Caroline St.
 - 8) Henry St. / Phila St.
 - 9) Henry St. / Spring St.
- h. 2019 Pilot Project Build traffic volumes for the weekday and weekend peak hours will be determined from the intersection turning movement data collected.
- i. Intersection level of service and capacity analysis will be completed for the study area intersections, for the 2019 Pilot Project Build weekday PM and weekend Mid-Day peak hours utilizing the Synchro Software and the procedures contained in the 2010 Highway Capacity Manual. The results of the analysis will be presented in table format and summarized in the Final Basis of Design Memorandum.
- j. B&L will provide a comparison of the No-Build and Build traffic conditions in table and summary format for the City to review.
- k. B&L will complete a parking utilization study for the project area during the Pilot Project time period. The parking utilization will be completed in 4 - 15 minute segments for the weekday and weekend peak hours. The parking utilization study will include the on-street parking only and will not include the off-street parking areas. The No-Build and Build parking conditions will be compared and presented in the Final Basis of Design Memorandum.
- l. B&L and the City will meet to review feedback from the Pilot Project, traffic impact assessment, lessons learned, and set the direction for the next stages of the project.

- m. The Final Basis of Design Memorandum will be completed to incorporate the Final Pilot Project plans, No-Build and Build traffic impact assessment, summarize the implementation Pilot Project, and address public input as received by the City on the Pilot Project.

Technical Assumptions

B&L has made the following technical assumptions associated with our fee proposal to complete the scope of services:

1. Assume 2 meetings with the City.
2. Assume 2 plan submittals (50% Draft Plans and Final Pilot Project Plans) are included.
3. The Draft and Final Pilot Project Plans are intended for implementation by City Staff and will not be bid documents for contractors.
4. The City will supply B&L with preferred materials for the Pilot Project implementation that can be completed by City Staff.
5. Design will be in English units on 11"x17" plans.
6. B&L's fee assumes the use of 7 staff members and 2 traffic data collection cameras for each data collection time periods. The intersection traffic volumes collected will include vehicle and bicycle data.
7. The City will provide B&L with any available traffic signal record plans and signal timings. If the signal timings are not available, B&L will record the timing data as part of our other data collection efforts at no additional cost.
8. Proposed improvements can be completed within existing right-of-way. Right-of-way acquisition or easement maps are not included at this time.
9. The project includes surface treatments only, therefore utility coordination is not included.
10. Design will be in compliance with the New York State Department of Transportation (NYSDOT, New York State Standard Sheets and Specifications, Manual on Uniform Traffic Control Devices (MUTCD), and the New York State Supplement to the MUTCD, unless otherwise indicated.
11. Coordination with state/federal agencies or regulatory authority is not included.
12. It is assumed that environmental permitting is not required.
13. Digital copies of design can be provided in AutoCAD or MicroStation format, if requested.
14. The final deliverable will not include contract or bid documents.
15. The design and of the Henry St. Pilot Project is assumed to include the review of the following elements and implementation into the plans if deemed necessary:
 - a. One-way vehicular traffic on Henry St. from Lake Ave. to Spring St.
 - b. Establish one-sided parking on Henry St.
 - c. A continuous two-way cycle track lane on Henry St.
 - d. Establish the continuous bike route from the SGT Downtown Connector terminus at High Rock / Lake Ave., to Henry St., across Spring St. to Congress Park (as outlined on the attached project area map).
 - e. Appropriate intersection and crosswalk configurations to incorporate the bike route
 - f. Provide access to the CDTA bus service
 - g. Consideration of and integration with the greater SGT and other feeder routes within the downtown business district. This will include wayfinding signage to direct users to the Pilot Project.
 - h. Quick build techniques will be considered to minimize construction/set-up time and costs.



- i. The design will reflect a permanent actual design condition including signing, striping, barriers, signal modifications, and any other necessary improvements.

Anticipated Project Schedule

Supplemental Work Authorization	March 2019
Traffic Data Collection (No-Build Condition)	March 2019 (weather permitting)
Draft 50% Plan Submittal	April 5, 2019
50% Plan Review Meeting	Week of April 15, 2019
Final Pilot Project Submittal	April 29, 2019
Henry St. Pilot Project (Including Build Phase Data Collection)	May 13 - May 26, 2019
City Pilot Project/Final Design Review Meeting	June 2019
Final Design Memorandum	July 2019

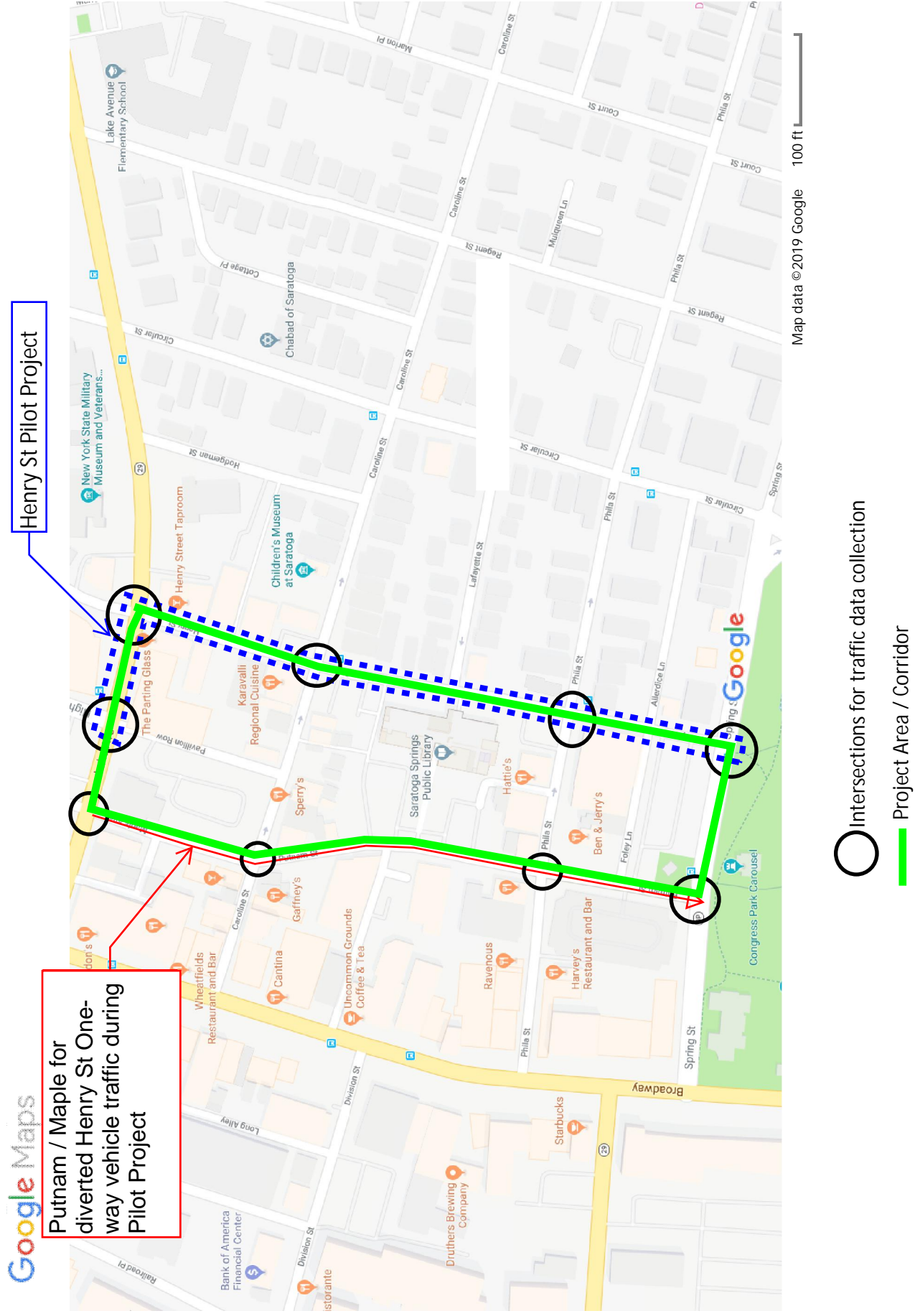
Fee Estimate by Phase and Billing Rate Schedule

For the general scope of services, technical assumptions, and anticipated project schedule presented above, B&L proposes to complete the Henry St. Pilot Project phase of the Saratoga Greenbelt Downtown Extender on a time plus expense basis for a maximum fee of \$47,624. An itemized effort hour estimate and billing rate schedule is included in support of the fee not-to-exceed, including estimated reimbursable expenses.

Barton & Loguidice, D.P.C.
Complete Streets Saratoga Greenbelt Downtown Extender
Supplemental Agreement #1 - Henry St. Demonstration Project
City of Saratoga Springs

Detailed Fee Estimate and Billing Rate Table

	Item 1 Preliminary Engineering	Item 2 Design Pilot	Total Hours	Billing Rate	Total Amount
Vice President	1	3	4	\$220	\$880
Associate	1	3	4	\$195	\$780
Managing Engineer	14	35	49	\$149	\$7,277
Sr. Project Engineer	39	61	100	\$123	\$12,300
Project Engineer	20	20	40	\$113	\$4,500
Engineer III	16	16	32	\$95	\$3,024
Engineer II	68	74	142	\$90	\$12,780
Engineer I	8	8	16	\$84	\$1,344
Environmental Scientist II	8	8	16	\$65	\$1,037
Principal Engineering Technician		12	12	\$110	\$1,318
Project Administrator	2	2	4	\$82	\$329
Senior Group Technical Assistant	4	4	8	\$63	\$504
B&L Total Hours	181	246	427		\$46,071
Subtotal Cost per Task	\$18,780	\$27,292			
Direct Non-Salary Cost	\$777	\$777			\$1,553
Total Project Cost =	\$19,556	\$28,068			\$47,624





City of Saratoga Springs, NY Contract

City Project Number: **RFP #: 2017-42** City Project Name: **Saratoga Greenbelt Downtown Extender**
City Department: **Mayor OPED** Department Contact Person: **Tina Carton** City Ext. **2534**
Company Name: **Barton & Loguidice**
Company Address: **10 Airline Drive, Suite 200, Albany, NY 12205**
Company Telephone No.: **(518) 218-1801** Fax No.: **(518) 218-1805**
Vendor and/or Service Provider Primary Contact: **Daniel J. Rourke, P.E** Title: **Managing Engineer**
Primary Contact Email: **DRourke@bartonandloguidice.com**
Service to be Provided: **Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender**
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 **Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender**, the Vendor and/or Service Provider submitted proposals dated 12/17/2017 (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 **March 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 One Hundred Thousand Two hundred and Ninety Eight Dollars (**\$100,298**), 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 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 **Daniel J. Rourke, P.E.** 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, 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:
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 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 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.
- B. 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:
 - 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 for 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: Matthew Schadey Date: 5/9/18
 Print Name: Matthew Schadey Title: Principal
 City of Saratoga Springs' Signature: Meg Kelly Date: 5/15/18
 Print Name: Meg Kelly Title: Mayor City Council Approval Date: 5/15/18



Preliminary and Final Engineering for the Complete Street Saratoga Greenbelt Downtown Extender

City of Saratoga Springs

December 12, 2017



December 12, 2017

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

Re: RFP #: 2017-42 – Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt
Downtown Extender

B&L File: P703.3455

Dear Ms. Tina Carton,

Barton & Loguidice, D.P.C., (B&L) has assembled a team of specialized, high-quality professionals to offer the City of Saratoga Springs our expertise for the Complete Streets Saratoga Greenbelt Downtown Extender project.

B&L has provided planning, community outreach, and design services for numerous municipalities and are prepared to apply the knowledge we have to your unique project. The qualifications of our team fit the project well, and will be augmented by the company's depth and breadth. Working together, this team will bring their best ideas, inspiration, and problem-solving skills to your project.

Our team will be led by **Daniel J. Rourke, P.E., PTOE**, Managing Engineer, based in our Albany office. Dan will be the project manager and the main point of contact for the project, ensuring quality control and drawing on his knowledge of the City of Saratoga Springs. Following the City's review and concurrence with this proposal, we can provide the City with a contract and would be available immediately to begin work upon notice to proceed.

We look forward to offering you our experience, knowledge and passion for complete street design, and encourage you to review our qualifications and experience. Should you have any questions, you may contact me or Dan at (518) 218-1801.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in cursive script that reads 'Matthew J. Schooley'.

Matthew J. Schooley, P.E.
Principal





CITY OF SARATOGA SPRINGS

PRELIMINARY AND FINAL ENGINEERING FOR THE COMPLETE STREETS SARATOGA GREENBELT DOWNTOWN EXTENDER

DECEMBER 12, 2017

Prepared for: **City of Saratoga Springs**
Department of Accounts
474 Broadway
Saratoga Springs, NY 12866

Prepared by: **Barton & Loguidice**
10 Airline Drive
Suite 200
Albany, NY 12205
Phone: (518) 218-1801
Fax: (518) 218-1805
www.BartonandLoguidice.com

1

**PROJECT UNDERSTANDING
AND SCOPE OF SERVICES**

3

PROJECT TEAM

5

**APPENDIX:
NON-COLLUSION
VENDOR CODE OF CONDUCT
RISK & SAFETY AGREEMENT
INSURANCE CERTIFICATES**

2

**COMPANY OVERVIEW
AND PROJECT EXPERIENCE**

4

PROJECT FEE

PROJECT UNDERSTANDING AND APPROACH

The Downtown Extender is a unique segment of the Saratoga Greenbelt Trail as it expands the off-road user experience of Railroad Run and Congress Park by linking these two amenities with the Downtown Connector. The link will be created by navigating through Franklin, Congress, and Putnam Streets or an alternate route that we will investigate with you during this design phase. The project proposes to build upon and create symmetry between previously completed planning studies with the end result of bid ready construction documents. Due to physical and ROW constraints, an on-road connection is likely along Congress Street. As outlined in the Request for Proposal, we propose to complete a traffic evaluation study to analyze the no-build vs. build impacts on the existing traffic control systems and strategically propose improvements along the Congress Street corridor.

B&L understands that construction funds have not been allocated at this time, therefore we are proposing to complete the design of this project following the framework and specifications of a Federally Funded project utilizing industry standard NYSDOT standards and specifications. We are also proposing to provide an assessment of environmental impacts and potential permitting that may be necessary during construction.

SCOPE OF SERVICES

To accomplish the final bid document goal we anticipate the following approach and scope of services:

Item 1: Kick-Off Meeting

The City, members of the Complete Streets Advisory Board, Saratoga Greenbelt Trail committee, Downtown Business Association, and any other appropriate entities and stakeholders shall hold a kick-off meeting with B&L to review the project scope; schedule; project requirements; roles and responsibilities of project partners such as marketing, public outreach, data gathering, etc.; public meeting agenda and proposed technique for public involvement proposed for the project; and any other information which would assist in project completion. B&L will prepare the agenda and distribute to all project partners a meeting summary clearly indicating the agreements/understandings reached at the meeting.

Deliverables:

- a) Meeting Materials and Minutes.***
- b) Project Schedule***



***Franklin Street at Gideon
Putnam Burying Ground***



***Putnam Street – Facing
Congress Park***

Assumptions:**a) One (1) Meeting at the City for two (2) hours****Item 2: Data Gathering**

B&L will review the current information and work closely with City Staff to incorporate specific project and design elements into the final plan.

B&L will review the current information on file and work closely with City Staff to incorporate specific project and design elements into the final plan. B&L will make field inspections to verify existing conditions and collect readily-available traffic and pedestrian volume data.

- **Survey & Mapping:** B&L through our subconsultant Azimuth Surveying & Cartography will provide ground survey to locate potential physical conflicts and support design of potential required physical modifications to the roadway, traffic signals, and appurtenances. City Right of Way shall be identified based upon the most recent tax map information. Utilities must be identified and included in all base map layouts. All designs shall be completed in Auto Cad and as a PDF file with copy of original survey base map provided to the City of Saratoga Springs as a record document, on paper and in electronic format on CD.

All Base Map and Survey work required to develop detailed Construction Site Plans for the approximate 5,500 ft. project length that includes:

- Identify existing conditions
- Identify existing above ground & below ground structures
- Identify existing underground & overhead utilities
- Identify trees and other foliage, and which trees will need to be removed, if necessary
- GPS ground control survey for photogrammetric targets and site control. Horizontal datum will be NAD83 state plane coordinates, elevation datum will be from NYSRTN. Contact UFPO for design tickets and coordinate with City personnel for marking and/or utility mapping. Utility information will be limited to client provided utility maps and UFPO markings. Right of way lines will be shown as per street widths in City records, and tax mapping as required.
- **Accident Data:** B&L will obtain accident data for the traffic study area of Congress Street from Franklin to Broadway project limits from the NYSDOT and/or the City Police Department for the last three (3) years. B&L will perform an accident analysis for the project area in accordance with the NYSDOT Highway Design Manual Chapter 5. The analysis will include intersection and corridor wide accident rates, summary of accident severity, and summary of accident types.



- **Traffic Data Collection:** On Congress Street from South Franklin to Broadway, collect traffic volumes and turning movement counts (vehicles, pedestrians and bicycles) throughout the corridor for morning (7 AM - 9AM) and evening (3PM - 6PM) peak hours. Additionally, counts shall not be conducted during inclement weather conditions. Intersection counts shall be conducted once per time period per intersection. Automatic tube counts at periodic stations throughout the corridor shall be conducted for three consecutive days during a mid-week period. One automatic tube count shall be taken for each station within the corridor.
- **Site Visit and Field Inspection:** B&L will visit the project site and perform a physical inventory of the existing conditions including but not limited to ADA facilities and compliance, traffic control signs, pavement markings, traffic signals, roadway cross-section, parking regulations, drainage conditions, utility inventory, and pavement conditions. The site visit will also include a review of potential environmental impacts and potential permitting needs that will be dependent on the future construction phase funding source.

Deliverables:

- ***Survey base map in electronic and paper format***

Assumptions:

- ***5 Intersections will be counted on the Congress Street corridor for the 2 peak periods***
- ***5 automatic tube counters will be placed***



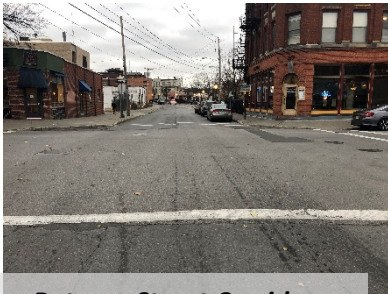
Congress Park

Item 3: Concept Design Plans (30%)

B&L will develop two (2) conceptual design plans which shall provide illustrative plans, views, and elevations to adequately describe the character and layout of all components of the proposal, as well as basic information about traffic/pedestrian operations. The first design plan will follow the proposed route of the Saratoga Springs Greenbelt Trail Feasibility Study. The second conceptual design plan will create an alternate route based on feedback from the initial kick-off meeting, and B&L's evaluation of the site.

Utilizing the traffic and accident data collected in Item 2, B&L will complete a traffic evaluation study of the Congress Street corridor. B&L will build a Congress Street traffic model utilizing *Trafficware's* Synchro software and in accordance with the Highway Capacity Manual guidelines. The model will provide the project team with the existing operational characteristics of the study area as baseline measurable factors such as level of service (LOS), delay, vehicle/capacity ratio, and queue lengths. It is assumed that one (1) future build year measurable factors will be analyzed for comparison to the existing year and no-build scenarios. The traffic model will include and analyze the following:

- Develop potential lane configurations (striping plans) and other operational improvement options for testing in the computer model including physical signal modifications and potential timing plans for each alternative.
- Evaluate options including Level of Service (LOS) and speed/delay comparisons for each alternative to existing conditions.
- Evaluate impacts to side street operations.
- Evaluate accident potential tradeoff's and safety countermeasures.
- Determine an appropriate traffic rate growth factor.
- Evaluate options with increased volumes due to background traffic growth and determine failure mode volumes.
- Identify recommended physical improvements to pedestrian crossings, and traffic signals under each option.
- Identify options for bicycle infrastructure improvements as outlined in the Complete Streets Plan and the Saratoga Greenbelt Trail Plan Feasibility Study.
- Identify potential queue length at intersections for each alternative for both mainline and side streets.

***Putnam Street Corridor******Congress Street Corridor***

B&L will prepare the Draft Technical Memorandum that will include a summary of existing conditions; roadway, pedestrian, and bicycle design criteria; results of the traffic evaluation study; results of the accident analysis; description of the two (2) alternate routes; the 30% Concept Design Plans; the Item 6 preliminary cost estimate; environmental impacts and potential permitting needs (if necessary); and the project schedule.



Deliverables:

- a) ***30% Concept Design Plans***
- b) ***Draft Technical Memorandum report***

Assumptions:

- a) ***Two (2) Alternative routes will be included in the Concept Design Plans for evaluation***
- b) ***Assume the Concept Design Plans will include only the minimum information needed to compare and select the preferred alternative***
- c) ***The City will provide signal timing plans and record plans for the signalized intersections (if available)***
- d) ***The traffic evaluation study will include an analysis of the existing year, future no-build year, and future build year for the AM and PM peak hours.***



Item 4: Review Workshop with City Staff & Technical Memorandum Report

B&L will meet with the City's staff to obtain staff input on the conceptual design plans and the Draft Technical Memorandum report, determine what improvements should be implemented, determine schedule for implementation, and identify any outside financial resources necessary for implementation of the construction project

B&L will prepare the Final Technical Memorandum to summarize results of the study, address City comments on the Draft report, and final recommendations for implementation.

Deliverables:

- a) Final Technical Memorandum report*
- b) Meeting materials and minutes*
- c) Updated project schedule*

Assumptions:

- a) One (1) review period for the 30% Concept Design Plans and the Draft Technical Memorandum report*
- b) One (1) Meeting at the City for two (2) hours*

Item 5: Conceptual Design Plan Presentation & Approval by City Staff

In addition to the preliminary review workshop, B&L will attend one (1) public meeting to present the two (2) Conceptual Design Plans to City Council detailing the design elements, materials and phasing plan. B&L will be prepared to respond to, and incorporate comments, on the preferred design plan from the City Staff and City Council.

Deliverables:

- a) Public Meeting and Presentation Materials*
- b) Summary of Public and City Council comments received*

Assumptions:

- a) One (1) Presentation at one (1) City Council meeting for one (1) hour*

Item 6: Preparation of Preliminary Construction Cost Estimate

B&L will prepare an itemized engineers cost estimate based on the 30% Concept Design Plans, which outlines the associated unit, quantity, unit cost and amount for each item.

B&L will be prepared to respond to, and incorporate comments, on the design plan from the City Staff and City Council.



Item 7: Final Design Development

B&L will proceed with the Final Design Development phase once the Conceptual Design Plans are accepted by the City. The Final Engineering Design and Construction Drawings shall be based upon one (1) alignment selected by the City. This alignment could be a hybrid of alignment 1 and 2.

B&L will provide 60% and 95% Complete Plans & Specifications for City review. Each subsequent submission will build upon previous submission and the designs shall incorporate City comments. B&L will provide construction cost Estimates updated at each design review milestone.



Railroad Run at W. Circular Street

The anticipated sheets for the 65% submittal are as follows:

- Title Sheet
- Construction Plan Sheets
- Typical Section(s)
- Proposed Profile(s) (If necessary)
- Drainage Modifications (assumed to be minor)
- Maintenance and Protection of Traffic
- Pertinent Details
- Traffic Signal Plans



The anticipated sheets for the 90% ADP submittal are:

- Title Sheet
- General Notes and Index
- Legends and Abbreviations
- Estimate of Quantities
- Erosion and Sediment Control Details and Notes
- Typical Sections
- Traffic Control Plans and Details
- General Plans
- Profiles (1:8 V / 1:40 H) (If necessary)
- Miscellaneous Details
- Miscellaneous Tables
- Traffic Signal Plans and Details

The Design plans shall include and account for:

- Identify existing conditions
- Identify necessary ROW goal is for improvements to remain in City ROW
- Identify existing above ground & below ground structures
- Identify existing underground & overhead utilities
- Identify trees and other foliage, and which trees will need to be removed, if necessary
- Explain how off-road segments will be kept-snow-free
- Identify locations for bicycle racks and potential locations for bike share stations.
- On streets will CDTA Transit Service, indicate where bus stops will be located and show how bicycle / bus interaction will occur at bus stops. Each bus stop requires a complete ADA-complaint pedestrian network.
- Planned location & installation requirements for proposed pedestrian signals, lighting, ADA compliant crosswalks, pedestrian ramps, bike lanes and/or sharrows, and sidewalks and/or 8' off-road trail.
- Maintenance & Protection of Traffic Plan
- Provide all details and specifications required for construction.

Deliverables:

- a) ***60% Plans, Specifications, and Estimate (PS&E)***
- b) ***60% Review Meeting materials and minutes***
- c) ***95% Plans, Specifications, and Estimate (PS&E)***
- d) ***95% Review Meeting materials and minutes***
- e) ***Final Bid Documents***
- f) ***Written summary of all specifications including materials***



Assumptions:

- a) Two (2) review meetings at two (2) hours each**
- b) The City will provide the front end of the contract documents**
- c) Scale: 1" = 20'**
- d) Four (4) 11x17 hard copy sets of 60% and 95% PS&E submission**
- e) Final Bid Documents in AutoCAD Civil 3D**
- f) Four (4) sets of 22x34 and 11x17 Final Bid Document Plans**
- g) All design work will conform to current versions of the following documents, as applicable.**
 - AASHTO Guide for the Design of Bicycle Facilities
 - NACTO Design Guides
 - A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO)
 - Highway Capacity Manual, Special Report 209, Transportation Research Board
 - ADA Accessibility Guidelines for Buildings and Facilities
 - Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way
 - AASHTO Standard Specifications for Highways and Bridges
 - NYSDOT Scoping Procedures Manual, Appendix D (Design Traffic Forecast Policy)
 - NYSDOT Highway Design Manual
 - National Manual of Uniform Traffic Control Devices
 - New York State Supplement to the National Manual of Uniform Traffic Control Devices
 - NYSDOT Environmental Procedures Manual
 - Additional trail technical assistance guidelines and documents will be consulted and referenced in the trail design as applicable and when not in conflict with design standard manuals.

COMPANY OVERVIEW



ABOUT BARTON & LOGUIDICE

Barton & Loguidice has been providing professional engineering services to municipal governments and private clients for more than 50 years. Our staff of engineers, environmental scientists, landscape architects, planners, and technicians has experience and expertise in solving transportation, water and wastewater, environmental compliance, solid waste, facilities, and land planning challenges. Our success is built on a strong foundation of lasting client relationships, which translates to a personal understanding of your needs and long-term vision, and the ability to develop quality, cost effective solutions. B&L employs more than 250 employees in offices in Syracuse, Albany, Rochester, Ellenville, Newburgh, Watertown, New York, Camp Hill, Pennsylvania, and Lanham, Maryland.

This project will be managed from our Albany office by **Daniel J. Rourke, P.E.**, who is a certified Professional Traffic Operations Engineer (**PTOE**) and holds the experience and background you will require to lead the engineering team on this project. Dan has been with B&L for over 17 years and is uniquely qualified for this project having been the engineer and manager on numerous projects that include trail connections through urban areas, traffic impact analysis, traffic and pedestrian signal design, and developing these projects into bid ready construction plans.

Dan will be assisted by a team of professionals including **Ted M. Kolankowski, Jr., R.L.A., LEED AP**, a skilled landscape architect offering over 30 years of experience specializes in land use planning and multi-modal transportation planning and design, Ted has managed numerous trail and landscaping initiatives that encourage sustainable recreation and active connectivity for Eastern New York communities.

TRAILS

B&L has designed more than 200 miles of multi-modal trail systems in both urban and rural environments. We recognize that trail systems are successful when people use them, and use stems from providing logical connections within a community and a feeling of safety while on the trail. These thoughts drive our design team's approach when siting and designing trail systems.



CIVIL ENGINEERING AND SITE DESIGN

B&L has extensive experience providing full service engineering services for a variety of projects, including site layout and site utilities design; mechanical, electrical and plumbing for new buildings and renovations; SEQRA and NEPA compliance; environmental assessments; drainage and stormwater management; highways, bridges, and access roads; traffic studies; hazardous materials investigation and remediation; and water/wastewater engineering.

SUSTAINABLE PLANNING AND DESIGN

B&L provides a full range of Sustainable Planning and Design services to our municipal clientele. Whether your needs involve comprehensive land use planning, site design for a specific project, or assistance in reviewing a broad variety of subdivision, site plan, or other development proposals, B&L has the expertise to provide tailor-made services for you. Our capabilities range from initial planning and feasibility studies to final design and construction services. We have the experience to address all required social, cultural, economic, and environmental aspects of your projects. Our experienced Landscape Designers can provide your project with environmentally sensitive and aesthetically satisfying planning and design services for a variety of sites. We provide reviews of developer's land development plans, as well as reviews of infrastructure improvement plans.

LANDSCAPE ARCHITECTURE

Our landscape architects are adept at providing creative, functional designs in both urban and rural settings. Often our streetscapes, trails, pocket parks, and multi-modal corridors are designed with the goal of revitalizing a brownfield, acting as a catalyst to the growth and development of a once bustling city center, or enhancing a recreation asset such as a waterway or trail.

GREEN INFRASTRUCTURE

Green infrastructure interconnects natural systems and/or engineered systems that use plants and soil to slow, filter, and infiltrate runoff close to its source in a way that strengthens, mimics natural functions and processes.



SPORTS AND RECREATION

Sports and Recreation are vital parts of your community's quality of life. Whether you are planning to upgrade a current park facility or looking to create a new community recreation asset, Barton & Loguidice's deep bench of engineers, landscape architects, urban planners, and environmental scientists will provide quality planning and design for your recreational project. The B&L team employs the most current design technologies to ensure that our clients' projects are safe, user friendly, energy efficient, and sustainable. From planning through implementation, from development of competitive grant applications to bidding and construction administration/oversight, we have all the bases covered. B&L's Universal Design solutions do more than just meet ADA requirements - our designs bring communities together.

PROJECT EXPERIENCE

Below are examples of similar projects completed by Barton & Loguidice followed by a list of references.



Syracuse Connective Corridor

City of Syracuse, New York



The City of Syracuse, in partnership with Onondaga County and Syracuse University, has invested significant resources in creating a unique vision of a true bicycle, pedestrian and transit corridor that would connect major portions of downtown Syracuse and University Hill while revitalizing the areas in between.

The Connective Corridor is a traffic calming project with emphasis on improving pedestrian and bicycle accommodations and public transportation to create a “Complete Street” and signature urban strip within the heart of Syracuse.

One of the project’s major successes involved converting a University Avenue segment from one-way to two-way, while implementing traffic calming and parking reconfigurations, and a unique hybrid cycle track.

B&L progressed the project in three phases, incorporating green stormwater infrastructure to reduce the impacts of stormwater runoff to the existing combined sewer system throughout the project corridor. Specific proposed green stormwater improvements include use of permeable pavers, porous pavements, stormwater planters and rain gardens, and infiltration and underground storage.

This project was a locally administered federal aid project (LAFAP). As the prime consultant of a large creative team, B&L was responsible for the majority of the tasks including:

- Project management and coordination
- Environmental reviews
- Traffic calming design (17 intersections)
- Traffic signal design
- Transit facilities
- Streetscape design
- Utility redesign
- Green infrastructure design
- Construction inspection

Client:

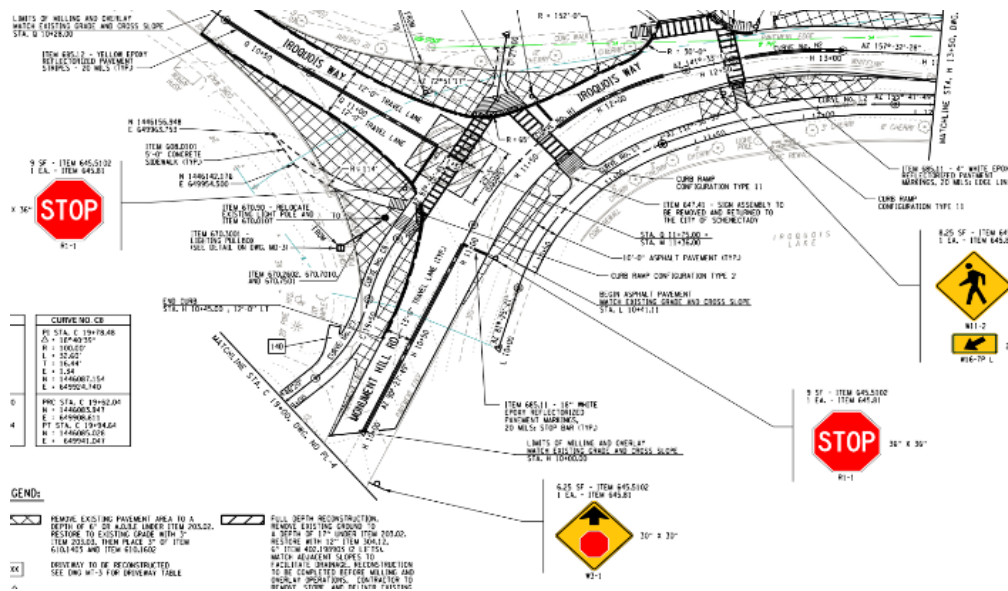
Linda Dickerson Hartsock
Director
Syracuse University
Community Engagement &
Economic Development
350 West Fayette St.
Syracuse, NY 13244
(315) 443-8052
Ldhart01@syr.edu

Key Project Components

- Traffic Count and analyses
- Road diets
- Bicycle and ADA pedestrian routing
- Curb bumpouts
- Green infrastructure design
- Bus stop/station design
- Landscape architecture design
- Aesthetic lighting plan
- Public art and culture integration
- Creative urban gathering spaces
- Sustainable urban design
- Context-sensitive design

Total Project Cost: \$ 20 M
Completion Date: 2015

Central Park Trail Connection Schenectady, New York



Client:

Christopher R. Wallin, P.E.
City of Schenectady,
Department of Engineering
Room 205, City Hall, 105 Jay St.
Schenectady, NY 12305

Total Project Cost: \$155,000
Completion Date: Ongoing

Background

This Locally Administered Federal-aid project will link two previously completed sections of Phase 1 on the overall Downtown Schenectady Park Loop. The project involves the construction of approximately 0.6 miles of multi-use trail, including approximately 1,700 ft. in Schenectady's Central Park, extending from the existing casino, through the Monument Hill Road/Iroquois Way intersection (See below), and connecting with the completed section of Phase 1 on Bradley Street. The intersection of Monument Hill Road and Iroquois Way will be reconfigured to a stop-controlled T-intersection including re-defined crosswalks and ADA ramps.

Key Features

The signalized intersection of McClellan Street and Bradley Street will be upgraded with pedestrian signals, countdown timers, and ADA ramps and crosswalks. The traffic signal at the intersection of North Brandywine Avenue and Bradley Street will be completely replaced and also equipped with pedestrian signals, countdown timers, and new ADA compliant ramps and crosswalks. The existing sidewalk along North Brandywine Avenue will be improved to include an 8 foot wide concrete multi-use path. B&L developed multiple alternatives, performed preliminary through final design, and will oversee the construction to begin in the spring of 2018.

Downtown Park Loop

City of Schenectady, New York



Background

The Downtown Park Loop is one of four loop systems that will eventually connect the Mohawk-Hudson Bike/Hike Trail to and through the City of Schenectady. Strategically located as a critical link in the state's system, the Downtown Park Loop provides a direct connection to the Canalway Trail, further establishing the City as a major tourist, recreation, and heritage destination. The multi-use trail provides a safe, formal connection between Downtown Schenectady and Vale and Central Parks, two important destinations. The trail provides recognizable orientation and designated public domain for visitors and multi-use recreational enthusiasts, as detailed in the Urban Bike Route Master Plan.

Our Services

- Design and implement streetscape and pedestrian improvements, providing a safe, attractive public corridor, resulting in heightened use and appreciation for the downtown and increased heritage and eco-tourism opportunities
- Address public concerns for safety, security, and historic preservation, and work with local residents and business owners to establish a route that will best serve the community
- Preliminary design engineering services for the complete Downtown Park Loop
- Final design engineering services for Bradley Street, let by the City of Schenectady
- Final design engineering services, construction administration, and construction inspection for Phase 1, Vale Park and Vale Cemetery

Client:

Stephen Feeney, AICP
Planner
Schenectady County
Department of Economic
Development & Planning
107 Nott Terrace, Suite 303
Schenectady, NY 12308
(518) 386-2225
steve.feeney@
schenectadycounty.ny



Total Project Cost: \$750,000
Completion Date: 2011

Features of the Project:

- Community outreach
- Urban pedestrian/trail accommodations
- Landscape design
- Stormwater management



381.003

Aviation Road/Queensbury Union Free School District Access Operations Analysis

Queensbury, New York

Background

A/GFTC, in coordination with the Queensbury Union Free School District (QUFSD) and the Town of Queensbury retained B&L to conduct an operations analysis of existing access and proposed access changes from Aviation Road to the QUFSD campus, with the goal of preserving safe, efficient, and reliable multimodal circulation. QUFSD is considering access changes to its campus from Aviation Road as part of its Master Plan implementation and its ongoing campus circulation.



B&L summarized the transportation characteristics of Aviation Road and the intersecting roadways based on the results of the data collection and analysis of the existing conditions of the project corridor. The results were used to develop feasible recommendations for QUFSD access changes with Aviation Road that will improve the corridor-wide traffic mobility while not prohibiting future Aviation Road corridor improvements. The project team derived seven QUFSD to Aviation Road access alternatives that were analyzed for future No-build and Build scenarios. B&L's analysis, evaluation, and comparison of the alternatives were utilized by the project team to select a feasible alternative. The transportation study will be used to plan for funding and the future implementation of the selected alternative.

Our Services

- Traffic data collection
- Intersection capacity and level of service analysis
- Queue analysis
- Accident analysis
- Developed seven concept alternatives for consideration
- Preliminary construction cost estimates for the alternatives

Client:

Aaron Frankenfeld
Transportation Planning Director
A/GFTC
11 South Street, Suite 203
Glens Falls, NY 12801
(518) 223-0086



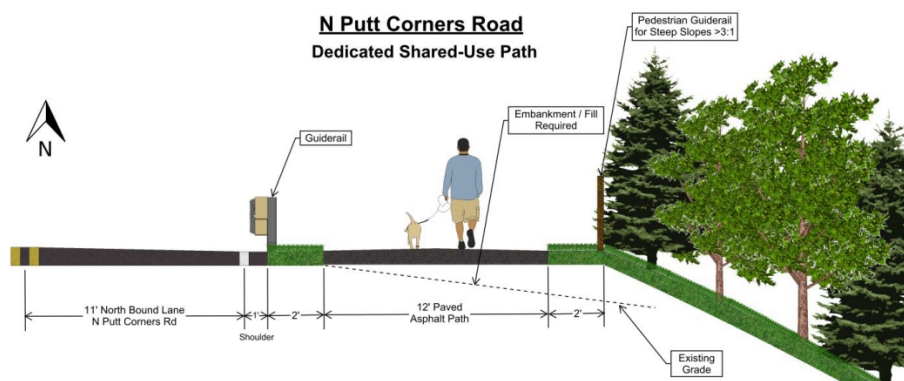
Existing Queue at the QUFSD Main Entrance

Project Cost: \$17,000 (fee)
Completion Date: 2017

Wallkill Valley Rail Trail and Hudson Valley Rail Trail Link Feasibility Study

Southern Ulster Alliance, Ulster County, New York

The only option considered on North Putt Corners was to locate a separated path on the northbound side of the road. There is adequate right-of-way and vacant land available for this alternative.



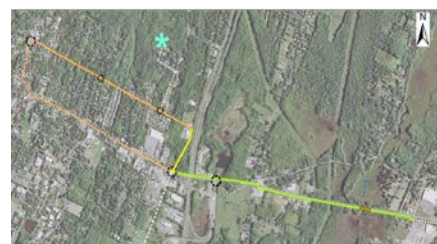
The Wallkill Valley Rail Trail to Hudson Valley Rail Trail Link, an idea given life by members of the Southern Ulster Alliance, is a complex project that involves routing a trail through the densely populated Village of New Paltz, to the revitalizing Hamlet of Highland. It will provide a convenient way for pedestrian users to visit Main Street in the Village, while at the same time creating a safe off-road path for cyclists and pedestrians to pass through two of the busiest and most congested intersections in the Town of New Paltz. The path will cross the New York State Thruway, either by way of the existing bridge (which was not designed for the trail), or by construction of a new pedestrian and bicycle bridge over the busy highway. The trail will then be routed down Route 299, one of the busiest State roads in Ulster County, to a connection with the existing Hudson Valley Rail Trail in the Town of Lloyd.

The study contained:

- Existing conditions and needs analysis
- Trail economic factors analysis
- Summary of trail design guidelines and standards
- Alternatives and options, including trailhead and parking locations
- Recommended implementation measures
- Stakeholder outreach summary
- Suggestion of probable cost with concept-level budgets for each Trail Link system component
- Sources of funding
- Schedule and suggested project priorities, including a breakdown of the Trail Link system into construction phases

Contact:

Toni Hokanson
Former Chairperson
Southern Ulster Alliance
PO Box 550
New Paltz, NY 12561
(845) 795-5049



Total Project Cost: \$31,600
Completion Date: 2011

Finding Rosendale: Circulation and Wayfinding Plan

Town of Rosendale, Ulster County, New York



Client:

Dennis Doyle
Planning Department Director
Ulster County
244 Fair Street
P.O. Box 1800
Kingston, NY 12402
(845) 340-3529
planning@co.ulster.ny.us

Background

The Town identified the need for a plan that evaluates ways to improve circulation, connectivity and wayfinding between recreation areas, public parking lots and commercial properties in and around Downtown Rosendale in a manner that respects private properties. Recreational features and attractions such as the Wallkill Valley Rail Trail, Rosendale Trestle, Joppenbergh Mountain, and the Williams Lake Project are expected to draw increasing numbers of new visitors to the area across several modes of travel (bike, pedestrian, and auto). Ensuring that visitors using all modes are able to navigate safely and efficiently to and from these facilities and into the town center without significant conflict is a primary concern. To capitalize on this influx of visitors, Ulster County and the Town of Rosendale are overseeing the preparation of this Circulation & Wayfinding Plan to:

- Improve linkages between parking, trails, and businesses;
- Provide better wayfinding; and
- Provide safe new pedestrian/bicyclist accommodations on the Town's state and county highways.



Total Project Cost: \$35,000
Completion Date: 2015

Our Services

B&L prepared a Community Goals, Priorities, and Existing Conditions Technical Memo which previewed the relevant recommendation of other plans and cataloged existing conditions of vehicular, pedestrian, and bicyclist facilities and routes along with parking areas. Additionally, the Tech Memo outlined underlying community goals and priorities with respect to traffic, parking, business development, and recreational opportunities, as well as connections between goals and priorities and branding ideas for Rosendale.

REFERENCES

Christopher R. Wallin, P.E.

City Engineer

City of Schenectady, Department of Engineering

Room 205, City Hall, 105 Jay St.

Schenectady, NY 12305

Aaron Frankenfeld

Transportation Planning Director

Adirondack-Glens Falls Transportation Council

(518) 223-0086

afrankenfeld@agftc.org

Dennis Doyle

Planning Department Director

Ulster County

(845) 340-3529

planning@co.ulster.ny.us

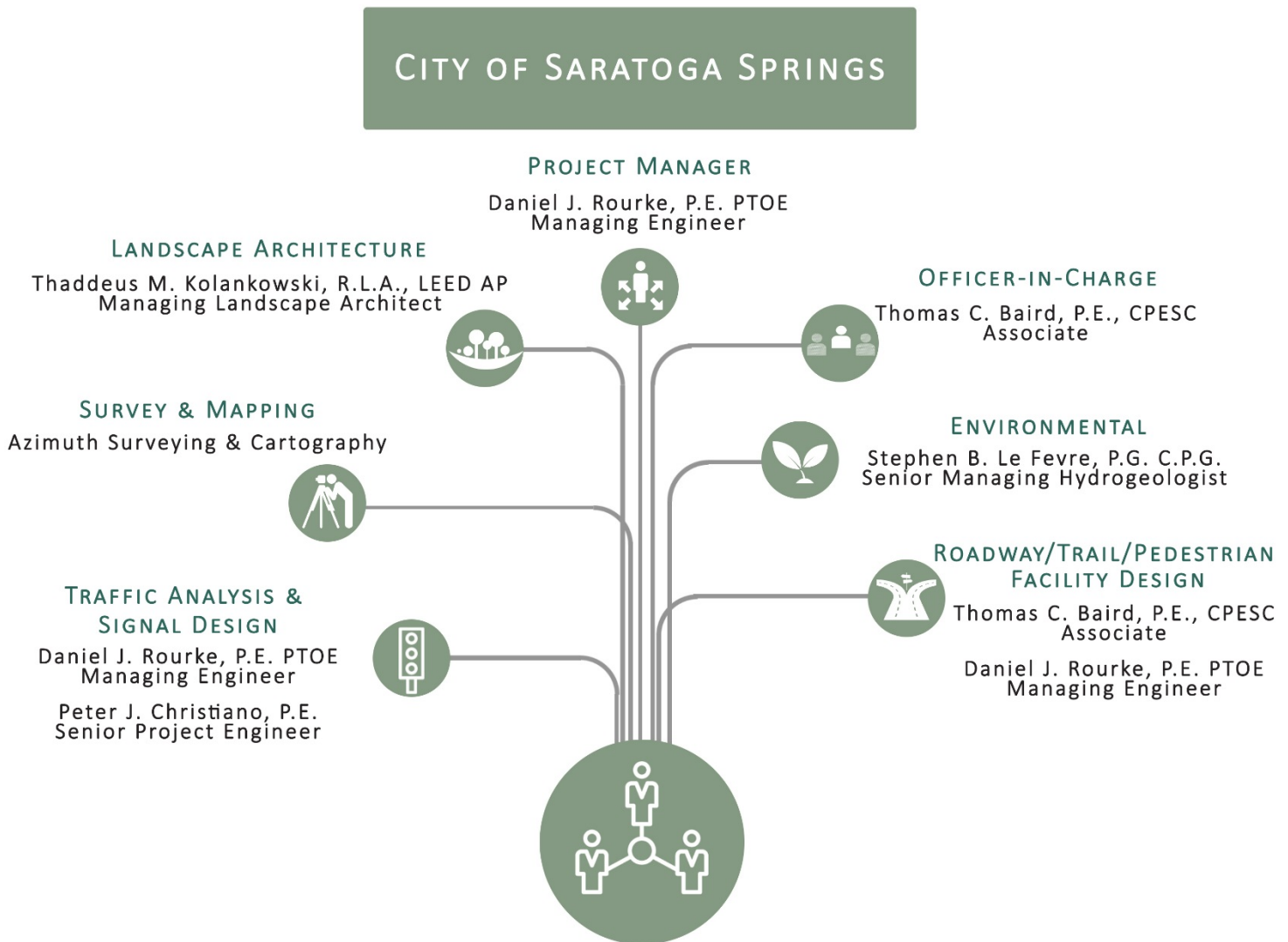


PROJECT TEAM

Attached within this section you will find resumes of the proposed team outlined in the organizational chart below for your Complete Streets Greenbelt Downtown Extender Project.

Availability of Personnel, Equipment and Resources

The personnel proposed for this project have ample availability to perform the work required in a timely and efficient manner. In addition, B&L has a multi-disciplined staff of engineers, environmental scientists, planners, landscape architects, and construction specialists who are available for any special needs that may arise.



Years of Experience

17

Education

B.S., Civil Engineering,
Rensselaer Polytechnic Institute,
2004

A.A.S., Civil Engineering
Technology, Hudson Valley
Community College, 2001

Professional Registrations

Professional Engineer, New York
- 2009

Professional Traffic Operation
Engineer (PTOE) - 2011

Professional Affiliations

New York State Association of
Transportation Engineers
(NYSATE)

American Society of Highway
Engineers (ASHE)

Institute of Transportation
Engineers (ITE)

Summary

Mr. Rourke is a New York State Registered Professional Engineer as well as a Certified Professional Traffic Operations Engineer (PTOE). Mr. Rourke has experience in transportation engineering including traffic signal design, traffic analysis, and design of highway rehabilitation/reconstruction and infrastructure improvements. He has experience as an engineer for transportation infrastructure projects for several municipalities, NYSDOT, and private industry.

He has been responsible for various design studies including traffic signal design, traffic data collection, traffic analysis, signal warrant studies, and corridor wide studies. This information was used to prepare preliminary designs and recommendations including design approval documents, recommendation reports, traffic impact studies, and construction plans and specifications.

Relevant Project Experience**Downtown Schenectady Park Loop (Mohawk-Hudson Bike/Hike Trail),
Schenectady County Planning Department**

B&L designed and implement streetscape and pedestrian improvements in order to provide a safe, attractive public corridor resulting in the Downtown Park Loop, one of four loop systems that will eventually convey the Mohawk-Hudson Bike/Hike Trail to and through the City of Schenectady. B&L provided preliminary engineering and planning services for the complete Downtown Park Loop network with a result of prioritized projects and funding budgets. B&L also provided final engineering services for Bradley Street (let by the City of Schenectady) and final engineering services, construction administration, and construction inspection for a segment of Phase 1 of the Downtown Loop (Vale Park and Vale Cemetery). Dan was the project engineer on this project and provided the planning, preliminary design, and final design services.

Central Park Trail Connection, City of Schenectady, NY

B&L was selected by the City to provide engineering and construction phase services for this locally administered federal aid project that will complete Phase 1 of the planned Downtown Schenectady Park Loop by connecting Vale Park to Central Park. B&L designed an off-road pedestrian and bicycle facility on Brandywine Ave., Bradley Street, and through Central Park by designing the reconstruction of these urban city roadways within the City right-of-way, to allow for the most efficient re-allocation of width while providing a complete street corridor. Mr. Rourke is the Project Manager responsible for the daily project activities, design oversight, deliverables, schedule, and budget.

Syracuse Connective Corridor, City of Syracuse, NY

Mr. Rourke served as a project engineer on this project responsible for the traffic signal design of 17 intersections including vehicular signals and fully accessible pedestrian and bicycle signals and detection equipment. B&L was retained by the City of Syracuse to provide design and construction services for this multi-phase complete street project, which was constructed by three public

bid contracts during 2012-2015. The project included innovative features such as green infrastructure (porous pavements, permeable pavers, rain gardens, Silva Cell tree pits), custom LED lighting and a separated methacrylate surfaced two-way cycle track. Varying types of bicycle facilities, enhanced pedestrian accommodations, improved transit facilities and customized street furnishings/amenities were included throughout the corridor to improve and delineate all modes of travel. Project Cost: \$20M

Wallkill Valley/Hudson Valley Link Study, Southern Ulster Alliance

This study investigated routing a trail through the densely populated Village of New Paltz, to the Hamlet of Highland. It included pedestrian access Main Street in the Village, off-road path for cyclists and pedestrians and pass through two busy and congested intersections. The path will involve retrofitting an existing bridge or constructing of new pedestrian and bicycle/bridge over the New York State Thruway. B&L performed an existing conditions and needs analysis, trail economic factors analysis, summary of trail design guidelines and standards, alternatives and options, including trailhead and parking locations, recommended implementation measures, stakeholder outreach summary, suggestion of probable cost with concept-level budgets for each Trail Link system component, sources of funding, and schedule and suggested project priorities, including a breakdown of Trail Link system into construction phases.

Aviation Road/Queensbury Union Free School District Access Operations Analysis, Queensbury, NY

Adirondack/Glens Falls Transportation Council (A/GFTC), in coordination with the Queensbury Union Free School District (QUFSD) and the Town of Queensbury initiated this project to conduct an operations analysis of proposed access changes from Aviation Road to the QUFSD campus. Mr. Rourke is the Managing Engineer responsible for the data collection, existing and future traffic analysis, accident analysis, and determining the overall viability of each alternative in relation to the Town's transportation network.

**Jefferson Street Gateway Improvement Project
Village of Monticello, NY**

As the design team leader, Mr. Rourke was responsible for all preliminary and final design phase services including environmental permitting, roadway design, pedestrian facility design, stormwater management, and work zone traffic control design. Planned improvements promoting non-motorized transportation included sidewalks and ADA-compliance along a busy commercial corridor. B&L is designing curbing, defined driveway access, a pocket park, and landscaping and pedestrian amenities.

Years of Experience

27

Education

B.S. Civil and Environmental
Engineering (With Distinction)
Clarkson University, 1991

Professional Registrations

Registered Professional
Engineer, NY, 1997, Vermont
2017

Professional Affiliations

New York State Association of
Transportation Engineers
(NYSATE)

American Society of Civil
Engineers (ASCE)

International Erosion Control
Association (IECA)

NYS Floodplain & Stormwater
Managers Association

Summary

Mr. Baird has extensive experience in transportation and environmental project management and design for various state agencies, municipalities and private industry. His experience includes complex rural and urban highway projects, sidewalks, multi-use paths, roundabouts, noise analysis, drainage design and innovative problem solving mitigation strategies. Mr. Baird's experience also includes the design of green infrastructure and stormwater management systems specializing in porous asphalt and designs for linear transportation projects. He has also been recognized as an industry leader in the development of porous pavements and green infrastructure (GI) practices.

Relevant Project Experience

Schenectady Central Park Trail Connection, City of Schenectady, NYSDOT Region 1

This Locally Administered Federal-aid project will link two previously completed sections of Phase 1 on the overall Downtown Schenectady Park Loop. The project involves the construction of approximately 0.6 miles of multi-use trail, including approximately 1,700 ft. in Schenectady's Central Park, extending from the existing casino, through the Monument Hill Road/Iroquois Way intersection (See below), and connecting with the completed section of Phase 1 on Bradley Street. The intersection of Monument Hill Road and Iroquois Way will be reconfigured to a stop-controlled T-intersection including re-defined crosswalks and ADA ramps. The signalized intersection of McClellan Street and Bradley Street will be upgraded with pedestrian signals, countdown timers, and ADA ramps and crosswalks. The traffic signal at the intersection of North Brandywine Avenue and Bradley Street will be completely replaced and also equipped with pedestrian signals, countdown timers, and new ADA compliant ramps and crosswalks. The existing sidewalk along North Brandywine Avenue will be improved to include an 8 foot wide concrete multi-use path. B&L developed multiple alternatives, performed preliminary through final design, and will oversee the construction to begin in the spring of 2018.

Central Park Trail Connection, City of Schenectady, NY

B&L was selected by the City to provide engineering and construction phase services for this locally administered federal aid project that will complete Phase 1 of the planned Downtown Schenectady Park Loop by connecting Vale Park to Central Park. B&L designed an off-road pedestrian and bicycle facility on Brandywine Ave., Bradley Street, and through Central Park by designing the reconstruction of these urban city roadways within the City right-of-way, to allow for the most efficient re-allocation of width while providing a complete street corridor.

Jefferson Street Gateway Improvement Project, Village of Monticello, NY

Tom was the Project Manager for this federal and locally funded TAP project included preliminary and final design services for the installation of 3,700 ft. curb, sidewalk, concrete gutter, ADA Compliant ramps, asphalt pavement restoration, and drainage design along the heavily traveled Jefferson Street in the Village of Monticello. The transportation enhancement project was initiated

to provide facilities for pedestrians and bicyclists between North Street and Raceway Road. Narrow, cracked, non-ADA compliant shoulders along both sides of the roadway severely limited safe mobility of pedestrian and bike travel. Pedestrian and bicyclist improvements were designed to fit within the Village highway boundary. Because there was no funding for right of way acquisitions, the sidewalk was horizontally and vertically designed ensuring no private property impacts. A 5 ft. wide ADA compliant sidewalk accommodates pedestrians and a 12 ft. wide shared use travel lane (wide curb lane) accommodates bicyclists along Jefferson Street provides a significant improvement for all modes of transportation in this important Village Gateway.

Syracuse Connective Corridor

Tom was a Design Manager for this pedestrian mobility and traffic calming project with emphasis on improving pedestrian and bicycle accommodations and public transportation to create a “Complete Street” and signature urban strip within the heart of Syracuse. One of the project’s major successes involved converting a University Avenue segment from one-way to two-way, while implementing traffic calming and parking reconfigurations, and a unique hybrid cycle track. B&L progressed the project in three phases, incorporating green stormwater infrastructure to reduce the impacts of stormwater runoff to the existing combined sewer system throughout the project corridor. Specific proposed green stormwater improvements include use of permeable pavers, porous pavements, stormwater planters and rain gardens, and infiltration and underground storage.

Western Gateway Green Infrastructure and Sidewalk Enhancement Project

Genesee Street (NYS Route 5) serves as the Western Gateway to the Village of Fayetteville, having an Average Annual Daily Traffic (AADT) count of 21,233 vehicles per day. The corridor is currently zoned “Commercial/Office”, and is characterized by a mix of car dealers, convenience stations, restaurants, small business retail and services, and a car wash. The Village of Fayetteville successfully obtained \$557,000 through the NYS EFC Green Innovation Grant Program funds for the Fayetteville Western Gateway Green Infrastructure Enhancement Project. This water quality driven project will integrate green infrastructure practices into the existing streetscape along approximately 500 linear feet of East Genesee Street between the Burdick Street intersection and Limestone Creek Bridge, in addition to the northern 340 linear feet of South Burdick Street within the Village’s Lower Business District. Tom provided Design guidance for the Green Infrastructure elements and sidewalk design elements.

Laurel Park Road Sidewalk Construction, Fallsburg, NY

This locally administered federal aid project includes the preliminary and final design service for the installation of 1,200 feet of multi-use path on Laurel Park Road in the Town of Fallsburg. This project was initiated by the Town to improve pedestrian safety by providing a multi-use path from the Fallsburg Cheder School to the residential development along Estates Drive. B&L engineered a solution to construct the new multi-use path while eliminating ROW acquisitions, retaining wall construction, cultural resources impacts, and endangered species impacts that were incorporated into the original funding application. Our solution also included the full depth reclamation (a form of pavement recycling) of the adjacent roadway. Mr. Baird served as Officer in Charge.

Years of Experience

9

Education

B.S., Civil Engineering - Clarkson
University, 2008

Professional Registrations

Registered Professional Engineer
New York, 2013

Professional Affiliations

American Society of Highway
Engineers (ASHE)

Summary

Mr. Christiano has experience in transportation engineering including traffic signal design, traffic analysis, and design of highway rehabilitation, reconstruction, and infrastructure improvements. He also has experience in multi-use path and trail design, drainage layout, and pedestrian improvements. He has experience as an engineer for transportation infrastructure projects for several municipalities and the NYSDOT.

He has been responsible for design studies including traffic data collection, traffic and crash history analysis, and traffic signal design. This information was used to prepare preliminary designs and recommendations including design approval documents, recommendation reports, construction plans and specifications.

Relevant Project Experience

Downtown Schenectady Park Loop (Mohawk-Hudson Bike/Hike Trail)

As a design engineer for this project Mr. Christiano assisted in the design and implementation of streetscape and pedestrian improvements in order to provide a safe, attractive public corridor resulting in the Downtown Park Loop, one of four loop systems that will eventually convey the Mohawk-Hudson Bike/Hike Trail to and through the City of Schenectady. B&L provided preliminary design engineering services for the complete Downtown Park Loop as well as final design engineering services for Bradley Street (let by the City of Schenectady) and final design engineering services, construction administration, and construction inspection for Phase 1 (Vale Park and Vale Cemetery).

Syracuse Connective Corridor, City of Syracuse, NY

The Syracuse Connective Corridor was a 1.7-mile long traffic calming project with emphasis on pedestrian and bicycle facilities and accommodations for public transportation connecting Syracuse University and downtown Syracuse. Mr. Christiano performed the traffic signal design and multi-modal upgrades at 18 intersections within the project corridor, specifically the design and layout of span wire and mast arm traffic signal poles, and pedestrian signal placement. Additional design work consisted of vehicle detection loop layout along with pedestrian and vehicular signage for each intersection.

Monticello Jefferson Street Gateway, Village of Monticello, NY

The transportation enhancement project involved design, construction oversight, and construction inspection for 3,700 feet of new sidewalk and road improvements for pedestrians and bicyclists. Improvements included high visibility crosswalks, traffic calming measures such as concrete curb and gutters, raised curb islands at driveway openings, signage, bicyclists pavement symbols ("Sharrows"), and landscaping. Mr. Christiano served as lead design engineer for this project, providing preliminary and final design which included alternative assessment and evaluations, development of design

reports and recommendations, bid plans and document development, quantity and cost estimates, construction submittal review, and full time construction inspection.

Walkable Monticello - Pedestrian Access Improvements, Village of Monticello, NY

The project involved design and construction oversight for 1,750 feet of new sidewalk, two retaining walls with integrated staircases, existing sidewalk rehabilitation and concrete panel replacement, and crosswalks for pedestrians crossing Route 42 and other minor streets that intersect Route 42. Mr. Christiano served as a design engineer for this pedestrian access improvement project, providing preliminary and final design which included alternative assessment and evaluations, development of design reports and recommendations, bid plans and document development, quantity and cost estimates, and construction submittal review.

City of Plattsburgh Multi-Use Path, Plattsburgh, NY

As a design engineer for this project Mr. Christiano assisted in the design and implementation of this shared-use bicycle and pedestrian trail which links Plattsburgh city schools, downtown Plattsburgh, and residential neighborhoods. The trail is handicapped accessible, meeting the Americans with Disabilities Act guidelines and designed in accordance with NYSDOT and AASHTO standards. Mr. Christiano served as a design engineer for this project, providing preliminary and final design which included alternative assessment and evaluations, development of design reports and recommendations, bid plans and document development, quantity and cost estimates, and construction submittal review.

Hudson Valley Rail Trail, Phase III, Town of Lloyd, NY

B&L provided the Town of Lloyd with preliminary and final design, and right-of-way incidentals and acquisition services for this segment of the Hudson Valley Rail Trail. The proposed trail follows an abandoned railroad grade is the second to last phase towards the final goal to create a recreational, bicycle and pedestrian rail trail corridor from NYS Route 299 in Lloyd to the City of Poughkeepsie by way of the Walkway-Over-the-Hudson Bridge. Mr. Christiano provided horizontal and vertical alignment layouts, bid plans and document development, and quantity and cost estimates for this project.

Central Park Trail Connection, City of Schenectady, NY

B&L was selected by the City to provide engineering and construction phase services for this locally administered federal aid project that will complete Phase 1 of the planned Downtown Schenectady Park Loop by connecting Vale Park to Central Park. B&L designed an off-road pedestrian and bicycle facility on Brandywine Ave., Bradley Street, and through Central Park by designing the reconstruction of these urban city roadways within the City right-of-way, to allow for the most efficient re-allocation of width while providing a complete street corridor.

Thaddeus M. Kolankowski, Jr., R.L.A., LEED AP

Managing Landscape Architect



Years of Experience

29

Education

B.S., Landscape Architecture -
SUNY ESF, 1987

A.A.S., Liberal Arts and Science -
Erie Community College, 1984

Professional Registrations

Registered Landscape Architect,
New York 1993; Maryland 2013

Leadership in Energy and
Environmental Design (LEED)
Accredited Professional, 2009

Professional Affiliations

Member - American Society of
Landscape Architects

US Green Building Council

Summary

Mr. Kolankowski has extensive experience in land planning and design incorporating multi-modal transportation, energy efficiency, and land use planning. He facilitates public outreach for municipal projects throughout Eastern New York. He has facilitated zoning and planning training, and provided assistance to the planning and zoning boards of several municipalities.

Mr. Kolankowski has completed several projects in historic districts, heritage areas, and other culturally sensitive locations and brings experience from many parks, recreation, landscaping, green space, and trail projects. He has extensive experience in designing green infrastructure practices, as well as preparing for and facilitating visualization and public outreach for a wide variety of projects throughout Eastern New York. Mr. Kolankowski has extensive site grading, slope stabilization and planting design for a wide range of projects including stream corridors, and waterfront projects.

Relevant Project Experience

'Finding Rosendale' Circulation and Wayfinding Plan, Town of Rosendale, NY

The project is funded under Ulster County's UPWP to improve economic vitality and access to recreational opportunities within the community by developing feasible planning and design concepts that improve circulation, accessibility, parking, and safety for pedestrians, bicyclists, and motorists in and around the NYS Route 213 or "Main Street District" of the Town of Rosendale. The plan, titled "Finding Rosendale", will be consistent with complete streets concepts as well as community goals and expectations.

Downtown Schenectady Park Loop (Mohawk-Hudson Bike/Hike Trail), Schenectady, NY

B&L designed and implemented streetscape and pedestrian improvements in order to provide a safe, attractive public corridor resulting in the Downtown Park Loop, one of four loop systems that will eventually convey the Mohawk-Hudson Bike/Hike Trail to and through the City of Schenectady. B&L advanced preliminary design development of final design plans, specifications and estimates and bid and contract documents proportional to the available project funding. Mr. Kolankowski was project manager and led extensive community outreach efforts to assist the city with consensus building for the project.

Wallkill Valley/Hudson Valley Link Study, Southern Ulster Alliance

This study investigated routing a trail through the densely populated Village of New Paltz, to the Hamlet of Highland. It included pedestrian access Main Street in the Village, off-road path for cyclists and pedestrians and pass through two busy and congested intersections. The path will involve retrofitting an existing bridge or constructing of new pedestrian and bicycle/bridge over the New York State Thruway. B&L performed an existing conditions and needs analysis, trail economic factors analysis, summary of trail design guidelines and standards, alternatives and options, including trailhead and parking locations,

recommended implementation measures, stakeholder outreach summary, suggestion of probable cost with concept-level budgets for each Trail Link system component, sources of funding, and schedule and suggested project priorities, including a breakdown of Trail Link system into construction phases.

Zim Smith Trail Feasibility Study, City of Mechanicville, NY

Ted is project manager for the city's feasibility study of the Zim Smith Trail connection through the city to the future Champlain Canalway Trail. B&L provided an analysis of alternative pathways, options for trail construction and potential spin-off projects. The project is currently in the fundraising phase and expected to be implemented in the next five years.

Multi-Use Path Construction from George Angell Drive to Pedestrian Bridge at Saranac Street, City of Plattsburgh, NY

Mr. Kolankowski is project manager for preliminary and final design services for 1.5 mile multi-use path between George Angel Drive to Saranac Street. This important bicycle and pedestrian transportation facility will link key generators west of the Plattsburgh city center to downtown and the Lake Champlain waterfront.

Catskill Mountain Railroad Feasibility Analysis, Kingston, NY

Mr. Kolankowski was project landscape architect for a linkage analysis that evaluated the suitability of alternative connecting routes between the Catskill Mountain Railroad corridor and the Wallkill Valley Rail Trail. The analysis included evaluation of existing rail corridors, local roads and routing through the Kingston Stockade Historic District.

Jefferson Street Rehabilitation Project, Sullivan Renaissance, Village of Monticello, NY

B&L completed a concept plan and narrative for the rehabilitation of Jefferson Street in the Village of Monticello, New York. The project included concept plan development, constructability review, construction cost estimating, review of existing and proposed utilities, stakeholder coordination meetings, and Complete Streets implementation. B&L produced a feasibility report and concept plan for the Village and Sullivan Renaissance to use to gain support and capture funding in order to move the project towards completion.

Central Park Trail Connection, City of Schenectady, NY

B&L was selected by the City to provide engineering and construction phase services for this locally administered federal aid project that will complete Phase 1 of the planned Downtown Schenectady Park Loop by connecting Vale Park to Central Park. B&L designed an off-road pedestrian and bicycle facility on Brandywine Ave., Bradley Street, and through Central Park by designing the reconstruction of these urban city roadways within the City right-of-way, to allow for the most efficient re-allocation of width while providing a complete street corridor.

Stephen B. Le Fevre, P.G., C.P.G.

Senior Managing Hydrogeologist



Years of Experience

31

Education

B.S. Geology, Hope College,
1981

M.S. Geology, Baylor University,
1989

Professional Registrations

Licensed Professional Geologist
WY, KY, PA, WI

Certified Professional Geologist

Professional Accreditations

OSHA 40-Hour Safety Training
Program

Professional Affiliations

American Institute of
Professional Geologists (AIPG)

National Ground Water
Association (NGWA)

Hudson Mohawk Professional
Geologist Association (President
2007-2008)

Eastern NY Chapter of the Air &
Waste Management Association
(Chairperson 2008-2009)

Summary

Mr. Le Fevre has experience working as a hydrogeologist on a wide variety of projects in New York State. He has technical expertise in the following areas: administration and management of USEPA-funded Brownfields assessment and cleanup projects, hazardous waste investigations, including remedial investigation/feasibility studies (RI/FS), Phase I and Phase II environmental site assessments, groundwater supply development and aquifer analysis, mining permit applications and mined land use plans, draft environmental impact statements (DEIS), environmental permitting, preparation of documentation in support of SEQR determinations, review of SEQR submittals, and mining permit applications and mined land use plans.

Relevant Project Experience

Jefferson Street Gateway Improvement, Village of Monticello

This Locally Administered Federal-Aid project is funded through the **Transportation Alternatives Program (TAP)**. The project includes installation of an 1800' foot long multi-use path along an urban minor arterial. The project promotes non-motorized transportation along a new multi-modal corridor improving safety for all users. Additional project features include ADA compliance, access control, landscaping, drainage, street furniture, the design of a pocket park, signage, and high visibility crosswalks. The project design is complete and will be constructed in early 2016.

Hudson Valley Rail Trail, Town of Lloyd

B&L provided preliminary and final engineering services for this vital multi-modal trail link in the Hudson Valley Rail Trail. Design features include: new trailhead parking; 1.4 miles of 12' wide paved multi-modal trail; 125' span pedestrian bridge; 28'w x 15'h trail underpass; trail cross-under; pedestrian trail spur; and connection to Walkway over the Hudson. The project included the investigation, alternative assessment, design, and development of contract documents for the trail and various bridge, culvert and roadway crossings. In addition, construction inspection and construction support services were provided under the construction phase of the project.

South Street Reconstruction and Safety Improvements, Mechanicville, NY

This locally administered federal aid project reconstructed a failing roadway that runs along the top edge of a failing slope overlooking Talmadge Park. The new roadway includes a multi-use path, granite curbing, railings, closed drainage system with a hydro-dynamic separator and extreme storm storage for MS4 compliance, utility relocations, and pre-cast aesthetic gravity retaining walls. The project improved safety for pedestrians, bicyclists, those with disabilities, and motorists along this heavily traveled route to the Mechanicville public school complex.



Beach Road Reconstruction and Stormwater Improvements, Warren County, NY

The objective of the project is to repair a severely deteriorated roadway structure and drainage system, and to enhance the accommodations for the many modes of travel within the corridor. The complete reconstruction project offers the opportunity to significantly improve the quality of water that drains from Beach Road and West Brook to Lake George. The existing four lanes of roadway will be replaced with a porous asphalt pavement system designed to collect, store, and infiltrate more than 4" of stormwater in a 24 hour period. This project, classified as experimental by the FHWA, will also include a complete closed drainage system designed and installed as a backup system should a change back to impervious pavement be desired in the future. With the porous pavement in place, the drainage system will act as temporary storage and as an overflow system during large storm events (> 4" of rain). This porous pavement system will be the first roadway of its kind constructed in NY State.

Pedestrian Safety Improvements Safe Routes to Schools Pruyn Hill Road, Town of Halfmoon, New York

Pruyn Hill Road provides access to the Mechanicville City School District Campus for cars, bicycles and pedestrians. The road had only an eroded, uneven 2-foot shoulder for non-vehicle traffic. The project completed the Safe Routes to Schools (SRTS) program for the Mechanicville School District. It provides a safe link for children between the City of Mechanicville and the City School District campus to promote walking and bicycling.

Esplanade Waterfront Redevelopment Project, City of Mechanicville, NY

Mr. Le Fevre provided environmental support services to the City Council in the SEQR review of a long environmental assessment form and supporting environmental documentation for a proposed mixed-use apartment complex on the Hudson River in the City of Mechanicville. The proposed Esplanade development will consist of six four-story buildings and one three-story building that will include 176 residential housing units and commercial space along the Hudson River.

Beach Road Reconstruction, Warren County

B&L provided environmental investigations for this 1.1 mile corridor project that involved scoping, development, public information meetings, environmental and cultural screenings, alignment assessments, design report development, contract plans and bid documents, environmental and highway permitting, bid services, construction administration and inspection services. The project is addressing such issues as traffic congestion reduction, pedestrian and intersection improvements, aesthetic enhancements and amenities, and infrastructure reconstructions and upgrades.



PROJECT FEE

We have provided the attached staffing chart table to outline our estimated number of hours per item, billing rates for staff members, and subconsultant costs to accompany the Project Approach and Scope of Work from the B&L Team. The technical proposal outlines an approach that corresponds to the cost proposal presented and the requirements outlined in the Request for Proposals.



Barton & Loguidice, D.P.C.
Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender
City of Saratoga Springs
Detailed Fee Estimate and Billing Rate Table

		Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Total Hours	Billing Rate	Total Amount
Barton & Loguidice, D.P.C.	Associate			3	1	2		4	10	\$186	\$1,860
	Managing Landscape Architect	6	2	13	8	6		10	45	\$138	\$6,210
	Managing Engineer	6	2	27	8	6	1	20	70	\$132	\$9,240
	Sr. Managing Hydrogeologist		2	2	2				6	\$162	\$972
	Sr. Project Engineer		4	40	12	6	2	26	90	\$112	\$10,080
	Assistant Landscape Architect II		30	22	4	4	4	14	78	\$75	\$5,850
	Engineer I	2	30	92	4	4	4	64	200	\$83	\$16,600
	Principal Engineering Technician		4	12				24	40	\$110	\$4,400
	Project Administrator							6	6	\$78	\$468
	Senior Group Technical Assistant		8	4				8	20	\$57	\$1,140
	B&L Total Hours	14	82	215	39	28	11	176	565		\$56,820
	Subtotal Cost per Task	\$1,786	\$6,948	\$21,554	\$4,646	\$3,296	\$988	\$17,602			
	Direct Non-Salary Cost	\$111	\$111	\$111	\$111	\$111	\$111	\$111			\$778
	B&L Contract Sub-Total per Task	\$1,897	\$7,059	\$21,665	\$4,757	\$3,407	\$1,099	\$17,713			\$57,598
	Azimuth Surveying & Cartography		\$42,700								\$42,700
	Total Project Cost =	\$1,897	\$49,759	\$21,665	\$4,757	\$3,407	\$1,099	\$17,713			\$100,298

APPENDIX

PROPOSAL SUBMISSION REQUIREMENTS

Submit a written proposal for the Project with your firm's introduction, your project approach, your experience with similar process mechanical projects and 3 references, the key personnel that will work on the project, a project organization chart, and a staffing chart with number of hours and billing rate for staff working on the project. Please indicate the availability of key staff proposed this project. The Project Manager for the Downtown Extender is required to be a PTOE. Provide a lump sum cost with hourly estimates through construction administration.

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 may 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 may cause the proposal to be rejected without review as "non-responsive". All variances, exceptions and/or deviations shall be fully described in the appropriate section.

TOTAL BID IN FIGURES: \$ \$100,298

TOTAL BID WRITTEN: One hundred thousand, two hundred ninety eight

COMPANY NAME: Barton & Loguidice, D.P.C.

ADDRESS: 10 Airline Drive, Suite 200

Albany NY 12205 Phone No. (315) 457-5200
(City) (State) (Zip)

E-MAIL ADDRESS: MSchooley@bartonandloguidice.com

AUTHORIZED SIGNATURE: 

PRINTED NAME: Matthew J. Schooley, P.E.

TITLE: Principal DATE: 12/11/17



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: Matthew J. Schooley Print Name: Matthew J. Schooley, P.E.

Title: Principal Date: 12/11/17

Company: Barton & Loguidice, D.P.C. Address: 10 Airline Drive, Suite 200, Albany, NY 12205

Subscribed to under penalty of perjury under the laws of the State of New York, this 11 day of December, 2017 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: Matthew J. Schooley Printed name: Matthew J. Schooley, P.E.

Title: Principal Date: 12/11/17

Company Name: Barton & Loguidice, D.P.C.

Company Address: 10 Airline Drive, Suite 200, Albany, NY 12205



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

(For Professional Services Licensed by the State of New York Office of Professions Education Department)

City Project Number: 2017-42 City Project Name: Preliminary and Final Engineering for the Complete Streets Saratoga Greenbelt Downtown Extender
 Prevailing Wage Project No.: N/A
 City Department: Parks, Open Lands, Historic Preservation and Sustainability Department Contact Person: Tina Carton City Ext.
 Company Name: Barton & Loguidice, D.P.C.
 Company Address: 10 Airline Drive, Suite 200, Albany, NY 12205
 Company Telephone No.: (518) 218-1801 Company Fax No.: (518) 218-1805
 Consultant Primary Contact for This Project: Daniel J. Rourke Title: Managing Engineer

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 Consultant represents that it has all necessary governmental licenses to perform the services described herein.

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

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

- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
- **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 Insurance:** One Million per Claim with Two Million 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 Consultant to advise City's Office of Risk and Safety via mail to Office of Risk and Safety, City of Saratoga Springs, 474 Broadway, Saratoga Springs, NY 12866, within two days of the cancellation or substantive change of any insurance policy set out herein, and failure to do so shall be construed to be a breach of this Agreement. The Consultant acknowledges that failure to obtain such insurance on behalf of the municipality constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the City. The Consultant is to provide the City with a Certificate of Insurance naming the City as **Additional Insured on a primary and non-contributory basis prior** to the commencement of any work or use of City facilities. The failure to object to the contents of the Certificate of Insurance or the absence of same shall not be deemed a waiver of any and all rights held by the municipality. In the event the Consultant utilizes a Sub-Consultant for any portion of the services outlined within the scope of its activities, the Sub-Consultant shall provide insurance of the same type or types and to the same extent of coverage as that provided by the Consultant. All insurance required of the Sub-Consultant 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 Consultant, 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 Consultant or its employees or anyone for whom the Consultant is legally liable or Sub-Consultants. Without limiting the generality of the preceding paragraphs, the following shall be included in the indemnity hereunder: any and all such claims, etc., relating to personal injury, death, damage to property, or any actual or alleged violation of any applicable statute, ordinance, administrative order, executive order, rule or regulation, or decree of any court of competent jurisdiction in connection with, or arising directly or indirectly from, errors and/or negligent acts by the Consultant, as aforesaid.

The Consultant 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 Consultant 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 Consultant. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.

The Consultant 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 Consultant's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. The Consultant and its staff are to be and shall remain an independent Consultant with respect to all services performed under this Agreement. The Consultant 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 Consultant or other persons, while engaged in the performance of any work or services required by the Consultant 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 Consultant, its officers, agents, Consultants or employees shall in no way be the responsibility of the City; and the Consultant 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 Consultant and/or Consultant's employees or sub-consultants are proceeding in a manner that threatens the life, health or safety of any of Consultant's employees, sub-consultant's employees, City employees or member(s) of the general public on City property. This reservation of rights by the City of Saratoga Springs in no way obligates the City of Saratoga Springs to inspect the safety practices of the Consultant. If the City of Saratoga Springs exercises its rights pursuant to this part, the Consultant shall be given three days to cure the defect, unless the City of Saratoga Springs, in its sole and absolute discretion, determines that the service cannot be suspended for three days due to the City of Saratoga Springs' legal obligation to continuously provide Consultant's service to the public or the City of Saratoga Springs' immediate need for completion of the Consultant's work. In such case, Consultant shall immediately cure the defect. If the Consultant fails to cure the identified defect(s), the City of Saratoga Springs shall have the right to immediately terminate this contract. In the event that the City of Saratoga Springs terminates this contract, any payments for work completed by the Consultant shall be reduced by the costs incurred by the City of Saratoga Springs in re-bidding the work and/or by the increase in cost that results from using a different vendor.

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

Consultant Signature:  Date: 12/11/17



BARTO-4

OP ID: SM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/03/2018

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 Poole Professional - NY 1160F Pittsford-Victor Rd. Pittsford, NY 14534 Mary-Beth Rumble	585-385-0428	CONTACT NAME: PHONE (A/C, No, Ext): 585-385-0428 E-MAIL ADDRESS: smiller@poole-ny.com FAX (A/C, No): 585-662-5755
INSURER A: Berkley Insurance Company		NAIC #: 32603
INSURER B:		
INSURER C:		
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 WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY					EACH OCCURRENCE \$
	CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence) \$
						MED EXP (Any one person) \$
						PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMP/OP AGG \$
	OTHER:					\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/>					BODILY INJURY (Per person) \$
	HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>					BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/>					EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/>					AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
A	Prof. Liability		AEC-9024647-00	07/20/2018	07/20/2019	PER CLAIM 5,000,000
	Pollution Liability					AGGREGATE 10,000,000

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

Includes 30-day notice of cancellation.

CERTIFICATE HOLDER

SARAT-5

City of Saratoga Springs
office of Risk and Safety
Management
City Hall, 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

Request for Certification of Sufficient Funds

Submittal Date: 03/11/2019

The Department of Mayor – Planning and Economic Development 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: Barton & Loguidice, D. P. C.

Project: Saratoga Greenbelt Trail Downtown Extender – Henry Street Pilot

City Council Approval:

- 2018 Capital Budget Complete Streets Implementation H3517142 5200 1251

Appropriation – Current Budget Expense Org/Object/Proj(s): H3517142 5200 1251

Amount Requested for Approval: \$ 47,624 H3517142 5200 1240 ?
(Complete Streets)

Current Amount Available: \$ 181,428.07
(PO to the Comm'r of Finance #150875, 161032, 180846)
(H3517142 5200 1240 Complete Streets)

Transfer/Amendment Pending: \$

Transfer/Amendment Date:

[Signature]

3/12/19

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.

[Signature]

3/13/19

Commissioner of Finance

Approval Date

Standard Title VI/Non-Discrimination Assurances

The *City of Saratoga Springs, NY* (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the *New York State Department of Transportation (NYSDOT)*, is subject to and will comply with the following:

Statutory/Regulatory Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.P.R. Part 21 (entitled *Non-discrimination In Federally-Assisted Programs of the Department Of Transportation-Effectuation of Title VI of the Civil Rights Act Of 1964*);
- 28 C.P.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the NYSDOT.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to "*any federally assisted program*":

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection

with all “any federally assisted program” and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

“The City of Saratoga Springs, NY, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 US. C.§§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees,

contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the City of Saratoga Springs, NY also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the federally assisted program access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the investigating Agency. You must keep records, reports, and submit the material for review upon request of the investigating Agency, or its designee in a timely, complete, and accurate way.

Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The City of Saratoga Springs, NY gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under “any federally assisted program”. This ASSURANCE is binding on the State of New York, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in “any federally assisted program”. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

City of Saratoga Springs, NY

by _____
(Signature of Authorized Official)

DATED _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Recipient to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with

litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the *City of Saratoga Springs, NY* will accept title to the lands and maintain the project constructed thereon in accordance with *City of Saratoga Springs, NY*, the Regulations for the Administration of “*any federally assisted program*”, and the policies and procedures prescribed by the (*Title of Modal Operating Administration*) of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. §2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the *City of Saratoga Springs, NY* all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto *City of Saratoga Springs, NY* and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the *City of Saratoga Springs, NY*, its successors and assigns.

The *City of Saratoga Springs, NY*, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the *City of Saratoga Springs, NY* will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the *City of Saratoga Springs, NY* pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, *City of Saratoga Springs, NY* will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the *City of Saratoga Springs, NY* will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the *City of Saratoga Springs, NY* and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by *City of Saratoga Springs, NY* pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Nondiscrimination covenants, *City of Saratoga Springs, NY* will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, *Title* will there upon revert to and vest in and become the absolute property of *City of Saratoga Springs, New York* and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 *et seq.*).



ORDER AGREEMENT

Sales Type: LEASE

Master Maintenance and Sale Agreement Date:12/29/2015 12:00:00 AM

EQUIPMENT BILL TO INFORMATION

Customer Legal Name: SARATOGA SPRINGS, CITY OF		
Address Line 1: 474 BROADWAY		Contact: Stefanie Richards
Address Line 2:		Phone: (518) 587-3550
City: SARATOGA SPRINGS		E-mail: stefanie.richards@saratoga-springs.org
ST/Zip: NY/12866-2244	County: SARATOGA	Fax:

Check all that apply:

- ☐ PO Included PO#
 ☐ PS Service (Subject to and governed by additional Terms and Conditions)
- ☐ Sales Tax Exempt (Attach Valid Exemption Certificate)
 ☐ IT Service (Subject to and governed by additional Terms and Conditions)
- ☐ Syndication
 ☒ Fixed rate Service
- ☐ Add to Existing Service Contract #

This is an Order made pursuant to the terms and conditions of the above referenced Master Agreement(s) between Customer and Ricoh USA, Inc. The signature below indicates that the customer accepts all terms and conditions of the applicable Master Agreement(s) for this sale, all of which are incorporated herein by reference and made part of this Order. This Order is not valid unless and until signed by and Authorized Signatory of Ricoh USA, Inc.

SERVICE INFORMATION

SERVICE BILL TO INFORMATION

Customer Legal Name: SARATOGA SPRINGS, CITY OF			
Address Line 1: 474 BROADWAY		Contact: Stefanie Richards	
Address Line 2:		Phone: (518) 587-3550	
City: SARATOGA SPRINGS		E-mail: stefanie.richards@saratoga-springs.org	
ST/Zip: NY/12866-2244	County: SARATOGA	Fax:	
Service Term (Months)	Base Billing Frequency	Overage Billing Frequency	Service Type
48 Months	QUARTERLY	QUARTERLY	GOLD

SHIP TO INFORMATION

Customer Name	Address Line 1 Address Line 2	City ST/Zip County	Contact	Phone E-mail Fax
SARATOGA SPRINGS CITY OF	15 VANDERBILT AVE	SARATOGA SPRINGS NY/12866-4914 SARATOGA	Stefanie Richards	(518) 587-3550 stefanie.richards@saratoga-springs.org

PRODUCT INFORMATION

Product Description	QTY	Service Level	Total B/W Allowance QUARTERLY	B/W Ovg	Total Color Allowance QUARTERLY	Color Ovg	Service Base QUARTERLY
RICOH MP5055SP CONFIGURABLE PTO MODEL	1	GOLD	0	0.0040	0	0	\$0.00



BASIC CONNECTIVITY / PS / IT SERVICES INFORMATION	
BASIC CONNECTIVITY / PS / IT Services Description	Quantity
TS NETWORK & SCAN CONNECT - SEG4	1
RETURN CHARGE - SEGMENT 2 OR GREATER DEVICES	1

ORDER TOTALS		
Service Type Offerings:	Product Total:	
Gold: Includes all supplies and staples. Excludes paper.	BASIC CONNECTIVITY / PS / IT Services :	
Silver: Includes all supplies. Excludes paper and staples.	BuyOut After Promotions:	
Bronze: Parts and labor only. Excludes paper, staples and supplies.	Grand Total:	
Additional Provisions: <i>Insert ANY additional provisions here</i>	(Excludes Tax)	

Accepted by Customer	Accepted: Ricoh USA, Inc.
Authorized Signature:	Authorized Signature:
Printed Name: Meg Kelly	Printed Name:
Title: Mayor of City of Saratoga Springs	Title:
Date	Date

Initials



RICOHRicoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355**Product Schedule**Product Schedule Number: **1023244a1**Master Lease Agreement Number: **1023244**

This Product Schedule (this "Schedule") is between Ricoh USA, Inc. ("we" or "us") and SARATOGA SPRINGS, CITY OF, as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the _____ (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and _____. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. If we are not the lessor under the Lease Agreement, then, solely for purposes of this Schedule, we shall be deemed to be the lessor under the Lease Agreement. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

SARATOGA SPRINGS, CITY OF				Stefanie Richards			
Customer (Bill To)				Billing Contact Name			
474 BROADWAY				474 BROADWAY			
Product Location Address				Billing Address (if different from location address)			
SARATOGA SPRINGS	SARATOGA	NY	12866-2244	SARATOGA SPRINGS	SARATOGA	NY	12866-2244
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number (518) 587-3550			Billing Contact Facsimile Number		Billing Contact E-Mail Address stefanie.richards@saratoga-springs.org		

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model	Street Address/City/State/Zip
1	RICOH MP5055SP CONFIGURABLE PTO MODEL	15 VANDERBILT AVE, SARATOGA SPRINGS, NY, 12866-4914, US

PAYMENT SCHEDULE

Minimum Term (months)	Minimum Payment (Without Tax)	Minimum Payment Billing Frequency	Advance Payment
36	\$150.02	<input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____	<input type="checkbox"/> 1 st Payment <input type="checkbox"/> 1 st & Last Payment <input type="checkbox"/> Other: _____

Sales Tax Exempt: ☐ YES (Attach Exemption Certificate)

Customer Billing Reference Number (P.O. #, etc.)

Addendum(s) attached: ☐ YES (check if yes and indicate total number of pages:)**TERMS AND CONDITIONS**

- The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."
- You, the undersigned Customer, have applied to us to rent the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE**, except as otherwise provided in any non-appropriation provision of the Lease Agreement, if applicable. If we accept this Schedule, you agree to rent the above Product from us, and we agree to rent such Product to you, on all the terms hereof, including the terms and conditions of the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.**



3. Additional Provisions (if any) are:

THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.

CUSTOMER By: X _____ Authorized Signer Signature Meg Kelly Printed Name: _____ Mayor of City of Saratoga Springs Title: _____ Date: _____	Accepted by: RICOH USA, INC. By: _____ Authorized Signer Signature Printed Name: _____ Title: _____ Date: _____
--	--





EQUIPMENT REMOVAL/BUYOUT AUTHORIZATION

Customer Name:	SARATOGA SPRINGS, CITY OF		
Contact Name:	Stefanie Richards	Phone:	(518) 587-3550
Address:	15 VANDERBILT AVE	City:	SARATOGA SPRINGS
State:	NY	Zip:	12866-4914
		Fax/Email:	stefanie.richards@saratoga-springs.org

Make	Model	Serial Number
	MP5054SP	G185RA20380/C91065476

This Authorization applies to the equipment identified above and to the following Removal/Buy Out Option

This Authorization will confirm that Customer desires to engage Ricoh USA, Inc. ("RicoH") to pick-up and remove certain items of equipment that are currently (i) owned by Customer or (ii) leased from Ricoh or other third party (as specified below), and that you intend to issue written or electronic removal requests (whether such equipment is identified in this Authorization, in a purchase order, in a letter or other written form) to Ricoh from time to time for such purpose. Such removal request will set forth the location, make, model and serial number of the equipment to be removed by Ricoh. By signing below, you confirm that, with respect to every removal request issued by Customer (1) Ricoh may rely on the request, (2) the request shall be governed by this Authorization, and (3) Ricoh may accept this Authorization by either its signature or by commencing performance (e.g. equipment removal, initiating Services, etc.). Each party agrees that electronic signatures of the parties on this Authorization will have the same force and effect as manual signature. Notwithstanding the foregoing, the parties acknowledge and agree that Ricoh shall have no obligation to remove, delete, preserve, maintain or otherwise safeguard any information, images or content retained by, in or on any item of equipment serviced by Ricoh, whether through a digital storage device, hard drive or similar electronic medium ("Data Management Services"). If desired, Customer may engage Ricoh to perform such Data Management Services at its then-current rates. Notwithstanding anything in this Authorization to the contrary, (i) Customer is responsible for ensuring its own compliance with legal requirements pertaining to data retention and protection, (ii) it is the Customer's sole responsibility to obtain advice of competent legal counsel as to the identification and interpretation of any relevant laws and regulatory requirements that may affect the customer's business or data retention, and any actions required to comply with such laws, (iii) Ricoh does not provide legal advice or represent or warrant that its services or products will guarantee or ensure compliance with any law, regulation or requirement, and (iv) the selection, use and design of any Data Management Services, and any and all decisions arising with respect to the deletion or storage of any data, as well as any loss of data resulting therefrom, shall be the sole responsibility of Customer, and Customer shall indemnify and hold harmless Ricoh and its subsidiaries, directors, officers, employees and agents from and against any and all costs, expenses, liabilities, claims, damages, losses, judgments or fees (including reasonable attorneys' fees) (collectively, "Losses") arising therefrom or related thereto.

☒ **Equipment Removal (Leased by Customer):** In addition to the terms and conditions set forth above, the following terms and conditions shall apply for equipment removals of equipment leased by Customer: Except for the obligations of Ricoh to pick up and remove the identified equipment, Ricoh does not assume any obligation, payment or otherwise, under any lease agreement, which shall remain Customer's sole responsibility. As a material condition to the performance by Ricoh, Customer hereby releases Ricoh from, and shall indemnify, defend and hold Ricoh harmless from and against, any and all claims, liabilities, costs, expenses and fees arising from or relating to any breach of Customer's representations or obligations in this Authorization or of any obligation owing by Customer under its lease agreement.

CUSTOMER

Signature: _____
 Name: Meg Kelly
 Title: Mayor of City of Saratoga Springs
 Date: _____

RICOH USA, INC.

Signature: _____
 Name: _____
 Title: _____
 Date: _____



Certificate Of Completion

Envelope Id: DDAA5F4786454427A905C29B4FEC44F7

Status: Delivered

Subject: Ricoh Documents For You to Review and Sign (Quote Number - 25823355)

Source Envelope:

Document Pages: 5

Signatures: 0

Envelope Originator:

Certificate Pages: 3

Initials: 0

Ricoh DocuSign

AutoNav: Enabled

70 Valley Stream Parkway

Envelopeld Stamping: Enabled

Malvern, PA 19355

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

RicohDocuSign@RicoH-usa.com

IP Address: 205.145.16.4

Record Tracking

Status: Original

Holder: Ricoh DocuSign

Location: DocuSign

3/13/2019 7:07:34 AM

RicohDocuSign@RicoH-usa.com

Signer Events

Signature

Timestamp

Meg Kelly

Sent: 3/13/2019 7:07:36 AM

stefanie.richards@saratoga-springs.org

Viewed: 3/13/2019 9:42:00 AM

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 3/13/2019 9:42:00 AM

ID: 45381b5f-744e-40b5-a844-317d7567eaa2

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Reagan Kevin David

COPIED

Sent: 3/13/2019 7:07:36 AM

Kevin.Reagan@ricoh-usa.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

3/13/2019 7:07:36 AM

Certified Delivered

Security Checked

3/13/2019 9:42:00 AM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

CONSUMER DISCLOSURE

From time to time, RICOH USA Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact RICOH USA Inc.

Please contact your Ricoh Sales Executive directly for any questions or to change your preferred contact method.

To withdraw your consent with RICOH USA Inc.

To inform us that you no longer want to receive future notices and disclosures in electronic format you may decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

****** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify RICOH USA Inc. as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by RICOH USA Inc. during the course of my relationship with you.



City of Saratoga Springs, NY Contract

City Project Number: _____ City Project Name: _____
City Department: _____ Department Contact Person: _____ City Ext. _____
Company Name: _____
Company Address: _____
Company Telephone No.: _____ Company Fax No.: _____
Vendor and/or Service Provider Primary Contact: _____ Title: _____
Primary Contact Email: _____
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 _____, 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.
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 _____. 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/RFPQ/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 _____, 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 _____ 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: _____
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**: **Three** Million Dollars per Occurrence Aggregate;
 - **Professional Errors and Omissions**: **Two Million Dollars per Claim 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. For projects involving any form of **pollution risk or exposure, environmental hazard, asbestos or special circumstances**:
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Pollution Liability Insurance including Coverage for Asbestos Abatement**: One Million Dollars Each Occurrence;
 - **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**: Two Million Dollars per Claim 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 effectIf 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.
- F. For **software and technology projects**:
- **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;
 - **Cyber Liability Insurance**: Five Million Dollars per occurrence aggregate;
 - **Excess Insurance**: Five Million Dollars per Occurrence Aggregate;
 - **Technology Errors and Omissions**: Two Million Dollars per Claim 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 effectIf 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 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 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 Compliance with Federal and State Regulations**: The Vendor, to the fullest extent provided by law, shall abide by the regulations which are hereto attached in Appendix A of this Agreement.
12. **NYS DOL Sexual Harassment Regulatory Requirements**: All employees have a legal right to a workplace free from sexual harassment, and the City of Saratoga Springs is committed to maintaining a workplace free from sexual harassment. Per New York State Law, the City of Saratoga Springs has a sexual harassment prevention policy in place. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status.
13. **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.

14. **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 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.

15. **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.
16. **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.
17. **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.
18. **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).
19. **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.
20. **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.

21. **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 for 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.
22. **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.
23. **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.
24. **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.
25. **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.
26. **Modification:** This Agreement may be modified only by a writing signed by both parties.
27. **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:** _____

City of Saratoga Springs, New York
APPENDIX A

During the performance of this contract, the Consultant, Vendor and/or Service Provider, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Recipient to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the

Recipient may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 4 71, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U .S.C. 1681 *et seq.*).



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

City Project Number: _____ City Project Name: _____
City Department: _____ Department Contact Person: _____ City Ext. _____
Company Name: _____
Company Address: _____
Company Telephone No.: _____ Company Fax No.: _____
~~Vendor and/or Service Provider~~ Vendor Primary Contact: _____ Title: _____
Primary Contact Email: _____
Service to be Provided: _____
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~~ Vendor submitted proposals dated _____ (the "Proposals/Statement of Work"), which are attached hereto as Exhibit A. The ~~Vendor and/or Service Provider~~ Vendor shall provide to the City the ~~products and services~~ products set forth therein. The ~~Vendor and/or Service Provider~~ Vendor assumes full responsibility for the provision of the ~~products and services~~ products made available in this Agreement. The ~~Vendor and/or Service Provider~~ Vendor shall be so liable even when the ~~Vendor and/or Service Provider~~ Vendor subcontract the provision of a portion of the ~~products and services~~ products. Subcontracting shall be permitted only with the prior written approval of the City. The ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor shall be made in writing and shall not be undertaken until the City agrees to the modification. The ~~Vendor and/or Service Provider~~ Vendor assume full responsibility for the provision of the ~~products and services~~ products contracted for in this Agreement. The ~~Vendor and/or Service Provider~~ Vendor shall be so liable even when the ~~Vendor and/or Service Provider~~ Vendor subcontract the provision of a portion of the ~~products and services~~ products. Subcontracting shall be permitted only with prior written notice and written approval of the City. The ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor assume all risks in the performance of all its activities authorized by this Agreement.
- Terms of Payment:** ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor 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~~ products 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~~ Vendor 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~~ Vendor: _____
- Conflicts of Interest:** The ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor from the City are and shall remain the sole and exclusive property of the City and the ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor. All intellectual property, created by the ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor 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~~ Vendor 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~~ Vendor, its agents, employees, or subcontractors. Nothing herein shall preclude the ~~Vendor and/or Service Provider~~ Vendor 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~~ Vendor'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~~ Vendor under this Agreement. Any written reports, opinions and advice rendered by the ~~Vendor and/or Service Provider~~ Vendor

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 Provider~~s 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. **Indemnification:** The ~~Vendor and/or Service Provider~~, 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 ~~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.
10. **Americans with Disabilities Act Compliance with Federal and State Regulations:** The Vendor, to the fullest extent provided by law, shall abide by the regulations which are hereto attached in Appendix A of this Agreement.
11. **NYS DOL Sexual Harassment Regulatory Requirements:** All employees have a legal right to a workplace free from sexual harassment, and the City of Saratoga Springs is committed to maintaining a workplace free from sexual harassment. Per New York State Law, the City of Saratoga Springs has a sexual harassment prevention policy in place. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status.
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 Provider~~s/suppliers that the City conducts business with. The City requires that all ~~Vendor and/or Service Provider~~s/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 Provider~~s/suppliers. ~~Vendor and/or Service Provider~~s/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 Provider~~s/suppliers meet the following standards:

- Legal: ~~Vendor and/or Service Provider~~s/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~~Vendor/supplier should have the right to decide whether they want collective bargaining.
- Sub-contractors: ~~Vendor and/or Service Provider~~Vendors/suppliers shall ensure that sub-contractors shall operate in a manner consistent with this Code.
- Protection of the Environment: ~~Vendor and/or Service Provider~~Vendors/suppliers shall comply with all applicable environmental laws and regulations. Where practicable, ~~Vendor and/or Service Provider~~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.

The undersigned ~~Vendor and/or Service Provider~~Vendor/supplier hereby acknowledges that it has received the City of Saratoga Springs ~~Vendor and/or Service Provider~~Vendor/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~~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 and/or Service Provider~~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.

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~~Vendor. The ~~Vendor and/or Service Provider~~Vendor 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~~Vendor 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~~Vendor and each person signing on behalf of any ~~Vendor and/or Service Provider~~Vendor 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~~Vendor 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~~Vendor is prohibited from assigning, conveying, subletting or otherwise disposing of the ~~Vendor and/or Service Provider~~Vendor's right, title, or interest therein, or the ~~Vendor and/or Service Provider~~Vendor'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~~Vendor assigns, conveys, sublets or otherwise disposes of the ~~Vendor and/or Service Provider~~Vendor'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~~Vendor 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~~Vendor 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~~Vendor 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~~Vendor'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~~Vendor's default, the City may cancel this Agreement and immediately stop payment of any fees to ~~Vendor and/or Service Provider~~Vendor 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~~Vendor'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~~**Vendor** 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~~**Vendor** Signature: _____ Date: _____

Print Name: _____ Title: _____



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: _____
Company Address: _____
Company Telephone No.: _____ Company Fax No.: _____
Vendor and/or Service Provider Primary Contact: _____ Title: _____
Primary Contact Email: _____
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 _____, 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.
2. **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.
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 _____, 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 _____ 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: _____
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:** Three Million Dollars per Occurrence Aggregate;
 - **Professional Errors and Omissions:** Two Million Dollars per Claim 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. For projects involving any form of **pollution risk or exposure, environmental hazard, asbestos or special circumstances:**
- **Commercial General Liability** Including Completed Products and Operations and Personal Liability Insurance: One Million Dollars per Occurrence with Two Million Dollars Aggregate;
 - **Pollution Liability Insurance including Coverage for Asbestos Abatement:** One Million Dollars Each Occurrence;
 - **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:** Two Million Dollars per Claim 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.
- F. For **software and technology projects:**
- **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;
 - **Cyber Liability Insurance:** Five Million Dollars per occurrence aggregate;
 - **Excess Insurance:** Five Million Dollars per Occurrence Aggregate;
 - **Technology Errors and Omissions:** Two Million Dollars per Claim 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 contract as executed.

10. **Indemnification:** The Vendor and/or Service Provider, 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 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. **American with Disabilities Act Compliance with Federal and State Regulations:** The Vendor, to the fullest extent provided by law, shall abide by the regulations which are hereto attached in Appendix A of this Agreement.
12. **NYS DOL Sexual Harassment Regulatory Requirements:** All employees have a legal right to a workplace free from sexual harassment, and the City of Saratoga Springs is committed to maintaining a workplace free from sexual harassment. Per New York State Law, the City of Saratoga Springs has a sexual harassment prevention policy in place. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status.
13. **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.

14. **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.

15. **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.
16. **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.
17. **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.
18. **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).
19. **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.
20. **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.
21. **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 or 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.

22. **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.
23. **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.
24. **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.
25. **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.
26. **Modification:** This Agreement may be modified only by a writing signed by both parties.
27. **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:** _____

Saratoga Springs
Department of Public Safety

Peter R. Martin, Commissioner
John S Daley, Deputy Commissioner

City Hall Saratoga Springs, New York 12866
518-587-3550



MEMO

TO: Commissioner Franck
FROM: Commissioner Martin 
DATE: March 11, 2019
RE: Extension of Bid - IFB 2016-09

Commissioner Franck,

The Department of Public Safety would like to extend the bid for IFB 2016-09 for Emergency Medical Supplies from Bound Tree, Henry Schein and Moore Medical. Please place on your agenda for the March 19, 2019 City Council Meeting.

Thank you,

Department That Owns Award/Extension of Bid: Public Safety

Project or Item Being Awarded: _____

Item Being Extended: IFB 2016-09 Emergency Medical Supplies

Vendor Who Won the Bid: Bound Tree, Henry Schein, Moore Medical

Budget Line Item: A3143414-54150

Assistant Purchasing Agent: Purchasing policy has ✓ / has not _____ been followed in the selection of the winner of the bid or bid extension.

Richard
Assistant Purchasing Agent

3/12/19
Date

Director of Risk and Safety: Vendor being awarded the bid or the bid being extended has ✓ / has not _____ met all risk and 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

3/12/19
Date

****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.**



Specifications **for** **Emergency Medical Supplies**

Intent

It is the intent of the Department of Public Safety, of the City of Saratoga Springs to secure a percentage discount bid for the purchase of Emergency Medical Supplies for the Saratoga Springs Fire Department and Saratoga Emergency Medical Services. The award of bid will be for Paramedic Level and Transport Services and be a period of two (2) years from award of bid.

Contract

The contract will be awarded to the low overall bidder based on the percentage discount of the designated catalog and/or vendors published retail price list indicated on the spaces provided on the proposal. The catalog and/or price list can be by title, number, year etc. Additional group or item discounts should be reflected as part of the bid.

The contract shall include all Emergency Medical Supplies including but not limited to: Airway Management, Respiratory, Diagnostic, Patient Transport, Infectious control, Hemorrhage, Control, Intravenous and Pharmaceuticals.

Extension

The Contract shall remain in effect for two (2) year. The City reserves the right to extend for additional years under the same terms and conditions, as long as the extension is agreeable to the City and vendor. New updated catalogs and/or price list will be accepted as part of an extension.

Delivery

Delivery shall be F.O.B. Saratoga Springs. Bidders shall indicate the days needed to make the delivery A/R.O (at receipt of order) in the space provided on the proposal.

GENERAL

The yearly anticipated expenditure over the duration of the contract(s) is:
-Saratoga Springs Fire Department-\$30,000 to \$40,000

The City reserves the right to request additional information if deemed necessary for review of bids.

The low overall bid award will be based on a test review of 10% to 20% catalog items with guaranteed discount applied.

The award of bid is to cover the requirements of the City of Saratoga Springs' Pre-hospital Medical Staff including Saratoga Springs Fire Department and Saratoga Emergency Medical Services; however the bid award shall be extended to additional City Departments if necessary.

Request for Certification of Sufficient Funds

Submittal Date: 2/26/2019

The Department of Public Safety 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.:

EMERGENCY MEDICAL SUPPLIES

Appropriation – Current Budget Expense Org/Object/Proj A-31-4-3414-54150

Amount Requested for Approval:	\$ 5000.00	MOORE MEDICAL
	5000.00	BOUNDTREE
	10000.00	HENRY SCHEIN

Current Amount Available:	PO 180286	\$	1723.41	MOORE MEDICAL
	PO 180288		1917.18	BOUNDTREE
	PO 180287		4613.77	HENRY SCHEIN
	AS PER MUNIS	\$	34799.48	

Transfer/Amendment Pending:

Transfer/Amendment Date:

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

FW: Question: City of Saratoga Springs Contract Extension

From : Charles Adams <Charlie.Adams@BoundTree.com>
Subject : FW: Question: City of Saratoga Springs Contract Extension
To : John Stewart (jstewart@ssfdny.org) <jstewart@ssfdny.org>

Tue, Feb 26, 2019 09:23 AM

1 attachment

John,

Please see email string below...will you be sending us a letter, or per Tim's question will your email suffice?

Thanks,

Charlie

-----Original Message-----

From: Brown, Tim
Sent: Tuesday, February 26, 2019 9:01 AM
To: Adams, Charles <Charlie.Adams@BoundTree.com>
Cc: Brown, Tim <Tim.Brown@Sarnova.com>
Subject: Question: City of Saratoga Springs Contract Extension

Charlie -

I almost forgot. Last year they sent a letter requesting a renewal (attached). Is the email below considered sufficient notice that they intend to renew?

Thank You,

Tim Brown
Bound Tree Medical | Pricing Analyst
Direct 614.760-5352 | Fax 877.311.2437
Tim.Brown@Sarnova.com | www.boundtree.com
Sarnova, a family of companies:
Tri-anim Health Services, Bound Tree Medical & EMP

Charlie -

Yes we can renew this for another year. They are a percentage off customer. Their current end date is 03/09/2019. We can renew with a expiration date of 03/09/2020.

Thank You,

Tim Brown
Bound Tree Medical | Pricing Analyst
Direct 614.760-5352 | Fax 877.311.2437
Tim.Brown@Sarnova.com | www.boundtree.com
Sarnova, a family of companies:
Tri-anim Health Services, Bound Tree Medical & EMP

-----Original Message-----

From: Adams, Charles
Sent: Monday, February 25, 2019 3:20 PM
To: Brown, Tim <Tim.Brown@Sarnova.com>
Subject: City of Saratoga Springs Contract Extension

Hi Tim,

Please see request below for 205698 and let me know if we're all set to extend this for one more year.

Thanks,

Charlie

-----Original Message-----

Re: Contract Renewal

From : Scott Bruner <Scott.Bruner@henryschein.com> Wed, Mar 13, 2019 03:46 PM
Subject : Re: Contract Renewal
To : karen perrino <karen.perrino@saratoga-springs.org>, jstewart@ssfdny.org

Yes Henry Schein would like to renew
Thank you

Sent from my Verizon 4G LTE Smartphone

----- Original message-----

From: karen perrino
Date: Wed, Mar 13, 2019 3:27 PM
To: John Stewart;
Cc: Bruner, Scott;
Subject: Re: Contract Renewal

No; I have that. I need an email stating their intent to renew...I thought maybe you had reached out to him when you did BoundTree and Moore Medical...

I've cc'd him on this email chain, so he's aware of what I am looking for.

Thank you!

*Karen V. Perrino
Department of Public Safety
474 Broadway 2nd Floor
Saratoga Springs, NY 12866
518-587-3550 Ext. 2625*

From: "John Stewart" <jstewart@ssfdny.org>
To: "Karen Perrino" <karen.perrino@saratoga-springs.org>
Sent: Wednesday, March 13, 2019 3:20:25 PM
Subject: Fwd: Contract Renewal

Is this what your looking for?

From: "Scott Bruner" <Scott.Bruner@henryschein.com>
To: "karen perrino" <karen.perrino@saratoga-springs.org>
Cc: "Joseph Dolan" <jdolan@ssfdny.org>, "John Stewart" <jstewart@ssfdny.org>
Sent: Wednesday, March 6, 2019 8:36:33 AM
Subject: RE: Contract Renewal



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: Laboratory Services

Item Being Extended:

Vendor Who Won the Bid: CNA Environmental, LLC

Budget Line Item: F3638334-54708, A3638144-54708, A3638194-54180

Mayor/Commissioner: Please add to the March 19, 2019 City Council Agenda, the award of bid for "Laboratory Services" to CNA Environmental, LLC. (lowest qualified bidder sole bidder).


Commissioner of Public Works

3/7/19
Date

Assistant Purchasing Agent: Purchasing policy has ☒ / has not ☐ been followed in the selection of the winner of the bid.


Assistant Purchasing Agent

3/11/19
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. *Approved w/ \$1 Million Excess*


Director of Risk and Safety

3/11/19
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:

A memo from your department's Commissioner/Mayor requesting the award of bid be placed on Commissioner Franck's agenda; and

A copy of the bid tabulation sheet with all vendors names, addresses, and contact person; and

• 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

• 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

• Approved certification of funds by the Finance Department (if applicable) **must** be obtained and the copy **must** be attached to this request; and

• Budget line item **must** be identified and indicated

Pricing is requested for the following laboratory services:

ITEM	EST QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
#1	425 each	Total Coliform Bacteria	\$ 21.00	\$ 8925.00
#2	5 each	Fecal Coliform Bacteria	\$ 38.00	\$ 190.00
#3	25 sets	Trihalomethanes - TTHM	\$ 80.00	\$ 2000.00
#4	25 sets	Haloacetic Acids - HAA5	\$ 99.00	\$ 2475.00
#5	25 each	Total Organic Carbon	\$ 30.00	\$ 750.00
#6	15 each	Alkalinity	\$ 20.00	\$ 300.00
#7	5 each	Nitrate	\$ 28.00	\$ 140.00
#8	130 sets	Lead & Copper	\$ 33.00	\$ 4290.00
#9	2 sets	Radiologicals – Gross, Alpha, Radium 226 & 228)	\$ 419.00	\$838.00
#10	2 sets	Iron & Manganese	\$ 38.00	\$ 76.00
#11	2 sets	Synthetic Organics – SOC 1 & 2	\$ 888.00	\$1776.00
#12	2 sets	Volatile Organic Compounds - VOC	\$ 82.00	\$ 164.00
#13	2 sets	Primary Inorganic Compounds - IOC	\$ 299.00	\$ 598.00
#14	2 sets	Secondary Inorganic Compounds IOC-Other	\$ 159.00	\$ 318.00
#15	2 each	Cryptosporidium and Giardia	\$ N/A	\$ N/A
#16	2 each	Flouride	\$ 27.00	\$ 54.00
#17	2 each	Gross Alpha	\$ 85.00	\$ 170.00
#18	2 each	Total Coliform GUIDI	\$ 21.00	\$ 42.00

TOTAL BID IN FIGURES: \$ 23,106.00

TOTAL BID WRITTEN: Twenty Three Thousand One Hundred Six Dollars

COMPANY NAME: CNA Environmental, LLC

ADDRESS: 27 Kent Street, Suite 102

Ballston Spa NY 12020 Phone No. 518 884-0800
(City) (State) (Zip)

E-MAIL ADDRESS: ethan@specifiedlabs.com

AUTHORIZED SIGNATURE: 

PRINTED NAME: Ethan Einwohner

TITLE: Owner DATE: 3/1/19



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/1/2019

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 Arthur J. Gallagher Risk Management Services, Inc. 677 Broadway 4th Floor Albany, NY 12207	CONTACT NAME: Donna Mehan	
	PHONE (A/C, No, Ext): 518-533-6833	FAX (A/C, No): 518-533-6887
	E-MAIL ADDRESS: donna.mehan@ajg.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Selective Insurance Company of SE	39926
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

INSURED CNAENVI-02
CNA Environmental LLC
27 Kent Street
Ballston Spa, NY 12020

COVERAGES**CERTIFICATE NUMBER:** 577235328**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 checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			S1995070	11/16/2018	11/16/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> 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			S1995070	11/16/2018	11/16/2019	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"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			S1995070	11/16/2018	11/16/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	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 <input type="checkbox"/>	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)
The Certificate Holder is included as Additional Insured on a primary and non-contributory basis as per written contract,
Project or Job #: RFP 2019-12
Project: Laboratory Services

CERTIFICATE HOLDER**CANCELLATION**

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

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CNAEN-1

OP ID: AF

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/01/2019

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 DeCoster-Wilson-Duthie Agency 161 Eagle Rock Ave., PO Box J Roseland, NJ 07068 John W. Duthie		973-226-2336		CONTACT NAME: John W. Duthie PHONE (A/C, No, Ext): 973-226-2336 E-MAIL ADDRESS: John@dwdinsure.com FAX (A/C, No): 973-226-4663	
INSURED CNA Environmental LLC 27 Kent Street Ballston Spa, NY 12020		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A : Ironshore Specialty Insurance			
		INSURER B :			
		INSURER C :			
		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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY <input 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						
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE OED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NY) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			001924905	02/11/2019	02/11/2020	Liability 2,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the Insured's Operations.

CERTIFICATE HOLDER

CANCELLATION

CITY OF 7

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
John W. Duthie



**Workers'
Compensation
Board**

**CERTIFICATE OF
NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

1a. Legal Name and address of Insured (use street address only) CNA Environmental LLC 27 Kent Street Ballston Spa, NY 12020 <i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i>	1b. Business Telephone Number of Insured 1c. NYS Unemployment Insurance Employer Registration Number of Insured 1d. Federal Employer Identification Number of Insured or Social Security Number 61-1727286
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) City of Saratoga Springs 474 Broadway Saratoga Springs, NY 12866	3a. Name of Insurance Carrier The Twin City Fire Ins Company 29459 3b. Policy Number of Entity Listed in Box "1a": 13 WBC BU6024 3c. Policy effective period: 02/11/19 to 02/11/20 3d. The Proprietor, Partners or Executive Officers are <input type="checkbox"/> included. (Only check box if all partners/officers included) <input type="checkbox"/> all excluded or certain partners/officers excluded.

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

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

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Worker's Compensation contract of insurance only while the underlying policy is in effect.

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

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

Approved by: Danielle Clausen

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

Approved by: Danielle Clausen

02/14/2019

(Signature)

(Date)

Title: Operations Manager

Telephone Number of authorized representative or licensed agent of insurance carrier: 866-467-8730

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

Workers' Compensation Law

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

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

Saratoga Springs
Department of Public Safety

Peter R. Martin, Commissioner

John S Daley, Deputy Commissioner

City Hall Saratoga Springs, New York 12866
518-587-3550



MEMO

TO: Commissioner Franck
FROM: Commissioner Martin *PRM*
DATE: March 15, 2019
RE: RFP 2019-06 Pedestrian Crossing Improvements – Union Avenue

Commissioner Franck,

The Department of Public Safety would like to Award the Bid for RFP 2019-06, Pedestrian Crossing Improvements-Union Avenue to DelSignore Blacktop Paving, Inc. Please place on your agenda for the City Council meeting March 19, 2019.

Thank you,

Department That Owns Award/Extension of Bid: Public Safety

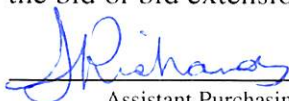
Project or Item Being Awarded: _____

Item Being Extended: RFP 2019-06 Pedestrian Crossing Improvements-Union Avenue

Vendor Who Won the Bid: DelSignore Blacktop Paving, Inc.

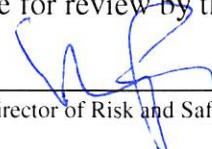
Budget Line Item: H3043012-52000-1246

Assistant Purchasing Agent: Purchasing policy has X / has not _____ been followed in the selection of the winner of the bid or bid extension.


Assistant Purchasing Agent

3/18/19
Date

Director of Risk and Safety: Vendor being awarded the bid or the bid being extended has ✓ / has not _____ met all risk and 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

3/18/19
Date

****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.**

Pedestrian Crossing Improvements- Church St RFP 2019-06-Bid Results

	Bid	Purchasing	Risk and Safety
DeSignore Blacktop Paving, Inc. Dewey M. DeSignore III 42 Brick Church Rd. Troy, NY 12180 dkilmartin@delsignorecompanies.com	\$167,950.00	Meets requirements.	Needs COI naming City as certificate holder and additional insured primary and noncontributory.

Request for Certification of Sufficient Funds

Submittal Date: 3/15/2019

The Department of Public Safety 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.:

**DELSIGNORE BLACKTOP PAVING, INC.
DEWEY M. DELSIGNORE III
42 BRICK CHURCH ROAD
TROY, NY 12180**

Appropriation – Current Budget Expense

H-30-4-3012-52000-1246

Amount Requested for Approval:

\$167950.00 ✓

Current Amount Available: As PER MUNIS

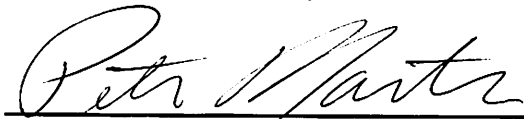
\$283800.00 ✓

PO# 171885

Transfer/Amendment Pending:

\$

Transfer/Amendment Date:



3-19-19

Department Head Signature

Date

Certification of Sufficient Funds

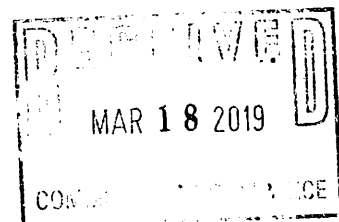
The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.



3/18/19

Commissioner of Finance

Approval Date



Journal of Management Inquiry, Vol. 19 No. 1, March 2010
DOI: 10.1177/1056492609358110
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Wm. H. Hall

LUMP SUM PRICE	
IN WRITING:	
BASE BID WRITTEN IN WORDS:	
= \$	One hundred sixtyseven thousand nine hundred fifty dollars ⁰⁰ / ₁₀₀ _____
IN NUMERALS:	
BASE BID (IN NUMERALS):	\$ 167,950 ⁰⁰ _____

BASE BID:

All labor, material, services and equipment necessary for completion of the Work shown on the Drawings and the Technical Specifications for work at:

#1 Intersection of Church St/ Railroad Pl and Church St/ Woodlawn Ave – Plan Sht. GNP-02

BID ALTERNATES: (NOT USED)

UNIT PRICES (FOR OWNERS INFORMATION): (NOT USED)

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 \$ 16,795⁰⁰ security as required by the Instructions to Bidders for the project.

ALLOWANCE: (NOT USED)

ACKNOWLEDGEMENTS

Acknowledgement is hereby made of the receipt of the following Addendum:

Addendum No. #1 dated 2/20/19

Addendum No. _____ dated _____



DELSBLA-01

DLINNEMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/26/2019

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.

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PRODUCER R.J. Carlgan & Company PO Box 5046 Clifton Park, NY 12065	CONTACT NAME:		
	PHONE (A/C, No, Ext): (518) 235-4303 FAX (A/C, No): (518) 235-0634 E-MAIL ADDRESS: info@rjinsurance.com		
INSURED DeSignore Blacktop Paving Inc 42 Brick Church Road Troy, NY 12180-8102	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Travelers Ind Co of America		25666
	INSURER B: The Phoenix Insurance Co		25623
	INSURER C: Travelers Property Casualty Co of America		25674
	INSURER D: Travelers Indemnity Co		25658
	INSURER E: Hartford Fire Insurance Co		19682
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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CO-7D175165	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> OTHER: XCU						
B	AUTOMOBILE LIABILITY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	810-3L087013	1/1/2019	1/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CUP-9J376145	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 5,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UB-9J189493	1/1/2019	1/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NY)						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	Equipment Floater			01MST16245	1/1/2019	1/1/2020	Builders Risk 1,000,000
E	Equipment Floater			01MST16245	1/1/2019	1/1/2020	Lease/Rent Equipment 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RFP #2019-06 - Church Street - PROOF OF INSURANCE FOR BID PURPOSES ONLY. City of Saratoga Springs is named as Additional Insured on a primary and non-contributory basis including completed operations and waiver of subrogation with respect to General Liability and Umbrella Liability, Additional Insured on a primary and non-contributory basis and waiver of subrogation with respect to Auto Liability and waiver of subrogation applies to Workers Compensation. All as specifically required in a written contract or agreement.

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



City of Saratoga Springs, NY Contract

City Project Number: _____ City Project Name: Look TV – City Council Meeting Recording Services
 City Department: Finance Department Contact Person: Michele Madigan City Ext. x2577
 Company Name: Northern Broadcasting Inc.
 Company Address: 63 Putnam St.
 Company Telephone No.: 518.798.8000 Company Fax No.: _____
 Vendor and/or Service Provider Primary Contact: Jesse Jackson Title: Owner
 Primary Contact Email: jjackson0868@gmail.com
 Service to be Provided: Recording City Council meetings
 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 Video/Audio recording services for City Council meetings, the airing of meetings on television at an agreed upon time, and data regarding viewership as available, the Vendor and/or Service Provider submitted proposals dated 3/13/19 (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 7/31/19. 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 \$500 per month, or \$2,500 in total until 7/31/19, 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 Commissioner of Finance 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 Jesse Jackson. 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: Commissioner of Finance, 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: Jesse Jackson, 63 Putnam St, Saratoga Springs, NY 12866
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:

- **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;
- **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.

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: 3/19/18

Print Name: Jesse Jackson III Title: President & CEO

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____



City of Saratoga Springs, NY Contract

City Project Number: _____ City Project Name: Look TV – City Council Meeting Recording Services
 City Department: Finance Department Contact Person: Michele Madigan City Ext. x2577
 Company Name: Northern Broadcasting Inc.
 Company Address: 63 Putnam St.
 Company Telephone No.: 518.798.8000 Company Fax No.: _____
 Vendor and/or Service Provider Primary Contact: Jesse Jackson Title: Owner
 Primary Contact Email: jjackson0868@gmail.com
 Service to be Provided: Recording City Council meetings
 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 Video/Audio recording services for City Council meetings, the airing of meetings on television at an agreed upon time, and data regarding viewership as available, the Vendor and/or Service Provider submitted proposals dated 3/13/19 (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 7/31/19. 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 \$500 per month, or \$2,500 in total until 7/31/19, 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 Commissioner of Finance 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 Jesse Jackson. 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: Commissioner of Finance, 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: Jesse Jackson, 63 Putnam St, Saratoga Springs, NY 12866
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:

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- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles;
- **Excess Insurance:** One 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.

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: 3/14/19

Print Name: Jesse Jackson III Title: President & CEO

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/14/2019

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 Hughes Insurance Agency, Inc. 328 Bay Road PO BOX 4630 Queensbury NY 12804	CONTACT NAME: House PHONE (A/C, No, Ext): (518) 793-3131 FAX (A/C, No): (518) 793-3121 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Trumbull Insurance Co. INSURER B: Hartford Ins. Co. of the Midwe INSURER C: Hartford Property & Casualty INSURER D: INSURER E: INSURER F:
INSURED Northern Broadcasting, Inc 63 Putnam Street Ste 201 Saratoga Springs NY 12866	NAIC # 27120 37478 34690

COVERAGES**CERTIFICATE NUMBER:** 19-20 Master**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.

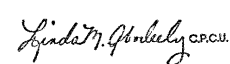
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	01SBAAQ5116	02/05/2019	02/05/2020	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	01UECZB3330	02/05/2019	02/05/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
							\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N	A	01WECPT8310	02/05/2019	02/05/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	E.L. EACH ACCIDENT \$ 500,000						
	E.L. DISEASE - EA EMPLOYEE \$ 500,000						
	E.L. DISEASE - POLICY LIMIT \$ 500,000						

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

Subject to all policy terms, limitations and conditions:

City of Saratoga Springs, its Officers, and/or its Employees are named as Additional Insureds on a Primary Non Contributory basis, including Waiver of Subrogation, when required by written contract, agreement or permit.

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 
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STATE OF NEW YORK WORKERS'
COMPENSATION BOARD

CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE

1a. Legal Name & Address of Insured (Use street address only) Northern Broadcasting Inc Dba Unreal Realty, LLC 63 Putnam St, Suite 201 Saratoga Springs, NY 12866 Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)	1b. Business Telephone Number of Insured 1c. NYS Unemployment Insurance Employer Registration Number of Insured 1d. Federal Employer Identification Number of Insured or Social Security Number
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) City of Saratoga 474 Broadway Saratoga Springs NY 12866	3a. Name of Insurance Carrier Twin City Fire Ins. Co. 3b. Policy Number of entity listed in box "1a" 01WECPT8310 3c. Policy effective period <u>2/5/2018</u> to <u>2/5/2019</u> 3d. The Proprietor, Partners or Executive Officers are included. (Only check box if all partners/officers included) <input checked="" type="checkbox"/> all excluded or certain partners/officers excluded.

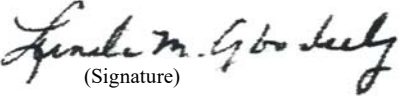
This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers'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

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

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

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

Approved by: Linda Abodeely
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by: 
(Signature)

August 29, 2018
(Date)

Title: President

Telephone Number of authorized representative or licensed agent of insurance carrier: 518-793-3131

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

C-105.2 (9-07)

www.wcb.state.ny.us

Workers' Compensation Law

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

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

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

C-105.2 (9-07) Reverse

RE: Saratoga Springs City Council

From : Jesse Jackson <jjackson0868@gmail.com>
Subject : RE: Saratoga Springs City Council
To : 'Mike Sharp' <mike.sharp@saratoga-springs.org>

Wed, Mar 13, 2019 02:29 PM

 1 attachment

Mike,
Per your email below, the fee to help offset the production cost of the City Council Meetings is 500.00 per month.
Jesse

Jesse H. Jackson III
President/CEO
63 Putnam Street, Suite 201
Saratoga Springs
Cell 518-265-0868
Phone 518-798-8000 ext. 207

www.looktvonline.com



From: Mike Sharp [mailto:mike.sharp@saratoga-springs.org]
Sent: Wednesday, March 13, 2019 1:49 PM
To: jjackson0868@gmail.com
Subject: Saratoga Springs City Council

Jesse,

The City Council of Saratoga Springs is looking to have a provider record and air City Council meetings on local television station. The scheduled meetings are on the first and third Tuesday of every month, with Special meetings called as needed. To confirm the verbal proposal discussed earlier this year, please provide a monthly quote for such services. No term has yet to be decided.

Thank you,
Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

Confidentiality/Privilege Notice: This e-mail communication and any files transmitted with it contain privileged and confidential information from the City of Saratoga Springs and are intended solely for the use of the individual(s) or entity to which it has been addressed. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or taking any other action with respect to the contents of this message is strictly prohibited. If you have received this e-mail in error, please delete it and notify the sender by return e-mail. Thank you for your cooperation.



image001.jpg
50 KB

Re: Saratoga Springs City Council

From : Mike Sharp <mike.sharp@saratoga-springs.org>

Tue, Mar 12, 2019 04:40 PM

Subject : Re: Saratoga Springs City Council**To :** email <email@wmht.org>

Good afternoon,

I don't believe I have heard a response back yet. If you would like to send over a proposal or have any other questions, please let me know by the end of the day tomorrow (3/13).

Thanks,

Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

From: "Mike Sharp" <mike.sharp@saratoga-springs.org>**To:** "email" <email@wmht.org>**Sent:** Wednesday, March 6, 2019 10:02:42 AM**Subject:** Saratoga Springs City Council

Good morning,

The City Council of Saratoga Springs has recently been approached with a proposal by a local television station to air City Council meetings, which occur on the first and third Tuesday of every month. As part of our procurement process, we wanted to reach out to see if your network would have any interest in recording and airing City Council meetings the day after, and if so at what monthly price.

Thank you,
Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

Re: Saratoga Springs City Council

From : Mike Sharp <mike.sharp@saratoga-springs.org>

Tue, Mar 12, 2019 04:40 PM

Subject : Re: Saratoga Springs City Council

To : jsilver <jsilver@news10.com>

Good afternoon,

I don't believe I have heard a response back yet. If you would like to send over a proposal or have any other questions, please let me know by the end of the day tomorrow (3/13).

Thanks,

Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

From: "Mike Sharp" <mike.sharp@saratoga-springs.org>

To: "jsilver" <jsilver@news10.com>

Sent: Wednesday, March 6, 2019 10:01:16 AM

Subject: Saratoga Springs City Council

Good morning Jessica,

The City Council of Saratoga Springs has recently been approached with a proposal by a local television station to air City Council meetings, which occur on the first and third Tuesday of every month. As part of our procurement process, we wanted to reach out to see if your network would have any interest in recording and airing City Council meetings the day after, and if so at what monthly price.

Thank you,
Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

Re: Saratoga Springs City Council

From : Mike Sharp <mike.sharp@saratoga-springs.org>

Tue, Mar 12, 2019 04:39 PM

Subject : Re: Saratoga Springs City Council**To :** maryan <maryan@wnyt.com>

Good afternoon,
I don't believe I have heard a response back yet. If you would like to send over a proposal or have any other questions, please let me know by the end of the day tomorrow (3/13).
Thanks,
Mike

Mike Sharp
Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

From: "Mike Sharp" <mike.sharp@saratoga-springs.org>**To:** "maryan" <maryan@wnyt.com>**Sent:** Wednesday, March 6, 2019 10:00:32 AM**Subject:** Saratoga Springs City Council

Good morning Maryann,

The City Council of Saratoga Springs has recently been approached with a proposal by a local television station to air City Council meetings, which occur on the first and third Tuesday of every month. As part of our procurement process, we wanted to reach out to see if your network would have any interest in recording and airing City Council meetings the day after, and if so at what monthly price.

Thank you,
Mike

Mike Sharp

Deputy Commissioner of Finance
City of Saratoga Springs
474 Broadway
Saratoga Springs, NY 12866
518-587-7098 ext. 2571

Re: Agenda week 3/11/19

From : Mike Sharp <mike.sharp@saratoga-springs.org>

Thu, Mar 14, 2019 03:10 PM

Subject : Re: Agenda week 3/11/19 1 attachment**To :** Stefanie Richards <stefanie.richards@saratoga-springs.org>

Stefanie,

Pursuant to the conversation we had yesterday regarding quotes for audio/video services for City Council meetings, attached are the quotes we discussed. Apologies for being unable to get the contract posted before you left, but we were waiting on insurance information. I'll be adding the contract and related documents to the agenda. If you have any questions, please let me know.

Thanks,

Mike

Mike Sharp

Deputy Commissioner of Finance

City of Saratoga Springs

474 Broadway

Saratoga Springs, NY 12866

518-587-7098 ext. 2571

----- Original Message -----

From: "Stefanie Richards" <stefanie.richards@saratoga-springs.org>

To: "Barbara Anthony" <barbara.anthony@saratoga-springs.org>, "Lynn Bachner"

<m.lynn.bachner@saratoga-springs.org>, "Lindsey Connors"

<lindsey.connors@saratoga-springs.org>, "Kari Donohue"

<kari.donohue@saratoga-springs.org>, "Danielle Gailor"

<danielle.willard@saratoga-springs.org>, "Douglas June"

<douglas.june@saratoga-springs.org>, "Cathy Lozier" <Cathy.Lozier@saratoga-

springs.org>, "Jennifer Merriman" <jennifer.merriman@saratoga-springs.org>,"

"Kathy Moran" <kathy.moran@saratoga-springs.org>, "Donna Murphy"

<donna.m@saratogacitycenter.org>, "Karen Perrino" <karen.perrino@saratoga-

springs.org>, "Skip Scirocco" <skip.scirocco@saratoga-springs.org>, "John

Hirleman" <john.hirleman@saratoga-springs.org>, "Rachael Fragomeni"

<rachael.fragomeni@saratoga-springs.org>, "Marilyn Rivers"

<marilyn.rivers@saratoga-springs.org>, "Lisa Shields" <lisa.shields@saratoga-

springs.org>, "mike sharp" <mike.sharp@saratoga-springs.org>, "Christine

Brown" <christine.brown@saratoga-springs.org>, "Debbie LaBreche"

<debbie.labreche@saratoga-springs.org>, "Timothy Wales"

<timothy.wales@saratoga-springs.org>, "Troy Bianco" <troy.bianco@saratoga-

springs.org>, "Michael Veitch" <michael.veitch@saratoga-springs.org>

Cc: "Maire Masterson" <maire.masterson@saratoga-springs.org>

Sent: Monday, March 11, 2019 12:02:12 PM

Subject: Re: Agenda week 3/11/19

Reminder.

I will be in 7:30 am to 9:30 am on Thursday March 14th, I will not be in on March 15th. Please plan accordingly if you are going to have something that needs my approval in Novus.

Thank you,
Stefanie

----- Original Message -----

From: "Stephanie Richards" <stefanie.richards@saratoga-springs.org>
To: "Barbara Anthony" <barbara.anthony@saratoga-springs.org>, "Bachner, Lynn" <m.lynn.bachner@saratoga-springs.org>, "Connors, Lindsey" <lindsey.connors@saratoga-springs.org>, "Donohue, Kari" <kari.donohue@saratoga-springs.org>, "Danielle Gailor" <danielle.willard@saratoga-springs.org>, "Douglas June" <douglas.june@saratoga-springs.org>, "cathy Lozier" <Cathy.Lozier@saratoga-springs.org>, "Jennifer Merriman" <jennifer.merriman@saratoga-springs.org>, "Kathy Moran" <kathy.moran@saratoga-springs.org>, "Donna Barone" <donna.m@saratogacitycenter.org>, "Karen Perrino" <karen.perrino@saratoga-springs.org>, "Skip Scirocco" <skip.scirocco@saratoga-springs.org>, "John Hirleman" <john.hirleman@saratoga-springs.org>, "Danielle Gailor" <danielle.willard@saratoga-springs.org>, "Rachael Fragomeni" <rachael.fragomeni@saratoga-springs.org>, "Marilyn Rivers" <marilyn.rivers@saratoga-springs.org>, "Lisa Shields" <lisa.shields@saratoga-springs.org>, "mike sharp" <mike.sharp@saratoga-springs.org>, "Christine Brown" <christine.brown@saratoga-springs.org>, "debbie.labreche [Alias]" <debbie.labreche@saratoga-springs.org>, "Timothy Wales" <timothy.wales@saratoga-springs.org>, "Troy Bianco" <troy.bianco@saratoga-springs.org>, "Michael Veitch" <michael.veitch@saratoga-springs.org>
Cc: "Maire Masterson" <maire.masterson@saratoga-springs.org>
Sent: Monday, March 4, 2019 8:56:31 AM
Subject: Agenda week 3/11/19

Next week is agenda week. I will be in 7:30 am to 9:30 am on Thursday March 14th, I will not be in on March 15th. Please plan accordingly if you are going to have something that needs my approval in Novus.

Thank you,
Stefanie

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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND		
2019	03	134 03/19/2019	031919	031919	BTIN BUA 031919	BTIN	1	1	
1	A3031914 54773				LIABILITY INSURANCE			261,542.41	
	A -30-3-1910-4-54773				LIABILITY INSURANCE			30,000.00	
					ANNUAL PREMIUM PAYMENT			291,542.41	
2	A3041914 54773				LIABILITY INSURANCE			286,579.62	
	A -30-4-1910-4-54773				LIABILITY INSURANCE			-15,000.00	
					ANNUAL PREMIUM PAYMENT			271,579.62	
3	A3011914 54773				LIABILITY INSURANCE			45,295.00	
	A -30-1-1910-4-54773				LIABILITY INSURANCE			-8,000.00	
					ANNUAL PREMIUM PAYMENT			37,295.00	
4	A3021914 54773				LIABILITY INSURANCE CS			51,228.95	
	A -30-2-1910-4-54773				LIABILITY INSURANCE			-7,000.00	
					ANNUAL PREMIUM PAYMENT			44,228.95	
5	A3051964 54620				CH FIRE PROPERTY LOSS PROF SHRENTAL			.00	
	A -30-5-1932-4-54620				RENTAL FEES SARATOGA CENTRAL C			1,650.00	
								1,650.00	
6	A3051964 54180				CH FIRE PROPERTY LOSS PROF SHRENTAL			.00	
	A -30-5-1932-4-54180				RENTAL FEES SARATOGA CENTRAL C			-1,650.00	
								-1,650.00	
7	E3577168 58010				CITY CENTER AUTHORITY EB			258,125.00	
	E -35-7-7160-8-58010				HOSPITALIZATION			4,452.99	
					COVER ANTICIPATED EXPENSES			262,577.99	
8	E3577164 54611				CITY CENTER AUTHORITY CS			55,700.00	
	E -35-7-7160-4-54611				BUILDING INSURANCE			-7,813.74	
					COVER ANTICIPATED EXPENSES			47,886.26	
9	E3577164 54610				CITY CENTER AUTHORITY CS			35,000.00	
	E -35-7-7160-4-54610				REPAIRS & MAINTENANCE BUILDING			20,500.00	
					COVER ANTICIPATED EXPENSES			55,500.00	
10	E3577164 54523				CITY CENTER AUTHORITY CS			2,500.00	
	E -35-7-7160-4-54523				VEHICLE INSURANCE			-2,239.25	
					COVER ANTICIPATED EXPENSES			260.75	
11	E3577164 54420				CITY CENTER AUTHORITY CS			3,800.00	
	E -35-7-7160-4-54420				ADVERTISING			600.00	
					COVER ANTICIPATED EXPENSES			4,400.00	
12	E3577164 54632				CITY CENTER AUTHORITY CS			7,000.00	
	E -35-7-7160-4-54632				DECORATING			-5,000.00	
					COVER ANTICIPATED EXPENSES			2,000.00	
13	E3577164 54140				CITY CENTER AUTHORITY CS			30,000.00	
	E -35-7-7160-4-54140				JANITORIAL SUPPLIES			-7,500.00	
					COVER ANTICIPATED EXPENSES			22,500.00	
14	E3577164 54330				CITY CENTER AUTHORITY CS			8,000.00	
	E -35-7-7160-4-54330				REPAIRS & MAINTENANCE EQUIPMEN			-3,000.00	
					COVER ANTICIPATED EXPENSES			5,000.00	
** JOURNAL TOTAL							0.00		

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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	
2019 3 134										
BUA A3031914-54773	03/19/2019	031919BTIN	031919	031919BTIN		LIABILITY INSURANCE	5	30,000.00		
						ANNUAL PREMIUM PAYMENT				
BUA A3041914-54773	03/19/2019	031919BTIN	031919	031919BTIN		LIABILITY INSURANCE	5		15,000.00	
						ANNUAL PREMIUM PAYMENT				
BUA A3011914-54773	03/19/2019	031919BTIN	031919	031919BTIN		LIABILITY INSURANCE	5		8,000.00	
						ANNUAL PREMIUM PAYMENT				
BUA A3021914-54773	03/19/2019	031919BTIN	031919	031919BTIN		LIABILITY INSURANCE	5		7,000.00	
						ANNUAL PREMIUM PAYMENT				
BUA A3051964-54620	03/19/2019	031919BTIN	031919	031919BTIN		RENTAL	5	1,650.00		
						RENTAL FEES SARATOGA CENTRAL	C			
BUA A3051964-54180	03/19/2019	031919BTIN	031919	031919BTIN		OTHER SUPPLIES	5		1,650.00	
						RENTAL FEES SARATOGA CENTRAL	C			
BUA E3577168-58010	03/19/2019	031919BTIN	031919	031919BTIN		HOSPITALIZATION	5	4,452.99		
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54611	03/19/2019	031919BTIN	031919	031919BTIN		BUILDING INSURANCE	5		7,813.74	
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54610	03/19/2019	031919BTIN	031919	031919BTIN		REPAIRS & MAINTENANCE BUILDING	5	20,500.00		
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54523	03/19/2019	031919BTIN	031919	031919BTIN		VEHICLE INSURANCE	5		2,239.25	
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54420	03/19/2019	031919BTIN	031919	031919BTIN		ADVERTISING	5	600.00		
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54632	03/19/2019	031919BTIN	031919	031919BTIN		DECORATING	5		5,000.00	
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54140	03/19/2019	031919BTIN	031919	031919BTIN		JANITORIAL SUPPLIES	5		7,500.00	
						COVER ANTICIPATED EXPENSES				
BUA E3577164-54330	03/19/2019	031919BTIN	031919	031919BTIN		REPAIRS & MAINTENANCE EQUIPMEN	5		3,000.00	
						COVER ANTICIPATED EXPENSES				
JOURNAL 2019/03/134 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 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					
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YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2019	03	135	03/19/2019	031919	031919BAFB BUA	031919BAFB	1	2		
1	E017	40511	PROPERTY TAX		USE OF RESTRICTED FUND BALANCE	-100,000.00	-33,737.00	-133,737.00		
	E	-01-7-0000-0-40511	-		COVER ANTICIPATED EXPENSES	03/19/2019				
2	E3577164	54720	CITY CENTER AUTHORITY CS		SERVICE CONTRACTS - PROF SERV	110,000.00	25,000.00	135,000.00		
	E	-35-7-7160-4-54720	-		COVER ANTICIPATED EXPENSES	03/19/2019				
3	E3577168	58010	CITY CENTER AUTHORITY EB		HOSPITALIZATION	258,125.00	8,737.00	266,862.00		
	E	-35-7-7160-8-58010	-		COVER ANTICIPATED EXPENSES	03/19/2019				
								** 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				
2019 3 135										
BUA E017-40511						USE OF RESTRICTED FUND BALANCE	5			33,737.00
	03/19/2019	031919BAFB	031919	031919BAFB		COVER ANTICIPATED EXPENSES				
BUA E3577164-54720						SERVICE CONTRACTS - PROF SERV	5		25,000.00	
	03/19/2019	031919BAFB	031919	031919BAFB		COVER ANTICIPATED EXPENSES				
BUA E3577168-58010						HOSPITALIZATION	5		8,737.00	
	03/19/2019	031919BAFB	031919	031919BAFB		COVER ANTICIPATED EXPENSES				
									.00	.00
BUA E-2960						APPROPRIATIONS				33,737.00
	03/19/2019	031919BAFB	031919	031919BAFB		ESTIMATED REVENUES			33,737.00	
BUA E-1510										
	03/19/2019	031919BAFB	031919	031919BAFB						
						SYSTEM GENERATED ENTRIES TOTAL			33,737.00	33,737.00
						JOURNAL 2019/03/135 TOTAL			33,737.00	33,737.00

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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
E	CITY CENTER AUTHORITY	2019	3	135	03/19/2019	ESTIMATED REVENUES	33,737.00	
	E-1510					APPROPRIATIONS		33,737.00
	E-2960							
FUND TOTAL							33,737.00	33,737.00

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LN	ORG ACCOUNT	OBJECT PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR	
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND			
2019	03	136 03/19/2019	031919	031919	BTPY BUA	031919BTPY	1	1		
1	A3567144	54689		RECREATION EXPENSES	CS	EDUCATION		500.00	626.20	1,126.20
	A	-35-6-7140-4-54689	-			COST OF REC SUMMIT		03/19/2019		
2	A3567141	51960		RECREATION EXPENSES	PS	OVERTIME		1,000.00	-626.20	373.80
	A	-35-6-7140-1-51960	-			COST OF REC SUMMIT		03/19/2019		
3	A3021314	54720		COMM FINANCE CONTRACTED SERVICE	COVER	SERVICE CONTRACTS - PROF SERV		51,000.00	1,775.00	52,775.00
	A	-30-2-1310-4-54720	-			COVER CONTRCATUAL INVOICE		03/19/2019		
4	A3051341	51350		PURCHASING PS		ASSISTANT TO PURCHASING AGENT		89,491.00	-1,775.00	87,716.00
	A	-30-5-1345-1-51350	-			COVER CONTRCATUAL INVOICE		03/19/2019		
5	A3143121	51910		POLICE DEPARTMENT PS		EDUCATION AWARDS		104,000.00	12,253.64	116,253.64
	A	-31-4-3120-1-51910	-			HIGHER ANTICIPATED COSTS		03/19/2019		
6	A3143121	51813		POLICE DEPARTMENT PS		ANIMAL CONTROL/PEO		99,906.00	-12,253.64	87,652.36
	A	-31-4-3120-1-51813	-			HIGHER ANTICIPATED COSTS		03/19/2019		
7	A3143311	51226		TRAFFIC CONTROL PS		TRAFFIC CONTROL TECHNICIAN PT		.00	20,800.00	20,800.00
	A	-31-4-3310-1-51226	-			COVER COSTS THRU YE		03/19/2019		
8	A3143311	51945		TRAFFIC CONTROL PS		LABORER PART TIME		38,900.00	-20,800.00	18,100.00
	A	-31-4-3310-1-51945	-			COVER COSTS THRU YE		03/19/2019		
9	G3739081	51930		SICK LEAVE		SICK LEAVE DPW		.00	3,600.54	3,600.54
	G	-37-3-9089-1-51930	-			SICK BUY OUT		03/19/2019		
10	G3739081	58030		SICK LEAVE		CITY PORTION SOCIAL SECURITY		3,874.42	-3,600.54	273.88
	G	-37-3-9089-1-58030	-			SICK BUY OUT		03/19/2019		
							** JOURNAL TOTAL	0.00		

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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
2019 3 136	BUA A3567144-54689	03/19/2019	031919BTPY	031919	031919BTPY		EDUCATION	5	626.20	
							COST OF REC SUMMIT			
	BUA A3567141-51960	03/19/2019	031919BTPY	031919	031919BTPY		OVERTIME	5		626.20
							COST OF REC SUMMIT			
	BUA A3021314-54720	03/19/2019	031919BTPY	031919	031919BTPY		SERVICE CONTRACTS - PROF SERV	5	1,775.00	
							COVER CONTRCATUAL INVOICE			
	BUA A3051341-51350	03/19/2019	031919BTPY	031919	031919BTPY		ASSISTANT TO PURCHASING AGENT	5		1,775.00
							COVER CONTRCATUAL INVOICE			
	BUA A3143121-51910	03/19/2019	031919BTPY	031919	031919BTPY		EDUCATION AWARDS	5	12,253.64	
							HIGHER ANTICIPATED COSTS			
	BUA A3143121-51813	03/19/2019	031919BTPY	031919	031919BTPY		ANIMAL CONTROL/PEO	5		12,253.64
							HIGHER ANTICIPATED COSTS			
	BUA A3143311-51226	03/19/2019	031919BTPY	031919	031919BTPY		TRAFFIC CONTROL TECHNICIAN PT	5	20,800.00	
							COVER COSTS THRU YE			
	BUA A3143311-51945	03/19/2019	031919BTPY	031919	031919BTPY		LABORER PART TIME	5		20,800.00
							COVER COSTS THRU YE			
	BUA G3739081-51930	03/19/2019	031919BTPY	031919	031919BTPY		SICK LEAVE DPW	5	3,600.54	
							SICK BUY OUT			
	BUA G3739081-58030	03/19/2019	031919BTPY	031919	031919BTPY		CITY PORTION SOCIAL SECURITY	5		3,600.54
							SICK BUY OUT			
JOURNAL 2019/03/136 TOTAL									.00	.00

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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
FUND TOTAL					.00	.00

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City of Saratoga Springs, NY Contract

City Project Number: 2019-12 City Project Name: Laboratory Services
City Department: Public Works Department Contact Person: Brett Johnson City Ext. 2472
Company Name: CNA Environmental, LLC
Company Address: 27 Kent Street, Ballston Spa, NY 12020
Company Telephone No.: 518-884-0800 Company Fax No.: _____
Vendor and/or Service Provider Primary Contact: Emily Grattidge Title: Lead Technical Director
Primary Contact Email: _____
Service to be Provided: Laboratory 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 Laboratory Services, the Vendor and/or Service Provider submitted proposals dated 3/1/19 (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 3/19/20. 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 \$23,106.00, 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 Emily Grattidge. 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: Emily Grattidge
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:
- 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 for 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: 3/12/19

Print Name: Ethan Elnwagner Title: Chief Financial Officer

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/1/2019

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 Arthur J. Gallagher Risk Management Services, Inc. 677 Broadway 4th Floor Albany, NY 12207	CONTACT NAME: Donna Mehan		
	PHONE (A/C, No, Ext): 518-533-6833	FAX (A/C, No): 518-533-6887	
	E-MAIL ADDRESS: donna_mehan@aig.com		
INSURED CNA Environmental LLC 27 Kent Street Ballston Spa, NY 12020	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Selective Insurance Company of SE		39926
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 577235328**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 checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			S1995070	11/16/2018	11/16/2019	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 15,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
								\$
A	<input checked="" type="checkbox"/> 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			S1995070	11/16/2018	11/16/2019	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"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			S1995070	11/16/2018	11/16/2019	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
	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	OTH-ER
							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)

The Certificate Holder is included as Additional Insured on a primary and non-contributory basis as per written contract,
Project or Job #: RFP 2019-12
Project: Laboratory Services

CERTIFICATE HOLDER**CANCELLATION**

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

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**ADDITIONAL INSURED — OWNERS, LESSEES OR
CONTRACTORS — COMPLETED OPERATIONS — AUTOMATIC
STATUS WHEN REQUIRED IN CONSTRUCTION
AGREEMENT WITH YOU**

COMMERCIAL GENERAL LIABILITY
CG 79 21 11 14

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. SECTION II — WHO IS AN INSURED** is amended to include as an additional insured any person or organization whom you have agreed in a written contract, written agreement or written permit to add as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" and included in the "products-completed operations hazard".

The above provision does not apply unless the written contract or written agreement has been executed (executed means signed by the named insured) or the written permit issued prior to the "bodily injury" or "property damage".

- B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- (2) Supervisory, inspection, architectural or engineering activities.

This coverage shall be excess with respect to the person or organization included as an additional insured by its provisions; any other valid and collectible insurance that person or organization has shall be primary with respect to this insurance, unless this coverage is required to be primary and/or not contributory in the contract or agreement referred to above.

ELITEPAC COMMERCIAL AUTOMOBILE EXTENSION

COMMERCIAL AUTO
CA 77 35NY 03 12

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This Supplemental Schedule is provided when the BUSINESS AUTO COVERAGE FORM includes the Commercial Automobile Extension endorsement CA 77 35NY. This Schedule supplements the Business Auto Declarations.

EXTENSIONS OF COVERAGE AND ADDITIONAL COVERAGES

DESCRIPTION

Limited Liability Companies	Coverage Extension
Newly Acquired Or Formed Organizations	Coverage Extension
Employees - Non-Ownership	Coverage Extension
Non-Ownership Extension - Public Entities	Coverage Extension
Blanket Additional Insureds	Coverage Extension
Expenses For Bail Bonds And Loss Of Earnings	
Bail Bonds	\$3,000 Limit of Insurance
Loss Of Earnings	\$1,000 Per Day Limit of Insurance
Employer's Liability Amendment	Coverage Extension
Fellow Employee Amendment	Coverage Extension
Care, Custody Or Control Amendment	Coverage Extension
Towing And Labor	Coverage Extension
Glass Breakage	Coverage Extension
Hired Car Physical Damage Coverage	Coverage Extension
Auto Loan/Lease Gap Coverage - (Loan/Lease Gap Not Available in New York)	Coverage Extension
Personal Effects	\$500 Limit of Insurance
Deductible Reimbursement - Public Entities	Coverage Extension
Additional Transportation Expenses	\$60 per day up to a maximum \$1,800 Limit of Insurance
Airbag Coverage	Coverage Extension
Expanded Audio, Visual, And Data Electronic Equipment	Coverage Extension

DESCRIPTION

Limit Of Insurance	Coverage Extension
Physical Damage Deductible - (Radio Frequency) Vehicle Tracking System	Coverage Extension
Limit Of Insurance	Coverage Extension
Multiple Deductibles	Coverage Extension
Duties In The Event Of Accident, Claim, Suit Or Loss	Coverage Extension
Waiver Of Subrogation	Coverage Extension
Concealment, Misrepresentation Or Fraud	Coverage Extension
Policy Period, Coverage Territory	Coverage Extension
Two Or More Coverage Forms Or Policies Issued By Us	Coverage Extension
Mental Anguish - (Not Applicable in New York)	Definition
Permanently Attached Equipment	Definition
Volunteer Worker	Definition

ELITEPAC COMMERCIAL AUTOMOBILE EXTENSION

COMMERCIAL AUTO
CA 77 35NY 03 12

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Business Auto Coverage Form apply unless modified by the endorsement.

Amendments to **SECTION II — LIABILITY COVERAGE**

Limited Liability Companies

The following is added to **SECTION II, A. 1. — Who Is An Insured:**

- d. If you are a limited liability company, you are an Insured for any covered "auto." The provisions of **WHO IS AN INSURED** applicable to anyone else using a covered "auto" you own, hire or borrow, also apply to limited liability companies. Your members and managers are also "insureds" while using a covered "auto" you don't own, hire or borrow during the course of their duties for you. But, members or managers are not an insured for any covered "autos" owned by them or members of their household.

Newly Acquired Or Formed Organizations

The following is added to **SECTION II, A. 1. — Who Is An Insured:**

- e. Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain ownership or majority interest, will qualify as a Named Insured if there is no similar insurance available to that organization. However:
1. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;
 2. Coverage does not apply to "bodily injury" or "property damage" resulting from an "accident" that occurred before you acquired or formed the organization.

No person or organization is an "insured" with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

Employees - Non-Ownership

The following is added to **SECTION II, A. 1. — Who Is An Insured:**

- f. Any employee of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

Non-Ownership Extension - Public Entities

The following is added to **SECTION II, A. 1. — Who Is An Insured:**

- g. Any board member or other elected or appointed official, member of the administrative staff, student teacher or other authorized volunteer or member is an "insured" while using a covered "auto" you don't own, hire or borrow during the course of their duties for you as a School, Municipality or other Governmental Entity, or Emergency Services Organization. Anyone who supplies that "auto" is also an "insured."

Blanket Additional Insureds

The following is added to **SECTION II, A. 1. — Who Is An Insured:**

- h. Any person or organization with whom you agreed, because of a written contract, agreement or permit, to provide insurance such as is afforded under this Coverage Part, but only with respect to your ownership, maintenance or use of a covered "auto." This provision only applies if the written contract or agreement has been executed or permit issued prior to the "bodily injury" or "property damage."

This coverage shall be primary and not contributory with respect to the person or organization included as an "insured" under this section. Any other insurance that person or organization has shall be excess and not contributory with respect to this insurance, but this provision only applies if it is required in the written contract, agreement or permit identified in this section, and is permitted by law.

Expenses For Bail Bonds And Loss Of Earnings

The following modifies **SECTION II, A. 2. a. — Supplementary Payments:**

Paragraphs (2) and (4) of **SECTION II, A. 2. a. — Supplementary Payments** are deleted in their entirety and replaced with the following:

- (2) We will pay up to the Limit of Insurance shown on the Commercial Automobile Extension Supplemental Schedule for the cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) We will pay up to the Limit of Insurance shown on the Commercial Automobile Extension Supplemental Schedule all reasonable expenses incurred by the "insured" at our request, including actual loss of earnings because of time off from work.

Employer's Liability Amendment

The following is added to **SECTION II, B. 4. — Exclusions:**

- c. This exclusion also does not apply to any "volunteer worker."

For Fire Companies, Ambulance Squads and Rescue Squads, the Employee Indemnification and Employer's Liability exclusion does not apply if the "bodily injury" results from the use of a covered "auto" you own, hire or borrow. But, this coverage extension is only provided to:

1. Members of the "insured" Fire Company, Ambulance or Rescue Squad, while such member is operating within the scope of their official duties, with respect to claims made or suits brought against such member for injuries to a fellow member of the "insured" organization, or for injuries to members of other Fire Companies, Ambulance Squads or Rescue Squads; and
2. The "insured" organization with respect to claims made or suits brought against the "insured" organization for injuries to members of other Fire Companies, Ambulance Squads or Rescue Squads.

Fellow Employee Amendment

The following is added to **SECTION II, B. 5. — Exclusions:**

For "insureds" Other Than Fire Companies, Ambulance Squads and Rescue Squads, the **Fellow Employee** exclusion does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire.

For Fire Companies, Ambulance Squads and Rescue Squads, the **Fellow Employee** exclusion does not apply if the "bodily injury" results from the use of a covered "auto" you own, hire or borrow. But, this coverage extension is only provided to:

1. Members of the "insured" Fire Company, Ambulance or Rescue Squad, while such member is operating within the scope of their official duties, with respect to claims made or suits brought against such member for injuries to a fellow member of the "insured" organization, or for injuries to members of other Fire Companies, Ambulance Squads or Rescue Squads; and
2. The "insured" organization with respect to claims made or suits brought against the "insured" organization for injuries to members of other Fire Companies, Ambulance Squads or Rescue Squads.

Care, Custody Or Control Amendment

The following is added to **SECTION II, B. 6. — Exclusions:**

The Care, Custody Or Control exclusion does not apply to property not owned by any insured, subject to the following:

1. The most we will pay under this exception for any one accident is \$1,000; and
2. A deductible of \$500 per accident applies to this exception.

Amendments to SECTION III — PHYSICAL DAMAGE COVERAGE

Towing And Labor

The following modifies **SECTION III, A. 2. — Towing**
SECTION III, A. 2. — Towing is deleted and replaced with the following:

We will pay all reasonable towing and labor costs up to \$75 each time a covered Private Passenger Type Vehicle, Social Service Van, Social Service Bus or Light Truck is disabled and up to \$150 per disablement for Medium Weight Trucks. For labor charges to be reimbursable however, the labor must be performed at the place of disablement.

Glass Breakage

The following is added to **SECTION III, A. 3. — Glass Breakage — Hitting A Bird Or Animal — Falling Objects:**

- d. If damage to glass is repaired in lieu of being replaced, no deductible will apply for repair only.

Hired Car Physical Damage Coverage

The following is added to **SECTION III — PHYSICAL DAMAGE COVERAGE, Paragraph A. 4. Coverage Extensions:**

- c. If Comprehensive, Specified Causes of Loss or Collision coverage is provided by this policy, you may extend that coverage to apply to Physical Damage "loss" to hired "autos." We will provide coverage equal to the broadest coverage available to any covered "auto" shown in the Declarations. But, the most we will pay for "loss" to a hired "auto" in any one "accident" is the lesser of:
1. \$75,000; or
 2. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
 3. The actual cost of repairing or replacing the damaged or stolen property with other property of like kind or quality. A part is of like kind and quality when it is of equal or better condition than the pre-accident part. We will use the original equipment from the manufacturer when:
 - (a) The operational safety of the vehicle might otherwise be impaired;
 - (b) Reasonable and diligent efforts to locate the appropriate rebuilt, aftermarket or used part have been unsuccessful;
 - (c) A new original equipment part of like kind and quality is available and will result in the lowest overall repair cost;
 - (d) For vehicles insured under policies written on or before December 31, 2003, the vehicle has been used no more than 15,000 miles unless the pre-accident condition warrants otherwise; or
 - (e) For vehicles insured under policies written on or after January 1, 2004, the vehicle has been used no more than 20,000 miles unless the pre-accident condition warrants otherwise.

For each hired "auto" our obligation to pay "loss" will be reduced by a deductible equal to the highest deductible applicable to any owned "auto" for that coverage. No deductible will be applied to "loss" caused by fire or lightning. We will also pay up to \$750 per "accident" for loss of use of the hired "auto" if it results from an "accident" for which you are legally liable. The lessor must suffer an actual financial "loss" for this coverage to apply.

Hired Car Physical Damage Coverage provided by this extension is excess over any other collectible insurance.

Auto Loan/Lease Gap Coverage - (Loan/Lease Gap Not Available in New York)

The following is added to **SECTION III, A. 4. — Coverage Extensions:**

- d. If a long-term leased or financed "auto" is a covered "auto" for the Physical Damage Coverage applicable to a total "loss," and the lessor or financial institution is an additional insured under this Coverage Part, we will pay the difference between amounts you owe under the lease terms or loan terms and the amount of insurance paid the lessor or financial institution for the total "loss" of the covered "auto" minus: any payments overdue at the time of the loss; any financial penalties imposed due to wear and tear, high mileage or similar charges; any security deposits not refunded by the lessor or financial institution; any costs for credit life, health and accident, or disability insurance; any costs for extended warranties; or any carry-over balances from previous leases or loans. You are responsible for the deductible applicable to the "loss" for the covered "auto."

Personal Effects

The following is added to of **SECTION III, A. 4. — Coverage Extensions:**

- e. If Comprehensive Coverage is provided on this coverage form for a covered "auto" you own and that covered "auto" is stolen, we will pay up to the Limit of Insurance shown on the Commercial Automobile Extension Supplemental Schedule, without application of a deductible, for personal effects that are stolen with that covered "auto." Personal effects do not include jewelry, tools, money or securities. This coverage is excess over any other collectible insurance.

The Following is added to **SECTION III, A. 4. — Coverage Extensions:**

- f. If you are a Board of Education, Municipality or other Governmental Entity, or Volunteer Emergency Services Organization, we will pay up to \$1,000 or the amount of the deductible under any auto policy available to your volunteer or employee, whichever is less, for any "loss" described in this section to any "auto" owned or used by a volunteer or employee while en route to and during any official duty authorized by you. In no event will we pay for any "loss" under this Coverage to any "auto" owned, hired, or borrowed by your organization.

Additional Transportation Expenses

The following modifies **SECTION III, A. 4. a. — Transportation Expenses**

SECTION III, A. 4. a. — Transportation Expenses is deleted in its entirety and replaced with the following:

- a. We will pay up to the Maximum Limit of Insurance shown on the Commercial Automobile Extension Supplemental Schedule for temporary transportation expense incurred by you because of any "losses" to covered "autos," but only if the covered "autos" carry the coverages and meet the requirements described in 1. or 2. below:
 1. We will pay the above temporary transportation expense for total theft of a covered "auto" if you carry either Comprehensive or Specified Causes of Loss Coverage. We will only pay for such expenses incurred during the period beginning 24 hours after the theft and ending, regardless of the policy's expiration, when the covered "auto" is returned to use or we pay for its "loss."
 2. For "loss" other than the total theft to a covered "auto" under Comprehensive Coverage or Specified Causes of Loss Coverage, or for any "loss" under Collision Coverage to a covered "auto," we will only pay for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the number of days reasonably required to repair or replace the covered "auto," or 30 days. This provision 2. of this Extension does not apply while there are spare or reserve "autos" available to you for your operations.

Airbag Coverage

The following is added to **SECTION III, B. 3. a. — Exclusions:**

However, this exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

Expanded Audio, Visual, And Data Electronic Equipment

SECTION III, B. 4. — Exclusions does not apply to the following:

1. Global Positioning Systems; and
2. Equipment designed solely for the reproduction of sound and/or video, and accessories used with such equipment, provided such equipment is:
 - a. Permanently installed in the covered "auto" at the time of the loss;
 - b. Removable from a housing unit which is permanently installed in the covered "auto" at the time of the "loss";

- c. Designed to be solely operated by use of the power from the "auto's" electrical system; or
- d. Designed to be solely to be used in or upon the covered "auto."

A minimum deductible of \$50.00 will apply to each "loss".

LIMIT OF INSURANCE

THE FOLLOWING MODIFIES SECTION III, C. — LIMITS OF INSURANCE

SECTION III, C. — LIMITS OF INSURANCE is deleted in its entirety and replaced with the following:

The most we will pay for a "loss" in any one "accident" is the lesser of:

1. The actual cash value of the damaged or stolen property as of the time of the "loss"; or
2. The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality; or
3. If you are a Municipality or other Governmental Entity, or an Emergency Services Organization:
 - a. The cost to replace the entire covered "auto" and its "permanently attached equipment", for covered "autos" designated in the schedule as being insured on either a stated amount or value guard basis as of the time of the "loss," with a comparable new "auto" and "permanently attached equipment" manufactured to current standards set by nationally recognized organizations such as, but not limited to, NFPA or the US Department of Transportation; but, the most we will pay under this paragraph for owned or leased "autos" you acquire after the policy begins and not described in the declarations is the least of items 1., 2., or 3.a. of this section; or
 - b. (This provision does not apply in New York.) The additional repair or replacement costs necessary to customize the damaged covered "auto" with permanently installed equipment of like kind and quality, without deduction for depreciation, if the "auto" is specifically outfitted for use by chiefs, captains, police, administrators and others in comparable positions and is scheduled, but the "auto" is not designated on the schedule as being insured on an agreed-value basis. We will also pay under this provision for the cost of installation onto a replacement "auto" if the covered "auto" is not repairable, and we will pay for property owned by "you" that is permanently installed in an "auto" not owned by you.

Physical Damage Deductible - (Radio Frequency) Vehicle Tracking System

The following is added to **SECTION III, D. — Deductible:**

Any Comprehensive Coverage Deductible shown in the Declarations will be reduced by 50% to no less than \$50.00 for any "loss" caused by theft if the vehicle is equipped with a radio frequency tracking device and that device was the method of recovery of the vehicle.

Amendments To SECTION IV — BUSINESS AUTOMOBILE CONDITIONS

Multiple Deductibles

The following is added to **SECTION IV, A. — Loss Conditions:**

6. If a Comprehensive, Collision or Specified Causes of Loss Coverage "loss" from one "accident" involves two or more "covered autos," only the highest deductible applicable to those coverages will be applied to the "accident," if the cause of the loss is covered for those vehicles. This provision only applies if you carry Comprehensive, Collision or Specified Causes of Loss Coverage for those vehicles, and does not extend coverage to any "covered autos" for which you do not carry such coverage.

Duties In The Event Of Accident, Claim, Suit Or Loss

The following is added to **SECTION IV, A. 2. a. — Duties In The Event Of Accident, Claim, Suit Or Loss:**

The notice requirements for reporting "accident," claim, "suit" or "loss" information to us, including provisions related to the subsequent investigation of such, "accident," claim, "suit" or "loss" do not apply until the "accident," claim, "suit" or "loss" is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An executive officer or insurance manager, if you are a corporation;
4. Your members, managers or insurance manager, if you are a limited liability company;
5. Your elected or appointed officials, trustees, board members, or your insurance manager, if you are an organization other than a partnership, joint venture, or limited liability company.

But, this section does not amend the provisions relating to notification of police, protection or examination of the property which was subject to the "loss".

Waiver Of Subrogation

The following modifies **SECTION IV, A. 5. — Transfer Of Rights Of Recovery Against Us To Others:**

SECTION IV, A. 5. — Transfer Of Rights Of Recovery Against Us To Others is deleted in its entirety and replaced with the following:

We waive any right of recovery we may have against any person or organization because of payments we make for "bodily injury" or "property damage" arising out of a covered "auto" only when you have assumed liability for such "bodily injury" or "property damage" under "insured contract." In all other respects, if a person or organization to or from whom we make payment under this Coverage Form has rights to recover damages from another, those rights are transferred to us.

Concealment, Misrepresentation Or Fraud

The following is added to **SECTION IV, B. 2. — Concealment, Misrepresentation Or Fraud:**

- e. If you should unintentionally fail to disclose any existing hazards in your representations to us at the inception date of the policy, or during the policy period in connection with any additional hazards, we shall not deny coverage under this Coverage Part based upon such failure.

Policy Period, Coverage Territory

The following modifies **SECTION IV, B. 7. — General Conditions:**

SECTION IV, B. 7. — Policy Period, Coverage Territory is modified as follows:

The definition of coverage territory is amended to include anywhere in the world for covered "autos" hired on a short term (30 days or less) basis. The "insured's" responsibility to pay damages must be determined in a "suit" brought in:

1. The United States of America;
 2. The territories or possessions of the United States of America;
 3. Puerto Rico; or
 4. Canada; or
- in a settlement we agree to.

The following modifies **SECTION IV, B. 8. — General Conditions:**

SECTION IV, B. 8. — Two Or More Coverage Forms Or Policies Issued By Us — Deductibles is deleted in its entirety and replaced with the following:

8. Two Or More Coverage Forms Or Policies Issued By Us

If a "loss" covered under this Coverage Part also involves a "loss" to other property from the same "accident," which is covered under a Commercial Property or Inland Marine Coverage Part issued by us or any member company of ours for you, only the highest deductible applicable to those coverages will be applied to the "accident".

A minimum deductible of \$50.00 for Comprehensive and \$100 for Collision will apply to each "loss".

Amendments to **SECTION V — DEFINITIONS**

The following is added to **SECTION V — DEFINITIONS:**

Q. Mental Anguish

(This provision does not apply in New York.) For jurisdictions other than New York, the definition of "bodily injury" is amended to include mental anguish resulting from any bodily injury, sickness or disease sustained by a person. (In New York, mental anguish has been determined to be "bodily injury.")

R. Permanently Attached Equipment

"Permanently attached equipment" means equipment that is welded, bolted, or permanently screwed to the dashboard, fire wall or body of the "auto". Equipment inserted on permanently installed side brackets with or without the use of setscrews or tension, or portable fire fighting and/or rescue related equipment, shall not be construed as "permanently attached equipment".

S. Volunteer Worker

"Volunteer worker" is a person who performs business duties for you, for no financial or other compensation.

ElitePac® General Liability Extension Endorsement

COMMERCIAL GENERAL LIABILITY
CG 73 00NY 01 16

SUMMARY OF COVERAGES (including index)

This is a summary of the various additional coverages and coverage modifications provided by this endorsement. No coverage is provided by this summary. Refer to the actual endorsement (Pages 3-through-8) for changes affecting your insurance protection.

DESCRIPTION	PAGE FOUND
Additional Insureds - Primary and Non-Contributory Provision	Page 6
Blanket Additional Insureds - As Required By Contract	Page 5
Broad Form Vendors Coverage	Page 6
Damage To Premises Rented To You (Including Fire, Lightning or Explosion)	Page 3
Electronic Data Liability (\$100,000)	Page 4
Employee Definition Amended	Page 7
Employees As Insureds Modified	Page 5
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Liberalization Clause	Page 7
Newly Formed or Acquired Organizations	Page 5
Non-Owned Aircraft	Page 3
Non-Owned Watercraft (under 60 feet)	Page 3
Not-for-profit Members - as additional insureds	Page 4
Products Amendment (Medical Payments)	Page 4
Supplementary Payments Amended - Bail Bonds (\$5,000) and Loss of Earnings (\$1,000)	Page 4
Unintentional Failure to Disclose Hazards	Page 7
Waiver of Transfer of Rights of Recovery (subrogation)	Page 7
When Two or More Coverage Parts of this Policy Apply to a Loss	Page 3

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ElitePac®
General Liability Extension Endorsement

COMMERCIAL GENERAL LIABILITY
CG 73 00NY 01 16

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies the insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The **SECTIONS** of the Commercial General Liability Coverage Form identified in this endorsement will be amended as shown below. However, if **(a) two or more Coverage Parts of this policy, or (b) two or more forms or endorsements within the same Coverage Part apply to a loss**, the coverage provision(s) with the broadest language will apply, unless specifically stated otherwise within the particular amendment covering that loss.

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

COVERAGES - Amendments

SECTION I - COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY

EXCLUSIONS

Non-Owned Aircraft, Auto or Watercraft

A. Paragraph (2) of Exclusion g. **Aircraft, Auto Or Watercraft** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, 2. **Exclusions** is deleted in its entirety and replaced with the following:

(2) A watercraft you do not own that is:

- (a) Less than 26 feet long and not being used to carry persons or property for a charge; or
- (b) At least 26 feet, but less than 60 feet long, and not being used to carry persons or property for a charge. Any person is an insured who uses or is responsible for the use of such watercraft with your expressed or implied consent. However, if the insured has any other valid and collectible insurance for "bodily injury" or "property damage" that would be covered under this provision, or on any other basis, this coverage is then excess, and subject to Condition 4. **Other Insurance, b. Excess Insurance** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**.

B. The following is added to Exclusion g. **Aircraft, Auto Or Watercraft** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, 2. **Exclusions**:

This exclusion does not apply to:

- (6) Any aircraft, not owned or operated by any insured, which is hired, chartered or loaned with a paid crew. However, if the insured has any other valid and collectible insurance for "bodily injury" or "property damage" that would be covered under this provision, or on any other basis, this coverage is then excess, and subject to Condition 4. **Other Insurance, b. Excess Insurance** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**.

Damage To Premises Rented to You

A. The last paragraph of Paragraph 2. **Exclusions** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE** is deleted in its entirety and replaced with the following:

Exclusions c. through n. do not apply to damage by fire, lightning or explosion to premises rented to you or temporarily occupied by you with the permission of the owner. A separate limit of insurance applies to this coverage as described in **SECTION III - LIMITS OF INSURANCE**.

B. Paragraph 6. under **SECTION III - LIMITS OF INSURANCE** is deleted in its entirety and replaced with the following:

- 6. Subject to Paragraph 5. above, the most we will pay under **COVERAGE A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage caused by fire, lightning or explosion, while rented to you or temporarily occupied by you with permission of the owner, for all such damage caused by fire, lightning or explosion proximately caused by the same event, whether such damage results from fire, lightning or explosion or any combination of the three, is the amount shown in the Declarations for the **Damage To Premises Rented To You Limit**.

C. Paragraph a. of Definition 9. "Insured contract" under **SECTION V - DEFINITIONS** is deleted in its entirety and replaced with the following:

- a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning or explosion to premises while rented to you or temporarily occupied by you with the permission of the owner is not an "insured contract";

Electronic Data Liability

A. Exclusion p. **Access or Disclosure Of Confidential Or Personal Information And Date-related Liability** under **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions** is deleted in its entirety and replaced by the following:

- p. **Access or Disclosure Of Confidential Or Personal Information And Date-related Liability**

Damages arising out of:

- (1) Any access to or disclosure of any person's or organization's confidential or personal information, including patents, trade secrets, processing methods, customer lists, financial information, credit card information or any other type of nonpublic information; or
- (2) The loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate "electronic data" that does not result from physical injury to tangible property.

This exclusion applies even if damages are claimed for notification costs, credit monitoring expenses, forensic expenses, public relations expenses or any other loss, cost or expense incurred by you or others arising out of that which is described in Paragraph (1) or (2) above.

B. The following paragraph is added to **SECTION III - LIMITS OF INSURANCE**:

Subject to 5. above, the most we will pay under **COVERAGE A** for "property damage" because of all loss of "electronic data" arising out of any one "occurrence" is a sub-limit of \$100,000.

SECTION I - COVERAGE C MEDICAL PAYMENTS EXCLUSIONS

Any Insured Amendment

Exclusion a. **Any Insured** under **COVERAGE C MEDICAL PAYMENTS, 2. Exclusions** is deleted in its entirety and replaced with the following:

a. Any Insured

To any insured.

This exclusion does not apply to:

- (1) "Not-for-profit members";
- (2) "Golfing facility" members who are not paid a fee, salary, or other compensation; or
- (3) "Volunteer workers".

This exclusion exception does not apply if **COVERAGE C MEDICAL PAYMENTS** is excluded by another endorsement to this Coverage Part.

Product Amendment

Exclusion f. **Products-Completed Operations Hazard** under **COVERAGE C MEDICAL PAYMENTS, 2. Exclusions** is deleted in its entirety and replaced with the following:

f. Products-Completed Operations Hazard

Included within the "products-completed operations hazard".

This exclusion does not apply to "your products" sold for use or consumption on your premises, while such products are still on your premises.

This exclusion exception, does not apply if **COVERAGE C MEDICAL PAYMENTS** is excluded by another endorsement to this Coverage Part.

SECTION I - SUPPLEMENTARY PAYMENTS - COVERAGES A AND B

Expenses For Bail Bonds And Loss Of Earnings

A. Subparagraph 1.b. under **SUPPLEMENTARY PAYMENTS - COVERAGES A AND B** is deleted in its entirety and replaced with the following:

- b. Up to \$5,000 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

B. Subparagraph 1.d. under **SUPPLEMENTARY PAYMENTS - COVERAGES A AND B** is deleted in its entirety and replaced with the following:

- d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$1,000 a day because of time off from work.

SECTION II - WHO IS AN INSURED - Amendments

Not-for-Profit Organization Members

The following paragraph is added to **SECTION II - WHO IS AN INSURED**:

If you are an organization other than a partnership, joint venture, or a limited liability company, and you are a not-for-profit organization, the following are included as additional insureds:

1. Your officials;
2. Your trustees;
3. Your members;
4. Your board members;
5. Your commission members;
6. Your agency members;
7. Your insurance managers;
8. Your elective or appointed officers; and
9. Your "not-for-profit members".

However only with respect to their liability for your activities or activities they perform on your behalf.

Employees As Insureds Modified

- A. Subparagraph 2.a.(1)(a) under **SECTION II - WHO IS AN INSURED** does not apply to "bodily injury" to a "temporary worker" caused by a co-"employee" who is not a "temporary worker".
- B. Subparagraph 2.a.(2) under **SECTION II - WHO IS AN INSURED** does not apply to "property damage" to the property of a "temporary worker" or "volunteer worker" caused by a co-"employee" who is not a "temporary worker" or "volunteer worker".
- C. Subparagraph 2.a.(1)(d) under **SECTION II - WHO IS AN INSURED** does not apply to "bodily injury" caused by cardio-pulmonary resuscitation or first aid services administered by a co-"employee".

With respect to this provision only, Subparagraph (1) of Exclusion 2.e. **Employer's Liability** under **SECTION I - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY** does not apply but only for the benefit of the co-"employee" described above.

This provision does not apply to any claims covered under Worker's Compensation insurance.

Newly Formed Or Acquired Organizations

- A. Subparagraph 3.a. under **SECTION II - WHO IS AN INSURED** is deleted in its entirety and replaced with the following:
 - a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier. However, **COVERAGE A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization.
- B. The following paragraph is added to **SECTION II - WHO IS AN INSURED**, Paragraph 3:

If you are engaged in the business of construction of dwellings three stories or less in height, or other buildings three stories or less in height and less than 25,000 square feet in area, you will also be an insured with respect

to "your work" only, for the period of time described above, for your liability arising out of the conduct of any partnership or joint venture of which you are or were a member, even if that partnership or joint venture is not shown as a Named Insured. However, this provision only applies if you maintain or maintained an interest of at least fifty percent in that partnership or joint venture for the period of that partnership or joint venture.

This provision does not apply to any partnership or joint venture that has been dissolved or otherwise ceased to function for more than thirty-six months.

With respect to the insurance provided by this provision, **Newly Formed or Acquired Organizations**, the following is added to **SECTION IV - COMMERCIAL GENERAL LIABILITY**, Paragraph 4. **Other Insurance**, Subparagraph b. **Excess Insurance**:

The insurance provided by this provision, **Newly Formed or Acquired Organizations**, is excess over any other valid and collectible insurance available to the insured, whether primary, excess, contingent or on any other basis.

(All other provisions of this section remain unchanged).

Blanket Additional Insureds - As Required By Contract

- A. Subject to the **Primary and Non-Contributory** provision set forth in this endorsement, **SECTION II - WHO IS AN INSURED** is amended to include as an additional insured any person or organization whom you have agreed in a written contract, written agreement or written permit that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury" or "property damage" or "personal and advertising injury" caused, in whole or in part, by:
 1. Your ongoing operations, "your product", or premises owned or used by you;

With respect to the insurance afforded to these additional insureds, the following additional exclusion applies:

This insurance does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services by or for you, including:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and

- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of, or failure to render, any professional architectural, engineering or surveying services.

2. Your maintenance, operation or use of equipment, other than aircraft, "auto" or watercraft, rented or leased to you by such person or organization. A person or organization's status as an additional insured under this endorsement ends when their contract, or agreement with you for such rented or leased equipment ends. With respect to the insurance afforded to these additional insureds, this insurance does not apply to any "occurrence" which takes place after the rental agreement or equipment lease expires.

The provisions of this coverage extension do not apply unless the written contract or written agreement has been executed (executed means signed by the named insured) or written permit issued prior to the "bodily injury" or "property damage" or "personal and advertising injury".

Broad Form Vendors Coverage

Subject to the **Primary and Non-Contributory** provision set forth in this endorsement, **SECTION II - WHO IS AN INSURED** is amended to include as an additional insured any person or organization (referred to below as vendor) whom you have agreed in a written contract or written agreement to add as an additional insured on your policy. Such person or organization is an additional insured only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, however the insurance afforded the vendor does not apply to:

- a. "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement; however this exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- b. Any express warranty unauthorized by you;
- c. Any physical or chemical change in the product made intentionally by the vendor;

- d. Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business in connection with the sale of the product; or
- f. Products which, after distribution or sale by you, have been labeled or re-labeled or used as a container, part of ingredient of any other thing or substance by or for the vendor; however this insurance does not apply to any insured person or organization, from who you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

The provisions of this coverage extension do not apply unless the written contract or written agreement has been executed (executed means signed by the named insured) prior to the "bodily injury" or "property damage".

Incidental Malpractice

Subparagraph 2.a.(1)(d) under **SECTION II - WHO IS AN INSURED** is deleted in its entirety and replaced with the following:

- (d) Arising out of his or her providing or failing to provide professional health care services. This does not apply to nurses, emergency medical technicians or paramedics if you are not in the business or occupation of providing any such professional services.

This provision does not apply if you are a Social Service or Senior Living risk.

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS - Amendments

Knowledge Of Occurrence, Claim, Suit Or Loss

The following is added to Paragraph 2. **Duties in the Event of Occurrence, Offense, Claim or Suit** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

The requirements under this paragraph do not apply until after the "occurrence" or offense is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An "executive officer" or insurance manager, if you are a corporation;
4. Your members, managers or insurance manager, if you are a limited liability company; or

5. Your elected or appointed officials, officers, members, trustees, board members, commission members, agency members, or your administrator or your insurance manager if you are an organization other than a partnership, joint venture, or limited liability company.

Primary and Non-Contributory Provision

The following is added to Paragraph 4. **Other Insurance, b. Excess Insurance** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

This insurance shall be excess with respect to any person or organization included as an additional insured under this policy, any other insurance that person or organization has shall be primary with respect to this insurance, unless:

- (1) The additional insured is a Named Insured under such other insurance;
- (2) You have agreed in a written contract, written agreement or written permit to include that additional insured on your General Liability policy on a primary and/or non-contributory basis; and
- (3) The written contract or written agreement has been executed (executed means signed by the named insured) or written permit issued prior to the "bodily injury" or "property damage" or "personal and advertising injury".

Unintentional Failure To Disclose Hazards

The following is added to Paragraph 6. **Representations** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

However, if you should unintentionally fail to disclose any existing hazards in your representations to us at the inception date of the policy, or during the policy period in connection with any additional hazards, we shall not deny coverage under this Coverage Part based upon such failure to disclose hazards.

Waiver Of Transfer Of Rights Of Recovery

The following is added to Paragraph 8. **Transfer of Rights Of Recovery Against Others To Us** under **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

We will waive any right of recovery we may have against a person or organization because of payments we make for "bodily injury" or "property damage" arising out of your ongoing operations or "your work" done under a written contract or written agreement and included in the "products-completed operations hazard", if:

1. You have agreed to waive any right of recovery against that person or organization in a written contract or written agreement;
2. Such person or organization is an additional insured on your policy; or

3. You have assumed the liability of that person or organization in that same contract, and it is an "insured contract".

The section above only applies to that person or organization identified above, and only if the "bodily injury" or "property damage" occurs subsequent to the execution of the written contract or written agreement.

Liberalization

The following condition is added to **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**:

If we revise this Coverage Part to provide more coverage without additional premium charge, subject to our filed company rules, your policy will automatically provide the additional coverage as of the day the revision is effective in your state.

SECTION V - DEFINITIONS

Electronic Data

The following definition is added to **SECTION V - DEFINITIONS**:

"Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMS, tapes, drives, cell, data processing devices or any other media which are used with electronically controlled equipment.

For the purpose of the Electronic Data Liability coverage provided by this endorsement, Definition 17. "Property damage" is deleted in its entirety and replaced by the following:

17. "Property damage" means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
- b. Loss of, loss of use of, damage to, corruption of, inability to access, or inability to properly manipulate "electronic data", resulting from physical injury to tangible property. All such loss of "electronic data" shall be deemed to occur at the time of the "occurrence" that caused it.

For the purpose of the Electronic Data Liability coverage provided by this endorsement, "electronic data" is not tangible property.

Employee Amendment

Definition 5. "Employee" under **SECTION V - DEFINITIONS** is deleted in its entirety and replaced by the following:

5. "Employee" includes a "leased worker", or a "temporary worker". If you are a School, "Employee" also includes a student teacher.

Golfing Facility

The following definition is added to **SECTION V - DEFINITIONS:**

"Golfing facility" means a golf course, golf club, driving range, or miniature golf course.

Not-for-profit Member

The following definition is added to **SECTION V - DEFINITIONS:**

"Not-for-profit member" means a person who is a member of a not-for-profit organization, including clubs and churches, who receives no financial or other compensation.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US — BLANKET BASIS

COMMERCIAL UMBRELLA LIABILITY
CXL 456 10 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

COMMERCIAL UMBRELLA LIABILITY COVERAGE PART

The following is added to Paragraph **M. Transfer Of Rights Of Recovery Against Others To Us** under **SECTION IV — CONDITIONS**:

We will waive any right of recovery we may have against a person or organization because of payments we make for "bodily injury" or "property damage" arising out of "your work" done under a written contract or written agreement and included in the "products-completed operations hazard". This waiver applies only if, in that same written contract or agreement, you have agreed:

1. To waive any right of recovery against that person or organization; or
2. To include such person or organization as an additional insured on an "underlying policy"; or
3. To assume the liability of that person or organization and that written contract or agreement qualifies as an insured contract; and
4. The "underlying insurance" contains a substantially similar waiver of recovery rights.

This endorsement applies only if the "bodily injury" or "property damage" occurs subsequent to all parties' execution of the written contract or written agreement.



CNAEN-1

OP ID: AF

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/01/2019

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 DeCoster-Wilson-Duthie Agency 161 Eagle Rock Ave., PO Box J Roseland, NJ 07068 John W. Duthie		973-226-2336		CONTACT NAME: John W. Duthie PHONE (A/C, No, Ext): 973-226-2336 E-MAIL ADDRESS: John@dwdinsure.com FAX (A/C, No): 973-226-4663	
INSURED CNA Environmental LLC 27 Kent Street Ballston Spa, NY 12020		INSURER(S) AFFORDING COVERAGE			NAIC #
		INSURER A: Ironshore Specialty Insurance			
		INSURER B:			
		INSURER C:			
		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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	AUTOMOBILE LIABILITY <input 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						E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				
A	Professional Liability			001924905	02/11/2019	02/11/2020	Liability 2,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the insured's Operations.

CERTIFICATE HOLDER

CANCELLATION

CITY OF 7 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 John W. Duthie
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**Workers'
Compensation
Board**

**CERTIFICATE OF
NYS WORKERS' COMPENSATION INSURANCE COVERAGE**

<p>1a. Legal Name and address of Insured (use street address only)</p> <p>CNA Environmental LLC 27 Kent Street Ballston Spa, NY 12020</p> <p>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</p>	<p>1b. Business Telephone Number of Insured</p> <p>1c. NYS Unemployment Insurance Employer Registration Number of Insured</p> <p>1d. Federal Employer Identification Number of Insured or Social Security Number 61-1727286</p>
<p>2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)</p> <p>City of Saratoga Springs 474 Broadway Saratoga Springs, NY 12866</p>	<p>3a. Name of Insurance Carrier The Twin City Fire Ins Company 29459</p> <p>3b. Policy Number of Entity Listed in Box "1a": 13 WBC BU6024</p> <p>3c. Policy effective period: 02/11/19 to 02/11/20</p> <p>3d. The Proprietor, Partners or Executive Officers are <input type="checkbox"/> included. (Only check box if all partners/officers included) <input type="checkbox"/> all excluded or certain partners/officers excluded.</p>

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

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

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Worker's Compensation contract of Insurance only while the underlying policy is in effect.

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

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

Approved by: Danielle Clausen

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

Approved by: Danielle Clausen

02/14/2019

(Signature)

(Date)

Title: Operations Manager

Telephone Number of authorized representative or licensed agent of insurance carrier: 866-467-8730

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

Workers' Compensation Law

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

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

	Ttl Coliform	Fecal Coliform	TTHM	HAA5	Ttl Organic Carbon	Alkalinity	Nitrate	Lead&Copper	Radiochemicals	Iron&Manganese	SOC	VOC	IOC	IOC-Other	Flouride	Gross Alpha	Total Coliform GUIDI
Month	\$21.00	\$38.00	\$80.00	\$99.00	\$30.00	\$20.00	\$28.00	\$33.00	\$419.00	\$38.00	\$888.00	\$82.00	\$299.00	\$159.00	\$27.00	\$85.00	\$21.00
April - Est	35				2	1											
May - Est	34		5	5	2	1		60									
June - Est	37				2	1											
July - Est	31		1	1		1											
August - Est	34		5	5	2	1											
September - Est	34				2	1											
October - Est	34				2	1							1	1			
November - Est	34		5	5	2	1	1	60									
December - Est	34				2	1	1										
2019 EST TTL QTY	307	0	16	16	16	9	2	120	0	0	0	0	1	1	0	0	0
Bid Qty Estimate	315	3	20	20	18	10	3	120	1	1	1	1	1	1	1	1	1
Bid \$ Estimate	\$6,615	\$114	\$1,600	\$1,980	\$540	\$200	\$84	\$3,960	\$419	\$38	\$888	\$82	\$299	\$159	\$27	\$85	\$21
January - Est	34				2	1											
February - Est	35		4	4	2	1											
March - Est	34	1	1	1	2	1											
2020 EST TTL QTY	103	1	5	5	6	3	0	0	0	0	0	0	0	0	0	0	0
Bid Qty Estimate	110	2	5	5	7	5	2	10	1	1	1	1	1	1	1	1	1
Bid \$ Estimate	\$2,310	\$76	\$400	\$495	\$210	\$100	\$56	\$330	\$419	\$38	\$888	\$82	\$299	\$159	\$27	\$85	\$21

\$17,111 **2019**
 \$14,831 WTP F3638334-54708
 \$280 COMPOST A3638194-54180
 \$2,000 SWC A3638144-54708

\$5,995 **2020**
 \$3,715 WTP F3638334-54708
 \$280 COMPOST A3638194-54180
 \$2,000 SWC A3638144-54708

\$17,111
\$5,995
 \$23,106 Contract Award Amount

GREENRIDGE CEMETERY ASSOCIATION
17 Greenridge Place
Saratoga Springs, NY 12866
518-584-5572

March 7, 2019

City of Saratoga Springs
Department of Public Works
Attention: Commissioner "Skip" Scirocco
474 Broadway
Saratoga Springs, New York 12866

Dear Commissioner Scirocco,

Re: Contract for care of Old Greenridge Cemetery owned by the City of Saratoga Springs on
Lincoln Avenue.

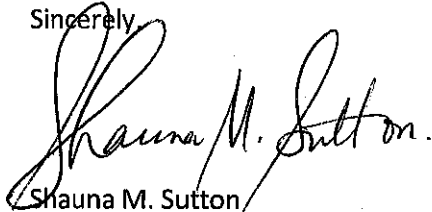
Enclosed you will find our Agreement for 2019, in the amount of \$27,562.50 exercising the annual
escalator of five percent (5%) along with a Certificate of Insurance as required.

With minimum wage and operating costs increasing, the Board decided we need to raise the
contractual amount from \$26,250 to \$27,562.50.

Should you have any questions and /or comments, please do not hesitate to contact our office.

Thank you for your attention to this matter.

Sincerely,



Shauna M. Sutton
Secretary-Treasurer

AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 2019, by and between THE CITY OF SARATOGA SPRINGS, NEW YORK, with offices at 474 Broadway, Saratoga Springs, New York, (hereinafter "City") and the GREENRIDGE CEMETERY ASSOCIATION, with offices at 17 Greenridge Place, Saratoga Springs, New York (hereinafter "Association"),

WITNESSETH:

WHEREAS, the Association owns a portion of Greenridge Cemetery which adjoins a portion of the cemetery that is owned by the City; and

WHEREAS, the Association has offered to supervise, maintain and care for the lots, roads and paths in that portion owned by the City for the calendar year 2019, and in fact has performed such supervision, maintenance and care since 1966.

NOW THEREFORE, IT IS HEREBY AGREED:

1. That the Association hereby agrees to supervise, maintain and care for the lots, roads and paths in that portion of the Greenridge Cemetery that is owned by the City in such a manner as the City may specify, for the year 2019, and agrees to accept as payment in full for the performance of the aforementioned, the sum of TWENTY-SEVEN THOUSAND FIVE HUNDRED SIXTY TWO DOLLARS and FIFTY CENTS (\$27,562.50).

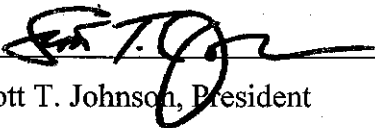
2. That the City agrees to pay the Association the sum of TWENTY-SEVEN THOUSAND FIVE HUNDRED SIXTY TWO DOLLARS AND FIFTY CENTS (\$27,562.50) payable as follows: THIRTEEN THOUSAND SEVEN HUNDRED EIGHTY ONE DOLLARS AND TWENTY FIVE CENTS (\$13,781.25) on or about the 1st of July, 2019 and the remaining

THIRTEEN THOUSAND SEVEN HUNDRED EIGHTY ONE DOLLARS and TWENTY FIVE CENTS (\$13,781.25) on or about the 1st day of October, 2019.

3. That the parties agree to the inclusion of an annual escalator of five percent (5%) payment increase for any ensuing contract years between the City and the Association.

IN WITNESS WHEREOF, we have set our hands and seals this ____ day of _____, 2019.

GREENRIDGE CEMETERY ASSOCIATION

By: _____
Scott T. Johnson, President

CITY OF SARATOGA SPRINGS, NEW YORK

By: _____
Meg Kelly, Mayor

Per Council Approval _____



GREEN-7

OP ID: HJ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/04/2019

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
FOLKS INSURANCE GROUP
33 MAIN STREET
WEST SAYVILLE, NY 11796
JAMES M. FOLKS JR

631-589-5100

CONTACT NAME: Jasmine Arettines**PHONE (A/C, No, Ext):** 631-589-5100**FAX (A/C, No):** 631-589-3335**E-MAIL ADDRESS:**

INSURED
Greenridge Cemetery Assoc Corp
17 Greenridge Place
Saratoga Springs, NY 12866

INSURER(S) AFFORDING COVERAGE**NAIC #****INSURER A:** American Fire and Casualty Co

24066

INSURER B: TRAVELERS INDEMNITY CO OF CT**INSURER C:** THE TRAVELERS INDEMNITY CO

25658

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 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BKA58178824	09/26/2018	09/26/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA8J125069	09/26/2018	09/26/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 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 RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB8J807032	12/14/2018	12/14/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

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



GREEN-7

OP ID: HJ

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/04/2019

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
FOLKS INSURANCE GROUP
33 MAIN STREET
WEST SAYVILLE, NY 11796
JAMES M. FOLKS JR

631-589-5100

CONTACT NAME: Jasmine Arettines

PHONE (A/C, No, Ext): 631-589-5100

FAX (A/C, No): 631-589-3335

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: American Fire and Casualty Co

24066

INSURER B: TRAVELERS INDEMNITY CO OF CT

INSURER C: THE TRAVELERS INDEMNITY CO

25658

INSURER D:

INSURER E:

INSURER F:

INSURED
Greenridge Cemetery Assoc Corp
17 Greenridge Place
Saratoga Springs, NY 12866

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 INSR	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			BKA58178824	09/26/2018	09/26/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BA8J125069	09/26/2018	09/26/2019	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 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						EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB8J807032	12/14/2018	12/14/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

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



December 17th 2018

Attention Commissioner Scirocco,

I am reaching out to you in regard to our property on 1 Veterans Way, Saratoga Springs, NY 12866. This past winter we had terrible damage at our water lines. The pipes froze and busted and went unnoticed for a long time. We had a Company come down to repair for this damage. Since this problem was going unnoticed, our water bills were extremely high. We would like to know if you can take this into consideration.

Thank You

Isaac Kupferstein

Belz Yeshiva Pardes Yosef

City of Saratoga Springs
Utility Bill

Parcel Number

166.-1-21

Account

010454

Penalty

Due Date

11/15/2018

Amount Due

11,121.91

010454

YESHIVA, PARDES YOSEF

311 DAHILL RD

BROOKLYN, NY 11218-3805

Mail This Portion With Payment To:



Commissioner Of Finance

P.O. Box 328

Saratoga Springs, NY 12866-0328

Make Checks Payable to: Commissioner of Finance

Log in to www.saratoga-springs.org to pay your bill online.

Payment can be made by mail, any Adirondack Trust branch or at the Finance Department in City Hall.

Customer Copy

City of Saratoga Springs Utility Bill

Bank Cd	Account Number	Due Date	Amount Due
	010454	11/15/2018	11,121.91

Name: YESHIVA, PARDES YOSEF

Location: 1 VETERANS WAY

From: 04/03/2018 To: 06/28/2018 Parcel ID: 166.-1-21

Code	Service Desc	Reading Type	Meter Reading Present	Meter Reading Previous	Usage	Charge
1BSC	WATERBASIC		0	0	0	10.00
1EWF	EMERGENCY		0	0	0	1.00
1HYD	HYDRANT		0	0	0	50.00
1WATER	WATER CHG.	T	1035870	775373	260497	4,000.56
1WCIF2	WCAPIPFEE		0	0	0	50.00
1WFEE6	WATER FEE	A	0	0	0	.00
2BSC	SEWERBASIC		8	8	0	36.00
2SCIF2	SCAPIPFEE		0	0	0	26.00
2SEWER	SEWER CHG.	T			260497	6,668.47
2SFEE6	SEWER FEE	A			0	.00

Past Due	279.88	This Billing	10,842.03	Total Due	11,121.91
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There will be a 6% penalty added after the due date.

Rates

EMERGENCY WATER REPAIR FEE	1.00
WATER BASIC SERVICE CHARGE	10.00
SEWER BASIC SERVICE CHARGE	36.00

1000 CU. FT. UNITS	RATE PER UNIT WATER	SEWER
0-2	12.90	22.90
2-8	15.55	35.60
8-25	16.30	32.00
25-75	16.60	30.70
75-100	16.90	30.95
100-125	16.60	28.90
125-150	16.20	27.00
150-175	16.10	22.45
175-225	13.50	19.35
225-750	12.80	17.75
750-1000	12.70	16.25
1000-2000	11.20	11.75
OVER 2000	5.80	10.10

Water sprinkler rates are 1 1/2 times water rates

Billing Inquiries please call (518)587-3550
Extensions: 2500 2502 2508A MESSAGE FROM THE DEPARTMENT OF PUBLIC WORKS

Despite freezing temperatures most streams continue to flow during the winter months and can readily transport pollutants to our frozen lakes, ponds, and wetlands.

Proper disposal of trash, pet droppings, and other waste items is key to keeping these pollutants from reaching storm drains along our streets. Also check your vehicles for oil and antifreeze leaks so they can be repaired.

Finally, should you see a stormwater pollution problem that needs correction, you're kindly asked to call our Report Hotline at 518-587-3550 x-2573.

The future of our natural waterways depends on your actions and commitment. Thanks for your help.

FOR YOUR INFORMATION

YOUR WATER BILL IS BASED ON "CUBIC FEET" OF WATER USED AND MEASURED BY YOUR WATER METER.
(1 CUBIC FOOT OF WATER = 7.5 GALLONS)

"WATER CONSERVATION...IT'S JUST COMMON SENSE"

Reading Type Codes

A - Actual Reading O - Other Reading
C - Calculated Reading P - Post Card
E - Estimated Reading T - Telephone

WATER COSTS MONEY - DON'T WASTE IT -	Inches	Cubic Feet
A CONTINUOUS LEAK FROM A HOLE THIS SIZE AT AN AVERAGE HOUSEHOLD PRESSURE OF 60 PSI WOULD RESULT IN THE WATER LISTED OVER A THREE MONTH	1/4	158,000
	1/8	39,400
	1/16	9,850
	1/32	2,465

"A separate charge of \$60.00 (sixty dollars) shall be assessed in all instances where estimated bills have been issued to an account for three consecutive quarters." Please call the Utilities Office to discuss if you have an estimated reading.

City of Saratoga Springs
Utility Bill

Account
010454A
Penalty
Due Date
11/15/2018
Amount Due
5,679.05



Parcel Number

166.-1-21

010454A

YESHIVA, PARDES YOSEF

311 DAHILL RD

BROOKLYN, NY 11218-3805

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Commissioner Of Finance

P.O. Box 328

Saratoga Springs, NY 12866-0328

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Customer Copy

City of Saratoga Springs Utility Bill

Bank Cd	Account Number	Due Date	Amount Due
	010454A	11/15/2018	5,679.05

Name: YESHIVA, PARDES YOSEF

Location: 1 VETERANS WAY

From: 04/03/2018 To: 06/27/2018 Parcel ID: 166.-1-21

Code	Service Desc	Reading Type	Meter Reading Present	Meter Reading Previous	Usage	Charge
1BSC	WATERBASIC		0	0	0	10.00
1EWF	EMERGENCY		0	0	0	1.00
1HYD	HYDRANT		0	0	0	50.00
1WATER	WATER CHG.	A	321600	234400	87200	1,432.38
1WCIF2	WCAIMPFFEE		0	0	0	50.00
1WFEE6	WATER FEE	A	0	0	0	.00
2BSC	SEWERBASIC		8	8	0	36.00
2SCIF2	SCAIMPFFEE		0	0	0	26.00
2SEWER	SEWER CHG.	A			87200	2,715.99
2SFEE6	SEWER FEE	A			0	.00

Past Due	1,357.68	This Billing	4,321.37	Total Due	5,679.05
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There will be a 6% penalty added after the due date.

Rates

EMERGENCY WATER REPAIR FEE	1.00
WATER BASIC SERVICE CHARGE	10.00
SEWER BASIC SERVICE CHARGE	36.00

1000 CU. FT. UNITS	RATE PER UNIT WATER	SEWER
0-2	12.90	22.90
2-8	15.55	35.60
8-25	16.30	32.00
25-75	16.60	30.70
75-100	16.90	30.95
100-125	16.60	28.90
125-150	16.20	27.00
150-175	16.10	22.45
175-225	13.50	19.35
225-750	12.80	17.75
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Extensions: 2500 2502 2508

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	1/8	39,400
	1/16	9,850
	1/32	2,465

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03/14/2019 16:18
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CITY OF SARATOGA SPRINGS LIVE
UB Consumption History Report

P 1
ubcnsing

Account Number	Customer # Name	Parcel	Location	Status
Service	Mfr Meter Number	By	Usage Repl Usage Charge Amt Billed Amt	
010454	300282 YESHIVA, PARDES YOSEF	166.-1-21	1 VETERANS WAY	Active
1WATER- 1 WATER CHG. 06	031902920	P 10/02/2018	736106 1038,250	2,380 0 31.71 264.04
1WATER- 1 WATER CHG. 06	031902920	T 06/28/2018	725596 1035,870	260,497 0 4,000.56 10,842.03
1WATER- 1 WATER CHG. 06	031902920	E 04/03/2018	715118 775,373	280 0 3.61 183.02
1WATER- 1 WATER CHG. 06	031902920	E 01/03/2018	704678 775,093	25 0 .32 173.89
1WATER- 1 WATER CHG. 06	031902920	E 10/02/2017	693974 775,068	7,648 0 113.63 483.50
1WATER- 1 WATER CHG. 06	031902920	C 06/29/2017	684836 767,420	5,600 0 81.78 382.74
1WATER- 1 WATER CHG. 06	031902920	E 03/30/2017	672954 761,820	210 0 2.71 134.52
1WATER- 1 WATER CHG. 06	031902920	A 01/03/2017	662602 761,610	40 0 .52 128.44
1WATER- 1 WATER CHG. 06	031902920	P 10/06/2016	651950 761,570	8,035 0 119.67 493.46
1WATER- 1 WATER CHG. 06	031902920	E 06/30/2016	641349 753,535	1,115 0 14.38 160.13
1WATER- 1 WATER CHG. 06	031902920	P 03/30/2016	631049 752,420	350 0 4.52 133.29
1WATER- 1 WATER CHG. 06	031902920	A 01/07/2016	620794 752,070	10 0 .13 121.35
1WATER- 1 WATER CHG. 06	031902920	A 10/02/2015	610253 752,060	7,260 0 107.59 458.72
1WATER- 1 WATER CHG. 06	031902920	A 07/09/2015	600023 744,800	1,910 0 24.64 192.04
1WATER- 1 WATER CHG. 06	031902920	A 04/09/2015	589825 742,890	70 0 .90 127.45
1WATER- 1 WATER CHG. 06	031902920	A 01/05/2015	579666 742,820	0 0 .00 125.00
1WATER- 1 WATER CHG. 06	031902920	A 10/02/2014	569219 742,820	14,530 0 218.77 775.05
1WATER- 1 WATER CHG. 06	031902920	A 07/01/2014	559103 728,290	320 0 4.00 125.90
1WATER- 1 WATER CHG. 06	031902920	P 04/02/2014	549012 727,970	360 0 4.50 127.26
1WATER- 1 WATER CHG. 06	031902920	A 01/09/2014	538955 727,610	220 0 2.75 97.49
1WATER- 1 WATER CHG. 06	031902920	A 10/01/2013	528602 727,390	14,780 0 216.27 725.69
1WATER- 1 WATER CHG. 06	031902920	A 07/01/2013	518573 712,610	1,710 0 20.78 130.52
1WATER- 1 WATER CHG. 06	031902920	P 04/03/2013	508576 710,900	440 0 5.35 88.55
1WATER- 1 WATER CHG. 06	031902920	A 01/07/2013	498622 710,460	41,020 0 624.66 1,883.17
1WATER- 1 WATER CHG. 06	031902920	A 10/04/2012	488085 669,440	71,990 0 1,078.70 3,136.53
1WATER- 1 WATER CHG. 06	031902920	A 07/02/2012	478435 597,450	200 0 2.36 68.42
1WATER- 1 WATER CHG. 06	031902920	A 04/03/2012	468551 597,250	830 0 9.79 88.64
1WATER- 1 WATER CHG. 06	031902920	A 01/03/2012	458690 596,420	30 0 .35 42.96
1WATER- 1 WATER CHG. 06	031902920	A 10/04/2011	448502 596,390	15,970 0 220.87 706.04
1WATER- 1 WATER CHG. 06	031902920	A 06/30/2011	438667 580,420	70 0 .80 44.18
1WATER- 1 WATER CHG. 06	031902920	A 04/07/2011	428858 580,350	1,520 0 17.40 89.34
1WATER- 1 WATER CHG. 06	031902920	A 01/04/2011	419079 578,830	390 0 4.47 54.15
1WATER- 1 WATER CHG. 06	031902920	A 10/05/2010	408979 578,440	16,500 0 223.68 714.38
1WATER- 1 WATER CHG. 06	031902920	A 06/30/2010	399227 561,940	300 0 3.36 51.15
1WATER- 1 WATER CHG. 06	031902920	A 04/02/2010	389499 561,640	930 0 10.42 70.37
1WATER- 1 WATER CHG. 06	031902920	A 01/05/2010	379803 560,710	110 0 1.23 45.35
1WATER- 1 WATER CHG. 06	031902920	A 10/01/2009	369766 560,600	11,810 0 152.79 496.61
1WATER- 1 WATER CHG. 06	031902920	A 07/06/2009	360107 548,790	1,180 0 12.86 65.99
1WATER- 1 WATER CHG. 06	031902920	A 04/01/2009	350465 547,610	1,610 0 17.55 78.74
1WATER- 1 WATER CHG. 06	031902920	A 01/09/2009	340854 546,000	20 0 .22 31.60
1WATER- 1 WATER CHG. 06	031902920	A 10/07/2008	330872 545,980	12,020 0 148.46 482.56
1WATER- 1 WATER CHG. 06	031902920	A 07/07/2008	321279 533,960	1,660 0 17.26 77.89
1WATER- 1 WATER CHG. 06	031902920	T 04/04/2008	311711 532,300	770 0 8.01 52.75
1WATER- 1 WATER CHG. 06	031902920	A 01/07/2008	302185 531,530	170 0 1.77 35.80
1WATER- 1 WATER CHG. 06	031902920	A 10/05/2007	292294 531,360	10,650 0 115.91 399.85
1WATER- 1 WATER CHG. 06	031902920	A 07/05/2007	282793 520,710	1,990 0 18.71 80.54
1WATER- 1 WATER CHG. 06	031902920	A 04/03/2007	272669 518,720	210 0 1.97 33.54
1WATER- 1 WATER CHG. 06	031902920	A 01/02/2007	263508 518,510	250 0 2.35 34.60
1WATER- 1 WATER CHG. 06	031902920	A 10/03/2006	253713 518,260	9,220 0 92.89 332.01
1WATER- 1 WATER CHG. 06	031902920	A 07/06/2006	244323 509,040	480 0 4.20 63.05
1WATER- 1 WATER CHG. 06	031902920	P 04/04/2006	234708 508,560	1,020 0 8.93 67.78

03/14/2019 16:18
u13

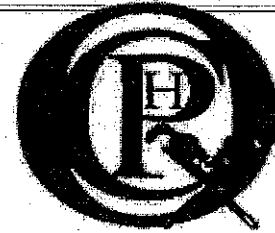
CITY OF SARATOGA SPRINGS LIVE
UB Consumption History Report

P 2
ubcnsing

Account Number Service	Customer # Name Mfr Meter Number	Cd Read Date Time	Parcel By	Bill # Curr Read	Location Usage Repl Usage Charge Amt Billed Amt	Status
010454	300282 YESHIVA, PARDES YOSEF		166.-1-21		1 VETERANS WAY	Active
1WATER- 1 WATER CHG. 06	031902920	A 01/04/2006		225499 507,540	5,940 0 58.48	217.60
1WATER- 1 WATER CHG. 06	031902920	C 10/05/2005		215652 501,600	7,000 0 67.50	252.60
1WATER- 1 WATER CHG. 06	031902920	A 07/08/2005		206394 494,600	1,320 0 11.22	69.07
1WATER- 1 WATER CHG. 06	031902920	A 04/04/2005		197175 493,280	1,775 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	C 01/06/2005		188038 491,505	2,000 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	C 10/08/2004		178543 489,505	2,000 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	C 07/12/2004		169461 487,505	2,000 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	E 04/05/2004		160425 485,505	3,925 0 40.73	135.32
1WATER- 1 WATER CHG. 06	031902920	E 01/07/2004		151436 481,580	3,540 0 36.76	122.07
1WATER- 1 WATER CHG. 06	031902920	P 10/03/2003		142085 478,040	8,990 0 92.75	306.74
1WATER- 1 WATER CHG. 06	031902920	A 07/09/2003		132677 469,050	1,600 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	A 04/07/2003		123832 467,450	1,570 0 20.90	69.10
1WATER- 1 WATER CHG. 06	031902920	A 01/10/2003		114857 465,880	2,000 0 20.30	68.50
1WATER- 1 WATER CHG. 06	031902920	E 10/02/2002		105823 463,800	800 0 20.30	68.50
1WATER- 1 WATER CHG. 06	031902920	P 06/28/2002		96661 456,300	0 0 20.30	68.50
1WATER- 1 WATER CHG. 06	031902920	E 03/27/2002		88001 456,300	0 0 20.30	68.50
1WATER- 1 WATER CHG.		E 12/28/2001		79446 461,338	17 0 20.30	68.50
1WATER- 1 WATER CHG.		E 09/28/2001		70329 461,321	14 0 20.30	59.10
1WATER- 1 WATER CHG.		E 06/27/2001		61749 461,307	57 0 20.30	59.10
1WATER- 1 WATER CHG.		O 03/26/2001		53221 461,250	0 0 20.30	59.10
1WATER- 1 WATER CHG.		O 12/26/2000		44767 455,480	0 0 20.30	59.10
1WATER- 1 WATER CHG.		O 09/27/2000		35792 455,480	0 0 20.30	54.30
1WATER- 1 WATER CHG.		O 06/27/2000		27434 455,480	230 0 20.30	54.30
1WATER- 1 WATER CHG.		A 03/28/2000		19111 455,250	4,360 0 43.90	118.02
1WATER- 1 WATER CHG.		A 12/20/1999		10845 450,890	9,230 0 92.42	92.42
1WATER- 1 WATER CHG.		A 09/27/1999		442 441,660	8,395 0 84.19	84.19
1WATER- 1 WATER CHG.		06/24/1999		20006023 433,265	11,815 0 .00	.00
1WATER- 1 WATER CHG.		03/25/1999		20006022 421,450	54,480 0 .00	.00
1WATER- 1 WATER CHG.		12/22/1998		20006021 366,970	0 0 .00	.00
1WATER- 1 WATER CHG.		12/15/1998		20006020 411,158	11,428 0 .00	.00
1WATER- 1 WATER CHG.		09/17/1998		20006019 399,730	13,160 0 .00	.00
1WATER- 1 WATER CHG.		06/22/1998		20006018 386,570	9,220 0 .00	.00
1WATER- 1 WATER CHG.		03/30/1998		20006017 377,350	20,090 0 .00	.00
1WATER- 1 WATER CHG.		09/24/1997		20006016 357,260	9,680 0 .00	.00
1WATER- 1 WATER CHG.		07/01/1997		20006015 347,580	11,390 0 .00	.00
1WATER- 1 WATER CHG.		03/26/1997		20006014 336,190	9,110 0 .00	.00
1WATER- 1 WATER CHG.		12/26/1996		20006013 327,080	12,870 0 .00	.00
1WATER- 1 WATER CHG.		09/18/1996		20006012 314,210	24,650 0 .00	.00
1WATER- 1 WATER CHG.		06/18/1996		20006011 289,560	13,120 0 .00	.00
1WATER- 1 WATER CHG.		03/25/1996		20006010 276,440	10,850 0 .00	.00
1WATER- 1 WATER CHG.		01/08/1996		20006009 265,590	11,910 0 .00	.00
1WATER- 1 WATER CHG.		09/25/1995		20006008 253,680	17,280 0 .00	.00
1WATER- 1 WATER CHG.		07/03/1995		20006007 236,400	12,790 0 .00	.00
1WATER- 1 WATER CHG.		04/10/1995		20006006 223,610	10,680 0 .00	.00
1WATER- 1 WATER CHG.		01/03/1995		20006005 212,930	8,940 0 .00	.00
1WATER- 1 WATER CHG.		10/03/1994		20006004 203,990	18,890 0 .00	.00
1WATER- 1 WATER CHG.		06/29/1994		20006003 185,100	15,790 0 .00	.00
1WATER- 1 WATER CHG.		04/04/1994		20006002 169,310	0 0 .00	.00

** END OF REPORT - Generated by Anna Plante **

Mulholland's
On Call LLC
99 Walworth St.
Saratoga Springs, NY 12866
Phone: 518-584-2300
Fax: 518-584-2843
Email: Oncallpandh@hotmail.com



10/30/18

To Whom it may concern,

This past winter our firm Oncall Plumbing & Heating responded to an emergency at 1 Veterans Way, Saratoga Springs, NY 12866. Water lines had frozen and broken causing a flood as they ran for a long time until discovered. The repairs have been made and steps are being taken so this does not happen again.

Sincerely Yours,

Michael Mulholland

Oncall Plumbing + Heating LLC

DBA Michael Mulholland
 99 Walworth St.
 Saratoga Springs, NY 12866
 Phone: 518-584-2300 Fax: 518-584-2843
 Email: oncallpandh@hotmail.com

Date

03/30/18

Invoice

047488

Page 1

Billed To:

Congregation Chasidai Belz BM,
 Meir Kupferstein
 311 Dahill Road
 Brooklyn, NY 11218

Job: SERVICE

Customer Phone: 518-226-0358

Cell: 917-676-3521

Description of Work:**Day Work**

Location: 1 Veterans Way, Saratoga Springs, NY 12866

Started to re pipe plumbing that was frozen and broken also got heating system up and running.

Terms Due Upon Completion:

I have the authority to order the above work and do so order as outlined above. It is agreed that the seller will retain title to any equipment or material furnished until final & complete payment is made, and if the settlement is not made as agreed, the seller shall have the right to remove same and the seller will be held harmless for any damages resulting from the removal thereof.

Quantity	Description of Material	Price	Extension
1.00	3" Copper Coupling	40.10	40.10
1.00	3" Copper Tee	100.10	100.10
1.00	3" X 1 1/2" CS Coupling	61.93	61.93
1.00	1 1/2" X 1" CS Coupling	10.34	10.34
1.00	1" X 3/4" CS Coupling	4.30	4.30
2.00	3/4" Copper 90 deg Ell	2.16	4.32
1.00	3/4" Copper Tee	17.62	17.62
5.00	3/4" CS Ball Valve	10.98	54.90
2.00	3/4" CS Insert X Pex Adapter	8.57	17.14
8.00	Pex hangers	0.29	2.32
4.00	3/4" Pex 90	2.53	10.12
10.00	3/4" Pex Ring	0.51	5.10
1.00	3" Copper Water Tube- Type LSTR	34.16	34.16
20.00	3/4" Blue Pex	1.23	24.60
4.00	1 1/4" Copper Water Tube- Type LSTR	10.63	42.52
2.00	1" Copper 90 deg Ell	4.86	9.72
6.00	3/4" CS 90	2.16	12.96
5.00	1/2" CS Tee	1.68	8.40
4.00	1 1/4" X 1 1/4" X 1/2" CS Tee	19.48	77.92
4.00	1 1/4" CS Coupling	6.33	25.32
1.00	1" CS Str. 45	9.30	9.30
1.00	Angle Stop With Extension	28.15	28.15
2.00	1 1/4" CS Str. 45	9.30	18.60
1.00	1 1/4" CS 45	6.90	6.90
1.00	1" X 1/2" CS Tee	30.82	30.82
41.00	1/2" Copper Street Ell	1.51	61.91

Customer Copy

Oncall Plumbing + Heating LLC

DBA Michael Mulholland

99 Watworth St.

Saratoga Springs, NY 12866

Phone: 518-584-2300 Fax: 518-584-2843

Email: oncallpandh@hotmail.com

Date

03/30/18

Invoice

047488

Page 2

Quantity	Description of Material	Price	Extension
124.00	1/2" Str. 45	2.26	280.24
4.00	2 X 4 X 8	10.30	41.20
20.00	Delta Rough In R10000	87.67	1753.40
20.00	Delta Trim Tub Shower	97.73	1954.60
1.00	Set Trip Lever Face Plate Screws	12.30	12.30
4.00	Back Mount Faucet 90	18.21	72.84
4.00	1/2" X Close Brass Nipple	3.88	15.52
39.00	3" Tap Cons	0.66	25.74
250.00	Deck Screws	0.14	35.00
14.00	1/2" CS Ball Valves	8.68	121.52
4.00	3/4" Copper Cap	1.36	5.44
2.00	3/4" CS Ball Valve With Bleeders	23.20	46.40
17.00	3/4" Copper Coupling	1.50	25.50
51.00	1/2" Copper Coupling	0.74	37.74
9.00	1/2" Copper Cap	0.75	6.75
1.00	3/4" X 1/2" X 3/4" Tee	19.72	19.72
3.00	1/2" CS X 3/8" Compression Angle St	16.50	49.50
2.00	1/2" X 3/8" Str. Stop	12.12	24.24
2.00	Shut Off Rebuild Kit Sloan	16.96	33.92
1.00	Vacuum Breaker	5.16	5.16
1.00	Diaphragm Rebuild Kit	36.34	36.34
19.00	3/4" Copper Water Tube- Type L STR	3.64	69.16
63.00	1/2" Copper Water Tube- Type L STR	2.47	155.61
12.00	1/2" CS Slip Coupling	0.88	10.56
35.00	1/2" CS 90	0.98	34.30
2.00	1/2" Ip X 3/8" Compression Angle St	28.15	56.30
2.00	1/2" X 2" Chrome Nipple	18.96	37.92
3.00	1" CS Slip Coupling	4.52	13.56
3.00	1" CS Coupling	3.13	9.39
4.00	1" Copper Water Tube- Type LSTR	5.74	22.96
1.00	1/2" X Shoulder Brass Nipple	4.27	4.27
1.00	1/2" Flp X CS Adapter	5.78	5.78
3.00	3/4" X 1/2" X 1/2" CS Tee	5.00	15.00
3.00	3/4" CS 45	2.76	8.28
2.00	1/2" CS 45	1.62	3.24
3.00	1 1/4" CS Slip Coupling	6.86	20.58

Materials**5789.55****Total****\$5789.55**

Customer Copy

Oncall Plumbing + Heating LLC
DBA Michael Mulholland
99 Walworth St.
Saratoga Springs, NY 12866
Phone: 518-584-2300 Fax: 518-584-2843
Email: oncallpandh@hotmail.com

Date 03/23/18
Invoice 047432
Page 1

Billed To:

Congregation Chasidel Belz BM,
Meir Kupferstein
311 Dahill Road
Brooklyn, NY 11218

Job: SERVICE
Customer Phone: 518-226-0358
Cell: 917-676-3521

Description of Work:

Day Work

Location: 1 Veterans Way, Saratoga Springs, NY 12866

Started to re pipe plumbing that was frozen and broken also got heating system up and running. No material used listed at this time. March 10 to and including March 21.

Terms Due Upon Completion:

I have the authority to order the above work and do so order as outlined above. It is agreed that the seller will retain title to any equipment or material furnished until final & complete payment is made, and if the settlement is not made as agreed, the seller shall have the right to remove same and the seller will be held harmless for any damages resulting from the removal thereof.

Hours	Description of Labor	Name	Rate	Extension
88.00	Journeymen		88.00	7744.00
36.00	Helper		44.00	1584.00

Labor 9328.00
Total \$9328.00



CHANGE ORDER
City of Saratoga Springs

No. 1

DATE OF ISSUANCE: 01/17/19

EFFECTIVE DATE: 03/19/19

OWNER: City of Saratoga Springs

CONTRACTOR: Trinity Construction, Inc.

Contact: Richard Rapp, President

Project: Nelson Avenue Drainage Improvements Phase 5

OWNER'S Contract No.: 2018-42

ENGINEER'S Contract No.: 195115123

ENGINEER: Stantec Consulting Services, Inc.

You are directed to make the following changes in the Contract Documents:

Description:

~Increase in Contract Price of \$2,400.00 for relocation of (2) additional water services that were not located by the Survey at 65 and 69 Nelson Avenue. Bid award had a unit price of \$1,200.00 each for any unforeseen water services encountered. (additional work performed by Trinity Construction, Inc.).

~Increase in Contract Price of \$1,857.21 for repairing an unmarked 8" Sanitary Sewer lateral at the entrance to the racetrack. (additional work performed by Trinity Construction, Inc.)

~Increase in Contract Price of \$455.46 for investigation and removal of blockage within the Sanitary Sewer lateral for 63 Nelson Avenue. Blockage was comprised of what appeared to be kitty litter and non-flushable wipes. (additional work performed by Trinity Construction, Inc.)

~Increase in Contract Price of \$1,708.26 for steel plate inserts for DI 6 and DI 7. Also included is the exchange of the curb inlet frames and grates for structures DI 9, DI 11, and DI 12 in uncurbed areas for a V5660 rectangular frame and grate. (additional work performed by Trinity Construction, Inc.)

Reason for Change Order:

~Additional work by Trinity Construction, Inc. as described above.

Attachments: (List documents supporting change)

~Page from Bid proposal received by Trinity Construction, Inc. during bid phase showing unit price for additional water service relocations.

~Extra Work Order No. 20191304 prepared by Trinity Construction, Inc., summarizing value of work performed for repairing an unmarked 8" Sanitary Sewer lateral at the entrance to the racetrack off of Nelson Avenue, completed on November 28th, 2018

~Extra Work Order No. 20191305 prepared by Trinity Construction, Inc., summarizing value of work performed for investigation and removal of blockage within the Sanitary Sewer lateral for 63 Nelson Avenue, completed on November 30th, 2018

~Email submitted by Trinity Construction, Inc., dated January 15th, 2019, summarizing value of work for steel plate inserts for DI 6 and DI 7 and the exchange of the curb inlet frames and grates for structures DI 9, DI 11, and DI 12 in uncurbed areas for a V5660 rectangular frame and grate

CHANGE IN CONTRACT PRICE:	
Original Contract Price:	
\$	553,933.00
Net Increase (Decrease) From Previous Change Orders:	
No.	To :
\$	
Contract Price Prior To This Change Order:	
\$	553,933.00
Net Increase (Decrease) Of This Change Order:	
\$	6,420.93
Contract Price With All Approved Change Orders:	
\$	560,353.93

CHANGE IN CONTRACT TIMES:	
Original Contract Times:	
Substantial Completion:	12/16/18
Ready For Final Payment:	05/15/19
(days or dates)	
Net Change From Previous Change Orders No. _____ To _____	
No. _____ :	
Substantial Completion:	
Ready For Final Payment:	
(days)	
Contract Times Prior To This Change Order:	
Substantial Completion:	12/16/2018
Ready For Final Payment:	5/15/2019
(days or dates)	
Net Increase (Decrease) This Change Order:	
Substantial Completion:	5/1/2019
Ready For Final Payment:	
(days)	
Contract Times With All Approved Change Orders:	
Substantial Completion:	5/1/2019
Ready For Final Payment:	5/15/2019
(days or dates)	

RECOMMENDED:

By:

ENGINEER (Authorized Signature)

Date: 3-7-2019

APPROVED:

By:

OWNER (Authorized Signature)

Date:

ACCEPTED:

By:

CONTRACTOR (Authorized Signature)

Date:

3/8/19

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Assoc General Contractors of America and the Construction Specifications Institute.

26	<p>On Nelson Avenue from Crescent Street to Gridley Street Furnish and install approximately 3,000 Square Feet of concrete sidewalk and associated concrete walks to connect from new sidewalk to existing walkways to adjoining private properties.</p> <p>Unit Price bid per SF: <u>Twelve and Fifty Cents</u> Dollars</p> <p>Total amount bid for 3,000 Square Feet in words: <u>Thirty-Seven Thousand Five Hundred</u> _____ Dollars</p>	Total bid for 3,000 SF	37,500	00
27	<p>On Nelson Avenue from Crescent Street to Gridley Street, Relocate water service curb boxes within new grass buffer between proposed new sidewalk and back of proposed curb.</p> <p>Unit Price bid per each: ^① <u>One Thousand Two Hundred</u> Dollars</p> <p>Total amount bid for four services in words: <u>Four Thousand Eight Hundred</u> _____ Dollars</p>	Total bid for four relocations	4,800	00
28	<p>On Nelson Avenue from Crescent Street to Gridley Street, Furnish and install yard inlet drainage where grading creates low points within front lawns.</p> <p>Unit Price bid per each: <u>Seven Thousand Five Hundred</u> Dollars</p> <p>Total amount bid for 2 locations in words: <u>Fifteen Thousand</u> _____ Dollars</p>	Total bid for two locations	15,000	00
TOTAL Bid for items 1 to 28	<p>Total Bid in words: <u>Five Hundred Fifty-Three Thousand</u> <u>Nine Hundred Thirty-Three</u> _____ Dollars</p>	TOTAL Bid for Items 1 through 28 in numbers	553,933	00

Frueh, Garrett

From: Wayne VanValkenburgh <wvanvalkenburgh@trinconinc.com>
Sent: Tuesday, January 15, 2019 10:22 AM
To: Frueh, Garrett
Subject: 5660 Frame and Grate

Garrett,

At you request please find the breakdown below. This does include the credit. Yesterday's numbers had not.

5660 Frame and Grates for DI 9, DI 11 DI 12:

- Labor: \$136.99
- Equipment: \$55.00
- 7030 Credit: (\$2613.00)
- 5660 Frame and Grate \$1093.89
- Restocking Fee \$1045.50

Lump Sump Total: (\$ 281.62)

Flat Plate Price for DI 6 & DI 7:

- Labor: \$310.33
- Equipment: \$24.00
- Material: \$1396.00
- OH&P: \$259.55

Lump Sump Total: \$1989.88

Total proposal for above option: \$1,708.26

Previously submitted proposal: \$4,782.47

Thank You,

Wayne VanValkenburgh
Trinity Construction, Inc.
Phone- (518)-767-2204
Fax- (518)-767-2735
Email- wvanvalkenburgh@trinconinc.com

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between City of Saratoga Springs ("Owner") and
Trinity Construction, Inc. ("Contractor").

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

- 1.01 *Contractor shall complete all Work as specified or indicated in the Contract Documents. Work generally includes but is not limited to: installation of approximately 1,350 LF of storm sewer extension with storm structures throughout removing a conflicting abandoned 4" forcemain as necessary. Several testpits to be dug prior to construction to verify existing depths and locations at crossing utility points. Concrete sidewalk, asphalt apron and curb removal to prep for installation of approximately 3,500 SF of new concrete sidewalk and 1,500 LF of new concrete curb along Nelson Avenue between Gridley Street and Crescent Street. Remove and replace at new location 1 hydrant and 6" hydrant lead at the corner of Bowman Street and Gridley Street. Asphalt driveway aprons and lawns to be restored to their existing conditions. All work shall be in conformance with NYSDOT, Saratoga County Public Works (Highway), and City of Saratoga Springs standards and requirements. Contractor shall be responsible to secure all required permits and pay/provide all fees, bonds and insurance necessary to satisfy all permits/requirements*

ARTICLE 2 – THE PROJECT

- 2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

RFP #2018-42 (Nelson Avenue Drainage Improvements Project – Phase 5).

ARTICLE 3 – ENGINEER

- 3.01 The Project has been designed by Stantec Consulting Services Inc. (Engineer), which is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Days to Achieve Substantial Completion and Final Payment*

- A. Work shall be substantially completed within sixty (60) calendar days of Notice to Proceed and within two hundred ten (210) calendar days of final completion, including all lead times. (after the date when the Contract times commence to run) as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment in accordance with Paragraph

14.07 of the General Conditions with 30 days after the date when the Contract Times commence to run. This includes lead-time for materials

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- A. For all Work other than Unit Price Work, a lump sum of: \$ 553,933.00

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

- B. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment at the appropriate phases of completion during performance of the Work. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentages indicated on the approved schedule of values but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may

determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

- a. _____ Percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. _____ Percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to _____ percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less _____ percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

- 7.01 **(NOT USED)** All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 0 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
 - E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained

from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.

- F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:

- 1. This Agreement
- 2. Performance bond
- 3. Labor & Materials bond
- 4. General Conditions
- 5. Supplementary Conditions
- 6. Specifications
- 7. Drawings consisting of 9 sheets with each sheet bearing the following general title:

RFP #2018-42 (Nelson Avenue Drainage Improvements – Phase 5)
- 8. Certificate of Insurance
- 9. Executed Risk & Safety Agreement
- 10. Addenda
- 11. Exhibits to this Agreement (enumerated as follows):

- a. Contractor's Bid

b. Documentation submitted by Contractor prior to Notice of Award

12. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:

- a. Notice to Proceed
- b. Work Change Directives.
- c. Change Orders.

B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 9.

D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:

1. "Corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
2. "Fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "Collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. "Coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on 10/16/18 (which is the Effective Date of the Agreement).

OWNER:

City of Saratoga Springs

By: _____

Title: _____

City Council Approval: _____

Attest: _____

Title: _____

Address for giving notices:

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

CONTRACTOR

Trinity Construction, Inc.

By:  _____

Title: President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: Barbara Butler _____

Title: Secretary

Address for giving notices:

Trinity Construction, Inc.

PO Box 39

Selkirk, NY 12158

License No.: N/A

(Where applicable)

Agent for service of process:

CERTIFIED COPY OF RESOLUTION OF
BOARD OF DIRECTORS OF

Trinity Construction, Inc. RESOLVED that Richard R. Rapp, President of Trinity Construction, Inc.
is authorized to sign any and all documents as chief executive officer or representative of the
Corporation at any time.

The foregoing is a true and correct copy of the resolution adopted by Trinity Construction, Inc. at
a meeting of the Board of Directors held on the 1st day of January 2018.

By

Title

President

A handwritten signature in black ink, appearing to read "Richard R. Rapp", is written over a horizontal line. The signature is stylized and cursive.

SEAL

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/04/2019

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 Amsure 31 Church Street - 4th Floor PO 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 Trinity Construction, Inc. 180 Bridge Street PO Box 39 Selkirk, NY 12158	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Phoenix Insurance Company</td> <td>25623</td> </tr> <tr> <td>INSURER B : Travelers P&C Co. of America</td> <td>25674</td> </tr> <tr> <td>INSURER C : Travelers Indemnity Company of CT</td> <td>25682</td> </tr> <tr> <td>INSURER D : Hartford Fire Insurance Company</td> <td>19682</td> </tr> <tr> <td>INSURER E : Charter Oak Fire Insurance Co.</td> <td>25615</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Phoenix Insurance Company	25623	INSURER B : Travelers P&C Co. of America	25674	INSURER C : Travelers Indemnity Company of CT	25682	INSURER D : Hartford Fire Insurance Company	19682	INSURER E : Charter Oak Fire Insurance Co.	25615	INSURER F :	
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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 checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		DTCO5671N578PHX1	06/30/2018	06/30/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 \$
E	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		DT8103D782158COF	06/30/2018	06/30/2019	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 checked="" type="checkbox"/> RETENTION \$10000 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		CUP6J70152A1826	06/30/2018	06/30/2019	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	N/A	UB3K108411826G	04/01/2018	04/01/2019	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Installation Lease/Rent Equip		01UUMVG8704	06/30/2018	06/30/2019	\$1,000,000 \$500,000

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

Project: WTP Flocculation Tank Equipment Installation Contract No. 1B General Construction, City of Saratoga Springs, NY. When required in a written contract, the City of Saratoga Springs and Barton & Loguidice, D.P.C. are added as Additional Insureds on a Primary and Non contributory basis including completed operations and with a waiver of subrogation.

CERTIFICATE HOLDER

City of Saratoga Springs 15 Vanderbilt Avenue 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 Signature not on file.
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Workers'
Compensation
Board

CERTIFICATE OF INSURANCE COVERAGE DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

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

1a. Legal Name and Address of Insured (Use street address only) TRINITY CONSTRUCTION INC. C/O BARBARA BUTLER PO BOX 39 ROUTE 396 SELKIRK, NY 12158	1b. Business Telephone Number Of Insured 5187672204
Work Location Of Insured (Only required If coverage is specifically limited To certain locations In New York State, i.e., a Wrap-Up Policy)	1c. Federal Employer Identification Number of Insured Or Social Security Number 14-1604710
2. Name and Address of the Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) City of Saratoga Springs 15 Vanderbilt Avenue Saratoga Springs, NY 12866	3a. Name of Insurance Carrier WESCO INSURANCE COMPANY 3b. Policy Number of entity listed in box "1a." 0154537 3c. Policy effective period: 1/4/2019 to 12/31/2020

4. Policy provides the following benefits:

- ☒ A. Both disability and paid family leave benefits.
☐ B. Disability benefits only.
☐ C. Paid family leave benefits only.

5. Policy covers:

- ☒ A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.
☐ B. Only the following class or classes of employer's employees:

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

Date Signed 1/4/2019

By

Kathleen Kalia

(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 800-535-2711

Title

Vice President

IMPORTANT: If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.
If Box 4B, 4C or 5B is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4C or 5B of Part 1 has been checked)

State of New York Workers' Compensation Board

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

Date Signed _____ By _____

(Signature of Authorized NYS Workers' Compensation Board Employee)

Telephone Number _____ Title _____

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



Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in box "1a" for disability and/or paid family leave benefits under the New York State Disability and Paid Family Leave Benefits Law. The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed as the certificate holder in Box 2.

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

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Disability and/or Paid Family Leave Benefits contract of insurance only while the underlying policy is in effect.

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

DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

§220.Subd. 8

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

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.

Request for Certification of Sufficient Funds

Submittal Date: 3/13/2019

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: Trinity Construction Inc.

Project:

Nelson Ave Storm Drain, Ph 5

Change Order #1-relocate water services, repair sewer later,
investigate and remove blockage, steel plate inserts

Appropriation - Current Budget Expense Org/Object/Proj(s): H3638142 ✓ 52000 ✓ 1231 ✓

Amount Requested for Approval

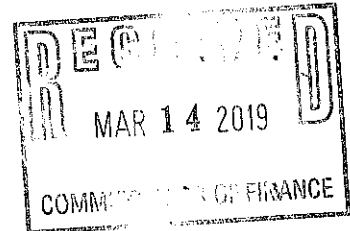
\$6,420.93 ✓

Current Amount Available:

\$200,834.47 in PO#
180927

Transfer/Amendment Pending:

Transfer/Amendment Date



Department Head Signature

A handwritten signature in black ink, appearing to be "Richard J. ...".

3/14/19
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

3/14/19
Approval Date



City of Saratoga Springs, NY Contract

City Department: PUBLIC SAFETY Department Contact Person: JOHN CATONE, ASST. CHIEF OF POLICE City Ext. 3501

Company Name: PITTSFIELD COMMUNICATIONS SYSTEMS, INC.

Company Address: 1502 WEST HOUSATONIC STREET, PITTSFIELD, MA 31201

Company Telephone No.: 413-448-8214

Company Fax No.: _____

Vendor and/or Service Provider Primary Contact: JOHN ULLRICH Title: PRESIDENT/OWNER

Primary Contact Email: jullrich@bcn.net

Service to be Provided: Service, repair and maintenance of radios

1. **Scope of Agreement:** In response to a request for a pricing proposal requested by the City for **Service, repair and maintenance of radios**, the Vendor and/or Service Provider submitted proposals dated **1/9/2019** (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 **one (1) year from midnight date of Council award, 2019 to midnight one year from date of Council award, 2020**. The City reserves the right to extend the contract for **one (1) year from expiration as long as the extension is agreeable to both the City and the Contractor for three (3) years, with renewals to occur annually by Council approval.**

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 **\$665.00/month (\$7980.00/12 months)**, 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 Commissioner of **Public Safety** 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 **John Ullrich**. 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: Commissioner of **Public Safety**, 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: **John Ullrich, Pittsfield Communications Systems, Inc., 1502 West Housatonic Street, Pittsfield, MA 31201**

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: ~~Four~~ 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.
- 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 for 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: [Signature] Date: 2-27-2019

Print Name: JOHN J. ULRICH Title: PRESIDENT

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____

SERVICE AGREEMENT

Page 1 of 1

Date 1/9/2019

Customer Name: Saratoga Springs Police
ATTN: Asst. Chief John Catone
Billing Address: 5 Lake Avenue
City/State/Zip: Saratoga Springs, NY 12158

Start Date: 11/1/2019

Automatic Renewal ☒ yes ☐ no

Expiration:

12/31/2019

Customer # (ma)sarat,sp
Invoice #

Customer Contact: Asst. Chief John Catore
Customer Phone: (518) 584-1180 Ext

When this agreement is accepted by P.C.S., Inc., the equipment on the customer's agreement/order referenced above will be serviced by P.C.S., Inc. in accordance with the terms and conditions printed on the reverse side. This agreement does not include replacement of antennas or batteries, or service of any transmission line, antenna tower or tower lighting unless such work is described below.

SPECIAL INSTRUCTIONS:

MOTOROLA HI-TECH/DEPOT COSTS WILL BE

BILLED ABOVE CONTRACT

CONTRACT EXCLUDES MICROPHONES

EXTERNAL SPEAKERS, MONITORS, SOFTWARE

P.C., CABLES & CONNECTORS, PLEASE SEE

REVERSE SIDE FOR OTHER TERMS & CONDITIONS.

EXISTING MCC5500 CONSOLES WILL BE REPAIRED ON A TIME & MATERIAL BASIS

New Agreement ☐ **Supersede Agreement #**

Additional terms, definitions and conditions of this service agreement are printed on the reverse side.

Authorized Customer Signature/Title _____ Date _____

Is P.O. Required? ☐ Yes - Attach P.O. ☐ No ☐

Shannon Linch-Perkins
PCS, Inc. Sales/Service Representative Signature Date 1/9/10

Annually	<input checked="" type="checkbox"/>	No.
Semi-Annually	<input type="checkbox"/>	
Quarterly	<input type="checkbox"/>	
Monthly (AFT)	<input checked="" type="checkbox"/>	
Other (Specify in Special Instructions)		

Payment Cycle

Tax Exempt

☒ Yes - Attach Exempt Certificate

No.

The above service amount is subject to state and local jurisdictions, to be verified. Pilsfield Communications Systems, Inc.

SERVICE AGREEMENT

1. **DEFINITIONS.** "PCS" shall mean Pittsford Communications Systems, Inc.; Customer shall mean the customer named in the Agreement; and "Product" shall collectively mean the Equipment and Software which PCS and Customer agree to be serviced pursuant to this Service Agreement. Such Product is listed on the front of this agreement.
2. **ACCEPTANCE.** The terms and conditions set forth on the front and reverse side of this agreement is an offer to purchase Service by Customer which shall become a Service Agreement when acknowledged in writing by PCS; and the handling, negotiation or other use of any payment shall not constitute an acceptance by PCS. It is agreed that Service shall be provided only on the terms and conditions contained in this agreement. PCS shall not be bound by terms and conditions in Customer's purchase order or elsewhere unless expressly agreed to in writing. Upon acceptance by PCS, PCS's interest in the Agreement is assigned to PCS.
3. **SERVICE DEFINED.**
- a. PCS agrees to provide service for the Customer for the Product listed on the front side of this Agreement. Such Product shall be serviced according to the terms and conditions on the front and reverse side of this Agreement ("Service"). The Service shall begin and end on the dates set forth on the front side of this Agreement. PCS shall also Service other Product manufactured by PCS and purchased by Customer during the term of this Agreement on the same terms and conditions set forth in this Agreement at the then current service fees for such Product. Upon delivery of such other Product to Customer, service fees for Service of such other Product shall be added to the billing cycle following expiration of the labor warranty on such other Product. In the event of loss, damage, theft or removal from Service of any Product, Customer shall immediately report the loss, damage, theft or removal in writing to PCS. In the event, Customer's obligation to pay service fees with respect to any such Product shall terminate at the end of the month in which PCS receives such written report.
- b. Mobile Product shall be removed and reinstalled in disarming vehicles at Customer's request for the service fee in effect at the time of Customer's request.
- c. This agreement does not include service of any transmission line, antenna, tower or tower lighting, unless such work is described on the front side of this Agreement. Service shall include the labor and parts required to repair Product which has become defective through normal wear and usage. This does not include consumables and their installation. Service does not include the repair or replacement of Product which has otherwise become defective, including, but not limited to, damage caused by accidents, physical or electronic abuse or misuse, acts of God, fire or other casualty. Service performed for non-covered repairs shall be billed at PCS's above contract rate applicable for such Service. Product under contract must be maintained in environmental conditions as set forth in the Product specifications and damage resulting from environmental conditions not conforming to the specifications is not covered by this Agreement.
- d. Where telephone lines and Product are used in conjunction with PCS maintained Product, PCS shall have no obligation or responsibility for such telephone lines of Product but shall, upon request, assist the Telephone Company in repairing such upon payment at the appropriate above contract rate.
- e. Customer shall indicate on the front side of this Agreement any Product which is inherently safe so that appropriate parts and procedures may be used to maintain such status.
- f. At the expiration of twelve (12) months after the commencement of Service hereunder (or any time thereafter), if Product cannot in PCS's opinion be properly or economically repaired, because (but not limited to) excessive wear, deterioration or unavailability of parts, PCS at its sole option, upon thirty (30) days prior written notice to Customer, may by certified mail, any address: (1) remove such Product from this Agreement; or (2) may increase the price to Service such Product. Customer shall have thirty (30) days from receipt of notice of price increase to object to such increase. If Customer properly objects to such increase, PCS shall then have the option to remove such Product from coverage by this Agreement. Customer's obligation to pay Service fees with respect to Product removed from this Agreement shall terminate at the end of the month during which such Product is removed.
4. **SERVICE STANDARDS.** The Product shall be serviced by PCS in accordance with the following standards: (1) Mobile parts or parts of equal quality shall be used; (2) the Product shall be serviced at levels set forth in PCS's product manuals; and (3) routine service procedures prescribed from time to time by PCS for its Product shall be followed.
5. **TIME AND PLACE OF SERVICE.**
- a. Service shall be done at the location specified on the front side of this Agreement. Where Service is to be performed at the location of the Product, Customer shall furnish shelter, heat, light and power at these locations. Customer shall notify PCS immediately of Product failure, allow PCS full and free access to the Product, and cooperate fully with PCS in PCS's servicing of the Product. Waiver of liability by PCS against Customer or other restrictions shall not be imposed by Customer as a site access requirement. Customer shall allow PCS full and free access to the Product. Customer shall allow PCS to use necessary machines, communications, facilities, features and other product (except as normally supplied by PCS) at no charge. Mobile and removable Product shall be delivered by Customer to the PCS Service Center indicated on the front side of this Agreement.
- b. Hours of Service under this Agreement shall be the normal working hours, excluding holidays, of PCS's Service Center unless otherwise indicated on the front side of this Agreement. *Service to be provided is 24/7*
6. **PAYMENT/TAXES.** On or about the date each payment is due as set forth on the front side of this Agreement, PCS shall send Customer an invoice covering the Service fees for the next Payment Period. All other charges shall be billed monthly, and the Customer shall pay the amount of each invoice within ten (10) days of its date to the PCS office designated by PCS. Each invoice shall be due and payable whether or not the Product is operating, and PCS may terminate this Agreement by giving Customer ten (10) days' notice by certified mail if Customer defaults in its payment to PCS. Customer shall reimburse PCS for all property taxes, sales and use taxes, excise taxes, and income and profit taxes of PCS and State income and franchise taxes of PCS.
7. **RIGHT TO SUBCONTRACT.** PCS shall have the right to subcontract in whole or in part the Service called for by this Agreement. PCS shall notify Customer of the name and address of each subcontractor.
8. **REVISION OF FEES.** Prior to an Anniversary of the "Expiration Date" indicated on the front side of this Agreement, PCS may revise the Service fees set forth on the front side of this Agreement by giving Customer written notice of the amount of the increase at least sixty (60) days in advance of that Anniversary date. Upon receipt of any such notice, Customer may terminate this Agreement on the Expiration Date or any Anniversary of it upon thirty (30) days prior written notice to PCS sent by certified mail to the address indicated in this Agreement; otherwise the new fees shall become effective on the Anniversary date. In the event of such termination, all accrued and unpaid charges shall be due and payable immediately upon termination.
9. **AUTOMATIC RENEWAL.** After the Expiration Date indicated on the front side of this Agreement, this Agreement shall continue for successive periods of one year, provided that either PCS or Customer may terminate this Agreement on the Expiration Date or any Anniversary of it upon thirty (30) days prior written notice to the other party sent by certified mail to the address indicated in this Agreement. *Delete*
10. **INTERRUPTION OF SERVICE.** Customer shall notify the servicing agency in the event of failure of the Product. If the servicing agency fails to repair the Product within a reasonable time, Customer shall notify the PCS office designated by PCS. After said notice from Customer to the servicing agency and to the PCS office designated by PCS, PCS shall be liable for any interruption or interference affecting the use or transmission through the Product maintained to the extent of a pro rata allowance based on the monthly service fee for the time such interruption or interference is attributable to the fault of PCS or its subcontractor. PCS does not assume and shall have no liability under this Agreement for failure to provide or delay in providing service for the Product due directly or indirectly to causes beyond the control of PCS, including, but not limited to, acts of God, acts of the public enemy, acts of the United States, any State, Territory of the United States, or any political subdivision of the foregoing, or the District of Columbia, acts of failure to act of the Customer, its agents, employees or subcontractors, fires, floods, casualty, epidemic, quarantine restrictions, strikes, freight embargoes, and unusually severe weather conditions or outbreaks of PCS subcontractors due to any such causes.
11. **WARRANTY LIMITATIONS, EXCEPT AS SPECIFIED IN THIS AGREEMENT, PCS DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL PCS BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES TO THE FULL EXTENT SUCH MAY BE DISCLAIMED BY LAW.**
12. **FCC AND OTHER GOVERNMENT MATTERS.** Although PCS may assist in preparation of the FCC license application, Customer is solely responsible for obtaining any licenses or other authorizations required by Federal Communications Commission ("FCC") or any Federal, State or Local government agency. Customer is solely responsible for complying with applicable FCC rules and regulations and the applicable rules and regulations of any Federal, State or Local government agency. Neither PCS nor any of its employees is an agent of Customer or in FCC or other governmental matters. PCS, however, may assist in preparation of the FCC license application at no charge to Customer.
13. **ENTIRE AGREEMENT.** Customer acknowledges that it has read and understands the terms and conditions of the Agreement and agrees to be bound by them, that it is the complete and exclusive statement of the agreement between the parties and that this Agreement sets forth the entire agreement and understanding between the parties relating to the subject matter hereof and all understandings and agreements, oral and written, heretofore made between PCS and Customer, are merged in this Agreement which alone fully and completely expresses their agreement. *Delete*
14. **AMENDMENT.** No modification or additions to this Agreement shall be binding upon PCS unless such modification is in writing and signed by the PCS Division Service Vice President authorized to make such revisions and an authorized agent of Customer.
15. **VALIDITY.** If term or provision of this Agreement shall to any extent be held by a court or other tribunal to be invalid, void or unenforceable, then that term or provision shall be inoperative and void insofar as it is in conflict with law, but the remaining terms and provisions of this Agreement shall nevertheless continue in full force and effect and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid, void or unenforceable.
16. **HEADINGS.** Section and paragraph headings used in this Agreement are for convenience only and are not to be deemed or construed to be part of this Agreement.
17. **LAW, THIS AGREEMENT AND THE RIGHTS AND DUTIES OF THE PARTIES SHALL BE GOVERNED AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF ILLINOIS.** *NEW YORK* *Change to New York*
18. **ASSIGNMENT.** No assignment or transfer, in whole or part, of this Agreement by Customer shall be binding upon PCS without its prior written consent.
19. **WAIVER.** Failure or delay on the part of PCS or Customer to exercise any right, power or privilege under this Agreement shall not operate as a waiver of any right, power or privilege of this Agreement.
20. **TIME TO SUE.** Except for money due upon an open account, no action shall be brought for any breach of this Agreement more than two (2) years after the accrual of such cause of action where a shorter limitation period is provided by applicable law.

This Service Agreement attaches to the City's Contract in addition to the proposal dated as Exhibit A of the City's Contract.

W/Peters 2/27/19
SK 3/1/19 (RW)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2019

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 poloy(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 Automatic Data Processing Insurance Agency, Inc. 1 Adp Boulevard Roseland, NJ 07068		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: ADDRESS:		
INSURED PITTSFIELD COMMUNICATION SYSTEMS INC 1602 W HOUSATONIC ST Pittsfield, MA 01201		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Wesco Insurance Company		25011
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1078958

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 WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	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 \$
A	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 checked="" type="checkbox"/> N	N/A	N	WWC3385450	12/15/2018	12/15/2019 E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER**CANCELLATION**

City of Saratoga Springs Office of Risk & Safety
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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/04/2018

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 Berkshire Insurance Group, Inc. 43 East St PO Box 4889 Pittsfield MA 01202	CONTACT NAME: Adrienne Grover PHONE (A/C No. Ext.): (413)447-7376 FAX (A/C No.): (413)499-3918 E-MAIL ADDRESS: agrover@berkshireinsurancegroup.com
INSURED Pittsfield Communications System, Inc., and LWM, LLC 1502 West Housatonic Street Pittsfield MA 01201	INSURER(S) AFFORDING COVERAGE INSURER A: Central Mutual Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** CL189454868 **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 WYD	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:	Y	CLP9779089	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BAP9779090 (MA)	09/01/2018	09/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist BI \$ 100,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0		CXS9779092	09/01/2018	09/01/2019	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
A	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 <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Automobile Liability		BAP9779091	09/01/2018	09/01/2019	combined single limit \$1,000,000

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

For Communication Installation work as required. City of Saratoga Springs is named as an additional insured on a primary and non-contributory basis per contract.

CERTIFICATE HOLDER

CANCELLATION

City of Saratoga Springs Office of Risk & Safety 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 <i>Norma Laforest</i>
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City of Saratoga Springs, NY Contract

City Project Number: _____ City Project Name: Annual Ambulance Service Contract
City Department: Public Safety Department Contact Person: Joseph J Dolan or Lisa Watkins City Ext. _____
Company Name: Empire Ambulance Service, Inc
Company Address: 14 Corporate Drive, Clifton Park, NY 12065
Company Telephone No.: (518) 235-7670 Company Fax No.: _____
EMPIRE Primary Contact: Stephen P. Retzlaff Title: President
Primary Contact Email: sretzlaff@empireambulance.com, maquino@empireambulance.com
Service to be provided: Ambulance Service
Remit Name (If different from above): _____
Remit Address: _____

1. Scope of Services:

- 1.1 EMPIRE shall provide in a backup capacity a Paramedic level ambulance service in cooperation with the Emergency Medical Ambulance and Advanced Life Services provided by the Saratoga Springs Fire Department on all calls assigned to it, twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five days per year to the City.
- 1.2 EMPIRE will be required, upon request by the City, to immediately dispatch and promptly respond with the requested number of ambulances to the location of any City Fire Department call. EMPIRE shall ARRIVE ON SCENE to at least ninety percent (90%) of "C, D and Echo" calls within eight (8) minutes or less and at least ninety percent (90%) of "A and B" calls within twelve (12) minutes or less. EMPIRE shall provide one (1) or more ambulances on a stand-by basis at all working fires, significant HAZ-MAT incidents in the City if requested by the City at no cost to the City. The City Fire Department shall have patient care control of all BLS and ALS services in the City and the City Fire Department shall be in charge at all calls in which both the City and EMPIRE participate.
- 1.3 EMPIRE shall keep its ambulances maintained so that its mechanical features such as heat, air conditioning, interior and exterior lighting, emergency lighting, audible warning devices, etc. are in good working order at all times. EMPIRE's ambulances will be required to meet and maintain all of the standards as specified in the certification listing for New York State Ambulances and all Department of Transportation and Traffic Safety standards.
- 1.4 The crew of each ambulance used by EMPIRE on the City calls will consist, at minimum; of one (1) New York certified Emergency Medical Technician Paramedic and one (1) New York certified Emergency Medical Technician. Further, each ambulance used by EMPIRE shall be required to have suitable equipment in the patient compartment area for direct communications to the hospitals and medical control by the Paramedic.
- 1.5 EMPIRE shall maintain necessary licenses, certifications, registrations, permits required by ordinance, law, or by contract to perform the services contemplated by this Agreement.
- 1.6 EMPIRE shall produce, on a monthly basis, a report of all Basic Life Support and Advanced Life Support transports provided. Said monthly reports shall identify the date, time, address, and the method of payment.

EMPIRE shall provide to the City the products and services set forth herein. EMPIRE assumes full responsibility for the provision of the products and services made available in this Agreement. EMPIRE shall be so liable even when EMPIRE subcontracts the provision of a portion of the products and services. Subcontracting shall be permitted only with the prior written approval of the City.

2. Term of Agreement:

The term of this Agreement shall commence on the date of approval of this Agreement by the City Council of the City for a period of 12 months. EMPIRE 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 for any reason by mailing written notice to EMPIRE at least thirty (30) days prior to such termination date. The City shall not incur any costs if it terminates this Agreement, other than those otherwise due to EMPIRE for products delivered and services rendered by EMPIRE pursuant to the terms and provisions of this Agreement at the time of such termination. Upon any termination, EMPIRE shall only be entitled to compensation for products delivered and services rendered up to the date of termination. In addition, in the event of any violation by EMPIRE of any of the terms of this Agreement, the City may terminate the Agreement without notice and with compensation to EMPIRE for fees and expenses rendered only to the date of termination. Any breach of any of the terms of this Agreement by EMPIRE will result in immediate and irreparable injury to the City and will authorize recourse to injunction and/or other specific performance as well as to all other legal or equitable remedies to which the City may be entitled.

3. Terms of Payment:

3.1 In the event that a Saratoga Springs Fire Department Advanced Life Support Provider provides advanced life support to a patient transported by EMPIRE, EMPIRE shall bill third-party payors for said services. EMPIRE shall pay to the City (100%) of all monies received by EMPIRE from third-party payors and/or patients, which represent compensation for City of Saratoga Springs Fire Department Advanced Life Support Services provided. For the purpose of this Agreement, a qualified Advanced Life Support transport is an EMPIRE transport where Advanced Life Support services are provided by qualified Saratoga Springs Fire Department personnel and where medical necessity and all other pre-conditions to third-party reimbursement to EMPIRE for Advanced Life Support services exist and are accepted by the applicable third-party payor and/or appropriate government entity. In the event that post-payment review by any third-party payor or appropriate government entity results in a determination that any Advanced Life Support services, for which payment to the City was made under this AGREEMENT, were not performed under circumstances that would make said services part of a qualified Advanced Life Support services transport, the City shall reimburse EMPIRE for the payments made to the City for said services. The City shall maintain appropriate records of its Advanced Life Support services and agrees to provide copies of such records as may be requested to assist EMPIRE in obtaining reimbursement for qualified Advanced Life Support transports.

3.2 EMPIRE shall provide the City with an accounting of all monies requested, received, obtained, collected, and paid by EMPIRE under this Agreement. Said accounting shall include monthly reports and a fiscal yearend report which details how many and which accounts were collected on, the individual amounts, the total dollar amount collected, the amount remitted to the City.

EMPIRE and the City shall each maintain, during the term of this Agreement and for a period of six (6) years following the expiration of this Agreement, proper and full accounting records with regard to the services provided and monies received and exchanged under this Agreement. Such records shall be subject to periodic review and audit by either party.

EMPIRE shall provide itemized statements monthly to be reviewed and approved by the City. Statements must be submitted to: City of Saratoga Springs, NY, Attn. Purchasing Agent, 474 Broadway, Saratoga Springs, NY 12866. Payments to the City will be made in accordance with the State Finance Law, upon receipt of such statements and upon approval by the City. No City employee, including the Project Manager named in Section 8 has the authority to request that EMPIRE perform any additional work beyond the work authorized or described herein or to incur additional expenses above the amount set forth in this Agreement.

4. Notice:

The Commissioner of Public Safety is the project manager and shall represent the City in all matters affecting the delivery of products and services. The project manager for EMPIRE is Stephen P Retzlaff.

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: Commissioner of Public Safety
City of Saratoga Springs
474 Broadway, Saratoga Springs, NY 12866

With a copy to: Secretary to the City Council
City of Saratoga Springs
474 Broadway, Saratoga Springs, NY 12866

To EMPIRE: Stephen P. Retzlaff, President
14 Corporate Drive, Clifton Park, NY 12065

Either party may designate another or further address by notice given in accordance herewith.

5. Confidential Information:

In connection with the provision of products and/or services to the City by EMPIRE, the City may disclose to EMPIRE information that is proprietary or confidential information. Any and all City communications, records, documents, written, oral or electronic communication or other information of any kind shall be deemed and treated as confidential by EMPIRE. EMPIRE shall not copy, transmit, deliver or communicate in any way to any other person or entity any such communications and/or information without the prior written consent of the City. EMPIRE agrees to use such confidential information solely for the purpose of performing services hereunder for the City.

The term "confidential information" does not include information that (i) is or becomes generally available to the public other than as a result of disclosure by EMPIRE, (ii) is or becomes available to EMPIRE on a non-confidential basis from sources other than the City, provided that such source is not bound by a written confidentiality agreement with the City, or (iii) was lawfully within EMPIRE's possession prior to its being furnished to EMPIRE by the City, provided that the source of such information was not bound by a written confidentiality agreement with the City, or (iv) is required under applicable law or by deposition, interrogatory, request or demand for information or documents, subpoena, investigative demand, court order or other similar legal process. In such cases EMPIRE shall provide the City with written notice that such information is not deemed confidential. Such notice shall provide the City sufficient time to seek a protective order or other legal remedy.

All written confidential information (and all copies, extracts or other reproductions in whole or in part thereof) obtained by EMPIRE from the City shall be returned to the City and have the status of City work papers (or, with the City's written permission, shall be destroyed and such destruction certified in writing to the City by an authorized EMPIRE representative supervising such destruction). Except as set forth herein, no confidential information shall be retained by EMPIRE. EMPIRE shall be permitted to retain one copy of internal memoranda and other documents, developed by EMPIRE during the term of this Agreement, which contain or refer to confidential information, subject to the confidentiality provisions of this paragraph. Nothing in this section shall be construed to alter EMPIRE's responsibilities under any applicable State Law. Since monetary damages may not be a sufficient remedy with respect to any violation of this section, the City shall be entitled to specific performance and injunctive relief, in addition to any other remedy.

6. City Property:

EMPIRE intends to occupy the current facility owned by the City of Saratoga Springs, located adjacent to Fire Station #2, 166 West Ave, Saratoga Springs, New York 12866. EMPIRE agrees to lease the facility for Thirty Thousand Dollars (\$30,000) annually. Payments to be made in equal monthly installments of twelve monthly payments of Two Thousand Five Hundred Dollars (\$2,500.00 due on the first of each month.) EMPIRE shall be responsible for the following:

- 6.1 All information and materials received hereunder by EMPIRE from the City are and shall remain the sole and exclusive property of the City and EMPIRE shall have no right, title or interest in or to any such information or materials by virtue of their use or possession hereunder by EMPIRE.
- 6.2 **Utilities:** EMPIRE agrees to pay all utilities of leased premises, including, but not limited to, water, sewer, electric, telephone, cable and natural gas costs.
- 6.3 **Taxes:** As the leased premises is owned by the City of Saratoga Springs, New York, no property taxes are payable.
- 6.4 **Use:** EMPIRE agrees to use premises only for the lawful purpose of an ambulance facility. Should EMPIRE wish to use the space for any other purposes, EMPIRE must obtain prior written approval from the City agreeing to such modified use.
- 6.5 **Cleanliness:** EMPIRE shall keep the leased premises themselves neat and clean at EMPIRE's own expense.
- 6.6 **Repairs:** The City's Department of Public Safety (DPS) shall be responsible for all necessary repairs, and their associated costs, to the structure of the building and the electrical, plumbing and heating systems. Only with the prior written approval of the City, EMPIRE shall be responsible for effecting and paying for any repairs to alterations of the structure of the building or the electrical, plumbing or heating systems, which were made by EMPIRE. EMPIRE is responsible for effecting and paying for any repairs made necessary by said alterations. EMPIRE shall be responsible for effecting and paying for any repairs made necessary by the willful or negligent acts of EMPIRE or EMPIRE's agents, contractors, employees, invitees, or licensees. EMPIRE shall be responsible for any necessary repair of furniture and furnishings within the building. The City DPS shall make all repairs required by this agreement in a time frame consistent with its repairs for other City owned buildings. Repairs of an emergency nature, i.e. restoration of lost heat during winter, shall be made by City DPS as soon as practicable.
- 6.7 **Alterations:** EMPIRE agrees not to make any alterations without the City's prior written approval. Said alterations become the property of the City and are to be left behind at the end of the term of the lease. The City may demand the removal of said alterations and the restoration to original condition at the expense of EMPIRE at the end of the lease, if the removal is required in the original written approval of the alteration.
- 6.8 **Assignment of Facility:** This use of this space may not be assigned nor the premises sublet without the prior written approval of the City.
- 6.9 **Access:** The City or its agents or officials shall have the right to enter the premises at the City's discretion. The Parties acknowledge that the premises may be utilized as an Emergency Shelter by the City. The City will provide notification to EMPIRE regarding such use, as soon as reasonably practicable.
- 6.10 **Quiet Enjoyment:** The City agrees that if EMPIRE complies with all the other terms and conditions of this lease, then EMPIRE may peaceably and quietly have, hold and enjoy the premises leased hereunder for the term of this Agreement. EMPIRE shall be responsible for adhering to local, state and federal guidelines pertaining to all of its activities including those activities that pertain to the health and safety of its community.
- 6.11 **Maintenance:** The City's Department of Public Safety (DPS) shall be responsible for snow removal from the parking lot, driveway, sidewalks and entranceways located at the premises, including the associated costs thereof. EMPIRE shall maintain all sidewalks and entranceways in a safe condition, except for snow removal. EMPIRE shall be responsible for maintaining sidewalks, entranceways, and stairways free of all debris and obstructions, at EMPIRE's sole cost and expense. The City's DPS shall be responsible for maintaining the lawn areas at the premises by cutting grass and raking leaves as needed. EMPIRE shall provide all necessary janitorial services at the premises, including trash removal. EMPIRE shall be responsible for replacing all light bulbs which can be replaced without equipment. The City DPS shall be responsible for replacing all light bulbs which can only be replaced with the use of a ladder or other elevating equipment or device.
- 6.12 **Notification:** EMPIRE shall have the responsibility of promptly informing the City DPS of any material condition that affects the safety of the premises.

7. Retention of Records:

EMPIRE shall make available to the City all information pertinent to Agreement, including reports, studies and any other data. All original records generated as a result of the project shall be maintained by EMPIRE for a period of six (6) years after the expiration of the Agreement. Upon reasonable request, copies of those records shall be provided to the City at no cost.

8. Default:

In case of default in any of the covenants herein, the City may enforce the performance of this agreement in any manner provided by law. This Agreement may be terminated at the City's discretion if such default continues for a period of sixty (60) days after the City notifies EMPIRE of such default and its intention to terminate. Such notice shall be sent by the City by mail or otherwise to EMPIRE's address noted within this Agreement; and thereupon (unless EMPIRE shall have completely removed or cured said default) this Agreement shall cease and come to an end as if that were the day originally fixed herein for the expiration of the term hereof. City's agent or attorney shall then have the right, without further notice or demand, to re-enter and remove all persons and EMPIRE's property therefrom as allowed by law. If, on account of breach or default by EMPIRE of any of EMPIRE's obligations hereunder, it shall become necessary for the City to incur expenses to enforce or defend any of the City's rights or remedies hereunder, then, in any such event, any reasonable amount incurred by the City, including attorneys' fees, shall be paid by EMPIRE. Attorney's fees shall be due to the City, regardless of whether the attorney(s) used are employees or independent contractors working on behalf of the City.

9. Compliance with Local, State and Federal Laws:

The parties to this Agreement shall comply with all of the ordinances, local laws, resolutions, and Charter of the City of Saratoga Springs and comply with all local, state and federal laws, rules, statutes, codes, regulations and ordinances. The parties to the Agreement each represent their belief that this Agreement is in all material respects in compliance with applicable state and federal laws, including but not limited to 42 U.S.C. 1320a-7b and such laws relating to contracting among persons, one or both of whom are qualified providers or accepting payment under Medicaid or Medicare programs. The rights and obligations of the parties are contingent upon such compliance. The parties agree to take all actions reasonably required to rectify or prevent non-compliance with such laws.

10. Conflicts of Interest:

EMPIRE represents and warrants that it has no conflict, actual or perceived, that would prevent it from performing its duties and responsibilities under the Agreement.

11. Publicity:

EMPIRE shall not prepare or release, or cause to be prepared or released, any public notice or announcement concerning this Agreement or performance hereunder. Public notice or announcement includes, but is not limited to, notices published on or in connection with the EMPIRE's website. EMPIRE shall not plan, conduct, or cause to be planned or conducted, or take part in, any news or other conference concerning this Agreement, or work performed pursuant to it, without the City's prior written approval. EMPIRE shall not make public or publicize its relation with the City, nor use the City's name, without the City's prior written approval.

12. 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 EMPIRE's staff as the agents, representatives or employees of the City for any purpose in any manner whatsoever. EMPIRE 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. EMPIRE 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 EMPIRE or other persons, while engaged in the performance of

any work or services required by EMPIRE 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 EMPIRE, its officers, agents, Vendor and/or Service Providers or employees shall in no way be the responsibility of the City; and EMPIRE 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.

13. 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: EMPIRE shall procure and maintain during the term of this Agreement, at EMPIRE's expense, the insurance policies listed with limits equal to or greater than the enumerated limits. EMPIRE 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 EMPIRE. Every required coverage type shall be "occurrence basis" with the exception of Professional Errors and Omissions Coverage which may be "claims made" coverage. EMPIRE 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 EMPIRE 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 EMPIRE (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 EMPIRE.

The City of Saratoga Springs requires EMPIRE 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, Personal Liability and Healthcare Liability Insurance:** One Million Dollars per Occurrence with Three Million Dollars Aggregate
- **Commercial Automobile Insurance:** One Million Dollars Combined Single Limit for Owned, Hired and Non-owned Vehicles
- **Excess Liability Insurance:** One Million Dollars per Occurrence Aggregate
- **Proof of Property Insurance** for Empire Owned Contents; 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 EMPIRE 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. EMPIRE 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. EMPIRE 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 EMPIRE 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 EMPIRE. 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.

14. Indemnification:

EMPIRE, 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 EMPIRE 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 EMPIRE, as aforesaid. EMPIRE's responsibility under this section shall not be limited to the required or available insurance.

15. Americans with Disabilities Act:

EMPIRE 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. EMPIRE 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 EMPIRE. Upon request accommodation will be provided to allow individuals with disabilities to participate in all services, programs and activities.

16. 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 EMPIRE. If the City of Saratoga Springs exercises its rights pursuant to this part, EMPIRE 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 EMPIRE's work. In such case, Vendor and/or Service Provider shall immediately cure the defect. If EMPIRE 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 EMPIRE 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.

17. 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 EMPIRE/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.

18. 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. EMPIRE agrees to comply with all applicable local, state and federal laws, rules and regulations in the performance of the duties of this Agreement.

19. 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. EMPIRE represents that it has all necessary governmental licenses to perform the services described herein.

20. 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.

21. 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).

22. Venue:

The City and EMPIRE 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.

23. Assignment:

EMPIRE is prohibited from assigning, conveying, subletting or otherwise disposing of EMPIRE's right, title, or interest therein, or EMPIRE's power to execute this agreement to any other person or corporation without the previous written consent of the City. If EMPIRE assigns, conveys, sublets or otherwise disposes of EMPIRE'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.

24. Termination:

EMPIRE 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 EMPIRE 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 EMPIRE 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.

25. 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.

26. 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.

27. 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.

28. Modification: This Agreement may be modified only by a writing signed by both parties.

29. 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: Stephen P. Retzlaff Date: 1/9/19

Print Name: STEPHEN P. RETZLAFF Title: PRES.

City of Saratoga Springs' Signature: _____ Date: _____

Print Name: Meg Kelly Title: Mayor City Council Approval Date: _____

CORPORATE ACKNOWLEDGMENT

STATE OF NEW YORK)
) SS:

COUNTY OF Saratoga)

ON THIS 9TH DAY OF January 20 19 BEFORE ME PERSONALLY
CAME Stephen P. Retzlaff TO ME KNOWN, WHO BEING DULY SWORN, DID
DEPOSE AND SAY THAT HE/SHE RESIDES IN Troy, N.Y. THAT HE/SHE IS THE
President OF THE Empire Ambulance
Service THE CORPORATION DESCRIBED IN AND
WHICH EXECUTED THE FOREGOING INSTRUMENT; THAT HE/SHE KNEW THE SEAL OF SAID
CORPORATION; THAT THE SEAL AFFIXED TO SAID INSTRUMENT WAS SUCH CORPORATE SEAL;
THAT IT WAS SO AFFIXED BY THE ORDER OF THE BOARD OF DIRECTORS OF SAID
CORPORATION, AND THAT HE/SHE SIGNED HIS NAME THERETO BY LIKE ORDER.

Kathleen St. Gelais
NOTARY PUBLIC

KATHLEEN ST. GELAIS
NOTARY PUBLIC - State of New York
Reg. No. 015-004106
Qualified in Rensselaer County
Commission Expires July 3, 2022



EMPIAMB-01

JRAGUSA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/3/2019

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 The Metropolitan Agency, LLC 1 Bridge Street, Suite 140 Irvington, NY 10533	CONTACT NAME:	
	PHONE (A/C, No, Ext): (914) 357-8444 FAX (A/C, No): (914) 357-8485	
INSURED Troy Ambulance Service Inc. dba Empire Ambulance Service PO Box 438 Cohoes, NY 12047	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: AAIC	
	INSURER B: Berkshire Hathaway Specialty Ins Co	
	INSURER C:	
	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 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 type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	AMISBP1050072-02	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	<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		AMISBP1050072-02	1/1/2019	1/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	X	AMISBP1050072-02	1/1/2019	1/1/2020	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	TRWC914384	9/1/2018	9/1/2019	<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)
Subject to policy terms and conditions, per written and executed contract, the Certificate Holder is listed as Additional Insured on a primary and non-contributory basis.

CERTIFICATE HOLDER

CANCELLATION

City of Saratoga Springs
Office of Risk & Safety
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



EVIDENCE OF COMMERCIAL PROPERTY INSURANCE

DATE (MM/DD/YYYY)
3/11/2019

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

PRODUCER NAME, CONTACT PERSON AND ADDRESS The Metropolitan Agency, LLC 1 Bridge Street, Suite 140 Irvington, NY 10533		PHONE (A/C, No, Ext): (914) 357-8444	COMPANY NAME AND ADDRESS AAIC	NAIC NO:
Contact name:				
FAX (A/C, No): (914) 357-8485	E-MAIL ADDRESS:		IF MULTIPLE COMPANIES, COMPLETE SEPARATE FORM FOR EACH	
CODE:	SUB CODE:		POLICY TYPE Commercial Package	
AGENCY CUSTOMER ID #: EMPIAMB-01				
NAMED INSURED AND ADDRESS Troy Ambulance Service Inc. TA dba Empire Ambulance Service PO Box 438 Cohoes, NY 12047		LOAN NUMBER	POLICY NUMBER AMIS-BP-1050072	
		EFFECTIVE DATE 1/1/2019	EXPIRATION DATE 1/1/2020	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
ADDITIONAL NAMED INSURED(S)		THIS REPLACES PRIOR EVIDENCE DATED:		

PROPERTY INFORMATION (ACORD 101 may be attached if more space is required) ☐ BUILDING OR ☒ BUSINESS PERSONAL PROPERTYLOCATION / DESCRIPTION
166 West Ave, Saratoga Springs, NY 12866

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 EVIDENCE OF PROPERTY INSURANCE 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.

COVERAGE INFORMATION		PERILS INSURED	BASIC	BROAD	<input checked="" type="checkbox"/> SPECIAL	
COMMERCIAL PROPERTY COVERAGE AMOUNT OF INSURANCE: \$ 468,000				DED: 500		
	YES	NO	N/A			
<input checked="" type="checkbox"/> BUSINESS INCOME <input type="checkbox"/> RENTAL VALUE				If YES, LIMIT:	<input checked="" type="checkbox"/> Actual Loss Sustained; # of months: 12	
BLANKET COVERAGE	<input checked="" type="checkbox"/>			If YES, indicate value(s) reported on property identified above: \$	468,000	
TERRORISM COVERAGE	<input checked="" type="checkbox"/>			Attach Disclosure Notice / DEC		
IS THERE A TERRORISM-SPECIFIC EXCLUSION?		<input checked="" type="checkbox"/>				
IS DOMESTIC TERRORISM EXCLUDED?		<input checked="" type="checkbox"/>				
LIMITED FUNGUS COVERAGE		<input checked="" type="checkbox"/>		If YES, LIMIT:	DED:	
FUNGUS EXCLUSION (If "YES", specify organization's form used)	<input checked="" type="checkbox"/>					
REPLACEMENT COST	<input checked="" type="checkbox"/>					
AGREED VALUE		<input checked="" type="checkbox"/>				
COINSURANCE		<input checked="" type="checkbox"/>		If YES, %		
EQUIPMENT BREAKDOWN (If Applicable)	<input checked="" type="checkbox"/>			If YES, LIMIT: 468,000	DED: 500	
ORDINANCE OR LAW - Coverage for loss to undamaged portion of bldg	<input checked="" type="checkbox"/>			If YES, LIMIT:	DED:	
- Demolition Costs	<input checked="" type="checkbox"/>			If YES, LIMIT:	DED:	
- Incr. Cost of Construction	<input checked="" type="checkbox"/>			If YES, LIMIT:	DED:	
EARTH MOVEMENT (If Applicable)	<input checked="" type="checkbox"/>			If YES, LIMIT: 468,000	DED: 3,900	
FLOOD (If Applicable)	<input checked="" type="checkbox"/>			If YES, LIMIT: 468,000	DED: 1,000	
WIND / HAIL INCL <input type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:				If YES, LIMIT:	DED:	
NAMED STORM INCL <input type="checkbox"/> YES <input type="checkbox"/> NO Subject to Different Provisions:				If YES, LIMIT:	DED:	
PERMISSION TO WAIVE SUBROGATION IN FAVOR OF MORTGAGE HOLDER PRIOR TO LOSS						

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.

ADDITIONAL INTEREST

CONTRACT OF SALE	LENDER'S LOSS PAYABLE	LOSS PAYEE	LENDER SERVICING AGENT NAME AND ADDRESS
MORTGAGEE			
NAME AND ADDRESS Evidence of Insurance			AUTHORIZED REPRESENTATIVE