



BATAVIA CITY COUNCIL CONFERENCE MEETING

**City Hall - Council Board Room
One Batavia City Centre
Monday, August 10, 2015 at 7:00 PM
Following Business Meeting**

AGENDA

- I. Call to Order
- II. Comprehensive Plan Update Status
- III. Healthy Schools Corridor Sidewalk Improvement Project
- IV. Close-out Capital Project
- V. Youth Reserves – Replace Posts and Fence Gate
- VI. Board of Assessments Appointment
- VII. Adjournment



City of Batavia

To: Honorable City Council

From: Jason Molino, City Manager

Date: August 4, 2015

Subject: Consultant Selection for Comprehensive Plan Update

On July 27th the City received 10 submissions from consulting firms interested in the City's Comprehensive Plan Update RFP. During the month of August the Planning and Development Committee will be meeting to evaluate the submissions, interview consultants and make a recommendation to City Council for the September 14th Business Meeting. In addition to selecting a consultant, the City Council will have to amend the budget to accept the NYSERDA grant funds and transfer committed fund balance for the project.

If you have any questions please feel free to contact me.



City of Batavia

To: Jason Molino, City Manager
From: Matthew Worth, Director of Public Works
Subject: Healthy Schools Corridor – PIN 4755.93
Engineering Consultant Agreement
Date: August 10, 2015

On March 9, 2015 the City Council adopted a resolution to enter into an agreement with New York State for preliminary engineering and design for sidewalk reconstruction for the Healthy Schools Corridor. The sum of \$72,000 was authorized by the Federal Highway Administration (FHA) in May 2015 for the preliminary design which allowed the City to begin the selection process for engineering services. Additional phases for this project include detail design, and construction inspection for a total engineering services cost of \$210,000. The additional phases will not be started until FHA authorization is obtained.

This is a federally funded, locally administered project. The City invited all 15 engineering firms that have been precertified by NYSDOT Region 4 to submit a letter of interest for the Healthy Schools Corridor project. Each firm was asked to submit the following:

- Description of similar projects completed by the firm
- Technical experience
- Proposed project team and their involvement with similar projects
- Team's approach and understanding of the Healthy Schools Corridor project

A consultant selection committee was established along with criteria to be considered when scoring the nine engineering submittals. After independent review by each member of the committee, Erdman Anthony received the highest score and was then asked to submit a Scope of Services to provide preliminary design for the Healthy Schools Corridor project.

The scope of services provided by Erdman Anthony was reviewed by City staff and revised to meet project needs and budget.

The final Scope of Services for engineering services is quite lengthy and is available for your review at the Department of Public Works.

Supporting Documents:

1. Proposed resolution

Department of Public Works
Bureau of Inspection
One Batavia City Centre
Batavia, New York 14020

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#-2015
A RESOLUTION TO ENTER INTO AN AGREEMENT
WITH ERDMAN ANTHONY FOR ENGINEERING SERVICES
FOR THE CITY OF BATAVIA HEALTHY SCHOOLS CORRIDOR

Motion by Councilperson

WHEREAS, a Project for the Reconstruction of Sidewalks for Healthy Schools Corridor, P.I.N. 4755.93, is eligible for funding under Title 23 U.S. Code, as amended, that calls the apportionment of the costs of such program to be borne at the ratio of 80% Federal funds and 20% non-federal funds; and

WHEREAS, the City of Batavia desires to advance the Project, and has previously entered into an Agreement with the New York State Department of Transportation (NYSDOT) for the City to administer this project, and

WHEREAS, a request for proposals were received for a consultant to perform the Engineering Services, and a committee of City and NYSDOT personnel selected Erdman Anthony to perform the work; and

NOW, THEREFORE, be it resolved that City Council approves the award of a contract for Engineering Services for the Reconstruction of Sidewalks for the Healthy Schools Corridor to Erdman Anthony for \$ 210,000 or as otherwise modified by New York State Department of Transportation.

Motion Seconded by Councilperson
And on roll call



City of Batavia

To: Jason Molino
From: Lisa Neary
Re: Capital Project Close-out
Date: August 3, 2015

At the time of audit, it was found that the above referenced capital project had not been closed out. Please accept this resolution to be presented to City Council for close-out.

#-2015
A RESOLUTION TO CLOSE-OUT CAPITAL PROJECTS

Motion of Councilperson

WHEREAS, the City of Batavia should periodically close capital projects which are completed; and

WHEREAS, the project completed at this time that requires official closing is listed as follows:

#0802 Economic Stimulus Project

WHEREAS, the City Council concurs with this list and directs to close out the specified capital project effective September 14, 2015; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the project listed above be closed.

Seconded by Councilperson
and on roll call



City of Batavia

To: Jason Molino
From: Gretchen DiFante *GJD*
Re: Youth Reserves – Replace Rotted Posts and Fence Gate
Date: August 3, 2015

In the 2015/2016 budget, Council approved to use \$25,000 in facility reserves to repair the Youth Bureau's roof. The lowest quote for the repair of the roof came from R.A. Haitz Co., Inc. at \$9,113.00. This leaves \$15,887.00 in reserves that were earmarked for the Youth Bureau.

This memo is requesting that we permit the Youth Bureau to use approximately \$5,000 of the remaining budgeted facility reserve to replace rotted posts in their fencing and to replace their fence gate. Quotes for the posts have come in around \$1,200. The gate replacement has not yet been quoted.

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#-2015
A RESOLUTION TO USE FACILITY RESERVES FOR
YOUTH BUREAU FENCE REPAIR

Motion of Councilperson

WHEREAS, The City of Batavia approved in the 2015/20156 budget to use \$25,000 of facility reserve to repair the Youth Bureau roof; and

WHEREAS, the lowest bid for the Youth Bureau roof was \$9,113 therefore leaving a remainder of budgeted reserves in the amount of \$15,887; and

WHEREAS, the City of Batavia Youth Bureau's fence is in need of repair as their posts are rotting therefore not keeping the fence in an upright position and the fence's gate is in need of replacement. Such repairs are estimated to cost approximately \$5,000; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Batavia that the City Manager is authorized to use up to \$5,000 of budgeted reserves to repair the fence and fence gate at the Youth Bureau.

Seconded by Councilperson
and on roll call

#-2015
A RESOLUTION TO APPOINT MEMBERS TO VARIOUS CITY
COMMITTEES/ BOARDS

Motion of Councilperson

WHEREAS, certain vacancies exist on various City Committees/Boards; and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Batavia that the following appointments be made:

Board of Assessment Review

Ron Jackett

September 30, 2020

Seconded by Councilperson
and on roll call