

**ADMINISTRATIVE SERVICES
COMMITTEE MEETING
April 20, 2020**

April 20, 2020 Administrative Services Committee Meeting was held by video conference. This meeting is permitted and authorized under Executive Order 202.1 which permits meetings of public bodies to be held by video conference or teleconference.

Chairman Corradino called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Councilor Corradino, Councilor Burridge, Councilor Hill, Councilor McBrearty.

Councilor Tesoriero was excused.

OTHERS PRESENT: Councilor Walker; Councilor Gosek; William J. Barlow Jr., Mayor; Kevin Caraccioli, City Attorney.

MEDIA PRESENT: There was no media present.

A motion to approve the minutes of April 6, 2020 meeting was made by Councilor Hill and seconded by Councilor McBrearty; minutes were approved by a unanimous vote.

OLD BUSINESS: There was no old business.

NEW BUSINESS:

1. Mayor William J. Barlow, Jr requests authorization to execute an agreement and advance funds with Delta Engineers to provide engineering and land surveying services for City of Oswego Flood damage repair associated with DR4472, the FEMA declaration from 2019 associated with the high-water levels along Lake Ontario. Mayor Barlow said that in 2019 the City received a second FEMA Declaration to help with two parts of the City that received damage from Lake Ontario's high water levels. He said the first area was behind the Eastside Wastewater Plant, since the shoreline has been eroded due to the highwater. He said the second area was along the West Linear River Walk where the sidewalk has collapsed because of the high water and waves have worn it down. He said the FEMA Declaration will pay to repair both areas.

COMMITTEE DECISION: Councilor Burridge made a motion to forward a favorable recommendation to the Full Council to authorize the request that the Mayor be authorized to execute an agreement and advance funds with Delta Engineers to provide engineering and land surveying services for City of Oswego Flood damage repair associated with DR4472, the FEMA declaration from 2019 associated with the high-water levels along Lake Ontario. Councilor McBrearty seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE MAYORS OFFICE.

2. Mayor William J. Barlow Jr., requests authorization to select and approve the bid submitted by W.D. Malone Trucking and Excavating, Inc. for the Route 48 Gateway Project. Mayor Barlow said that this item dates back to 2014. He said he believes it is a worthwhile project which is why he advocated for it during his time on the City Council. He said the point of this project is to implement BioSwells along Route 48 to help collect and naturally remediate rainwater while also preventing it from having to go into the storm sewers system. He said it is a beautification project for the Route 48 corridor. He said that this took so long to get up and going because originally the sewer separation project was also going on so it would not have made sense to start this project until after 2017. He said the project is \$437,000.00 total which includes construction and design. He said it is funded by a grant that the City won years ago which is a 75/25 match. He said the only bid for this project came back at \$248,000.00 by W.D. Malone and it is under budget. He said the City match for this project will be \$107,000 because that is 25% of both construction and design.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to select and approve the bid submitted by W.D. Malone Trucking and Excavating, Inc. for the Route 48 Gateway Project. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE ENGINEERING DEPARTMENT.

3. Randall B. Griffin, Fire Chief, requests permission for the City Chamberlain to accept monetary donation of \$2,500.00 from NRG Energy Inc. Mayor Barlow said that this was an unsolicited donation from NRG Energy. He said they would like to donate \$2,500.00 to the City of Oswego first responders. He said they wish to have the \$2,500.00 spent on COVID-19 expenses.

COMMITTEE DECISION: Councilor Burridge made a motion to forward a favorable recommendation to the Full Council to authorize the request for permission for the City Chamberlain to accept monetary donation of \$2,500.00 from NRG Energy Inc. Councilor McBrearty seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

4. The City Engineering Department requests that the bid submitted by W.D. Malone Trucking & Excavating, Inc. for the Brietbeck Shoreline Restoration Project be approved. Mayor Barlow said that this deals with the 2017 FEMA Declaration. He said this will be the first of the City's 4 FEMA projects dealing with the 2017 Declaration. He said this project involves additions to the Harbor Trail/Brietbeck Park shoreline. He said this will stop the shoreline from eroding further due to the highwater levels. He said DELTA Engineers developed the scope. He said the City had two quotes come in for this project, one was 1.5 million and the one the City is going with, from W. D. Malone, is \$1.7 million. He said the low quote was disqualified because the riprap is required to be barged in to avoid large amounts of truck traffic within the City and a cleaner construction site. He said that this is FEMA money not City money.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the request that the bid submitted by W.D. Malone Trucking & Excavating, Inc. for the Brietbeck Shoreline Restoration Project be approved. Councilor Burriged seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

5. The City Engineering Department requests that the Mayor be authorized to sign Change Order No. 1 with Marcellus Construction Company for the Combined Sewer Separation - Third 25% with no increase to the total contract amount of \$6,462,229.00. Mayor Barlow said that this change order involves the Sewer Separation Act that is happening on the Westside of Oswego in the downtown area. He said that in the contract that the Council had previously authorized a \$600,000 allowance was built in for change orders that were expected with this project since it is in an older area of the City. He said that is why this is a \$0 change order. He said the reason for the change order is the City is requesting to install new water valves while the streets and sidewalks are already open. He said this will lessen the inconvenience for residents. Councilor Corradino said that since this is the first project to use the contingency allowance it leaves about \$589,000.00 left.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order No. 1 with Marcellus Construction Company for the Combined Sewer Separation - Third 25% with no increase to the total contract amount of \$6,462,229.00. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION WILL BE PREPARED BY THE ENGINEERING DEPARTMENT.

6. The City Engineering Department requests that the Mayor be authorized to sign Change Order No. 1 with John R. Dudley, Inc. for said the Eastside Wastewater Treatment Plant Electrical and SCADA Upgrades with no increase to the total contract amount of \$1,970,370.00. Mayor Barlow said that a \$100,000.00 allowance was built in for this project. He said the reason for this change order is that the contractors found asbestos, that the City did not know about, during construction. He said this is a \$0 change order because of the built-in allowance and this will take about \$48,000.00 of that but they believe it is necessary.

COMMITTEE DECISION: Councilor Burrige made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order No. 1 with John R. Dudley, Inc. for said the Eastside Wastewater Treatment Plant Electrical and SCADA Upgrades with no increase to the total contract amount of \$1,970,370.00. Councilor McBrearty seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

7. The Office of Community Development requests that the Mayor be authorized to sign Change Order No.1 1F with Barton & Loguidice, D.P.C. for the Downtown Oswego Route 104 Complete Streets Project with the decrease of \$35,582 to change the total project amount to \$1,086,813.00. Mayor Barlow said that this is for the 104 Complete Streets Project that the City started and completed last year. He said that this project was funded \$1,000,000.00 from the City's \$10,000,000.00 from the Downtown Revitalization grant and was also funded by a \$500,000.00 federal tap grant that the City received. He said that this is the final transaction associated with this project. He said the final project cost is \$1,086,000.00.

COMMITTEE DECISION: Councilor Hill made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign Change Order No.1 1F with Barton & Loguidice, D.P.C. for the Downtown Oswego Route 104 Complete Streets Project with the decrease of \$35,582 to change the total project amount to \$1,086,813.00. Councilor Burrige seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

8. The City of Oswego Youth Bureau requests that the Mayor be authorized to sign the annual agreements with the Youth Bureau and the Oswego YMCA for the operation of the East Side Youth Bureau and Skatepark as well as for

Youth Development State Aide for Oswego Recreation/Youth Services/Administration. Mayor Barlow said that this item is authorized when the budget is passed every year, so the funding is already in the budget. He said this will give him permission to sign the agreement. He said the City is relocating the youth activities associated with the YMCA from the Ponzi Building Eastside Youth Center to the former church on the Eastside. He said they are also taking the skate park and moving it to the same location. He said they believe this will be beneficial to the youth and the staff at the YMCA to have these two locations consolidated. He said that the move makes it more affordable but the increase in minimum wage offsets the cost.

COMMITTEE DECISION: Councilor McBrearty made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign the annual agreements with the Youth Bureau and the Oswego YMCA for the operation of the East Side Youth Bureau and Skatepark as well as for Youth Development State Aide for Oswego Recreation/Youth Services/Administration. Councilor Hill seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

9. The City Engineering Department requests that the Mayor be authorized to sign a proposal with National Grid to provide lighting to Fifth Avenue (Poles 29 1/2, 30 & 34) and that the previously approved Resolution No. 19 of 2020 be rescinded. Mayor Barlow said that when this item came before the Council earlier this year the wrong account number was associated with the resolution and there was confusion with the associated expense. He said that each pole will be \$97.00 and that the City has requested 3 more poles for this item. He said it is a \$289.00 increase in the City's contract with National Grid.

COMMITTEE DECISION: Councilor Burrige made a motion to forward a favorable recommendation to the Full Council to authorize the Mayor to sign a proposal with National Grid to provide lighting to Fifth Avenue (Poles 29 1/2, 30 & 34) and that the previously approved Resolution No. 19 of 2020 be rescinded. Councilor McBrearty seconded the motion, unanimous approval.

THE RESOLUTION THAT WAS PART OF THE MEETING WILL BE FORWARDED TO THE FULL COUNCIL.

A motion to adjourn the meeting was made at 7:00 p.m. by Councilor Hill. A second was made by Councilor McBrearty, unanimous approval.

Respectfully Submitted,

Brooke Fitzgerald
Recording Secretary