

ALBANY WATER BOARD
MINUTES OF REGULAR MEETING

A regular meeting of the Albany Water Board was officially convened at 9:45 AM, in the Conference Room at the Albany Water Board, 10 North Enterprise Drive, Albany, New York Friday, June 22, 2018.

PRESENT: Charles Houghton, Chairman; Dan Ranellone, Vice Chairman; Rachel Johnson, Secretary; Anthony Owens, Treasurer; Barbara Smith, Member

STAFF PRESENT: Joseph E. Coffey, Jr., P.E., Commissioner; Thomas Dufresne, CFO; Bill Simcoe, Deputy Commissioner; Emily Lyons, Confidential Assistant

BOARD ADVISORS PRESENT: William Kahn, UHY Advisors; Madalyn DeThomasis, Assistant Corporation Counsel; Jamie Cote, The Bonadio Group.

Approval of May 24 Regular Meeting

Chairman Charles Houghton introduced the minutes of the Regular Meeting held on May 24, 2018. With no objection, the reading of minutes was dispensed and Mr. Houghton called for a motion to approve the minutes of said meeting. A motion was made and seconded and passed unanimously.

Public Comment Period

No public comments.

Committee and Other Reports

Independent Audit Report: Mr. Cote presented on the 2017 financials and audit report. More details on the presentation can be found in the minutes of the June 22, 2018 Audit Committee Meeting.

Financial Report: Thomas Dufresne, Chief Fiscal Officer.

Revenue has continued to be soft for the year, and remains lower than the previous year. Mr. Dufresne is currently investigating consumption data to better understand the decrease and why customers are using less. The detailed report is attached.

Expenses have been controlled, and up from last year. The increase is mainly due to increased personnel spending, with previous vacant positions being filled, along with budgeted cost of living adjustments and equipment purchases. Currently, we are still 25% under budget for the year.

Cash flow is positive; debt service is lower than last year, and capital spending is ramping up.

Commissioner's Report: Joe Coffey, Commissioner.

The department hired a new fleet management staff person with background in vehicle auction, asset management and staff management. The new hire will bring a new level of professionalism as we upgrade our fleet. He will be looking at new ways to acquire and retire our vehicles, and look at GPS and fuel data to better understand costs and make more informed decisions.

Mike Ruede, Operations Manager is back after being on sick leave. He is currently working to improve our computerized management system, which will tie work orders into inventory, costs, job status, and better digital records.

We currently have over 150 pavement patches haven't been repaired yet since last October. This is unacceptable, and we are working to improve. We have had short staffing on our restoration team, but we need to find a better way to get the work done on time, or possibly subcontract restoration.

The state released a study on the quality of the state's dam infrastructure. Currently, dam maintenance work is not eligible for EFC grant funding. We are working on improvements at Basic Creek Reservoir, and are currently evaluating the proposal from the engineering consultant. Based on that information, Rensselaer Lake is our 1st priority, followed by Basic Creek. Some repairs are required at Alcove spill way, but it is not extensive work.

We are reviewing the architects concept plans and estimates for facility improvements to 35 Erie Blvd and 10 North Enterprise Drive. Estimates to demo and rebuild a new facility for inventory and garage at 35 Erie Blvd. were 5 million dollars, which seemed too high. We need to re-evaluate and go back to the drawing board. Currently there is no space in our current building for additional staff.

Beaver Creek Clean River Project: We are working on a second design concept for the Beaver Creek Project, and hope to share at next meeting. We have had 7 public meetings so far and will be moving forward with the Community Advisory Committee (CAG) to help plan the community improvements in Lincoln Park. The park improvements will be focused on benefits to the community, education and the Ravine's rich history, while also keeping it low maintenance and as natural as possible. The CAG will also work with the planner who is selected for the Lincoln Park Master Plan. The video walk-through and drone footage should be ready by next week.

We are partnering with Radix, who is constructing a Floating Wetland. We plan for deployment in a few weeks, and a media event following soon after.

Other Project Updates: Bill Simcoe, Deputy Commissioner shared project updates as well.

Loudonville: AWD is currently piloting using liquid lime at Loudonville (as opposed to dry). The liquid lime is easier to use and implement. We started the pilot as we noticed a lower pH at Loudonville after connection to Colonie, whose pH levels are lower.

Feura Bush Plant: We are moving forward with project upgrades at Feura Bush plant. This includes roof replacements at the building over basins 4, 5, and 6, as well as work on lagoon 2 to bring it back into service.

Upper Washington Improvements: We will be installing a new sewage pumping station at Harriman and SUNY, and a new water tank at Harriman campus.

We are also proposing a flood mitigation project and applying for grant money at Hackett Blvd. The LTCP Mereline stormwater project will be going to bid shortly. We are also looking into using more technology in our daily operations for water and stormwater. Commissioner Coffey commented on his appreciation for Bill Simcoe and the great value and vision he has brought to the department in

getting grants and helping us become a model utility. Overall, the professionalism and skill set of AWD staff has increased dramatically over the past 4 years.

Lead water service grant project status report: AWD did not receive any bids for lead service replacement on the initial RFP. Currently, we are doing compliance testing for lead and copper and sending lead sample kits throughout the wards to a designated list of homes that have lead water service pipes. We hope to have at least 70 samples taken. Depending on results from the lead testing, we will suggest replacement of lead service lines under the grant. We are also currently researching our excavation policy and comparing to other communities. Currently, homeowners own the service line to the house; however, we have traditionally still repaired the service from the tap to the curb stop.

Old Business

Guilderland Water Purchase Agreement: There is an agreement in principle on the water side between AWB and Town of Guilderland. We are still working on the sewer side and hope to establish an agreement on sewer infrastructure use between the two municipalities. The department plans to have a draft in the coming weeks.

Coeymans Property Assessment: More information will be available next month.

Alcove – Nature Conservancy: The Commissioner updated the Board on the progress of the negotiations with the Mohawk Hudson Land Conservancy for the Conservation Easement. All legal requirements have been resolved and we plan to have a document in July for the Water Board's approval. Mr. Houghton questioned if the revenue increase from the sale of carbon credits will create mixed messages for future rate increases. Commissioner Coffey commented that any increased revenue could help reduce the amount of rate increases, but would not be enough to negate the need for increases. Mr. Ranellone also commented that future communications to customers should emphasize the importance of investment in our operations and infrastructure. He also mentioned incorporating metrics into messages to show the good value our customers get for their money.

New Business

Long Term Control Plan- Watervliet Green Infrastructure Project Cost Overrun: A green Infrastructure project in Watervliet exceeded their budget, and so the City of Watervliet is asking for relief from the other CSO Pool communities. The overrun was partially due to the contracted firm being denied EFC financing. An agreement can be made this year for the Water Board to assist with the overrun; however payments would not be due until next year. Commissioner Coffey commented on how this is a good example of the nuances that can arise with the Long Term Control Plan. The Water Board has been fortunate with our resources; however, other communities might not have had the foresight. We are looking at these situations in a holistic manor with the overall goal to keep the coalition strong.

Resolutions

Mr. Houghton called for a motion to approve each of the following resolutions. A motion was made for each and seconded; each resolution passed unanimously.

- **Resolution 18-46:** Accepting the 2017 Financial Statements and Independent Audit Report
- **Resolution 18-47:** Authorizing Approval Of Change Order #2 For Extension Of Time (No Change In Contract Value) to Contract with Peter Luizzi & Brothers for Hackett Boulevard Water Main Replacement Project.
- **Resolution 18-48:** Authorizing Change Order #1 in the amount of \$44,547.25 for work associated with the City of Albany Floatables Control Contract with William J. Keller & Sons
- **Resolution 18-49:** Authorizing Change Order #1 in the amount of \$10,256.40 for work associated with the Alcove Reservoir Water Supply Gate Rehabilitation Contract with Alpine Construction, LLC.
- **Resolution 18-50:** Authorizing the Extension of the Master Services Agreement with Lacey Thaler Reilly & Wilson Architects for the second option year of the Term Contract, through April 30, 2019
- **Resolution 18-51:** Authorizing Award and Execution of contracts for the Feura Bush Water Filtration Plant Employee and Public Space Improvements:
 - Contract 1A – General Contract
U.W. Marx Construction Company
Total Bid Price with Allowance + Add Alternate 1 = \$1,632,631.00
 - Contract 1B – Electrical Contract
Brunswick Electric, Inc.
Total Bid Price with Allowance = \$355,337.00
 - Contract 1C – HVAC Contract
Collett Mechanical, Inc.
Total Bid Price with Allowance = \$1,342,000.00
 - Contract 1D – Plumbing Contract
FPI Mechanical, Inc.
Total Bid Price with Allowance = \$165,120.00
- **Resolution 18-52:** Authorizing Task Order under the Master Services Agreement with Schnabel Engineering for work associated with Preliminary Design Engineering Services for the Basic Creek Dam Rehabilitation Project in the not to exceed amount of \$45,000.
- **Resolution 18-53:** Authorizing Task Order under the Master Services Agreement with Schnabel Engineering for work associated with the Feura Bush Water Treatment Plant Lagoons in the not to exceed amount of \$368,000.
- **Resolution 18-54:** Authorizing Task Order under the Master Services Agreement with The Chazen Companies for survey work at Shaker Park in the not to exceed amount of \$21,800.
- **Resolution 18-55:** Authorizing Task Order under the Master Services Agreement with OBG Engineers for Design of Renovations to Sedimentation Basins 4, 5 and 6 at the Feura Bush Water Treatment Plant in the not to exceed amount of \$216,000.
- **Resolution 18-56:** Authorizing Change Order #2 for an extension of time to August 31, 2018 (no change in contract value) for work associated with 2017 Large Diameter Trunk Sewer Rehabilitation contract with Arold Construction Company, Inc.
- **Resolution 18-57:** Determining That Action to Undertake The Beaver Creek - Phase 6 Project Is A "Type II Action" And No Further Action Is Required Under SEQRA with Respect Thereto
- **Resolution 18-58:** Authorizing Transfer Of \$950,000 From On-Going Funds To Capital Account 8350.7620 (Sewer Rehabilitation) For Beaver Creek – Phase 6 Project

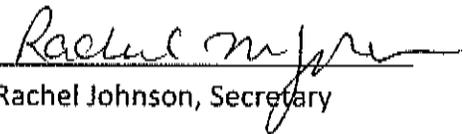
Executive Session

The Board found no purpose to enter executive session for this meeting.

The Board discussed changing the start time for future Water Board meetings and agreed to start the July 2t, 2018 meeting at 9:00am.

Being no further business, Mr. Houghton called for a motion to adjourn the meeting. A motion was made, seconded and passed unanimously. The meeting was adjourned at 11:15 AM.

Recorded by: Emily Lyons, Confidential Assistant

Approved by: 
Rachel Johnson, Secretary

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
COMBINED FINANCIAL STATEMENTS
For the period ending May 31, 2018

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ALBANY WATER BOARD
 ALBANY MUNICIPAL WATER FINANCE AUTHORITY
 SCHEDULE OF REVENUES
 May 31, 2018

| | 2018 Budget | 2018 Actual | Variance Favorable (Unfavorable) | Variance % | 2017 Budget | 2017 Actual | Variance Favorable (Unfavorable) | Variance % |
|--------------------------------|----------------|----------------|--|---------------|----------------|----------------|--|---------------|
| Water and sewer revenue | | | | | | | | |
| May | 3,344,689 | \$ 3,881,121 | \$ 536,432 | 16% | \$ 2,836,826 | \$ 3,501,337 | \$ 664,511 | 23% |
| Year-to-Date | 14,478,416 | \$ 14,015,196 | \$ (463,220) | -3% | \$ 14,184,134 | \$ 14,726,375 | \$ 542,241 | 4% |
| Investment income | | | | | | | | |
| May | \$ 22,917 | \$ 23,121 | \$ 205 | 1% | \$ 33,333 | \$ 64,170 | \$ 30,837 | 93% |
| Year-to-Date | \$ 114,583 | \$ 122,658 | \$ 8,074 | 7% | \$ 166,665 | \$ 111,046 | \$ (55,619) | -33% |

Additional Cash Receipts Monthly YTD

| | | | |
|-------------------------|-----------------|------------------|--|
| Miscellaneous | | | |
| Other | \$ 295 | \$ 17,189 | |
| Fishing Permits | \$ 245 | \$ 435 | |
| Sales of Scrap | \$ 2,844 | \$ 5,852 | |
| Insurance Recoveries | \$ - | \$ - | |
| Delmar Mall Easement | \$ - | \$ - | |
| Delaware Plaza Easement | \$ - | \$ - | |
| Rent | | | |
| Huck Finn | \$ 1,250 | \$ 6,250 | |
| DASNY Rent | \$ 1,250 | \$ 6,250 | |
| Lamar | \$ - | \$ - | |
| Time Warner Rent | \$ - | \$ - | |
| Sprint | \$ - | \$ - | |
| Totals | \$ 5,884 | \$ 35,976 | |

Note: The revenue budgets reflect forecasted revenue collections of \$37,725,000 and \$39,290,000 for 2018 and 2017, respectively.

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
SCHEDULE OF OPERATING
May 31, 2018

| | YEAR-TO-DATE May 2018 | | | | 2017 YTD ACTUAL |
|---|-----------------------|--------------------|-------------------|------------------|--------------------|
| | 2018 ANNUAL BUDGET | ADJUSTED BUDGET | ACTUAL | (OVER)/ UNDER | |
| Administration | | | | | |
| Personnel services | 1,263,510 | 510,264 | 489,055 | 21,209 | 416,118 |
| Equipment/Furniture | 2,000 | 808 | 890 | (83) | - |
| Contractual and other expenses | 251,395 | 101,525 | 84,211 | 17,314 | 71,507 |
| Benefits | 465,999 | 188,192 | 127,605 | 60,587 | 138,081 |
| | 1,982,904 | 800,788 | 701,761 | 99,027 | 625,706 |
| Supply, Power and Pumping | | | | | |
| Personnel services | 912,712 | 368,595 | 255,293 | 113,302 | 263,574 |
| Equipment | 211,000 | 85,212 | 10,315 | 74,896 | 4,949 |
| Contractual and other expenses | 151,735 | 61,278 | 45,443 | 15,835 | 33,526 |
| Benefits | 197,367 | 79,706 | 95,595 | (15,889) | 97,382 |
| | 1,472,814 | 594,790 | 406,646 | 188,144 | 399,431 |
| Purification | | | | | |
| Personnel services | 1,486,196 | 600,195 | 511,663 | 88,531 | 400,044 |
| Equipment | 255,000 | 102,981 | 19,091 | 83,889 | 48,575 |
| Contractual and other expenses | 1,365,728 | 551,544 | 296,989 | 254,555 | 287,077 |
| Benefits | 459,287 | 185,481 | 160,978 | 24,503 | 129,962 |
| | 3,566,211 | 1,440,201 | 988,722 | 451,479 | 865,658 |
| Transmission/Distribution | | | | | |
| Personnel services | 2,988,926 | 1,207,066 | 927,585 | 279,481 | 959,238 |
| Equipment | 570,000 | 230,192 | 7,257 | 222,935 | 177,954 |
| Contractual and other expenses | 2,352,159 | 949,910 | 372,980 | 576,930 | 343,082 |
| Benefits | 967,571 | 390,750 | 320,662 | 70,088 | 356,004 |
| | 6,878,656 | 2,777,919 | 1,628,484 | 1,149,434 | 1,836,278 |
| Sewer Services | | | | | |
| Personnel services | 888,478 | 358,808 | 342,900 | 15,908 | 296,330 |
| Equipment | 363,000 | 146,596 | 38,546 | 108,050 | 485 |
| Contractual and other expenses | 1,854,062 | 748,756 | 377,755 | 371,001 | 289,010 |
| Benefits | 202,781 | 81,892 | 137,142 | (55,250) | 120,296 |
| | 3,308,321 | 1,336,053 | 896,343 | 439,710 | 706,120 |
| Pumping Stations | | | | | |
| Personnel services | 166,365 | 67,186 | 63,572 | 3,614 | 59,073 |
| Equipment | 10,000 | 4,038 | - | 4,038 | - |
| Contractual and other expenses | 371,807 | 150,153 | 74,806 | 75,347 | 62,146 |
| Benefits | 74,015 | 29,891 | 30,540 | (649) | 25,157 |
| | 622,187 | 251,268 | 168,918 | 82,350 | 146,376 |
| Taxes Paid to Municipalities | | | | | |
| | 2,262,758 | 565,690 | 570,809 | (5,119) | 566,134 |
| County Sewer Contract | | | | | |
| | 6,500,000 | 3,250,000 | 3,114,673 | 135,327 | 3,054,422 |
| Contingencies, Insurance and Other | | | | | |
| | 4,516,633 | 1,345,626 | 850,961 | 494,665 | 722,911 |
| Total Operating Expenses | 31,110,484 | 12,362,334 | 9,327,318 | 3,035,017 | 8,923,037 |
| Capital Expenditures | | | | | |
| | 3,000,000 | 1,250,000 | 951,572 | 298,428 | 955,960 |
| GRAND TOTAL | 34,110,484 | 13,612,334 | 10,278,890 | 3,333,445 | 9,878,997 |

| EXPENSE SUMMARY: | 2018 | 2017 | Change |
|--------------------------------|-----------|-----------|-----------|
| Personnel Services | 2,590,068 | 2,394,378 | 195,690 |
| Equipment | 76,101 | 231,963 | (155,862) |
| Contractual and other expenses | 1,252,184 | 1,086,348 | 165,837 |
| Benefits | 872,522 | 866,882 | 5,640 |
| Other | 4,536,443 | 4,343,467 | 192,976 |
| | 9,327,318 | 8,923,037 | 404,280 |

| | |
|-------------------------------------|--------|
| Percent Increase/Decrease over 2017 | 4.5% |
| Percent under Budget | -24.6% |
| Personnel Services under Budget | -16.8% |
| | -23.1% |

03 - Operating Expenses

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
SCHEDULE OF CAPITAL EXPENDITURES
May 31, 2018

Actual Expenditures to Date

| | | |
|------|-----------|-------------------|
| 1995 | \$ | 3,459,286 |
| 1996 | | 3,148,713 |
| 1997 | | 2,977,569 |
| 1998 | | 2,059,812 |
| 1999 | | 2,696,065 |
| 2000 | | 1,771,829 |
| 2001 | | 2,437,338 |
| 2002 | | 3,384,049 |
| 2003 | | 3,845,848 |
| 2004 | | 5,673,522 |
| 2005 | | 2,389,244 |
| 2006 | | 1,575,740 |
| 2007 | | 459,599 |
| 2008 | | 1,230,331 |
| 2009 | | 1,807,010 |
| 2010 | | 1,108,164 |
| 2011 | | 734,443 |
| 2012 | | 2,266,553 |
| 2013 | | 2,059,475 |
| 2014 | | 1,832,084 |
| 2015 | | 2,076,594 |
| 2016 | | 8,403,230 |
| 2017 | | 5,737,150 |
| 2018 | | 951,572 |
| | \$ | 64,085,219 |

Comparative Expenditures

| [----- 2016 -----] | | 2017 | |
|--------------------|---------------------|-----------|---------------------|
| January | \$ - | January | \$ - |
| February | | February | 5,949 |
| March | 423,060 | March | 94,117 |
| April | 72,924 | April | 336,818 |
| May | 94,213 | May | 519,075 |
| June | 329,510 | June | 668,351 |
| July | 115,872 | July | 878,960 |
| August | 253,453 | August | 903,516 |
| September | 1,383,307 | September | 96,704 |
| October | 427,592 | October | 407,796 |
| November | 353,823 | November | 717,995 |
| December | 4,949,476 | December | 1,107,869 |
| | \$ 8,403,230 | | \$ 5,737,150 |

| 2018 | Gross Capital | Grants & Funding | Net Capital | YTD |
|-----------|-------------------|------------------|-------------------|----------------|
| January | \$ - | | \$ - | \$ - |
| February | - | | - | - |
| March | - | | - | - |
| April | 35,417 | | 35,417 | 35,417 |
| May | 916,156 | | 916,156 | 951,572 |
| June | - | | - | 951,572 |
| July | - | | - | 951,572 |
| August | - | | - | 951,572 |
| September | - | | - | 951,572 |
| October | - | | - | 951,572 |
| November | - | | - | 951,572 |
| December | - | | - | 951,572 |
| | \$ 951,572 | \$ - | \$ 951,572 | 951,572 |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
SCHEDULE OF OVERTIME
May 31, 2018

| OVERTIME | Budget 5/31/2018 YTD | Actual 5/31/2018 YTD | Budget Difference (over)/under | Actual 5/31/2017 YTD | Actual Difference (over)/under |
|---------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|--------------------------------------|
| Supply, Power and Pumping | \$ 30,288 | \$ 24,574 | \$ 5,715 | \$ 19,265 | \$ (5,309) |
| Purification | \$ 36,346 | \$ 36,544 | \$ (198) | \$ 27,028 | \$ (9,516) |
| Transmission/Distribution | \$ 113,077 | \$ 127,626 | \$ (14,549) | \$ 146,498 | \$ 18,872 |
| Sewer Services | \$ 20,192 | \$ 29,403 | \$ (9,211) | \$ 26,211 | \$ (3,193) |
| Pumping Stations | \$ 2,019 | \$ 3,450 | \$ (1,431) | \$ 2,170 | \$ (1,280) |
| TOTAL | \$ 201,923 | \$ 221,597 | \$ (19,674) | \$ 221,172 | \$ (425) |

Percentage -9.74% -0.2%

5/31/2018

\$ 4,767,724

DUE FROM THE CITY OF ALBANY

\$ 1,139,508

Rt 7 ACCOUNTS RECIEVABLE

**ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018**

| Trial Balance Listing Account Description | April | | May | | 2017 | |
|--|-------------------|-------------------|-----------------|-------------------|-------------------|-------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | MTD Balance | MTD Balance |
| Department 8120 - Sewer Maintenance | | | | | | |
| Salaries | 256,738.75 | 56,758.31 | - | 313,497.06 | - | - |
| Supervisory | - | - | - | - | 59,786.37 | - |
| Professional/Technical | - | - | - | - | - | - |
| Public Safety/Operations | - | - | - | - | 210,333.42 | - |
| Trades | - | - | - | - | - | - |
| Clerical | - | - | - | - | - | - |
| Line-up Pay/Clothing Allw | 3,600.00 | - | - | 3,600.00 | 4,600.00 | - |
| Overtime | 25,727.55 | 3,675.64 | - | 29,403.19 | 26,210.69 | - |
| Vehicles | - | - | - | - | - | - |
| Other Equipment | 3,254.00 | 35,292.00 | - | 38,546.00 | 484.59 | - |
| Supplies & Materials | 17,252.67 | 17,202.50 | - | 34,455.17 | 19,935.64 | - |
| Uniforms | - | - | - | - | - | - |
| Gasoline | 10,974.81 | - | - | 10,974.81 | 10,674.10 | - |
| Motor Vehicle Expense | 18,030.16 | 9,927.81 | - | 27,957.97 | 13,252.17 | - |
| Expense of Litigation | - | - | - | - | - | - |
| Contracted Services | 114,059.48 | 190,307.47 | - | 304,366.95 | 245,147.59 | - |
| Training/Conferences | - | - | - | - | - | - |
| Social Security | 20,783.53 | 4,315.57 | - | 25,099.10 | 21,810.06 | - |
| Hospital & Medical Ins. | 88,734.68 | 22,824.62 | 3,116.28 | 108,443.02 | 93,885.61 | - |
| Department 8120 - Sewer Maintenance Totals | 559,155.63 | 340,303.92 | 3,116.28 | 896,343.27 | 706,120.24 | |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018

| Trial Balance Listing Account Description | April | | May | | 2017 | |
|--|-------------------|------------------|---------------|-------------------|-------------------|-------------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | MTD Balance | MTD Balance |
| Department 8130 - Pumping Stations | | | | | | |
| Salaries | 48,484.35 | 11,468.83 | - | 59,953.18 | - | - |
| Supervisory | - | - | - | - | 17,548.44 | 17,548.44 |
| Public Safety/Operations | - | - | - | - | 39,354.58 | 39,354.58 |
| Temporary Help | 168.75 | - | - | 168.75 | - | - |
| Line-up Pay/Clothing Allow | 800.00 | - | - | 800.00 | 800.00 | 800.00 |
| Overtime | 2,474.09 | 976.06 | - | 3,450.15 | 2,170.10 | 2,170.10 |
| Other Equipment | - | - | - | - | - | - |
| Supplies & Materials | - | - | - | - | 423.00 | 423.00 |
| Fuel Oil | - | - | - | - | - | - |
| Uniforms | - | - | - | - | - | - |
| Utilities | 47,603.45 | 18,103.78 | - | 65,707.23 | 40,063.19 | 40,063.19 |
| Expense of Litigation | - | - | - | - | - | - |
| Contracted Services | 3,585.75 | 5,513.06 | - | 9,098.81 | 21,660.13 | 21,660.13 |
| Training/Conferences | - | - | - | - | - | - |
| Social Security | 3,636.27 | 872.94 | - | 4,509.21 | 4,179.40 | 4,179.40 |
| Hospital & Medical Ins. | 20,151.36 | 5,740.45 | 661.28 | 25,230.53 | 20,177.14 | 20,177.14 |
| Department 8130 - Pumping Stations Totals | 126,904.02 | 42,675.12 | 661.28 | 168,917.86 | 146,375.98 | 146,375.98 |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018

| Trial Balance Listing Account Description | April | | May | | 2017 MTD Balance |
|---|-------------------|-------------------|-----------------|-------------------|---------------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | |
| Department 8310 - Water Administration | | | | | |
| Salaries | 396,075.81 | 89,951.00 | - | 486,026.81 | - |
| Executive | - | - | - | - | 40,268.76 |
| Supervisory | - | - | - | - | 95,769.79 |
| Professional/Technical | - | - | - | - | 220,968.71 |
| Public Safety/Operations | - | - | - | - | - |
| Clerical | - | - | - | - | 59,110.79 |
| Temporary Help | 1,447.50 | - | - | 1,447.50 | - |
| Longevity Pay | 1,450.00 | - | - | 1,450.00 | 28,400.00 |
| Line-up Pay/Clothing Allow | 400.00 | - | - | 400.00 | - |
| Overtime | 1,580.40 | - | - | 1,580.40 | - |
| Furniture & Fixtures | 400.00 | 490.40 | - | 890.40 | - |
| Supplies & Materials | 16,058.83 | 2,891.69 | - | 18,950.52 | 8,037.29 |
| Utilities | 16,840.87 | 3,887.92 | - | 20,728.79 | 25,648.81 |
| Contracted Services | 11,959.26 | 1,076.40 | - | 13,035.66 | 12,275.46 |
| Printing & Binding | 1,231.02 | 623.72 | - | 1,854.74 | 1,691.02 |
| N.Y.S.P.I.N. | - | - | - | - | - |
| Fees & Services | 951.80 | - | - | 951.80 | 355.00 |
| Miscellaneous | 211.05 | - | - | 211.05 | 575.68 |
| Training/Conferences | 7,366.54 | 570.54 | - | 7,937.08 | 1,142.56 |
| Postage | 20,484.87 | 56.66 | - | 20,541.53 | 21,781.34 |
| Social Security | 30,056.88 | 6,608.72 | - | 36,665.60 | 31,847.59 |
| Hospital & Medical Ins. | 72,856.39 | 19,461.27 | 3,228.44 | 89,089.22 | 77,833.40 |
| Department 8310 - Water Administration Totals | 579,371.22 | 125,618.32 | 3,228.44 | 701,761.10 | 625,706.20 |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018

| Trial Balance Listing Account Description | April | | May | | 2017 | |
|--|-------------------|-------------------|-----------------|-------------------|-------------------|-------------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | MTD Balance | MTD Balance |
| Department 8320 - Source of Supply, Power | | | | | | |
| Salaries | 181,843.42 | 47,318.35 | - | 229,161.77 | - | - |
| Supervisory | - | - | - | - | 5,144.18 | 5,144.18 |
| Professional/Technical | - | - | - | - | 70,042.39 | 70,042.39 |
| Public Safety/Operations | - | - | - | - | 156,285.83 | 156,285.83 |
| Clerical | - | - | - | - | 12,836.88 | 12,836.88 |
| Temporary Help | 101.25 | 1,456.00 | - | 1,557.25 | - | - |
| Line-up Pay/Clothing Allow | 2,960.00 | 400.00 | - | 3,360.00 | 2,640.00 | 2,640.00 |
| Overtime | 20,134.38 | 4,439.41 | - | 24,573.79 | 19,264.98 | 19,264.98 |
| Vehicles | - | - | - | - | - | - |
| Other Equipment | - | 10,315.24 | - | 10,315.24 | 4,948.99 | 4,948.99 |
| Supplies & Materials | 6,950.46 | 3,619.26 | - | 10,569.72 | 5,691.49 | 5,691.49 |
| Fuel Oil | 1,737.32 | 547.48 | - | 2,284.80 | 1,395.56 | 1,395.56 |
| Uniforms | - | - | - | - | - | - |
| Gasoline | 1,693.51 | 1,931.32 | - | 3,624.83 | 2,774.35 | 2,774.35 |
| Utilities | 15,942.55 | 6,767.85 | - | 22,710.40 | 20,786.69 | 20,786.69 |
| Contracted Services | 3,285.55 | 2,500.00 | - | 5,785.55 | 1,771.48 | 1,771.48 |
| Miscellaneous | 10.69 | 172.50 | - | 183.19 | 25.00 | 25.00 |
| Training/Conferences | - | 284.38 | - | 284.38 | 1,081.20 | 1,081.20 |
| Social Security | 15,677.88 | 4,080.69 | - | 19,758.57 | 20,236.06 | 20,236.06 |
| Hospital & Medical Ins. | 57,269.10 | 18,252.39 | 3,044.60 | 72,476.89 | 74,506.41 | 74,506.41 |
| Department 8320 - Source of Supply, Power Totals | 307,606.11 | 102,084.87 | 3,044.60 | 406,646.38 | 399,431.49 | 399,431.49 |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018

| Trial Balance Listing Account Description | April | | May | | 2017 | |
|--|-------------------|-------------------|-----------------|-------------------|-------------------|-------------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | MTD Balance | MTD Balance |
| Department 8330 - Purification | | | | | | |
| Salaries | 384,448.40 | 90,670.87 | - | 475,119.27 | - | - |
| Supervisory | - | - | - | - | - | - |
| Professional/Technical | - | - | - | - | 98,458.28 | 98,458.28 |
| Public Safety/Operations | - | - | - | - | 274,557.37 | 274,557.37 |
| Trades | - | - | - | - | - | - |
| Line-up Pay/Clothing Allow | 4,600.00 | - | - | 4,600.00 | 4,400.00 | 4,400.00 |
| Overtime | 29,017.07 | 7,527.00 | - | 36,544.07 | 27,028.21 | 27,028.21 |
| Vehicles | - | - | - | - | - | - |
| Other Equipment | - | - | - | - | - | - |
| Laboratory Equipment | 4,239.00 | - | - | 4,239.00 | 12,642.98 | 12,642.98 |
| Filtration Plant Equip | 10,078.83 | 4,773.60 | - | 14,852.43 | 35,932.10 | 35,932.10 |
| Supplies & Materials | 23,650.23 | 30,226.14 | - | 53,876.37 | 15,461.63 | 15,461.63 |
| Fuel Oil | 42,956.79 | 8,541.85 | - | 51,498.64 | 39,181.14 | 39,181.14 |
| Uniforms | - | - | - | - | - | - |
| Chemicals | 97,083.54 | 43,783.49 | - | 140,867.03 | 147,969.57 | 147,969.57 |
| Utilities | 10,026.82 | 4,865.26 | - | 14,892.08 | 45,105.32 | 45,105.32 |
| Contracted Services | 23,064.47 | 5,751.65 | - | 28,816.12 | 34,418.53 | 34,418.53 |
| Miscellaneous | 61.00 | - | - | 61.00 | 61.00 | 61.00 |
| Training/Conferences | 5,897.72 | 1,080.00 | - | 6,977.72 | 4,880.00 | 4,880.00 |
| Residuals Management | - | - | - | - | - | - |
| Social Security | 31,711.74 | 7,232.57 | - | 38,944.31 | 30,631.43 | 30,631.43 |
| Hospital & Medical Ins. | 96,725.21 | 25,306.57 | 4,598.04 | 117,433.74 | 94,930.68 | 94,930.68 |
| Department 8330 - Purification Totals | 763,560.82 | 229,759.00 | 4,598.04 | 988,721.78 | 865,658.24 | 865,658.24 |

ALBANY WATER BOARD
ALBANY MUNICIPAL WATER FINANCE AUTHORITY
EXPENSE DETAIL BY DEPARTMENT
May 31, 2018

| Account Description | April | | May | | 2017 | |
|---|---------------------|---------------------|------------------|---------------------|---------------------|---------------------|
| | Balance Forward | MTD Debits | MTD Credits | Ending Balance | MTD Balance | MTD Balance |
| Department 8340 - Transmission & Dist. | | | | | | |
| Salaries | 655,045.46 | 144,913.86 | - | 799,959.32 | - | - |
| Supervisory | - | - | - | - | 159,223.22 | 159,223.22 |
| Professional/Technical | - | - | - | - | 17,481.87 | 17,481.87 |
| Public Safety/Operations | - | - | - | - | 635,510.36 | 635,510.36 |
| Trades | - | - | - | - | - | - |
| Temporary Help | - | - | - | - | 525.00 | 525.00 |
| Line-up Pay/Clothing Allow | 9,000.00 | - | - | 9,000.00 | 9,400.00 | 9,400.00 |
| Overtime | 107,690.30 | 19,935.38 | - | 127,625.68 | 146,497.87 | 146,497.87 |
| Vehicles | - | - | - | - | 63,225.00 | 63,225.00 |
| Other Equipment | 7,257.46 | - | - | 7,257.46 | 114,729.01 | 114,729.01 |
| Equipment Streets & Sidewalks | - | - | - | - | - | - |
| Supplies & Material Sts. | 72,872.27 | 13,179.59 | - | 86,051.86 | 57,523.03 | 57,523.03 |
| Supplies - Trans. & Dist. | 59,309.17 | 37,573.24 | - | 96,882.41 | 94,757.11 | 94,757.11 |
| Uniforms | - | - | - | - | - | - |
| Gasoline | 43,899.25 | - | - | 43,899.25 | 42,696.41 | 42,696.41 |
| Supp/Matrl-Meter Repair | 5,482.00 | 4,930.89 | - | 10,412.89 | 19,618.39 | 19,618.39 |
| Utilities | 19,611.46 | 10,114.76 | - | 29,726.22 | 29,713.70 | 29,713.70 |
| Motor Vehicle Expense | 37,085.26 | 21,610.59 | - | 58,695.85 | 24,458.12 | 24,458.12 |
| Expense of Litigation | - | - | - | - | - | - |
| Contracted Services | 23,166.98 | 22,097.42 | - | 45,264.40 | 74,269.87 | 74,269.87 |
| Miscellaneous | 295.61 | - | - | 295.61 | 45.00 | 45.00 |
| Training/Conferences | 26.95 | 1,725.00 | - | 1,751.95 | - | - |
| Social Security | 57,780.66 | 11,868.67 | - | 69,649.33 | 71,059.00 | 71,059.00 |
| Hospital & Medical Ins. | 199,393.99 | 55,167.70 | 12,549.52 | 242,012.17 | 275,545.05 | 275,545.05 |
| Department 8340 - Transmission & Dist. Totals | 1,297,916.82 | 343,117.10 | 12,549.52 | 1,628,484.40 | 1,836,278.01 | 1,836,278.01 |
| Grand Total | 3,634,514.62 | 1,183,558.33 | 27,198.16 | 4,790,874.79 | 4,579,570.16 | 4,579,570.16 |

Utility Billing Aging Report

User: tdufresne
 Printed: 06/17/2018 - 11:22 AM
 Service List: WATER,SEWER,DEMAND,VACANT,MISC,PEN,GUILD,WC

Aging Date: 05/31/2018
 Billing Cycle: 005, 007
 Balance Limits: All accounts
 Date Type: Tran
 Account Status: Active
 Minimum Balance: 0.00
 Minimum Aged Bal: 0.00
 Sort Order: Customer Number

| Account | Acct Status | Bal Fwd | Bal Under 30 | Bal 60 to 90 | Bal 90 to 120 | Bal Over 120 |
|----------------------------------|-------------|------------|--------------|--------------|---------------|--------------|
| 031531-000 | Active | 34.91 | 0.00 | 0.00 | 0.00 | 0.00 |
| COEYMAN'S HOLLOW FIRE COMPANY | | | | | | |
| 031581-000 | Active | 44.54 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOWN OF GUILDERLAND | | | | | | |
| 032467-000 | Active | 69.82 | 0.00 | 0.00 | 0.00 | 34.91 |
| COEYMAN'S HOLLOW FIRE COMPANY | | | | | | |
| Cycl:005 | Aged Totals | 149.27 | 0.00 | 114.36 | 0.00 | 34.91 |
| Credit Totals | | 0.00 | | | | |
| Totals | | 149.27 | | | | |
| 005375-000 | Active | 16,596.70 | 16,596.70 | 0.00 | 0.00 | 0.00 |
| AFP107 CORP. D/B/A HILTON ALBANY | | | | | | |
| 005491-000 | Active | 2,515.14 | 2,515.14 | 0.00 | 0.00 | 0.00 |
| VERIZON | | | | | | |
| 005492-000 | Active | 1,847.64 | 1,847.64 | 0.00 | 0.00 | 0.00 |
| VERIZON | | | | | | |
| 005679-000 | Active | (3,750.22) | 0.00 | 0.00 | 0.00 | 0.00 |
| 99 WASHINGTON LLC | | | | | | |
| 008140-000 | Active | 902.46 | 902.46 | 0.00 | 0.00 | 0.00 |
| ALBANY HOUSING AUTHORITY | | | | | | |
| 008141-000 | Active | 2,392.32 | 2,392.32 | 0.00 | 0.00 | 0.00 |
| ALBANY HOUSING AUTHORITY | | | | | | |
| 010922-000 | Active | 19,438.80 | 19,438.80 | 0.00 | 0.00 | 0.00 |
| ALBANY MEMORIAL HOSP. 3226-4017 | | | | | | |
| 011611-000 | Active | 12,183.20 | 12,183.20 | 0.00 | 0.00 | 0.00 |
| CENTRAL TOWERS PRESERVATION LT | | | | | | |
| 016566-000 | Active | 1,489.86 | 1,489.86 | 0.00 | 0.00 | 0.00 |
| SAYVILLE BROWNING PROPERTIES INC | | | | | | |
| 016856-000 | Active | 70.52 | 69.82 | 0.70 | 0.00 | 0.00 |
| ALBANY MEDICAL CENTER | | | | | | |
| 016858-000 | Active | 54,378.20 | 54,378.20 | 0.00 | 0.00 | 0.00 |
| ALBANY MEDICAL CENTER | | | | | | |
| 020795-000 | Active | 69.82 | 69.82 | 0.00 | 0.00 | 0.00 |
| ST PETERS HOSPITAL | | | | | | |
| 020796-000 | Active | 229.62 | 229.62 | 0.00 | 0.00 | 0.00 |
| ST PETERS HOSPITAL | | | | | | |
| 020797-000 | Active | 69.82 | 69.82 | 0.00 | 0.00 | 0.00 |
| ST PETERS HOSPITAL | | | | | | |
| 020798-000 | Active | 29,895.40 | 29,895.40 | 0.00 | 0.00 | 0.00 |
| ST PETERS HOSPITAL | | | | | | |
| 027055-000 | Active | 37,461.40 | 37,461.40 | 0.00 | 0.00 | 0.00 |

Utility Billing Aging Report

User: tdufresne

| | | | | | | |
|------------------------------|--------------------------|---------------------|-------------------|-----------------|---------------|-----------------|
| UL'TRE PET, LLC | 646.14 | 646.14 | 0.00 | 0.00 | 0.00 | 0.00 |
| 031582-000 Active | | | | | | |
| CSX TRANSPORTATION-48534 | 141,750.00 | 141,750.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 031586-000 Active | | | | | | |
| TOWN OF BETHLEHEM | 7,706.65 | 7,706.65 | 0.00 | 0.00 | 0.00 | 0.00 |
| 031633-000 Active | | | | | | |
| BUCKEYE ALBANY TERMINAL, LLC | 865.08 | 865.08 | 0.00 | 0.00 | 0.00 | 0.00 |
| 031819-000 Active | | | | | | |
| ST PETERS HOSPITAL | 2,784.85 | 752.94 | 827.70 | 784.98 | 419.23 | 0.00 |
| 031832-000 Active | | | | | | |
| VETERANS HOSPITAL ADMIN | 5,014.26 | 2,119.98 | 2,253.48 | 640.80 | 0.00 | 0.00 |
| 031833-000 Active | | | | | | |
| VETERANS HOSPITAL ADMIN | 5,412.09 | 2,178.72 | 2,467.08 | 766.29 | 0.00 | 0.00 |
| 031834-000 Active | | | | | | |
| VETERANS HOSPITAL ADMIN | 24,421.12 | 13,725.50 | 10,695.62 | 0.00 | 0.00 | 0.00 |
| 031835-000 Active | | | | | | |
| VETERANS HOSPITAL ADMIN | 69.82 | 69.82 | 0.00 | 0.00 | 0.00 | 0.00 |
| 032043-000 Active | | | | | | |
| ST PETERS HOSPITAL | 1,185.48 | 1,185.48 | 0.00 | 0.00 | 0.00 | 0.00 |
| 032044-000 Active | | | | | | |
| ST PETERS HOSPITAL | 747,176.46 | 386,808.84 | 360,367.62 | 0.00 | 0.00 | 0.00 |
| 032215-000 Active | | | | | | |
| SUNY-ALBANY NANO | 1,329.66 | 1,329.66 | 0.00 | 0.00 | 0.00 | 0.00 |
| 032240-000 Active | | | | | | |
| ST PETER'S HOSPITAL | 19,293.30 | 19,293.30 | 0.00 | 0.00 | 0.00 | 0.00 |
| 032241-000 Active | | | | | | |
| ST PETER'S HOSPITAL | 4,656.43 | 162.34 | 132.44 | 132.44 | 145.24 | 4,083.97 |
| 032274-000 Active | | | | | | |
| ROGER MARTEL | 1,256.76 | 69.82 | 69.82 | 69.82 | 69.82 | 977.48 |
| 032492-000 Active | | | | | | |
| ST PETERS HOSPITAL | | | | | | |
| Cyck 007 Aged Totals | 1,143,109.00 | 758,204.47 | 376,814.46 | 2,394.33 | 634.29 | 5,061.45 |
| Credit Totals | -3,750.22 | | | | | |
| Totals | 1,139,358.78 | | | | | |
| Report Totals: | Aged Grand Totals | 1,143,258.27 | | | | |
| Credit Grand Totals | -3,750.22 | | | | | |
| Grand Totals | 1,139,508.05 | 758,204.47 | 376,928.82 | 2,394.33 | 634.29 | 5,096.36 |

| Route 7 - YTD Billings - as of 5/31/18 | | | |
|--|---------------------|---------------------|-----------------|
| Customer Group | 2017 | 2018 | YoY Change |
| TMG-ALBANY 1 LP | 10,282.74 | 22,072.66 | 11,789.92 |
| SUNY-ALBANY NANO | 1,744,358.76 | 1,900,230.00 | 155,871.24 |
| OGS-BUSINESS SERVICE CENTER | 1,055,603.84 | 899,650.64 | (155,953.20) |
| DEPT OF HEALTH | 33,332.20 | 71,324.10 | 37,991.90 |
| ST PETERS HOSPITAL | 234,522.88 | 260,602.76 | 26,079.88 |
| SUNY-ALBANY | 988,381.50 | 945,463.41 | (42,918.09) |
| VETERANS HOSPITAL ADMIN | 79,910.80 | 98,715.12 | 18,804.32 |
| BUCKEYE ALBANY TERMINAL, LLC | 22,669.78 | 38,255.49 | 15,585.71 |
| AFP107 CORP. D/B/A HILTON ALBANY | 84,642.40 | 68,472.50 | (16,169.90) |
| ALBANY HOUSING AUTHORITY | 32,349.72 | 18,289.50 | (14,060.22) |
| TIMES UNION CENTER | 22,980.46 | 12,393.24 | (10,587.22) |
| ALBANY MEDICAL CENTER | 314,474.42 | 285,591.70 | (28,882.72) |
| ALBANY MEMORIAL HOSP. 3226-4017 | 80,470.50 | 91,295.70 | 10,825.20 |
| CSX TRANSPORTATION-48534 | 7,868.49 | 3,983.64 | (3,884.85) |
| NYS OFF OF MENTAL HEALTH 50980 | 4,143.84 | 8,309.04 | 4,165.20 |
| ULTRE PET, LLC | 167,538.60 | 173,707.80 | 6,169.20 |
| TOWN OF GUILDERLAND | 1,647.98 | 44.54 | (1,603.44) |
| TERESIAN HOUSE | 27,604.90 | 26,056.30 | (1,548.60) |
| VERIZON | 18,857.64 | 18,184.80 | (672.84) |
| SAYVILLE BROWNING PROPERTIES INC | 7,651.88 | 7,139.24 | (512.64) |
| CENTRAL TOWERS PRESERVATION LT | 57,589.96 | 57,187.66 | (402.30) |
| 99 WASHINGTON LLC | 24,104.42 | 23,442.26 | (662.16) |
| COEYMANS HOLLOW FIRE COMPANY | 69.82 | 69.82 | - |
| MARTEL | 837.34 | 726.26 | (111.08) |
| TOWN OF BETHLEHEM | 708,750.00 | 708,750.00 | - |
| THE PEOPLE OF THE STATE OF | 349.10 | 349.10 | - |
| PSEG POWER NY INC | - | - | - |
| Total | 5,730,993.97 | 5,740,307.28 | 9,313.31 |

| | BW.0630 | BW.0630.A | BW.0630.TA | BW.0384 | Due (to)/from | Change |
|-----------|---------|-----------------|--------------|---------------|---------------|----------------|
| January | - | (11,653,499.80) | (1,184.42) | 15,765,008.47 | 4,110,324.25 | (154,262.18) |
| February | | (11,705,019.26) | (1,184.42) | 15,765,008.47 | 4,058,804.79 | (51,519.46) |
| March | | (8,120,684.87) | (1,184.42) | 15,765,008.47 | 7,643,139.18 | 3,584,334.39 |
| April | | (10,840,104.27) | (144,100.05) | 15,742,664.75 | 4,758,460.43 | (2,884,678.75) |
| May | | (10,976,499.87) | 1,559.61 | 15,742,664.75 | 4,767,724.49 | 9,264.06 |
| June | | | | | - | (4,767,724.49) |
| July | | | | | - | - |
| August | | | | | - | - |
| September | | | | | - | - |
| October | | | | | - | - |
| November | | | | | - | - |
| December | | | | | - | - |

Department of Water and Water Supply - 2018 Key Performance Indicators and Critical Numbers Dashboard

| Parameter | Annual Goal or YTD | | | | | | | | | | | | |
|---|--------------------|-----------|-----------|-----------|-----------|-----|-----|-----|-----|-----|-----|-----|--------|
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD |
| Injury Reports (New) | 7 | 4 | 4 | 2 | 6 | | | | | | | | 23 |
| Total Reports Submitted | 3 | 0 | 0 | 1 | 3 | | | | | | | | 7 |
| Total resulting in Medical Treatment | 2 | 0 | 0 | 1 | 3 | | | | | | | | 6 |
| Total resulting in Time Loss | 4 | 0 | 0 | 2 | 17 | | | | | | | | 23 |
| Lost Work Days (injuries) | 20 | 9 | 0 | 4 | 3 | | | | | | | | 36 |
| Water Main Breaks * 48-inch, ** 36- inch transmission line | 0 | 4 | 0 | 3 | 1 | | | | | | | | 8 |
| Sewer Repairs includes storm sewer repairs | 3 | 2 | 4 | 10 | 9 | | | | | | | | 28 |
| Valves Repair/Replaced | 6 | 2 | 6 | 4 | 5 | | | | | | | | 23 |
| MH Repairs (* = includes vault) | 0 | 6 | 4 | 4 | 8 | | | | | | | | 22 |
| Hydrant Replacements/Installs | 0 | 0 | 0 | 0 | 0 | | | | | | | | 0 |
| Hydrant Repairs | 6 | 1 | 3 | 6 | 3 | | | | | | | | 19 |
| Service Terminations | 9 | 6 | 4 | 8 | 7 | | | | | | | | 34 |
| Service Repairs | 3 | 12 | 15 | 23 | 24 | | | | | | | | 77 |
| Basin Repairs | 0 | 0 | 0 | 0 | 0 | | | | | | | | 0 |
| Frozen Service | 0 | 0 | 0 | 1 | 2 | | | | | | | | 3 |
| Curb Box and Rod replaced | 0 | 0 | 5 | 12 | 1 | | | | | | | | 18 |
| Valve Box replaced | 1 | 0 | 0 | 0 | 1 | | | | | | | | 2 |
| Install Valve | 2921.5 | 1253 | 1308 | 911 | 1343 | | | | | | | | 7736.5 |
| Total Department OT Hrs. | | | | | | | | | | | | | |
| Total Department OT \$ | \$38,462 | \$38,461 | \$48,077 | \$38,462 | \$38,461 | | | | | | | | |
| Budget MTD | \$80,413 | \$33,286 | \$45,106 | \$26,238 | \$36,554 | | | | | | | | |
| Actual MTD | \$38,462 | \$76,923 | \$125,000 | \$163,462 | \$201,923 | | | | | | | | |
| Budget YTD | \$80,413 | \$113,699 | \$188,805 | \$185,043 | \$221,597 | | | | | | | | |
| Actual YTD | 209.07% | 86.54% | 93.82% | 88.22% | 95.04% | | | | | | | | |
| % Budget MTD | 209.07% | 147.81% | 127.04% | 113.20% | 109.74% | | | | | | | | |
| % Budget YTD | 109.74% | | | | | | | | | | | | |

well over goal
at goal
caution
unacceptable - corrective action required

CITY OF WATERVLIET

MICHAEL P. MANNING
MAYOR

STATE OF NEW YORK

JEREMY A. SMITH
GENERAL MANAGER

CHARLES V. PATRICELLI
FRANCIS G. MCGROUTY
COUNCILMEN



March 20, 2018

Members of the Albany Pool Communities;

The City of Watervliet Rte. 32 Green Infrastructure Demonstration Project, part of the Long Term Control Plan's Table 7-4B table referenced in the Albany Pool Communities' Intermunicipal Agreement, executed February 25th, 2015. This project began prior to the execution of the IMA and was underway during the creation and development of the Corporation. To complete the project on schedule, and not incur a violation of the Order, the City of Watervliet covered all upfront costs. The City has received reimbursements from the Corporation for the remaining shares for construction costs.

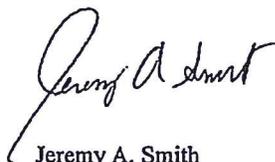
This Green Infrastructure Demonstration Project, a type of project entirely new for the City, was included in the LTCP as a \$1m commitment. At the time it was included in the LTCP, the City had scoped the project out, funded with a GIGP grant and applied for the project to be funded through the regional transportation improvement program (TIP) by NYSDOT. We anticipated the project would be programmed for Federal Funds by the Capital District Transportation Committee; however, it was unfortunately not awarded. The final costs for the project are finalized at \$1,205,370.99. In mid-2016 I presented to the communities that the project was expected to be approximately \$200k over budget and at the time we had all hoped that a Green Innovation Grant Program grant would cover the costs. The City did not receive the GIGP and now we are left with the overage amounts.

The overage amounts are caused by two factors. First, the low bid for construction was substantially higher than anticipated. The City bid out plan and spec for the corridor that was approved by DEC, and it was our expectation that the Department's expectation of the project was a \$1m investment in Green Infrastructure at this location. In addition, to keep the project on schedule for notice to proceed and to avoid potentially delaying and costly negotiation with DEC on a scope change, the City elected to move forward in order to deliver an on-time project consistent with the commitment made in the LTCP. Secondly, the Engineering costs came in well above estimate. The original scope of the project, as developed for submission to the TIP, was to cover the entire corridor. Without federal funding, the construction estimates for the work, far exceeding the budget for the LTCP, required the consultant to modify the scope and pare down the project scope. The revision required new specs and more underground work to be completed in a smaller area, thus requiring further engineering.

When we first spoke to EFC about the engineering Master Service Agreements we were led to believe that we would be able to obtain a waiver for these services because the contract for these services predated the execution of the IMA. Unfortunately, this has not proved to have been possible, and EFC has denied our request for an MWBE waiver for this project and therefore the Engineering expenses cannot be submitted for reimbursement to EFC

The City requests that the board of the Corporation approve a budget modification for this project in order to for this project to be fully funded through the cost share. This is the City's largest project in the LTCP. Now that the Regulators and Asset Management, Operations Plans are complete, the City has no further construction or project commitments in the program. Our remaining obligations to the program are strictly financial. At current, \$59,960.99 remains in the Corporation's FY2018 budget to cover costs for the Rte. 32 projects unsubmitted expenses. We are requesting Board approval to set the FY2018 Budget line for Rte. 32 to \$116,134.47, an increase of \$56,173.48, to cover these remaining costs. We recognize the discomfort of approving a budget exceedance, however we feel that with a number of projects remaining in the LTCP, we believe it would set a precedent for cost overruns, that for this project, we feel were necessary to deliver an on-time, on scope project required by the Order Thank you for your consideration. If you have any questions or concerns please let me know. Thank you for your continued cooperation to complete all tasks in the LTCP.

Truly,

A handwritten signature in black ink, appearing to read "Jeremy A. Smith". The signature is written in a cursive style with a large initial "J".

Jeremy A. Smith
General Manager

Fund: HDK - Sewer Overflow
 Account: HD(1997.2 - Sewer Overflow - Expense
 Department: 1997

| Journal | Posted | Description | Details | Expensed | Historic | Sub/Approved |
|--|----------------------|---|---|------------------------|------------------------|----------------------|
| 367568 | 09/21/15 09:16:24 AM | Voucher # 51946 (INVOICE # 443270), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 2/20/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 8,092.40 | \$ 8,092.40 | |
| 367569 | 09/21/15 09:16:25 AM | Voucher # 51947 (INVOICE # 445285), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 4/24/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 36,168.64 | \$ 36,168.64 | |
| 367570 | 09/21/15 09:16:25 AM | Voucher # 51948 (INVOICE # 446341), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 5/22/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 8,337.50 | \$ 44,506.14 | |
| 367571 | 09/21/15 09:16:25 AM | Voucher # 51949 (INVOICE # 447125), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 6/26/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 4,862.50 | \$ 49,368.64 | |
| 367572 | 09/21/15 09:16:26 AM | Voucher # 51950 (INVOICE # 448055), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 7/24/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 796.25 | \$ 50,164.89 | |
| 367573 | 09/21/15 09:16:26 AM | Voucher # 51951 (INVOICE # 449047), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 8/21/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63195 | \$ 2,136.25 | \$ 52,301.14 | |
| 369489 | 09/21/15 01:49:08 PM | Voucher # 53725 (INVOICE # 440120), TO #218, WVLTR-RTE 32 CORRIDOR, PROFESSIONAL SERVICES THROUGH 9/25/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 63453 | \$ 20,095.08 | \$ 72,796.22 | |
| 378278 | 02/03/16 10:44:35 AM | Voucher # 53109 (INVOICE # 452568), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 11/20/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70241 | \$ 21,044.01 | \$ 65,830.23 | |
| 378281 | 02/03/16 10:44:35 AM | Voucher # 53110 (INVOICE # 453358), ROUTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 12/25/15 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70241 | \$ 131.93 | \$ 65,962.16 | |
| 380495 | 05/23/16 10:09:25 AM | Voucher # 53764 ACCT # 15783, AD # 923472, NOTICE TO BIDDERS FOR ROUTE 32 CORRIDOR GREEN INFRASTRUCTURE | 21ST CENTURY MEDIA - NY - Check # 70803 | \$ 117.32 | \$ 96,079.48 | |
| 380496 | 05/23/16 10:09:25 AM | Voucher # 53765 (INVOICE # 454550), TO #218, ROUTE 32 CORRIDOR, PROFESSIONAL SERVICES THROUGH 1/29/16 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70504 | \$ 3,691.32 | \$ 99,770.73 | |
| 381126 | 04/14/17 11:35:15 AM | Voucher # 55988 (INVOICE # 455631), ROUTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 2/26/16 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70504 | \$ 11,298.95 | \$ 110,832.05 | |
| 383817 | 05/27/16 01:49:05 PM | Voucher # 54520 (INVOICE # 456554), TO #218, WVLTR-RTE 32 CORRIDOR, PROFESSIONAL SERVICES THROUGH 4/7/16 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70842 | \$ 117.32 | \$ 111,011.00 | |
| 385530 | 06/14/16 05:57:08 PM | Voucher # 54547 (INVOICE # 457624), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 4/29/16 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 70895 | \$ 5,279.01 | \$ 116,290.01 | |
| 390948 | 10/13/16 03:42:06 PM | Voucher # 55710 CITY OF WATERLIET ROUTE 32 CORRIDOR AND GREEN INFRASTRUCTURE IMPROVEMENTS, CONTRACT NO 7% | WESTON & SAMPSON, PE, LS, LA, PC - Check # 71467 | \$ 192,215.88 | \$ 117,410.01 | |
| 392066 | 11/23/16 10:29:05 AM | Voucher # 56075 CITY OF WATERLIET ROUTE 32 CORRIDOR AND GREEN INFRASTRUCTURE IMPROVEMENTS, CONTRACT NO 7% | AUGUST BOHL CONTRACTING CO., INC - Check # 71657 | \$ 215,732.65 | \$ 333,142.66 | |
| 393234 | 12/23/16 10:35:04 AM | Voucher # 56493 CITY OF WATERLIET ROUTE 32 CORRIDOR AND GREEN INFRASTRUCTURE IMPROVEMENTS CONTRACT NO 7% | AUGUST BOHL CONTRACTING CO., INC - Check # 71859 | \$ 316,091.20 | \$ 649,234.21 | |
| 395939 | 02/27/17 01:01:05 PM | Voucher # 57046 CITY OF WATERLIET ROUTE 32 CORRIDOR AND GREEN INFRASTRUCTURE IMPROVEMENTS CONTRACT NO 7% | AUGUST BOHL CONTRACTING CO., INC - Check # 72208 | \$ 164,499.15 | \$ 813,733.36 | |
| 397145 | 04/14/17 11:47:03 AM | Voucher # 57448 CITY OF WATERLIET ROUTE 32 CORRIDOR AND GREEN INFRASTRUCTURE IMPROVEMENTS CONTRACT NO 7% | AUGUST BOHL CONTRACTING CO., INC - Check # 72373 | \$ 41,887.13 | \$ 865,620.49 | |
| EXPENSES NOT YET SUBMITTED TO ALBANY POOL. | | | | | | |
| Journal | Posted | Description | Details | Expensed | Historic | To be approved |
| 391880 | 11/04/16 09:01:07 AM | Voucher # 58962 (INVOICE # 136598), LABORATORY ANALYSIS, PIERBOHEIM IDENTIFICATION | ADIRONDAK ENVIRONMENTAL SERV, INC - Check # 71644 | \$ 600.00 | \$ 600.00 | |
| 396775 | 03/29/17 01:08:09 PM | Voucher # 57322 (INVOICE # 466675), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 1/27/17 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 72310 | \$ 1,381.25 | \$ 1,981.25 | |
| 397148 | 03/29/17 11:47:03 AM | Voucher # 57451 (INVOICE # 467585), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 2/24/17 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 72376 | \$ 338.50 | \$ 2,319.81 | |
| 398272 | 05/19/17 12:17:04 PM | Voucher # 57746 (INVOICE # 468594), TO #218, ROUTE 32 CORRIDOR, PROFESSIONAL SERVICES THROUGH 3/31/17 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 72593 | \$ 2,056.25 | \$ 4,376.06 | |
| 403268 | 11/30/17 10:50:03 AM | Voucher # 59375 (INVOICE # 474849), ROUTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 9/20/17 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 73420 | \$ 1,190.00 | \$ 5,566.06 | \$ 116,134.47 |
| 403365 | 01/20/18 11:38:03 AM | Voucher # 59791 (INVOICE # 476802), RTE 32 CORRIDOR TO #218, PROFESSIONAL SERVICES THROUGH 11/24/17 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 73620 | \$ 388.00 | \$ 6,054.06 | |
| 405504 | 02/20/18 12:08:03 PM | Voucher # 59818 RTE 32 CORRIDOR - (INVOICE # 481724, 482714, 483689, 484703, 485693), PROJECT #82159607 WVLTR-RTE 32 CORRIDOR TO #218 | WESTON & SAMPSON, PE, LS, LA, PC - Check # 73642 | \$ 110,083.41 | \$ 116,134.47 | |
| Totals as of 12/31/17 | | | | \$ 1,203,583.49 | \$ 1,203,583.49 | (5203,583.49) |

| | | | |
|----------------------------|-----------------------|-----------------------|---------------|
| Weston & Sampson Engineers | \$262,844.48 | 2018 Budget | \$59,960.99 |
| August Bohl | \$ 940,039.01 | Proposed FY2018 | \$ 116,134.47 |
| Others | \$717.32 | Modification Proposal | \$66,173.48 |
| TOTAL | \$1,203,700.81 | | |



May 25, 2018

Mr. William Simcoe, PE
Deputy Commissioner
Albany Water Department
10 North Enterprise Drive
Albany, NY 12204

**Subject: Albany Dams 2018 Work Order Number 4
Basic Creek Dam Rehabilitation Project, NYS ID 191-0782
Preliminary Design Phase Engineering Services (Schnabel Reference 17P25028)**

Dear Mr. Simcoe:

SCHNABEL ENGINEERING OF NEW YORK (Schnabel) is pleased to present this proposal to the Albany Water Board (AWB) to provide Preliminary Design Phase Engineering Services for the Basic Creek Dam Rehabilitation Project. We are providing this proposal based on the findings of the June 2016 Engineering Assessment (EA), the April 2017 Addendum to the 2016 EA (Addendum), and our presentation of this information to the AWB on June 2, 2017. The Addendum documented our 2016 field activities, updated geotechnical evaluations, and completed the EA for this facility. Numerous dam safety deficiencies were identified including inadequate spillway capacity and insufficient factors of safety for stability of the dam embankment slope and ogee spillway. The work proposed herein will result in a recommended rehabilitation concept that will bring the dam into compliance with New York State (NYS) Dam Safety regulations as administered by the Department of Environmental Conservation (DEC).

OBJECTIVES AND SCOPE OF SERVICES

The objective of this scope of work is to develop a preliminary design concept for the Basic Creek Dam Rehabilitation. This project will address various dam safety deficiencies including inadequate spillway capacity, insufficient factors of safety for upstream embankment slope stability during rapid drawdown of the reservoir, insufficient factors of safety embankment slope stability during seismic events, insufficient factors of safety for the spillway sliding and overturning stability during flood loading, and seepage along the right spillway training wall and along horizontal lift joints on the spillway ogee. The proposed work includes:

- Task 1 – Spillway Capacity Evaluations
- Task 2 – Spillway Stabilization Evaluations
- Task 3 – Embankment Stabilization Evaluations
- Task 4 – Preliminary Design Report and Concept Design

Task 1 – Spillway Capacity Evaluations

Under this task, Schnabel will advance the previous analyses, and evaluate and select a cost-effective alternative to bring the dam into compliance with NYS regulations for required spillway capacity. It is anticipated that the alternatives considered will include: increasing reservoir storage through the installation of a parapet or earthen dam raise; incorporation of an earthen auxiliary emergency overflow spillway; or replacement of the existing ogee spillway with a more hydraulically efficient 3-Dimensional spillway such as a labyrinth or circular section. The evaluation will also include a 2D hydraulic model to ascertain the depth, duration, and peak velocities of overtopping flows under existing conditions and alternatives that include an earthen auxiliary spillway. This work will be performed in coordination with Tasks 2 and 3 as the impact of one remedial measure could affect another. For example, introducing a parapet would raise the flood pool levels, potentially affecting embankment or spillway stability improvements. Conversely, a new labyrinth spillway could reduce flood pool levels and improve stability. During this process, the concepts will be vetted with representatives of the AWB to get preliminary endorsement of the resulting proposed concept.

Task 2 – Spillway Stabilization Evaluations

The Addendum confirmed that the existing concrete ogee spillway fails to satisfy minimum criteria for sliding and overturning during the regulated spillway design flood. In coordination with achieving increased spillway capacity, Schnabel will evaluate and select an alternative to stabilize the spillway to achieve compliance with NYS regulations. It is anticipated that the alternatives considered will include installing post-tensioned anchors, a buttress, or replacement of the existing ogee spillway with a more hydraulically efficient structure. Alternatives will be vetted with representatives of the AWB to get preliminary endorsement of the resulting proposed concept.

Task 3 – Embankment Stabilization Evaluations

The Addendum confirmed that the factors of safety during design seismic loading are very low, and our analysis of yield accelerations indicates deformation of the embankment could initiate even under relatively low-magnitude, high-recurrence seismic events. Under this task, Schnabel will perform a deformation analysis to estimate potential deformations of the dam embankment during a variety of seismic loading conditions, and their subsequent impacts on the dam and water supply operations. These results will be used to evaluate and select a tolerable level of deformation and associated risk. This tolerable risk will inform the evaluation of potential embankment stability modifications, leading toward a recommendation to address seismic stability and stabilization measures for the upstream embankment slope. Schnabel will also evaluate seepage control and collection measures to address elevated phreatic levels in the embankment toe and behind the existing right spillway training wall. This work will be performed in coordination with Task 1, as the impact of one remedial measure could affect another. Rehabilitation alternatives will be vetted with representatives of the AWB to get preliminary endorsement of the resulting embankment stabilization and seepage control and collection concept.

Task 4 – Preliminary Design Report and Concept Design

Under this task, Schnabel will incorporate the findings of Tasks 1 through 3 to develop a Draft Preliminary Design Report detailing our findings and recommendations to be used as the basis of design for the future Rehabilitation Project. The recommendations will be developed in consideration for achieving the AWB's long term goals for the facility, and for cost-effectively bringing the dam into regulatory compliance. This document will include conceptual design drawings, provide justifications of the proposed design, evaluate advantages and disadvantages, identify limitations, list anticipated permitting requirements, provide a project schedule, and present an Engineers Opinion of Probable Construction Costs (EOPCC). Once the final remedial recommendations and Draft Preliminary Design Report are presented to and approved by the AWB, Schnabel will incorporate comments received and produce a Final Preliminary Design Report that will serve as the direction for the detailed design.

SCHEDULE

We are prepared to initiate this work immediately upon receipt of this executed proposal. We anticipate completing this work in the fall of 2018.

FEES

The Lump Sum Fee for the proposed scope of services is \$45,000. A task-by-task breakdown of this fee is provided in the following table. Services will be billed monthly as progress is made toward completion of the lump sum milestone tasks.

| Task No. | Task Name | Task Fee |
|----------------------------|--|-----------------|
| 1 | Spillway Capacity Evaluations | \$9,100 |
| 2 | Spillway Stabilization Evaluations | \$7,100 |
| 3 | Embankment Stabilization Evaluations | \$11,000 |
| 4 | Preliminary Design Report and Concept Design | \$17,800 |
| TOTAL LUMP SUMP FEE | | \$45,000 |

2018 WORK ORDER NUMBER 4 AUTHORIZATION

Thank you for the opportunity to submit this proposal. Your acceptance of 2018 Work Order Number 4 can be facilitated by signing and returning a copy of this letter, which, with our professional engineering term contract effective January 26, 2018, will form our agreement for these services. Please do not hesitate to contact me at 518-348-8580, or via email at gdaviero@schnabel-eng.com, should you have any questions or need additional information.

Sincerely,

SCHNABEL ENGINEERING OF NEW YORK



Gregory J. Daviero, PhD, PE
Principal

GJD:BPT:KJR:sg

The terms and conditions for 2018 Work Order Number 4, in accordance with our professional engineering term contract effective January 26, 2018, are:

ACCEPTED BY: _____ **ALBANY WATER BOARD** _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____ DATE: _____



June 18, 2018
(Revised June 19, 2018)

Mr. William Simcoe, PE
Deputy Commissioner
Albany Water Department
10 North Enterprise Drive
Albany, NY 12204

Subject: Albany Dams 2018 Work Order Number 5, Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements, Design & Construction Phase Services, Albany Water Board, City of Albany, New York (Schnabel Reference 18P25014.00)

Dear Mr. Simcoe:

SCHNABEL ENGINEERING OF NEW YORK (Schnabel) is pleased to present this proposal to the Albany Water Board (AWB) to provide design and construction phase engineering services for the proposed slope mitigation project for Lagoon 2 at the Feura Bush Water Treatment Plant Sludge Lagoon facility. At your request, we are providing this proposal based on the findings of our December 2016 Geotechnical Engineering Report and September 2017 Engineer's Report which document the findings of our site explorations and engineering evaluations of the marginally stable condition of the Onesquethaw Creek slope that poses risk to the northeastern portion of Lagoon 2. Based on the findings of the evaluations, the Albany Water Department effectively removed Lagoon 2 from service, and is currently using only Lagoon 3 for sludge dewatering. We understand the Albany Water Department (AWD) has been able to make accommodations to operate in the short term without the use of Lagoon 2 throughout the majority of 2017 to the present, but as 2018 progresses, Lagoon 3 will begin to reach full capacity and negatively impact the AWD's ability to perform necessary sludge removal from the sediment basins at the Water Treatment Plant.

Based on the recommendations provided in the 2017 Engineer's Report, and discussions during our site meeting on June 8, 2018, the proposed modifications at the lagoon facility include stabilization of the slope and reconfiguration of a portion of Lagoon 2, as well as several additional improvements to support short- and long-term site operations. The scope of services proposed herein includes engineering design, permitting, bid-phase, and construction-phase services for the proposed slope mitigation and site improvements project. These services will be performed under the professional engineering term contract awarded to Schnabel, executed January 2018.

OBJECTIVE AND SCOPE OF SERVICES

The objective of this scope of services is to prepare design contract documents for the construction of the proposed project, and to provide permitting, bid-phase, and construction phase engineering services through the completion of construction of the following modifications:

- Excavating and regrading the existing slope to 1.5 horizontal to 1 vertical (1.5H:1V)
- Constructing a 25-ft wide bench above the 100-year floodplain at toe of the regraded slope
- Armoring the existing toe of slope below the bench with riprap along the creek channel
- Removing a portion of the northeastern perimeter berm of Lagoon 2 and reconstruction of a new perimeter berm with access road and fencing south of the existing alignment
- Replacing the lagoon liner and underdrain system within the affected area with a similar design and installation
- Raising the low “spillway” sections between Lagoons 1 and 2, and between Lagoons 2 and 3, with earthfill
- Installing cross-over pipes with upturned ends within the “spillway” earthfill to allow for passive overflow between lagoons at extreme pool levels
- Relocating the chain link fence at the site entrance to improve safety and ease of access for vehicles entering the site
- Removing the abandoned water supply transmission main bridge spanning the Onesquethaw Creek and shoreline stabilization

Our proposed Scope of Services includes the following activities:

- Task 1 – 90% Design Submittal
- Task 2 – Final (100%) Design and Technical Contract Documents
- Task 3 – Permitting
- Task 4 – Bid Phase Services
- Task 5 – Construction Phase Services

Schnabel will produce Design Drawings and Specifications for the Slope Mitigation and Site Improvements project for review and approval at the 90% and Final Design stages. The 90% Design will include drawings, specifications, and an Engineering Design Report suitable for permitting the proposed project. The Final Design will include development of technical contract documents for bidding and constructing the proposed modifications.

Schnabel will develop project specifications utilizing the CSI MasterFormat numbering system. Drawings will be prepared in AutoCAD Civil 3D (version 2016 or more recent). Drawings will be provided in both hard copy and electronic (PDF) format. The design will include applicable performance criteria; all controls and required infrastructure; demolition and/or rehabilitation of existing structures; installation of proposed structures; and all general, civil, structural, mechanical, and instrumentation drawings required for the complete project. We anticipate that the final contract documents will include approximately 20 detailed drawing sheets along with a comprehensive set of technical specifications.

Within each Task, we have budgeted for project management services for ongoing client, subcontractor, contractor, and regulatory management and coordination activities for the scope of services detailed herein. Our project management services include attendance at regularly scheduled project progress meetings and updating project schedules and budgets.

Task 1 – 90% Design Submittal

Schnabel will prepare and submit a 90% Design Submittal that will include 90% level of completion design drawings and technical specifications, an Engineering Design Report, an Opinion of Probable Construction Cost (OPCC), and a project schedule. Three drawing sets will be provided to the AWB for review. Review comments (if any) will be discussed during a meeting to be held either at Schnabel's office in Clifton Park or at the Albany Water Department's offices in Albany. Schnabel will prepare meeting minutes summarizing decisions reached at the meeting.

During the development of the 90% design, Schnabel will coordinate an intermediate technical design review meeting with AWB to discuss the various elements of the design and seek input from the AWB for the various design and construction components of the project.

During the development of the 90% Design, Schnabel will conduct a limited site survey to establish site controls and to locate and verify AWB property boundaries at areas where the proposed site improvements approach the property limits including along the eastern portion of the Lagoon 2 berm and creek bank slope as well at the abandoned bridge crossing the Onesquethaw Creek. In particular, the proposed regrading of the creek slope must tie into existing ground surface at the northeast corner of the site, and a clear understanding of the limits of AWB property will be essential to the final grading for the slope stabilization that stays within the property boundaries. Property boundaries also need to be established to define the limits of the bridge demolition and the site entrance improvements. The survey services proposed herein do not include an instrumented topographic survey of the site. We assume the available Albany County LiDAR coupled with Schnabel's previous site-specific LiDAR mapping, conducted during our previous engineering evaluations of the site, will provide sufficient topographic data for the design and construction of the proposed project.

Task 2 – Final (100%) Design and Technical Contract Documents

Schnabel will prepare and submit the Final (100% level of completion) Design Plans and Specifications sufficient for bidding. The Final Design Technical Contract Documents will include the final drawings, specifications, Engineering Design Report, updated OPCC, and project schedule. Schnabel will use the permit results to finalize the technical contract documents (drawings and specifications).

Task 3 – Permitting

Schnabel will complete and file the Joint Application to the NYS DEC and United States Army Corps of Engineers (USACE) for Permits/Determinations to undertake activities affecting streams, waterways, waterbodies, and wetlands, in order to obtain the necessary permits to construct the project. We anticipate filing for all permits and approvals following acceptance of the 90% Design Submittal by the AWB. Revisions to the design per the results of the permitting process will be incorporated during preparation of the Final Design submittal.

A wetland delineation will be performed that will identify potentially impacted areas within the limits of the proposed project along the Onesquethaw Creek. We will delineate the limits of identified wetlands in the field using hand-held GPS hardware, or via traditional survey methods during the proposed site survey, depending on project scheduling.

Albany Water Board
Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements

We anticipate the following permitting activities will be required:

- NYS DEC – Joint Application for activities affecting streams, waterways, waterbodies, wetlands, coastal areas, sources of water, and endangered and threatened species.
- NYS DEC – Section 401 of the Clean Water Act, a 401 Water Quality Certificate, Protection of Waters, and Excavation & Fill.
- NYS DEC – SPDES General Permit (0-10-001) for Stormwater Discharge from Construction Activities, including an approved Stormwater Pollution Prevention Plan (SWPPP).
- SEQRA Review – New York State’s Environmental Quality Review Act (SEQRA – ECL Article 8 [6NYCRR Part 617]) requires an environmental assessment form (EAF) or environmental impact statement (EIS) for certain local and state government actions, such as permit issuance and project approval. Documentation that SEQRA is satisfied is required to be included in the Joint Application for Permit. We assume that a short form EAF will be required for this project and that the AWB will be declared lead agency for the SEQRA process. The AWB, as lead agency, will use the information in the Short EAF to make a SEQRA determination. We have developed the scope for this task based on the assumption that an uncoordinated review will be conducted and a negative declaration will be issued for the project.
- SHPA Review – New York State’s Historic Preservation Act (SHPA) requires review of any project that involves a state action (including permitting and funding). Compliance with SHPA is generally handled as part of the SEQRA review process.
- USACE – Section 404 of the Clean Water Act and Section 10 of Rivers and Harbors Act of 1899. We assume that the slope mitigation project falls under a Nationwide Permit #13, Bank Stabilization, and therefore an individual Section 404 permit is not required. It is also assumed that this action will not require a Preconstruction Notification (PCN).

Task 4 – Bid Phase Services

Schnabel will coordinate with the AWB to develop the complete Project Manual for the bidding and construction of the project. Schnabel will develop and provide the technical Contract Documents, including design drawings and technical specifications, and will assist the AWB with preparation of the “Front End” Bidding and Contract Documents. We assume that the standard versions of the Front End Documents will be provided by the AWB, and that the AWB will be the lead entity for project-specific revisions to the documents.

After the contract documents are finalized, but prior to formal bid solicitation, we will deliver up to 3 sets of contract documents (for the City’s use) and electronic versions that are stamped and sealed by a Professional Engineer licensed in NY State and used for bidding. We assume the AWB will advertise the bid through one or more publications and/or with on-line sites of their choice, and also make the sets of contract documents available from a designated location.

Schnabel will facilitate a pre-bid meeting at the project site. We will respond to requests for information (RFI) and questions from prospective contractors during and after the meeting, compile a log of questions

Albany Water Board
Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements

and answers, and develop and issue pre-bid meeting addenda, as necessary. We will attend the bid opening at the designated location and develop a bid tab summary for a uniform line-item comparison of bids for respective pay items and total cost. Schnabel will coordinate with the AWB to support the review of insurance documents and other bid items for conformance with the requirements of the contract documents. Once the review is complete, Schnabel will prepare and issue a recommendation for award to the AWB. Following the AWB's selection of a contractor, Schnabel will issue a Notice of Award (NOA) on behalf of the AWB. We will prepare four hard copies and one electronic copy of the final agreement before and after execution.

For the purposes of developing our fee estimate, we have assumed there would be one bid solicitation, 10 bid inquiries, two addenda, and five bids to review.

Task 5 – Construction Phase Services

The Construction Services Scope of Work proposed herein includes providing construction observation and documentation as will be required by the Contract Documents. In addition, Schnabel will provide Contract Administration services for the execution of the contract between AWB and the Contractor. This is a unique project requiring a high level of engineering support and observation during construction. Clearing and excavation of the marginally stable slope will require the Contractor to follow carefully sequenced activities to mitigate project risk and reduce negative impacts to the Onesquethaw Creek during construction. As a result, Schnabel typically provides a full-time Resident Project Representative (RPR) to meet the daily demands for quality assurance of the project. In order to develop the fees for this task, we assumed construction of the proposed modifications will take a total of approximately 4.5 months (20 weeks) to complete. If the selected contractor indicates that the actual construction duration will differ from this assumption, we request the opportunity to revise these estimates.

Roles and Responsibilities

Schnabel's Construction Project Team will consist of the following staff:

- Project Engineer/Manager (PM)
- Resident Project Representative (RPR)
- Support Engineers to assist with construction observation, documentation, answer questions, confirm criteria, review submittals, review change orders, evaluate differing site conditions, etc.
- Additional Support Staff in our Clifton Park office, as required

The management of the project engineering team will be the responsibility of the Project Engineer/Manager. Schnabel's Project Engineer/Manager or his/her representative will make regular site visits and attend bi-weekly on-site progress meetings. We have allocated 4 hours per week on average for these site visits and meetings plus additional general coordination and technical review responsibilities performed by the Project Engineer/Manager.

Administrative issues pertaining to the Contract Documents including Requests for Interpretation (RFIs), pay requests, work directives, change orders, shop drawings, submittals, and managing paperwork flow to the proper engineering review team, will be coordinated through and by the Project Engineer/Manager. We have budgeted for 4 hours per week for contract administration activities for the duration of construction.

Albany Water Board
Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements

Support Engineers will be available to our project team to review submittals from the Contractor for items like control of water, excavation and excavation support, berm fill placement, piping and drain system installation, lagoon liner mix design, test data review, and other engineering aspects of the project. Support engineering site visits are anticipated to: observe key aspects of construction, assist the project team with unforeseen issues, clarify design intent, and resolve acceptability of questionable work. We have allocated a combined total of 5 hours per week for engineering support.

Schnabel's RPR will provide part-time (assumed 20 hours per week for 4 weeks) and full-time (assumed 45 hours per week for 16 weeks) construction observation services to afford the contractor with a clear understanding of the design approach and validate that activities are completed in a manner appropriate to the needs of the project. Schnabel's RPR will provide the following services:

- Attend bi-weekly project meetings and review progress reports.
- Attend daily safety and construction coordination meetings.
- Observe construction layouts of the project.
- Take pre-construction site photographs to validate site conditions prior to the initiation of contractor activities at the site.
- Observe the contractor's activities for compliance of work with the Contract Documents.
- Observe materials delivered to the site and compare to approved shop drawings and/or specification requirements.
- Assess performance of the work in relation to the project schedule.
- Attend project coordination and construction progress meetings.
- Maintain detailed log books; take photographs of all work in progress; document manpower and equipment on site; and prepare reports for concrete placements, earth fills, structural modifications, and other activities at the sites.
- Provide regular contact and coordination with designated personnel from AWB and regulatory agencies.
- Coordinate site activities with the contractor and review the contractor's monthly payment estimates before they are submitted to the AWB for processing.
- Maintain record drawing information and coordinate contractor record drawing information for use in developing complete record drawings of the projects.

Schnabel will provide construction field support services to be performed by the RPR, with additional as-needed engineering field support, for quality assurance field and laboratory testing of construction materials, including soils, asphalt, concrete, etc. The RPR will coordinate with and schedule testing and sample preparation activities in accordance with specification requirements.

Closeout Documents

Project closeout documents will include the final record documents as required by AWB and involved regulatory agencies. Schnabel will prepare these documents at the end of construction. The Contract Administrator will coordinate development of the Record Drawings. He or she will consolidate our records with those maintained by the Contractor, and oversee development of a final set of Record Drawings. These Record Drawings will be approved and sealed by the Project Engineer.

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Schnabel will also provide services for construction closeout including a final walk through with the Owner and Contractor, development of punch list(s), review of final pay application, and processing of Contractor closeout submittals.

ASSUMPTIONS

We have made the following major assumptions during the development of our proposal:

- No additional subsurface site explorations will be required.
- The proposed slope mitigation and site improvements will be limited to the specific site modifications and construction activities listed herein.
- Only one formal design submittal will be required at the Final Design stage.
- The project will qualify for construction under the authorization of a USACE Nationwide permit.
- The duration of active construction will not exceed 4.5 months (20 weeks, not including a potential winter shutdown).

EXCLUSIONS

Services not specifically identified above are not included in the scope of services under this agreement. Additionally, our services do not include:

- Cultural resource and threatened and endangered species investigation and documentation beyond that described under Task 3 above.
- Preparation of FEMA floodplain permitting documents (i.e., No-Rise Certification and/or CLOMR/LOMR).
- Permit application and Bid Advertisement fees. We have assumed that the AWB will provide any fees.
- Construction services other than those listed and beyond the durations discussed under Task 5 above.
- Post-construction monitoring.

SCHEDULE

We are prepared to initiate this work immediately upon receipt of this executed proposal. We understand that time is of the essence to complete the project and restore Lagoon 2 to operational status. Regulatory scheduling requirements will apply to several components of the construction project, including clearing of trees from the slope face and any in-water work within the Onesquethaw Creek. Schnabel will work to complete the design and bidding tasks such that schedule-constrained construction activities may be performed at the earliest reasonable opportunity to avoid potential project delays resulting from postponed construction activities and/or additional special permit processes. We anticipate bidding of the construction project in fall 2018, pending timely approval of this proposal by the AWB and receipt of necessary permits and regulatory approvals.

FEES

The total estimated fee for the proposed scope of services is \$368,000. We understand that the AWB will be financing this work through the Environmental Facilities Corporation and that the work has a minimum minority and women owned business enterprise (MWBE) goal of 20%. A task-by-task breakdown of our

**Albany Water Board
Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements**

fee is provided in the following table. Services will be billed monthly as progress is made toward completion of the lump sum Tasks. Schnabel's labor for Tasks 4 and 5 is proposed on a time and materials basis in accordance with the January 2018 term contract.

| Task No. | Task Name | Fee Type | Task Fee |
|------------------|--|--------------|------------------|
| 1 | 90% Design Submittal ¹ | Lump Sum | \$126,500 |
| 2 | Final (100%) Design Submittal & Technical Contract Documents | Lump Sum | \$23,600 |
| 3 | Permitting ² | Lump Sum | \$24,000 |
| 4 | Bid Phase Services | T&M Estimate | \$13,500 |
| 5 | Construction Phase Services ³ | T&M Estimate | \$180,400 |
| TOTAL FEE | | | \$368,000 |

(1) Includes MWBE subcontractor fee for land survey of property boundaries and site controls.

(2) Includes MWBE subcontractor for wetland delineation, reporting, supporting activities.

(3) Includes participation by MWBE subcontractor.

2018 WORK ORDER NUMBER 5 AUTHORIZATION

Thank you for the opportunity to submit this proposal. Your acceptance of 2018 Work Order Number 5 can be facilitated by signing and returning a copy of this letter, which, with our professional engineering term contract executed in January 2018, will form our agreement for these services. Please do not hesitate to contact me at 518-348-8580, or via email at gdaviero@schnabel-eng.com, should you have any questions or need additional information.

Sincerely,

SCHNABEL ENGINEERING OF NEW YORK



Gregory J. Daviero, PhD, PE
Principal

BPT:MSQ:GJD:hcf

**Albany Water Board
Feura Bush WTP Lagoon 2 Slope Mitigation and Site Improvements**

The terms and conditions of 2018 Work Order 5, including the referenced January 2018 contract, are:

ACCEPTED BY: _____ **ALBANY WATER BOARD**

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____ **DATE:** _____

May 2, 2018

Joseph E. Coffey, Jr., P.E.
Commissioner
City of Albany Department of Water and Water Supply
10 North Enterprise Drive
Albany, New York 12204
VIA EMAIL: jcoffey@albanyny.gov

*Re: Proposal for Professional Services
Topographic Survey - Shaker Park Survey
Chazen Project # 31833.03*

Dear Mr. Coffey:

The Chazen Companies (Chazen) thank you for the opportunity to present this proposal for Professional Surveying Services for work located within the Shaker Park Drive area in the City of Albany, New York.

PROJECT UNDERSTANDING

Chazen reviewed the scope of work provided by Neil O'Connor via email on May 1, 2018 and understands the following relative to the survey task:

- Topographic and utility survey to extend along Shaker Park Drive, portion of Rose Mary Drive, Pilgrim Drive, portion of Blue Bell Lane (northeast of Shaker Park Drive), Kerry Lane and a portion of Albany Shaker Road, Daisy Lane and Buttercup Lane (approximately 5,200 lineal feet as outlined on the following page).
- Establish City of Albany right of way within highlighted area.
- Individual lot lines will be shown from GIS information.
- Topographic survey to extend 10 feet beyond City right of way.
- Deliverable will be AutoCAD file and PDF of signed and sealed survey.

Scope of Services

The following represents the tasks that you have requested, and that we believe are necessary to accomplish your desired objectives.

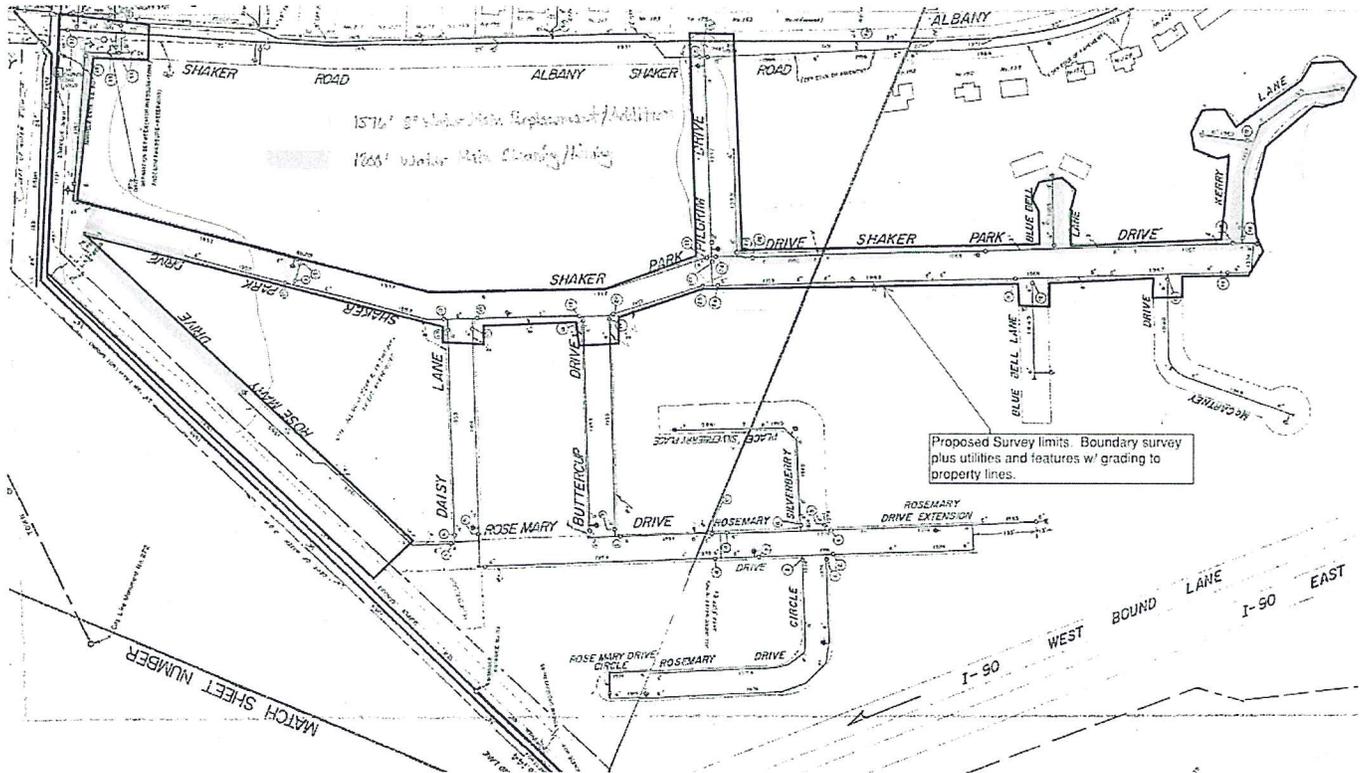
Task 01 – Right of Way, Topographic and Utility Survey

Topographic and Utility Survey

Scope – Chazen will complete a topographic and utility survey within the area outlined. The Horizontal datum will be based on New York State Plane Coordinates (NAD83) and the vertical datum will be based on NAVD 88 as observed from GPS observations. Permanent site bench marks will be established along the project corridor. The contour interval will be one (1) foot with spot elevations. Spot elevation for hard surfaces will be shown to 0.01', vegetated surfaces to 0.1'. Topographic survey will include structures visible at ground surface, top and bottom of curbs, edge of woods lines, individual trees along the non-wooded street areas, roads, drives, and visible utilities.

Right of Way Survey

Concurrent with the completion of the topographic survey Chazen will perform a right of way survey within the outlined areas. All surveying will be completed in accordance with the "Code of Practice" as adopted by the New York State Association of Professional Land Surveyors. Chazen will complete research which is normal to the completion of surveys completed under the above referenced code.



Underground utilities will be shown to the extent possible based on surface evidence and maps of record. Invert elevations will be determined based on measurements taken from the surface without entering the structure. Utilities will be shown in accordance with CI/ASCE 38-02, "Standard Guidelines for the collection and depiction of existing subsurface utility data", Quality Levels "C" and "D".

Deliverables: Chazen will prepare an existing conditions base survey demonstrating the topography and utilities within the project area. Mapping will be completed in AutoCAD 2017 Civil 3D format. The existing conditions base map will have a Border with Title Block, Name of Surveyor, Map Notes and References, Legend and Site Location Map. Deliverables will be a PDF copy of the signed and sealed map and a 2017 AutoCAD Civil 3D file. The AutoCAD files will have the point files with associated attributes and digital terrain model (DTM) used in developing the topographic mapping.

Client Responsibilities – The City will coordinate all underground utility mark out and will locate water service valves and sewer laterals. Please provide any right of way maps and mapping for the 48" conduit running along Rose Mary Drive.

**SUGGESTED FORM OF
TASK ORDER**

This is Task Order No. 3,
consisting of 5 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 26, 2018 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: Purchase Order Date
- b. Owner: Albany Water Board
- c. Engineer: The Chazen Companies
- d. Specific Project (title): Shaker Park Survey
- e. Specific Project (description): Provide topographic, right of way and utility survey for approximately 5,200 lineal feet along Shaker Park Drive, portion of Rose Mary Drive, Pilgrim Drive, portion of Blue Bell Lane (northeast of Shaker Park Drive), Kerry Lane and a portion of Albany Shaker Road, Daisy Lane and Buttercup Lane.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:
as follows: Please refer to the attached letter proposal dated May 2, 2018.

3. Additional Services

- A. Additional Services that may be authorized or necessary under this Task Order are:
those services (and related terms and conditions) set forth in Paragraph A2.01 of Exhibit A, as attached to the Agreement referred to above, such paragraph being hereby incorporated by reference.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: N/A

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

| <u>Party</u> | <u>Action</u> | <u>Schedule</u> |
|--------------|--|---|
| Engineer | Furnish .pdf copy of signed and sealed map and a 2017 AutoCAD Civil 3D file. | Within 30 days of the Effective Date of the Task Order. |

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

| Description of Service | Amount | Basis of Compensation |
|---|-----------------|-----------------------|
| 1. Topographic, right of way and utility survey | \$21,800 | Lump Sum |
| TOTAL COMPENSATION | \$21,800 | |

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. **Consultants retained as of the Effective Date of the Task Order:** N/A

8. **Other Modifications to Agreement and Exhibits:** N/A

9. **Attachments:** Letter Proposal dated May 2, 2018

10. **Other Documents Incorporated by Reference:** N/A

11. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is the Purchase Order date.

OWNER: ALBANY WATER BOARD

ENGINEER: THE CHAZEN COMPANIES

By: _____

By: _____

Print Name: Joseph E. Coffey, Jr., P.E.

Print Name: Eric Johnson, P.E.

Title: Commissioner

Title: Director, Municipal Engineering

Engineer License or Firm's
Certificate No. (if required): _____
State of: _____

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Neil O' Connor

Name: Bruce G. Wells, P.L.S.

Title: Engineer

Title: Director of Land Surveying

Address: 10 N. Enterprise Dr. Albany NY 12204

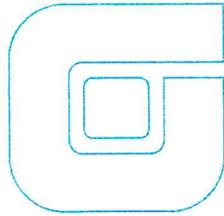
Address: 547 River Street, Troy, NY 12180

E-Mail Address: noconnor@albanyny.gov

E-Mail Address: bwells@chazencompanies.com

Phone: 518-434-5336

Phone: 518-266-7308



OBG | There's a way

June 18, 2018

Mr. Joseph E. Coffey, Jr., PE, Commissioner
City of Albany
Department of Water & Water Supply
10 North Enterprise Drive
Albany, NY 12204

RE: Task Order – Design of Renovations to Sedimentation Basins 4, 5 & 6
FILE: 11466/49739

Dear Joe:

O'Brien & Gere, Engineers, Inc. (OBG) is pleased to provide the Albany Water Board (Albany Water) with this task order proposal to design the renovations to Sedimentation Basin 4, 5, & 6 at the Feura Bush Water Filtration Plant. This proposal has been developed based on our meeting with Bill Simcoe and Jack Healy on May 30, 2018 and the Building Evaluation report prepared by Ryan Biggs|Clark Davis dated January 2017.

PROJECT UNDERSTANDING

Albany Water commissioned an evaluation of the Sedimentation Basin Building superstructure over settling basins 4, 5, and 6 at the Feura Bush Filtration Plant. That evaluation was performed by Ryan Biggs|Clark Davis and resulted in the following recommendations:

- Replacement of the existing concrete roof deck with a new roof deck structure.
- Preparation, cleaning, and installation of a new coating on the existing steel to remain.
- Reinforce the existing roof system as needed for current code requirements.
- Masonry wall repairs.
- Concrete basin repairs and alterations.
- Replace the existing EPDM roof
- Evaluate the existing mechanical ventilation system and upgrade as needed
- Install fall protection is needed within the building

Albany Water desires to implement the recommendations of the January 2017 report outlined above in conjunction with the installation of automated sludge collection equipment within the basins, structural repairs within the basins if needed, and lighting upgrades.

Prior to advancing the detailed design of the recommended upgrades OBG recommends an interim step to perform a structural assessment of one of the existing sedimentation basin to characterize the condition of that basin and project the repairs that are expected to be required during the renovation of the two remaining basins. An inspection will need to occur when the basin is dewatered and clean.



94 New Karner Road, Suite 106
Albany, NY 12203



p 518-724-7272
f 518-369-2945



OBG
www.obg.com

SCOPE OF SERVICES

OBG will perform the following scope of services:

Task 1 – Basis of Design Confirmation

Under this task, the OBG Team will meet with Albany Water staff to review and confirm the specific scope the roof replacement, insulation goals, ventilation and moisture control measures. We will conduct an initial kick-off meeting/workshop, to review the preliminary materials included with this proposal, and reach consensus on the scope of improvements and significant design features. The basis of design will be documented in a formal summary of this meeting.

Prior to this workshop OBG will conduct a comprehensive Code review of the Sedimentation Basin Building to identify potential issues that should be considered in the upgrade.

Task 2– Design and Contract Documents

OBG will perform design and prepare detailed contract drawings and specifications for the recommended improvements in such form and detail as to permit public bidding under multiple prime construction contracts.

The design improvements are anticipated to include:

- Replacement of the roof deck planks including an evaluation of alternative materials
- Replacement of the existing EPDM roof with a similar system. Insulation thickness will be determined based on compliance with the NYS Energy Conservation Code.
- Roof drains will be replaced and connected to existing piping directly below the roof deck.
- Design of restoration details for the concrete and masonry
- Design of a new equipment access door on the north side of the building including site improvements to provide a durable connection allow truck access to the door from the existing driveway.
- Evaluate the existing mechanical ventilation system and design of recommended upgrades to reduce moisture accumulation within the building structure. The space is intended to remain unheated.
- Design of fall protection systems in accordance with OSHA
- Design of new lighting and power distribution
- Design of new automated sludge collection system
- Design of a high capacity hose bib system to facilitate seasonal cleaning of the basins. The system will include drains to prevent freezing in the winter.

The meetings and deliverables will include:

- An initial kick off meeting and two (2) progress meetings will be conducted with the City to discuss and review progress at approximately the 60% and 90% stage of design completion. Digital files of the progress review packages will be distributed approximately two weeks prior to each meeting.
- The estimate of construction costs will be updated, based on the final (i.e., as bid) contract documents.
- Final contract documents will be submitted to the Albany County Department of Health for approval.
- Statement of Special Inspections as required by the code.



- SEQR/SHPO Coordination. OBG will prepare a short-form to document exemption from SEQR under exception 617.5 C-7. OBG will also post documentation and photographs on the Cultural Resource Information System and request a no effect letter.

CLARIFICATIONS AND ASSUMPTIONS

Our proposal reflects the following clarifications and assumptions:

- OBG proposes to engage Ryan Biggs| Clark Davis as a M/WBE subconsultant for this phase of the project. Subsequent engineering phases of this project will be subcontracted to certified MBE/WBE consultants to achieve compliance goals of the selected funding programs.
- The building upgrades are proposed to be designed in accordance with the current New York State Building Code.
- It is assumed that the basin inspection scheduled for the week of June 18th will not identify major structural deterioration of the existing structure.

SCHEDULE

OBG will commence work upon receipt of written authorization issued by Albany Water. We anticipate executing services in accordance with the following schedule:

| Deliverable or Milestone | Target Date |
|--|-----------------|
| Basis of design Workshop with Albany Water staff | July, 2018 |
| 60% Design review Meeting | September, 2018 |
| 90% Design review Meeting | October, 2018 |
| Final Contract Documents | November, 2018 |

FEE AND TERMS

OBG will perform the scope of services described in this proposal for a not-to-exceed budget amount of \$216,000. Invoices will be prepared monthly, on the basis of the scheduled hourly billing rates plus expenses and subcontracted services. The basis for this fee is attached.

Services will be performed in accordance with the Professional Engineering Services Agreement.

If this proposal is acceptable, please countersign and return a copy of the proposal to signify Albany Water's acceptance and serve as authorization for OBG to proceed.





June 19, 2018

City of Albany
Attn: Mr. William D. Simcoe
Deputy Commissioner
Department of Water and Water Supply
10 N Enterprise Drive
Albany, NY 12204

RE: Beaver Creek Phase 6: SEQR & SHPO Compliance
City of Albany, Albany County, New York
CHA File No.: 34422

Dear Mr. Simcoe:

CHA has reviewed the components of the proposed project pertaining to actions requiring review under the State Environmental Quality Review Act (SEQR), 6 NYCRR 617. As you are aware, the SEQR regulations identify those action thresholds that require review under SEQR (Type I Actions) and those that do not (Type II Actions). Any action that does not meet the criteria for Type I or Type II is typically identified as an Unlisted action, which is also subject to review under SEQR. The proposed project appears to meet the criteria for a Type II action as either a rehabilitation or maintenance project, specifically referring to 6 NYCRR 617.5(c) (1) or (2), combined with (11), extension of a stormwater sewer connected with the project.

As a Type II Action, no further SEQR processing is required. Likewise, there is no formal submittal or notification required. As part of your funding application, you would note that the project is a Type II Action.

We have submitted project information and plans to the NYS Office of Parks, Recreation and Historic Preservation, State Historic Preservation Office (SHPO) via their on-line CRIS system, requesting their review. We will provide their response as soon as we receive it.

If you have any questions, please contact me at 518-453-8211 or at ceinstein@chacompanies.com.

Sincerely,

A handwritten signature in black ink that reads 'Chris R. Einstein'.

Christopher R. Einstein, PWS
Ecology Section Manager

CC: Mike Miller- CHA (via email)