

SCHENECTADY CITY COUNCIL COMMITTEE AGENDA

for
Tuesday, September 06, 2016
5:30 p.m.
Room 110

The Council President reserves the right to add or delete any agenda item prior to Committee Meeting.

SURA Meeting

Finance

- | | | |
|---|--|-----------------|
| 1 | Agreement between City of Schenectady and IUOE Local | Anthony Ferrari |
| 2 | 2016 Budget Reallocation - 2016 Payments Pursuant to Agreement between City of Schenectady and Police Benevolent Association | Anthony Ferrari |
| 3 | 2016 Budget Re-appropriation | Anthony Ferrari |

Administrative Efficiency

- | | | |
|---|--|---------------|
| 1 | Ceremonial Resolution - Stand Up to Cancer | John Polimeni |
| 2 | Ceremonial Resolution - Labor Day | John Polimeni |
| 3 | Ceremonial Resolution - Gold Star Mother's Day Sept 25 | John Polimeni |
| 4 | Ceremonial Resolution - Air Force Anniversary | John Polimeni |
| 5 | Ceremonial Resolution - Constitution & Citizenship Day | John Polimeni |
| 6 | Ceremonial Resolution - National Read a Book Day | John Polimeni |
| 7 | Ceremonial Resolution - American Business Women's Day | John Polimeni |

City Development & Planning

- | | | |
|----|---|----------------|
| 1 | CR - Recognizing Nijkerk Visitors | |
| 2 | CR - Recognize restaurants who participated in SICM Mac & Cheese Throw-Down | Leesa Perazzo |
| 3 | Accept 1035 and 1039 Second Avenue from the Capital Region Land Bank | Jaclyn Mancini |
| 4 | Revocable Permit No. 607 - 11-13 North Broadway | Chris Wallin |
| 5 | Revocable Permit No. 608 - 807 Albany Street | Chris Wallin |
| 6 | Mohawk Harbor Street Names | Carl Falotico |
| 7 | Sale of 814 Grant Avenue (Exec.) | Rachel Ward |
| 8 | Sale of 6 Mynderse street | Rachel Ward |
| 9 | Sale of 1615 Becker Street | Rachel Ward |
| 10 | Sale of 1241 4th Avenue | Rachel Ward |

Government Operations

- | | | |
|---|---|----------------|
| 1 | Affirmative Action Quarterly Report | Miriam Cajuste |
| 2 | Appointments to Affirmative Action Review Board | Mayor McCarthy |

Public Service & Utilities

- | | | |
|---|---------------------------------------|---------------|
| 1 | ABAC Electronic Waste Recycling | Paul LaFond |
| 2 | Discussion Single Stream Recycling | Paul LaFond |
| 3 | Discussion Yard Waste Pickup Schedule | Paul LaFond |
| 4 | Medicab Regulations - Disc. | Leesa Perazzo |

Claims

- | | | |
|---|-------------------------------|---------------|
| 1 | ATF Discussion | Carl Falotico |
| 2 | Bennett v City of Schenectady | Carl Falotico |

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: FINANCE

DATE: August 23, 2016

TO: City Council

FROM: Anthony Ferrari, Deputy Commissioner of Finance

SUBJECT: Agreement between City of Schenectady and IUOE Local 158

TO BE PLACED ON COUNCIL AGENDA OF September 5, 2016

Background Information: The last agreement with IUOE Local No. 158, Schenectady City Unit (Union) ended December 31, 2015. Negotiations have been conducted and have resulted in proposed changes to certain terms of the agreement. These proposed changes have been approved by the Union and are recommended for approval by the City Council. The attached Memorandum of Agreement details the changes that will be reflected in the new agreement which will be active through December 31, 2016.

Evaluation/Analysis: The proposed agreements contain certain changes in salary and salary support lines that are projected to increased costs represented by the terms of the new agreement. Transfers within each bureau will make this re-appropriation is budget neutral in 2016.

<u>Account #</u>	<u>Description</u>	<u>2016 Current Budget</u>	<u>Revised Budget</u>	<u>Available Budget*</u>
EXPENSES:				
A5110-470	FUEL	\$45,000	\$41,955	3,045
A5110-121	Full Time Per Diem Sal	\$717,885	\$720,930	(3,045)
A5132-470	FUEL	\$222,457.25	\$219,125.25	3,332
A5132-121	Full Time Per Diem Sal	\$177,651	\$180,983	(3,332)
A5133-122	Per Diem Overtime	\$13,000	\$11,297	1,073
A5133-121	Full Time Per Diem Sal	\$57,167	\$58,240	(1,073)
A1621-112	Overtime	\$12,500	\$11,427	1,073
A1621-121	Full Time Per Diem Sal	\$409,671	\$410,744	(1,073)
FX8322 – 404	Fee for Service	\$50,000	\$48,990	(1,010)
FX8322-121	Full Time Per Diem Sal	\$393,469	\$394,479	(1,010)
G8120 – 115	Standby Pay	\$74,750	\$73,740	1,010
G8120 – 121	Full Time Per Diem Sal	\$694,361	\$695,371	(1,010)

* Positive numbers reflect that amounts are available for use in other budget line(s) and negative numbers, the reallocation of such amounts.

Recommendation:

It is respectfully recommended that the City Council accept the terms of the proposed new agreement and the budget re-appropriation.

LEGISLATION WILL BE PREPARED BY Law Department

August 3, 2016

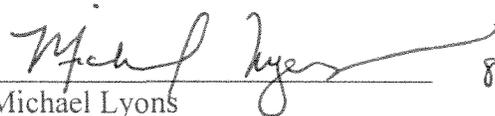
**TENTATIVE AGREEMENT
BETWEEN
THE CITY OF SCHENECTADY
AND
INTERNATIONAL UNION OF OPERATING
ENGINEERS, UPSTATE NEW YORK,
OPERATING ENGINEERS LOCAL 158
(CITY OF SCHENECTADY UNIT)**

For a One (1) Year extension to the Agreement between the parties dated January 1, 2012 through December 31, 2015 for the calendar year 2016.

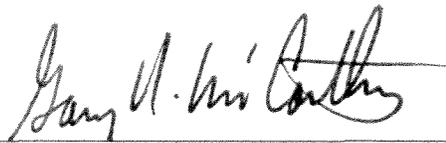
A. Retroactive pay raise as follows:

1-1-2016	1.75%
7-1-2016	0.25%

All other terms and conditions of the Agreement to remain unchanged.



Michael Lyons 8-4-16
International Union of Operating
Engineers, Upstate New York
Operating Engineers Local 158
(City of Schenectady Unit)



cf
6/14/16 Honorable Gary McCarthy, Mayor
City of Schenectady

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: Finance

DATE: September 1, 2016

TO: City Council

FROM: Anthony Ferrari

SUBJECT: 2016 Budget Reallocation - 2016 Payments pursuant to Agreement between City Of Schenectady and Police Benevolent Association

TO BE PLACED ON COUNCIL AGENDA OF September 6, 2016

Background Information:

In June 2016 resolution # 2016-163 the City executed Labor Agreement with City of Schenectady Police Benevolent Association that contained retro payments back to 2014, 2015 and 2016. The City did not appropriate settlement of this contract in the 2016 Budget. The 2014 and 2015 Retro amounts occurred in August 2016. The 2016 retro and new rates will be recorded to the actual 2016 budget personal service line to aid in future year-to-year budget comparisons involving budget year 2017. It is the City's intent to use certain revenues created by the fees paid by the Casino License fee to support these cost.

Evaluation/Analysis:

The 2014, 2015 and 2016 retro payments were recently disbursed, pursuant to the PBA Agreement. The attached budget amendment reallocates budget authorization from the available Casino License fee to match each Department's retro 2014, 2015 and 2016 Salary increases and the budget lines for the rest of the year for 2016 and including FICA.

Recommendation:

I respectfully recommend that the City Council accept this 2016 Budget Reappropriation.

LEGISLATION WILL BE PREPARED BY Law Department

CITY OF SCHENECTADY
 2016 PBA CONTRACT SETTLEMENT RETRO

NEED TO INCREASE
 BUDGET BY:

<u>GL ACCOUNT</u>	<u>ORIGINAL BUDGET</u>	<u>NEW BUDGET AMOUNT</u>	<u>AMOUNT</u>
A3126-100-400	0.00	5,736.53	5,736.53
A3126-111-400	0.00	117.42	117.42
A3126-112-400	0.00	1,149.81	1,149.81
A3126-116-400	0.00	185.46	185.46
A3126-117-400	0.00	287.43	287.43
A3126-123-400	0.00	55.67	55.67
A3126-153-400	0.00	133.94	133.94
A3122-100-401	0.00	5,421.59	5,421.59
A3122-111-401	0.00	235.38	235.38
A3122-112-401	0.00	1,239.50	1,239.50
A3122-116-401	0.00	156.05	156.05
A3122-123-401	0.00	131.94	131.94
A3122-153-401	0.00	769.60	769.60
A3126-100-402	0.00	194,506.54	194,506.54
A3126-111-402	0.00	10,250.74	10,250.74
A3126-112-402	0.00	50,567.78	50,567.78
A3126-114-402	0.00	1,583.70	1,583.70
A3126-115-402	0.00	1,081.99	1,081.99
A3126-116-402	0.00	8,572.03	8,572.03
A3126-117-402	0.00	7,630.81	7,630.81
A3126-118-402	0.00	31.62	31.62
A3126-123-402	0.00	4,829.14	4,829.14
A3126-153-402	0.00	4,867.56	4,867.56
A3126-851-402	0.00	1,414.93	1,414.93
A3126-100-403	0.00	384,638.64	384,638.64
A3126-111-403	0.00	19,472.07	19,472.07
A3126-112-403	0.00	105,167.24	105,167.24
A3126-114-403	0.00	2,420.11	2,420.11
A3126-115-403	0.00	1,947.06	1,947.06
A3126-116-403	0.00	16,056.87	16,056.87
A3126-117-403	0.00	15,447.85	15,447.85
A3126-118-403	0.00	40.00	40.00
A3126-123-403	0.00	9,558.59	9,558.59
A3126-153-403	0.00	6,740.47	6,740.47
A3126-851-403	0.00	2,858.46	2,858.46
A3120-100-404	0.00	12,852.43	12,852.43

A3120-111-404	0.00	954.28	954.28
A3120-112-404	0.00	1,067.41	1,067.41
A3120-116-404	0.00	620.56	620.56
A3122-100-404	0.00	206,209.22	206,209.22
A3122-111-404	0.00	17,435.44	17,435.44
A3122-112-404	0.00	46,064.01	46,064.01
A3122-116-404	0.00	7,060.79	7,060.79
A3122-118-404	0.00	591.92	591.92
A3122-123-404	0.00	3,887.53	3,887.53
A3122-153-404	0.00	5,713.89	5,713.89
A3123-100-404	0.00	109,322.26	109,322.26
A3123-111-404	0.00	13,752.26	13,752.26
A3123-112-404	0.00	14,570.84	14,570.84
A3123-113-404	0.00	1,674.20	1,674.20
A3123-114-404	0.00	962.37	962.37
A3123-115-404	0.00	1,149.83	1,149.83
A3123-116-404	0.00	4,626.25	4,626.25
A3123-123-404	0.00	3,645.30	3,645.30
A3123-153-404	0.00	18.62	18.62
A3122-112-405	0.00	13,491.22	13,491.22
A3122-116-405	0.00	1,159.61	1,159.61
A3122-123-405	0.00	410.21	410.21
A3123-112-405	0.00	11,629.80	11,629.80
A3123-115-405	0.00	821.69	821.69
A3123-116-405	0.00	2,313.32	2,313.32
A3123-123-405	0.00	1,777.41	1,777.41
A3120-117	15,235.00	18,939.00	3,704.00
A3123-117	150,000.00	156,900.00	6,900.00
A3120-100	891,343.00	909,560.00	18,217.00
A3123-100	3,141,447.00	3,239,043.00	97,596.00
A3120-116	12,500.00	13,008.00	508.00
A3122-116	275,000.00	280,777.00	5,777.00
A3123-116	175,000.00	178,785.00	3,785.00
A3122-112	1,500,000.00	1,530,445.00	30,445.00
A3122-123	130,000.00	133,502.00	3,502.00
A3123-112	600,000.00	609,799.00	9,799.00
A3123-123	120,000.00	121,778.00	1,778.00
POLICE SUBTOTAL	7,010,525.00	8,541,623.19	1,531,098.19
SOCIAL SECURITY A9030-810	2,206,026.00	2,300,954.09	94,928.09

MEDICARE A9030-811	515,926.00	538,126.92	22,200.92
EXPENSE TOTAL	9,732,477.00	11,380,704.20	1,648,227.20
REVENUE LINE CASINO LICENSE FEE A-3089H	0.00	1,648,227.20	1,648,227.20

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT: FINANCE

TO: CITY COUNCIL

FROM: MAYOR'S OFFICE

DATE: AUGUST 15, 2016

SUBJECT: 2016 BUDGET RE-APPROPRIATION

TO BE PLACED ON COUNCIL AGENDA OF AUGUST 25, 2016

Background Information:

The City's Codes Department is utilizing the services of an outside consultant to accomplish certain plan reviews and inspections ('Services') related to construction occurring at Mohawk Harbor ('Harbor'). It is the City's intent to use certain of the revenues created by the issuance of permits for construction at the Harbor to support the cost of the Services. An Appropriation for \$143,803 was done in March 2016. Additional consultant services Will be required through the end of this year.

Evaluation/Analysis:

Estimated cost for the consulting service through December for the construction of the Marriott and Casino Hotels is \$132,000. The consultant services incurred on behalf of Codes Department activities in 2016 through July 1, 2016 is \$132,206. Additional consultant services and receipt of revenue specific to activities at Mohawk Harbor will occur during 2016 and it is anticipated similar budget amendments may also be forthcoming.

<u>Account #</u>	<u>Description</u>	2016		Available
		Current	Revised	
		<u>Budget</u>	<u>Budget</u>	<u>Budget*</u>
<u>Revenue</u>				
A2501F	Electrical Permit Fee	250,800	294,800	(44,000)
A2501G	Plumbing Permit Fee	177,903	226,903	(49,000)
A2555	Building & Alteration Permit Fee	275,100	324,100	(49,000)
<u>Expense</u>				
A8664-404-819	Codes-Fee for Services	143,803	285,803	(142,000)

*Positive Numbers reflect a decrease in a budget line. Negative numbers reflect an increase in a budget line.

Recommendation:

I respectfully recommend that the City Council accept this 2016 budget re-appropriation.

LEGISLATION WILL BE PREPARED BY Law Department

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency **DATE:** 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - Stand Up to Cancer

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency DATE: 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - Labor Day

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency DATE: 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - Gold Star Mother's Day Sept 25

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency **DATE:** 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - Air Force Anniversary

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency DATE: 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - Constitution & Citizenship Day

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency DATE: 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - National Read a Book Day

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Administrative Efficiency DATE: 9/6/2016

TO: COUNCILMEMBERS

FROM: John Polimeni

SUBJECT: Ceremonial Resolution - American Business Women's Day

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: City Development & Planning **DATE:**
9/6/2016

TO: COUNCILMEMBERS

FROM:

SUBJECT: CR - Recognizing Nijkerk Visitors

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: City Development & Planning **DATE:**
9/6/2016

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: CR - Recognize restaurants who participated in SICM Mac & Cheese
Throw-Down

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM**

COMMITTEE ASSIGNMENT:

City Dev & Pla

DATE: September 1, 2016

TO: City Council

FROM: Jaclyn Mancini, Director of Development

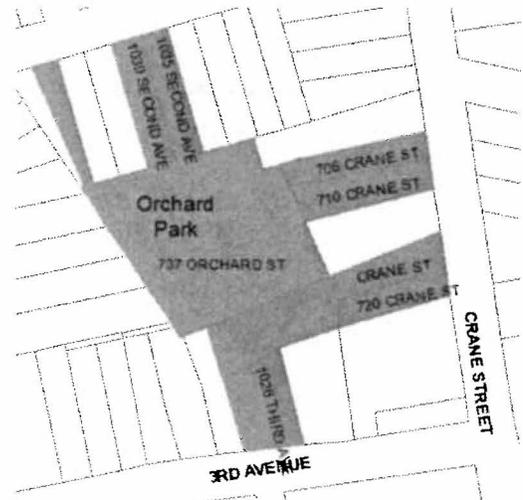
SUBJECT: Authorization to Accept of 1035 and 1039 Second Avenue from the Capital Region Land Bank

Background Information:

The City, County, SURA, Capital Region Land Bank and other agencies entered into an intermunicipal agreement to manage and administer the removal and redevelopment of blighted properties in the City of Schenectady.

Evaluation/Analysis:

The Capital Region Land Bank has demolished the properties at 1035 and 1039 Second Avenue. These properties are part of the Orchard Park redevelopment plan. The properties need to be transferred back into City ownership to be incorporated into the redevelopment plan for the park.



Recommendation:

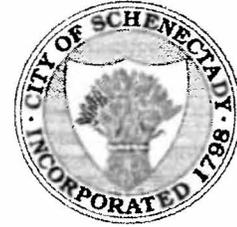
I recommend that the City Council authorize the acceptance of 1035 and 1039 Second Avenue from the Capital Land Bank for the redevelopment of the property.

LEGISLATION WILL BE PREPARED BY Law Department

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT: *City Dev? Plan* DATE: September 6, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *(W)*

SUBJECT: Authorize the Issuance of Revocable Permit No. 607 to Chopstick for Awnings and a Sign that is approximately 96" high by 20" wide. All hang over the City right-of-way with a minimum clearance of 8' on the building at 11-13 North Broadway, Schenectady, New York.

TO BE PLACED ON COUNCIL AGENDA OF: September 12, 2016

Background Information:

Chopstick would like to keep the awnings and sign on the front of the building located at 11-13 North Broadway, Schenectady, New York (please see the attached application, picture, and a sign off from the Planning Dept.).

Evaluation/Analysis:

Attached please find the Revocable Permit Application and the pictures submitted for Awnings and a Sign on the front of the building located at 11-13 North Broadway, Schenectady, NY.

Recommendation:

Authorize the issuance of Revocable Permit No. 607 to Chopstick for Awnings and a Sign on the front of the building located at 11-13 North Broadway, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



City of Schenectady Department of Engineering

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Gary R. McCarthy
Mayor

Christopher R. Wallin, P.E.
City Engineer

REVOCABLE PERMIT NO. 607

The City of Schenectady hereby grants **Revocable Permit No. 607** to **Chopstick for Awnings** and a **Sign** that is approximately 96" high by 20" wide. All hang over the City right-of-way with a minimum clearance of 8' on the building at **11-13 North Broadway, Schenectady, New York.**

- a) The **Sign** is approximately 96" high by 20" wide and the **Awnings** (please see attached drawings) hang over the City right-of-way with a minimum clearance of 8' on the building at **11-13 North Broadway, New York.**
- b) **Chopstick** shall hold the City, its employees or agents harmless for any damage to the **Sign and Awnings** resulting from their acts in performing of their duties.
- c) So long as the **Sign and Awnings** remain in the City right-of-way, **Chopstick** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Sign and Awnings** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **Chopstick** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Sign and Awnings.**
- f) **Chopstick** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **Chopstick**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady
Department of Engineering**

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:			
Permit No.:			
Date Issued:			
Liability Insurance	Attached:	<input type="checkbox"/>	On File:
		<input type="checkbox"/>	

REVOCABLE PERMIT

Instruction:

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the address above. Be sure to include all items listed in the checklist.

Description:

This application shall be used when a property owner or their representative install a new obstruction in City right-of-way at the address listed below in the Installation Area Section.

All required information for the obstruction in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Book Section §264-63: Zoning Signs, §228-10: Encroaching Structures and Articles

This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** that can be paid in City Hall 105 Jay Street Room 100, Schenectady, NY 12305.

All work within the City Right-of-way including sidewalks shall require submission of current liability insurance naming the City as additionally insured under the place held by the person(s) applying for permit.

Part I: General Information

1. Applicant's Information

- a. Applicant's Name:
- b. Street Address:
- c. City, State, ZIP:
- d. Telephone No.:
- e. Fax No.:

Chopstick
11 N Broadway
Schenady NY 12305

- f. Name Permit is be issued to: (Owner/Business/etc.)
- g. Address of obstruction:
- h. Type of item to be placed: (Sign/Awning/etc.)

Chopstick
Sign

Signature:

Date:

PERMIT APPLICATION SKETCH

City of Schenectady, Dept. of Engineering
City Hall, 105 Jay Street, Room 205
Schenectady, NY 12305
Ph. 518-382-5082 Fax. 518-382-1050

Applicant: SUPPER NEON DISPLAYS INC

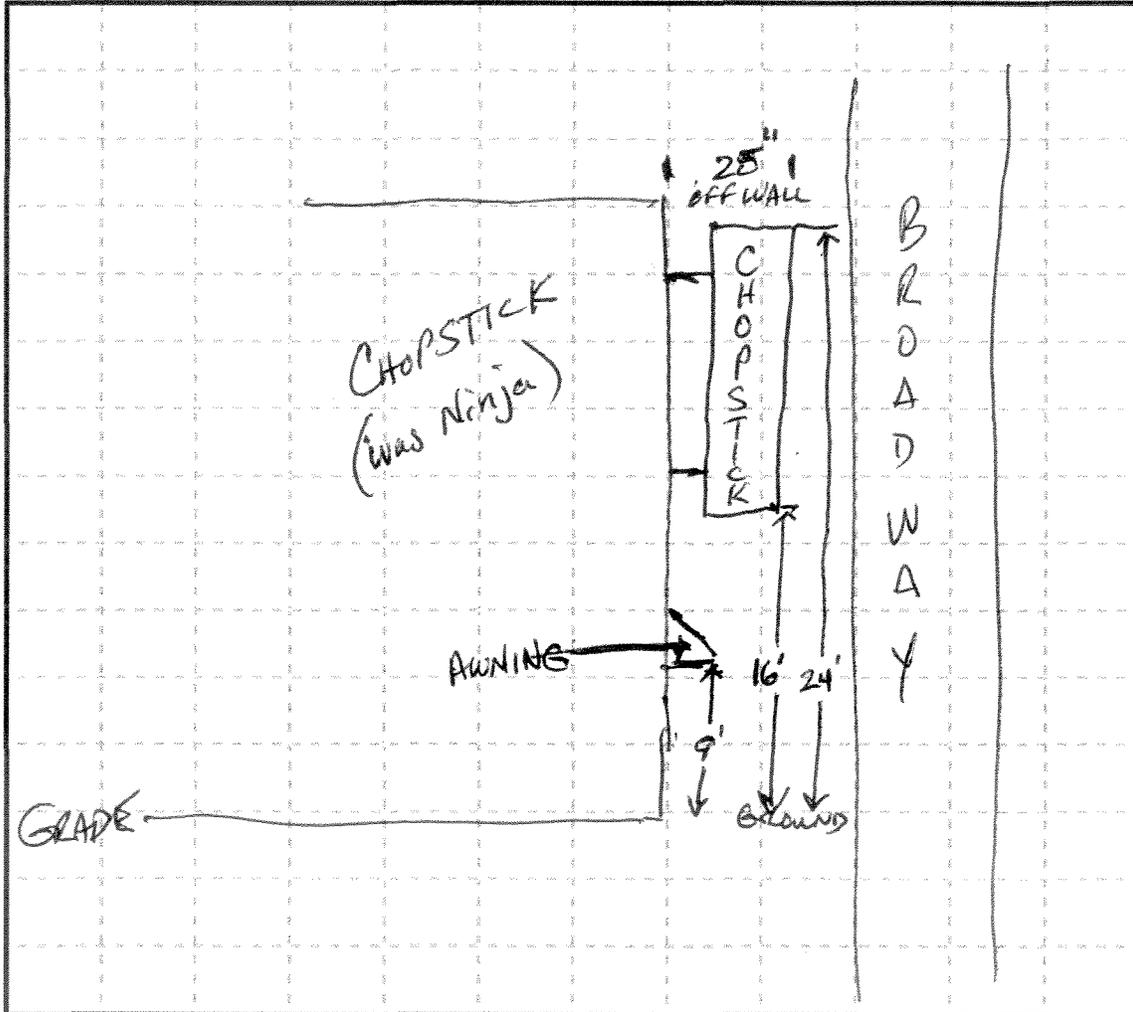
Street Address: 11 N. BROADWAY

Phone Number: 518 482 6364

Is there alternate side parking on street Yes No

Notes/Comments:

LOCATION OF WORK



*****PLEASE NOTE*****

- Show street name and house number.
- Show distance from curb face to building and from curb face to street side edge of proposed sidewalk.
- Show nearest Utility Pole and identify it by the affixed number.
- Draw a rough sketch of the proposed location and indicate sidewalk and driveway width and location where applicable.

11 N. BROADWAY



1'-8" (20")

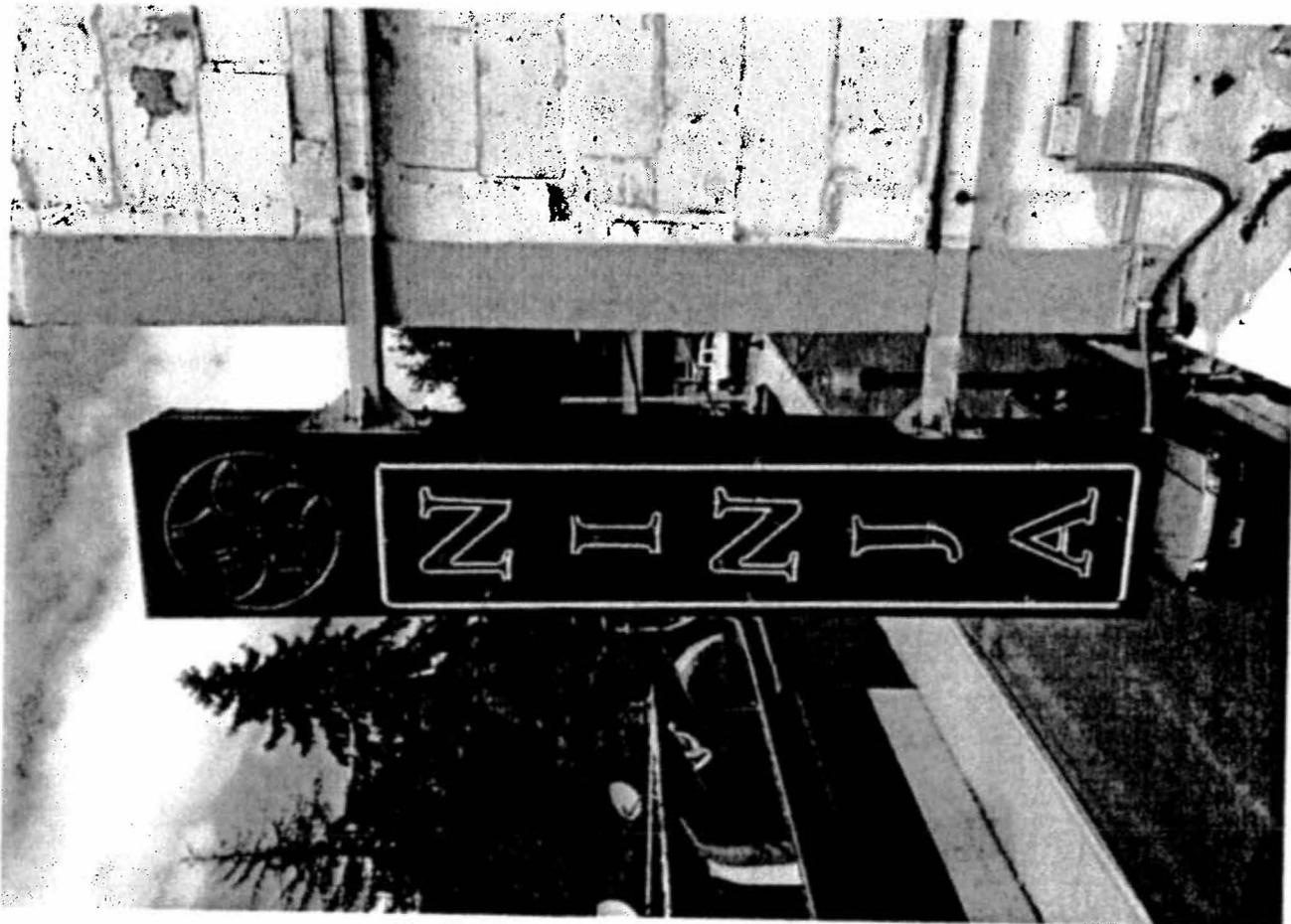
WHITE VINYL GRAPHIC

NEON

8' (96")

Zone of
Mark
fines
MA 12.16

11 N. BROADWAY



REPLACE EXISTING FACE
20" X 96" D/FACE
SIGN W/ SAME SIZE
"CHEPSTICK"
SIGN FOR

OK
8/23/16
M. Snyder

SNYDER NEON DISPLAY
5 Highland Ave.
Albany, NY 12205
(518) 482-NEON

M. Snyder
8/23/16

Legislative Request Form

DEPARTMENT OF ENGINEERING

CHRISTOPHER WALLIN, P.E., CITY ENGINEER



COMMITTEE ASSIGNMENT: *City Dev. I
Plan* DATE: September 6, 2016

TO: City Council

FROM: Christopher R. Wallin, P.E., City Engineer *CW*

SUBJECT: Authorize the Issuance of Revocable Permit No. 608 to AA&A Market for an Awning that is approximately 25' long by 38" wide. All hang over the City right-of-way with a minimum clearance of 8' on the building at 807 Albany Street, Schenectady, New York.

TO BE PLACED ON COUNCIL AGENDA OF: September 12, 2016

Background Information:

AA&A MARKET would like to put up an awning on the front of the building located at 807 Albany Street, Schenectady, New York (please see the attached application, picture, and a sign off from the Planning Dept.).

Evaluation/Analysis:

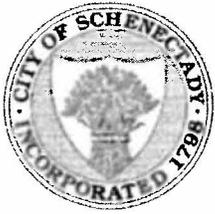
Attached please find the Revocable Permit Application and the pictures submitted for an Awning on the front of the building located at 807 Albany Street, Schenectady, NY.

Recommendation:

Authorize the issuance of Revocable Permit No. 608 to AA&A Market for an Awning on the front of the building located at 807 Albany Street, Schenectady, NY

LEGISLATION WILL BE PREPARED BY: Engineering

CRW: cd



City of Schenectady Department of Engineering

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Gary R. McCarthy
Mayor

Christopher R. Wallin, P.E.
City Engineer

REVOCABLE PERMIT NO. 608

The City of Schenectady hereby grants **Revocable Permit No. 608** to **AA&A Market** for an **Awning** that is approximately 25' long by 38" wide. All hang over the City right-of-way with a minimum clearance of 8' on the building at **807 Albany Street, Schenectady, New York**.

- a) The **Awning** that is approximately 25' long by 38" wide and hangs over the City right-of-way with a minimum clearance of 8' on the building at **807 Albany Street, Schenectady, New York**
- b) **AA&A Market** shall hold the City, its employees or agents harmless for any damage to the **Awning** resulting from their acts in performing of their duties.
- c) So long as the **Awning** remains in the City right-of-way, **AA&A Market** shall carry, at **THEIR** expense public liability insurance in an amount not less than \$1,000,000/\$1,000,000 for personal liability and not less than \$1,000,000 for property damage in one accident and \$2,000,000 in the aggregate. The liability policy must the name City of Schenectady as additionally insured to be saved harmless for personal liability and property damage and is subject to the approval of the Corporation Counsel of the City of Schenectady.
- d) The City Engineer of the City of Schenectady reserves the power to revoke the permission granted and to require the removal of the **Awning** except in case of a dangerous condition which shall be corrected immediately upon notification.
- e) **AA&A Market** complies with all rules, regulations and building permits relating to the erection and maintenance of the **Awning**.
- f) **AA&A Market** agrees to defend, indemnify and hold harmless the City of Schenectady, their officers, agents and employees from any and against any and all claims, suits, liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of **AA&A Market**, or their agent, related to their performance related to this revocable permit.

**City of Schenectady
Department of Engineering**

Room 205, City Hall, 105 Jay Street
Schenectady, New York 12305-1938
Office (518) 382-5082 Fax (518) 382-1050

Office Use Only			
Application No.:			
Permit No.:			
Date Issued:			
Liability Insurance	Attached:		On File:

REVOCABLE PERMIT

Instruction:

This application shall be completed in full, either typed or printed **clearly** in ink, and filed with the City of Schenectady Department of Engineering, at the address above. Be sure to include all items listed in the checklist.

Description:

This application shall be used when a property owner or their representative install a new obstruction in City right-of-way at the address listed below in the Installation Area Section.

All required information for the obstruction in City right-of-way can be found herein and/or within the City of Schenectady's Municipal Code Book Section §264-63: Zoning Signs, §228-10: Encroaching Structures and Articles

This Permit shall be allowed for as long as the insurance is still in place and require a fee of **\$100.00** that can be paid in City Hall 105 Jay Street Room 100, Schenectady, NY 12305.

All work within the City Right-of-way including sidewalks shall require submission of current liability insurance naming the City as additionally insured under the place held by the person(s) applying for permit.

Part I: General Information

1. Applicant's Information

- a. Applicant's Name:
- b. Street Address:
- c. City, State, ZIP:
- d. Telephone No.:
- e. Fax No.:

ROY PERSAUD

AAE, A DEL MART INC.
807 ALBANY ST
SCHENECTADY NY 12307
646 427 1397
62

- f. Name Permit is be issued to: (Owner/Business/etc.)
- g. Address of obstruction:
- h. Type of item to be placed: (Sign/Awning/etc.)

AAE, A DEL MART INC.
807 ALBANY ST
(1) ONE AROXALUMINUM AWNING

Signature:

Date:

PERMIT APPLICATION SKETCH

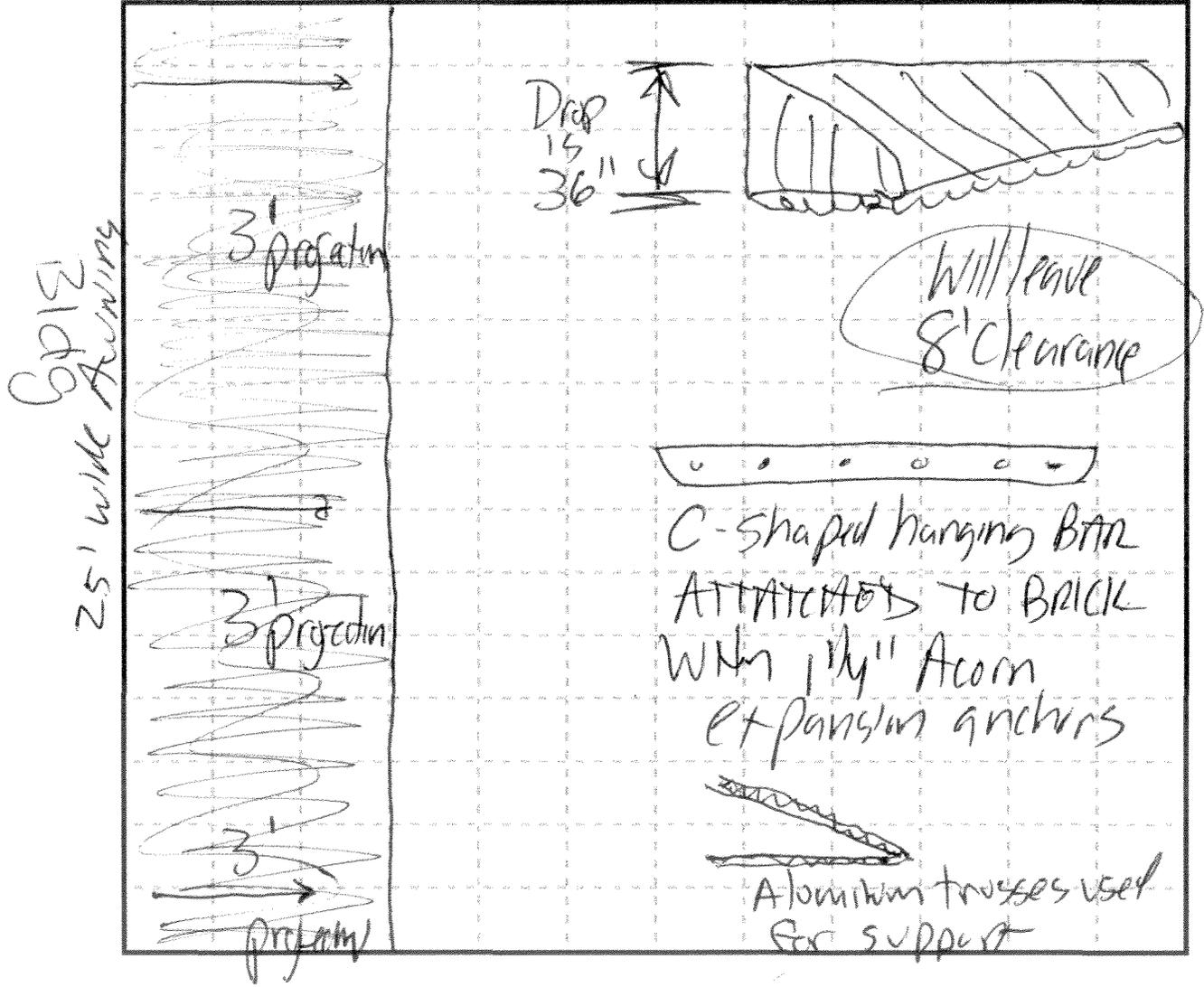
City of Schenectady, Dept. of Engineering
City Hall, 105 Jay Street, Room 205
Schenectady, NY 12305
Ph. 518-382-5082 Fax. 518-382-1050

Applicant: ROY PERSAUI
AA&A DELI MART Inc, Street Address: 807 ALBANY ST

Phone Number: 646 427 1397 Is there alternate side parking on street Yes No

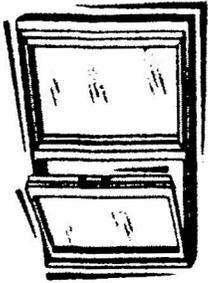
Notes/Comments:

LOCATION OF WORK FRONT OF BUILDING



*****PLEASE NOTE*****

- Show street name and house number.
- Show distance from curb face to building and from curb face to street side edge of proposed sidewalk.
- Show nearest Utility Pole and identify it by the affixed number.
- Draw a rough sketch of the proposed location and indicate sidewalk and driveway width and location where applicable.

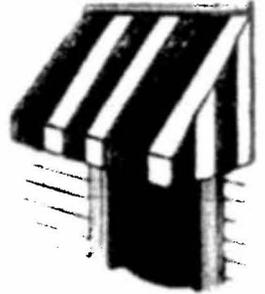


Windows

Viscus's Aluminum Products, Inc.

858 Albany St. ♦ Schenectady, NY 12307
Phone 377-1344 ♦ Fax 377-1344

email: viscusis@aol.com



Awnings

ESTIMATE FOR RY 7/8/16
807 ALBANY STREET
SCHENECTADY NY 12307

Viscusis will manufacture and
Install a custom made
AURORA Aluminum store front
AWNING WITH HEAVY DUTY
TRUSSES FOR SUPPORT

Size: 302" wide x 38" projection
x 33" Drop

Color - 23 Available same price

Installed price is \$ 2,700.00
Allow approximately four weeks

ASK FOR MIKE (romo), Pres.

Complies with all provisions of the Zoning Ordinance of the City of Schenectady
 Dated 8/77 Zoning Officer *[Signature]*

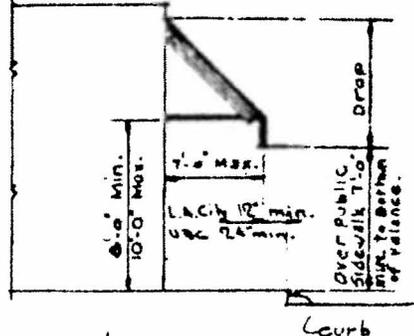
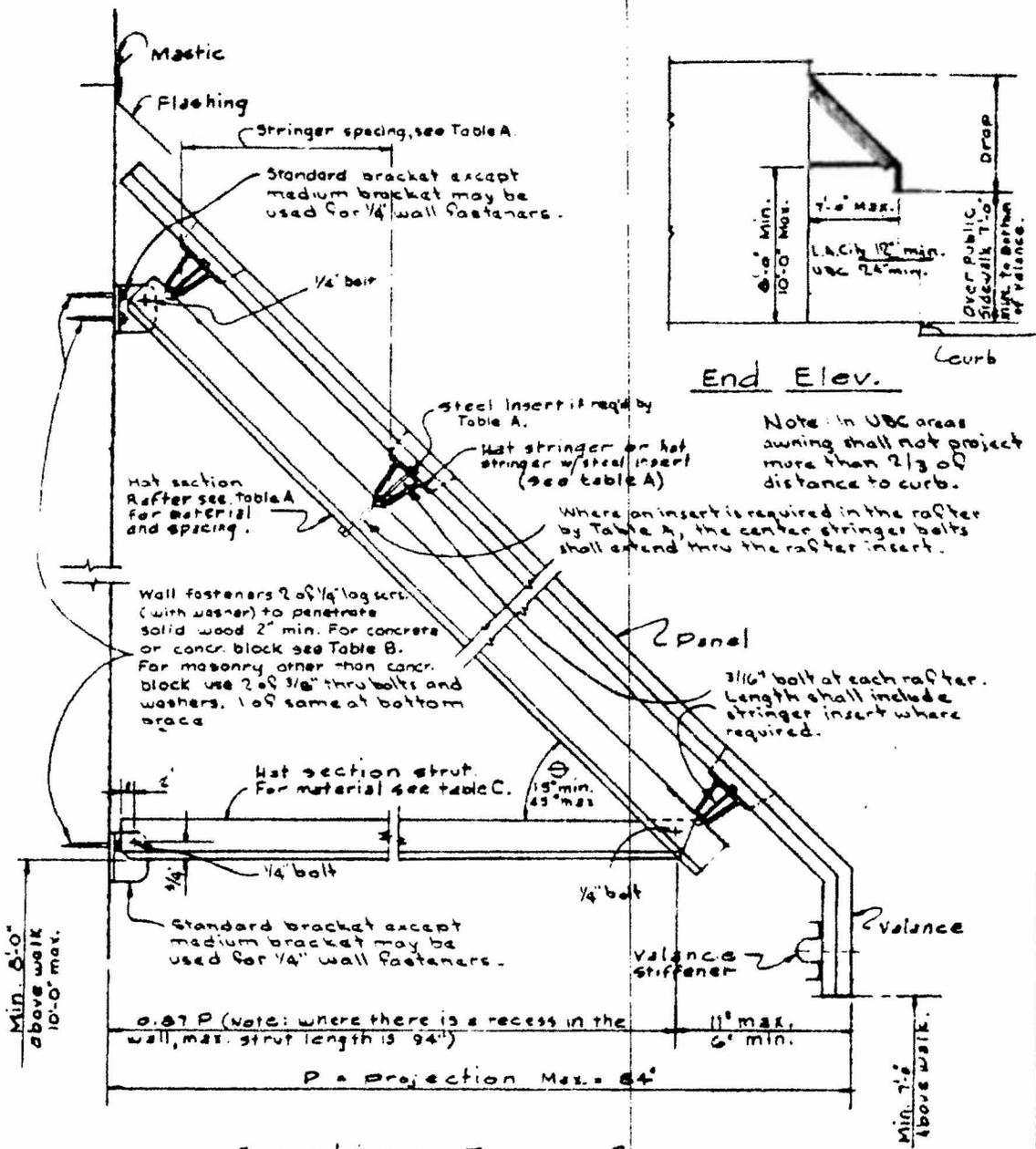
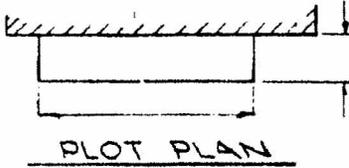
ng Concrete or Masonry

Existing Concrete Block Wall
 Size of Ramsbol "Tribolt" req'd.

Rafter Spacing		30"	36"	48"	60"	72"	84"
3/8"		-	-	-	-	-	-
3/8"	3/8"	-	-	-	-	-	-
1/4"	3/8"	3/8"	3/8"	3/4"	-	-	-
1/4"	1/4"	1/4"	1/4"	3/8"	3/4"	-	-
3/8"	3/8"	-	-	-	-	-	-
3/8"	3/8"	3/8"	3/8"	-	-	-	-
1/4"	1/4"	1/4"	3/8"	3/4"	3/8"	3/8"	-
1/4"	1/4"	3/8"	3/8"	3/8"	-	-	-
1/4"	1/4"	3/8"	3/8"	3/8"	-	-	-

ICBO Evaluation Service, Inc. ER 2156.
 Form to ICBO Eval. Serv. ER 2391.
 Equal or greater withdrawal
 Eval. Report may be
 according to UBC

if edge shown



Note: In UBC areas awning shall not project more than 2/3 of distance to curb.

Section Type 2
 Aurora or Meridian

Aluminum may be substituted for those specified are registered with the Alum Assoc. for equal tensile strength. Metal plate is bare metal and neg. tolerance is 5/70.
 6011 H32 - Ultra 28, Tens. Y.P. = 18, Comp. Y.P. = 16
 6011 H34 - Ultra 29, Tens. Y.P. = 23, Comp. Y.P. = 20
 3005H25 - Ultra 31, Tens. Y.P. = 27, Comp. Y.P. = 25
 Finishing not to exceed 45°.
 Finishing to comply with U.A.B.C.
 4503 (e) if in L.A. City

Approved for attachment to masonry bldg unless thru bolts are used.

If the property shall be submitted permit application showing property and length of all awnings, distance from proposed property lines and other the same property.



From the office of:
ROBERT W. HAUSSLER
 REGISTERED STRUCTURAL ENGINEER
 Alabama, Alaska, Arizona, Arkansas, California, Connecticut, District of Columbia, Florida, Illinois, Indiana, Iowa, Kansas, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Wisconsin, Wyoming.
 P.O. BOX 888 TEMPLETON, CA 93465 805-239-3280

ICBO EVALUATION SERVICE, INC.
 EVALUATION REPORT 1242P
ALCAN RIGID STORE FRONT AWNING
 ALCAN ALUMINUM CORPORATION
 Building Products: 100 Erie View Plaza, Cleveland, Ohio

This plan sheet is the property of the engineer and may not be copied or reused entirely or in part, except by company named in this title block. Plan expires 3 years after revision.
 Approved by: *Robert W. Haussler*
 Drawing Number: 2589-1 of 2

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: City Development & Planning **DATE:**
9/6/2016

TO: COUNCILMEMBERS

FROM: Carl Falotico

SUBJECT: Mohawk Harbor Street Names

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Government Operations **DATE:** 9/6/2016

TO: COUNCILMEMBERS

FROM: Miriam Cajuste

SUBJECT: Affirmative Action Quarterly Report

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Government Operations **DATE:** 9/6/2016

TO: COUNCILMEMBERS

FROM: Mayor McCarthy

SUBJECT: Appointments to Affirmative Action Review Board

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____



Gary R. McCarthy
Mayor

CITY OF SCHENECTADY

OFFICE OF THE MAYOR

City Hall - Jay Street
Schenectady, New York 12305

Office: (518) 382-5000
Cell: (518) 424-0483
Email: GMcCarthy@SchenectadyNY.Gov

September 6, 2016

The Honorable Leesa Perazzo
President, Schenectady City Council
105 Jay Street, Room 107
Schenectady, NY 12305

Dear Leesa:

I am appointing the following individual to the Affirmative Action Advisory Board pursuant to Section 6-7 of the Code of the City of Schenectady, subject to confirmation by the City Council.

Damonne Farley, 181 Manchester Road, Schenectady, NY 12304

Omoye Cooper, 858 Central Parkway, Schenectady, NY 12309

And will be re-appointing:

Dave Deowmarine Chetram, 306 Robinson Street, Schenectady, NY 12304

Kanema Haynes, 13 Catharine Street, Schenectady, NY 12307, and

Adriel Linyear, P.O. Box 9664, Schenectady, NY 12309

Favorable consideration of their appointment by the City Council is appreciated.

Very truly yours,

Gary R. McCarthy

OMOYE COOPER

858 Central Pkwy. • Schenectady, New York 12309
Day: 518-221-5764 • Home: 518-370-4943
sistadimples@yahoo.com

PROFESSIONAL OVERVIEW

Extensive experience in the field of Human Resource Management and Equal Employment Opportunity. Strong administrative, organizational and problem solving abilities. Knowledge of NYS Civil Service Law, position classification, selection and disciplinary processes. Demonstrated ability to promote teamwork and to work effectively with employees at all organizational levels. Excellent communication, presentation and writing skills. Responsible for the preparation of workforce trend analysis reports, monitoring and analysis of agency personnel transactions and targeted recruitment efforts. Experienced trainer, skilled in curriculum development and design. Demonstrated success under deadlines. Certified community and EEOC mediator.

PROFESSIONAL EXPERIENCE

Director Division of Equal Employment Opportunity Development (December 2007-April 2013)
NYS Department of Labor, Albany, NY

Key accomplishments:

- Standardized operation in the three regional offices and established internal controls to ensure statewide compliance with Division operatives.
- Reduced Dept. of Labor liability in allegations of illegal discrimination by designing a mandated "Workplace Harassment Prevention" training program for supervisors and managers and developed an agency policy prohibiting the same.
- Brought agency into Federal compliance by completing overdue One Stop Monitoring visits statewide (72) within 12 months.
- Developed Department policy on Chemical Sensitivity to enhance agency compliance with the Americans with Disability Act (ADA).
- Represented the state of New York on the National Association of Workforce Agencies, Equal Opportunity Committee.

Director EEO/Diversity Management (January 1983 – December 2007)
NYS Division of Parole, Albany, New York

Developed and administered the Division's AA/EEO, MWBE, ADA and Diversity programs. Designed and implemented data base for maintaining updated information on agency work force and personnel transactions; developed internal controls to ensure effective monitoring and accountability of program responsibilities.

Key Accomplishments:

- Designed and implemented interventions aimed at removing identified artificial barriers, utilizing audits and needs assessment.
- Conduct statistical analysis of testing and other selection devices in order to evaluate adverse impact. Also to identify trends in hiring and employment practices that may impact on the agency's service delivery.
- Designed job specific diversity and cultural competency training curriculums for managers supervisors and new parole officer recruits. Also, conducts agency training for all employees in Diversity, ADA, Sexual Harassment Prevention, Conflict and "Practical Skills for Supervisors."
- Review employee complaints, conflicts and targeted Notice of Discipline to determine possibility of cultural conflicts and/or Title VII related bias.
- Conceptualized and initiated the development of an Access based program to

- maintain, track and retrieve agency personnel transactions, staff training.
- Developed and implemented targeted recruitment programs and retention controls that resulted in the increase of protected class employees in all occupational levels within the agency.
- Finalized parolee grievance policy and procedures (“Supervision Grievance Process”) in order to bring the Division into compliance with Accreditation standards.
- Serve as agency liaison with control agencies such as Dept. of Civil Service, Governor’s Office of Employee Relations, Office of Economic Development and NYS Division of Human Rights.

Associate Affirmative Action Program Specialist (August 1990 – January 1983)
NYS Dept. of Civil Service, Albany, New York

Provided technical assistance to NYS agencies on Title VII and state and federal laws and mandates pertaining to Affirmative Action and Equal Employment Opportunity. Also provided technical assistance in the interpretation and implementation of NYS Civil Service law and policies. Conducted work force utilization analysis, adverse impact analysis and prepared Executive reports.

Key Accomplishments:

- As a member of the original staff in the Merit System Affirmative Action Office, actively participated in the development of state policies and procedures for the implementation of NYS Executive Order No. 40 and Executive Order No. 6 (NYS Affirmative Action Mandate) and monitored State agencies’ compliance with same.
- Assisted in the development of the monitoring/evaluation tool and reporting guidelines for NYS agencies in order to determine compliance with Executive Orders.

Minority Group Personnel Specialist (August 1978 - August 1980)
NYS Dept. of Civil Service, Albany, New York

Responsible for the planning, development and administration of open competitive and promotional examinations for professional positions in NYS government. Also provided technical assistance to state agency personnel offices in the interpretation and application of Civil Service law, policy and procedures.

- Conducted desk audits and job analysis on the Professional Careers title series to ensure that exams were job related.
- Assisted in the development and administration of oral and in-basket exams for the Professional Careers Test, Public Management Internship Program and Management level promotional exams.
- Responsible for the development of the first highly successful interstate/interagency minority recruitment program for the Public Management Internship Program.
- Conducted scores distribution analysis on assigned exams to determine possible adverse impact.

Lecturer (Women Studies Dept.) (Sept. 1980 – June 1981)

State University of New York at Albany; Albany, New York

Designed curriculum for a new course concept entitled: “*Classism, Racism and Sexism.*” Taught undergraduate course in same.

CETA Projects Coordinator (1977 – 1978)

Office of the City Manager – City of Schenectady, Schenectady, New York

Responsible for the administration and management of all City projects that were funded under the Comprehensive Employment and Training Act. Conducted needs assessment and wrote grant proposals based on assessment outcome.

Assistant Educational Director (1974 – 1976)

Blue Heaven Farms (Youth Residential Drug Rehabilitation Program), Stuyvesant, New York

Responsible for Education Dept. administrative oversight in the absence of the Educational Director. Also taught GED level math and science classes for program residence and completed weekly behavioral evaluations.

Education

State University of NY at Albany
Rockefeller College of Public Affairs and Policy
M.A. Political Science – International Politics

State University of NY at Albany
B.A. African and African-American Studies

University of Ibadan, Nigeria, West Africa
Political Science and Cross Cultural Studies

Professional Affiliations

- **NYS Affirmative Action Advisory Council**
(Chair for 3 terms, website developer & webmaster)
- **Agency Partnership in Training (APT)**
- **NYS GOER Affiliate NCBI** (National Coalition Building Inst.)
- **Schenectady Center for Law Order and Justice**
(Community Mediator)
- **Schenectady County Human Rights Commission**
(Two term Commissioner)

Professional and Community Awards

- **Certificate of Appreciation, 1991**
City of Schenectady, Mayor K. Johnson
- **Legislative Resolution, 1991**, by Deputy Speaker Arthur O. Eve
In Recognition of Community Service
- **NYS Civil Service Commission President's Award, 1998**
For Dedicated Public Service & Integrity
- **Robert D. Rogers Award, 2000**
Blacks in Government
- **Veteran's Brain Trust Award, 2004**
US House of Representatives, Congresswoman C. Brown and Congressman Sanford D. Bishop
- **Grand Council of Guardians, 2006**
In Recognition of Distinguished Service to NYS Parole

References

Available Upon Request



Damonni Farley is one of the most creative and influential community leaders in the capital region. Coming from generations of community organizers and civil rights activists, Damonni has opted to use his expertise in performing arts and the entertainment industry to empower the disenfranchised, as well as build bridges between cultures, geographic barriers, religious beliefs and social economic status.

Damonni is best known as the creator of "Poetry in Motion" (PIM), a cultural event, affectionately called by artists and fans alike, as the "518 Urban Renaissance". PIM is a spoken word show with a strong musical component, held at the historical Proctors Theater. One of its uniqueness is the breath of its artists, which range from internationally acclaimed poets such as "Black Ice" of Russell Simons' Def Poetry Jams to an unknown 16 year old who used poetry as a

way to help her deal with suicidal ideations and raise awareness. PIM poets tackle a wide range of current social, political and cultural topics in a manner that is not only artistic, but thought provoking and emotionally moving. The show is equal parts laughter, tears and activism. Another major element of PIM's success is reflected in the diversity of audiences, which reflects the full array of social and economic variables, including but not limited to race, ethnicities, age, social status and political beliefs.

In 2014, Damonni drew from his extensive experience working in the national programs Youth Build and AmeriCorps to cofound M.O.C (Miracle on Craig Street) is a non-traditional highly innovative grass roots initiative dedicated to addressing problems in under-served communities by combining and maximizing the resources and talents of those in need with those who want to give. The primary focus is to open a robust community center in the neighborhood in the highest need. According to Damonni, he states "Our success is our collaboration with like-minded individuals and organizations that understand it truly takes a village". Because of Damonni's success and expertise in youth development and community transformation, he is frequently invited to present at national, state and local conferences on his innovative work. He also serves as a technical advisor to numerous community groups and committees, including Southern Christian leadership Conference (SCLC), The Capital Region Youth Justice Team (RYJT), Boys Day Out youth enrichment services (BDO) providing guidance and leadership.

Presently, Damonni oversees a new school and community empowerment program that he designed grounded on the principles of the Cultural Broker. The model emphasizes that understanding the unique culture of a community is not just necessary, it's a valued commodity. Consequently, locally respected neighborhood leaders will be hired and trained in subject areas such as understanding basic human behavior and cognition, navigating the school culture & system, applying analytics to solve critical social problems, the true power behind effective advocacy and conflict management, community organizing and leadership. Further, these highly trained community specialists serve in key leadership roles to effectively bridge the relationship between local schools and parents; as well as, actively participate in local policy decision making and allocation of resources. Since the implantation of this program the school district reports a 52 percent reduction in violent incidents. Historical data shows the lowest occurrence of negative incidents in five years.

CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM

COMMITTEE ASSIGNMENT: *Pub. Ser's Off.* DATE: September 6, 2016

TO: City Council

FROM: Paul LaFond, Commissioner of General Services

SUBJECT: Award of Electronic Waste Recycling to eLot Electronics Recycling, Inc.

TO BE PLACED ON COUNCIL AGENDA OF: September 12, 2016

Background Information:

The City of Schenectady receives discarded electronic waste in the form of CRT computer Monitors, keyboards, CRT and other large screen television sets, LED and LCD television sets. These items must be disposed of in accordance with the New York State Electronic Equipment Recycling and Reuse Act. It is anticipated the City will have 120-140 tons of electronic waste annually.

Evaluation/Analysis:

A Request for Bids was issued on June 3, 2016 for the Electronic Waste Recycling. A low bid in the amount of \$388.00 per ton was received from eLot Electronics Recycling, Inc. of Glenmont, NY for an initial one (1) year period and upon mutual agreement may be renewed for an additional two (2) years.

Recommendation:

Award the Electronic Waste Recycling in the total amount of \$46,560.00 (\$388. ton X 120 tons) from the following Budget Code: A8162-416.

LEGISLATION WILL BE PREPARED BY: Water Department

PL/pg

City of Schenectady
REQUEST FOR BIDS
GENERAL INSTRUCTIONS TO BIDDERS

BID DISTRIBUTION- *IMPORTANT NOTICE*

The City of Schenectady officially distributes bidding documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of bidding documents obtained from any other source are not considered official documents and will not be accepted. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

SECTION 1: BID IDENTIFICATION

- 1.1 Title: **Electronic Waste Recycling**
- 1.2 Requesting Department: **Solid Waste - Bureau of Service**
- 1.3 Bid Number: 16-0615BOS

SECTION 2: PURPOSE

- 2.1 The intent of these specifications is to furnish information to responsible bidders for the purpose of obtaining bids for the pick up and proper disposal of electronic waste items obtained through the City of Schenectady solid waste disposal routes, and through drop-offs of waste items on select days for e-waste recycling as requested by the Bureau of Service.

The City of Schenectady receives discarded electronic waste in the form of CRT computer monitors, keyboards, CRT and other large-screen television sets, LED and LCD television sets. These materials must be disposed of in accordance with the New York State Department of Environmental Conservation policies and guidelines under the New York State Electronic Equipment Recycling and Reuse Act. It is anticipated that the City will have 120-140 tons of electronic waste annually.

- 2.2 Minority Business Enterprises (MBE's) and Women Business Enterprises (WBE's) are encouraged to apply.

SECTION 3: BIDDING DOCUMENTS

- 3.1 Complete sets of the Bidding Documents may be obtained or examined as stated in the Notice to Bidders. The City of Schenectady officially distributes bid documents from the Purchasing Department or through the Empire State Bid System. **Copies of bid documents obtained from any other source are not considered official copies and will not be accepted.** Only those vendors who

obtain bid documents from either the Purchasing Department or the Empire State Bid System are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the sources indicated, you must obtain an official copy for your bid to be considered. Registration for bidders is free at www.empirestatebidsystem.com.

- 3.2 Complete sets of Bidding Documents must be used in preparing bids. The City does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

SECTION 4: SUBMISSION OF BIDS

- 4.1 Bids and any other required documents must be submitted, sealed in an opaque envelope, plainly marked with the name and/or number of the bid and the name and address of the bidder and accompanied by the required documents. Bids must be received no later than 10:30 A.M. on June 15, 2016, at the following address:

Office of the City Clerk
Schenectady City Hall, Room 109
105 Jay Street
Schenectady, NY 12305

One-half (1/2) hour after the time named for the receipt of the Requests for Proposals, will be publicly opened by the Clerk and read and the award of the Contract made according to law as soon thereafter as practicable.

- 4.2 All bids received after the time stated in the "Notice to Bidders," or the bid submission deadline as modified by formal addendum consistent with Section 14 of this Request for Bids, will not be considered and will be returned to the bidder, unopened. The bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the City of Schenectady. Whether sent by mail or by means of personal delivery, the bidder assumes responsibility for having his bid deposited on time at the place specified.
- 4.3 The City of Schenectady reserves the right to reject any or all bids in whole or in part, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional bids.

SECTION 5: TERM OF BID

- 5.1 The bid shall be for the period of 1 (one) year from the date of award to date ending. Prices shall remain firm for the entire bid period.
- 5.2 At the end of the initial one year bid period, upon mutual agreement of the City and the Contractor, the agreement may be renewed for two (2) additional years, in two (2) consecutive one-year intervals. Renewal of multiple item bid awards shall be contingent upon renewal of all items; partial renewals shall not be accepted by the City.

SECTION 6: BID SECURITY

6.1 Each bid must be accompanied by a bid bond or certified check in the amount of 5% of the total bid amount in United States currency drawn upon a national or state bank or trust company, to the order of the Commissioner of Finance, City of Schenectady. If bid is accepted, the successful Bidder will enter into a contract for the same and will execute such further security as may be required for the performance of the contract. BID SECURITY SHALL BE INCLUDED WITH BID AT TIME OF BID OPENING; FAILURE TO DO SO MAY CAUSE REJECTION OF THE BID AS MATERIALLY INCOMPLETE.

6.2 If Bid Security is by Bid Bond, it must contain the following elements:

- a. A bid bond must be payable to the City of Schenectady, and must state the subject of the bid.
- b. It must state a percentage of the amount bid (no less than 5%) or the actual bid amount.
- c. A bid bond must be signed by the Surety, with the signature witnessed and accompanied by a corporate seal.
- d. A bid bond must be signed by the Corporation, Principal or authorized agent, with the signature witnessed and accompanied by a corporate seal.
- e. A bid bond must contain a notarized Surety acknowledgement.
- f. A bid bond must contain a notarized Corporate or Principal acknowledgement.
- g. A Surety asset statement.
- h. A Surety power of attorney.

6.3 The Bid Security of the successful Bidder will be retained until such Bidder has executed the contract and furnished the required Contract Security, whereupon it will be returned. If the successful Bidder fails to execute and deliver the contract and furnish the required Contract Security within fifteen (15) days of the Notice of Award, the City may annul the Notice of Award and the Bid Security of that Bidder will be forfeited.

6.3 Bid security of other bidders will be returned within seven (7) days after the award of contract to the successful Bidder.

SECTION 7: QUALIFICATION OF BIDDER

7.1 All bidders shall submit the Bidder Qualification Questionnaire as part of the bid. Each bid must contain evidence of the bidder's qualification to do business in New York State or covenant to obtain such qualification prior to award.

7.2 In addition, the City of Schenectady may make such investigations it deems necessary to determine the ability of the Bidder to perform the work. The bidder shall furnish to the City, within five (5) days of a request, all such information and data for this purpose as

may be requested. The City reserves the right to reject any bid if the information submitted by, or investigation of, a bidder fails to satisfy the City that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

7.3 All bidders must document five (5) or more years in the business of providing the recycling of electronic waste according to New York State Regulations.

SECTION 8: LIQUIDATED DAMAGES (DOES NOT APPLY TO THIS BID, EXCEPT FOR BID SECURITY)

8.1 Time is of the essence with this Agreement. The City of Schenectady will suffer financial loss if the work is not completed within the times specified, plus any extensions thereof. Delays, expense and difficulties will be involved in proving the actual loss suffered by the City of Schenectady if the work is not completed on time. Accordingly, instead of requiring such proof, the City of Schenectady and the successful Bidder will agree that as liquidated damages for delay (but not as a penalty) the successful Bidder shall pay the City of Schenectady _____dollars \$_____ for each day that expires after the time specified for Substantial Completion until the work is substantially complete. After Substantial Completion, if the successful Bidder shall neglect, refuse, or fail to complete the remaining work within the time specified for completion and readiness for final payment or any proper extension thereof granted by the City of Schenectady, the successful Bidder shall pay the City of Schenectady _____dollars \$_____ for each day that expires after the time specified for completion and readiness for final payment.

SECTION 9: DISQUALIFICATION

9.1 The City reserves the right to refuse to issue Bidding Documents to a prospective bidder should such bidder be in default for any of the following reasons:

- (a) Failure to comply with any pre-qualification regulations of the City, if such regulations are cited, or otherwise included, in the Bidding Documents as a requirement for bidding.
- (b) Bidder's failure to pay, or satisfactorily settle, all bills due for labor and materials on former contracts in force (with the Owner) at the time the City issues the Bidding Documents to a prospective bidder.
- (c) Bidder's default under previous contracts with the City.
- (d) Bidder's unsatisfactory work on previous contracts with the City.
- (e) No bid will be accepted from, or Contract awarded to, any person who is in arrears to the City of Schenectady upon debt or Contract or who is in default, as surety or

otherwise, upon any obligation to the said City, nor shall a bid be accepted or Contract awarded to any Contractor whose performance of any previous Contract has been unsatisfactory. The bidder whose bid has been accepted will be required to attend at the Office of the Clerk of the Council and execute the Contract within three (3) days from the date of the service of a notice delivered to him in person or mailed to the address given in the bid that the Contract has been awarded to him. In case of failure to execute the Contract within the time stated, he or they shall be deemed to have abandoned the Contract and the amount of the deposit made by him or them will be forfeited to and retained by the City of Schenectady as liquidated damages.

9.2 Bids received from bidders who have previously failed to complete contracts within the time required, or who have previously performed similar work in an unsatisfactory manner, may be rejected. A bid may be rejected if the bidder cannot show that it has the necessary ability, plant and equipment to commence the work at the time prescribed and thereafter to perform and complete the work at the rate or within the time specified. A bid may be rejected if the bidder is already obligated for the performance of other work which would delay the commencement, performance or completion of the work.

9.3 The City of Schenectady reserves the right to reject any bid if the information submitted by, or investigation of, such bidder fails to satisfy the City that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

9.4 Bids will be considered irregular and shall be subject to rejection for the following reasons:

- (a) If the bid is on a form other than that furnished by the City of Schenectady, or, if the City's form is altered, or, if any part of the bidding documents is detached.
- (b) If there are unauthorized additions, conditional or alternate pay items, or irregularities of any kind which make the bid incomplete, indefinite, or otherwise ambiguous.
- (c) If the bid is not accompanied by the bid security specified by the City of Schenectady.

SECTION 10: PREVAILING WAGE (DOES NOT APPLY TO THIS BID)

10.1 All laborers providing services under this contract, whether employed by the Contractor or by the Subcontractor(s), shall be paid not less than the current prevailing rate of wages and shall be provided supplements not less than the prevailing supplements as established by the New York State Department of Labor, per the New York State Prevailing Schedule of Wages.

10.2 All vendors submitting bids agree to conform to all current NYS Department of Labor and prevailing wage laws. The City has applied for and has received a PRC number for this project, which has been included with this document as an attachment. The successful vendor(s) is/are responsible for complying with all current labor rates and regulations

throughout the duration of any contract resulting from this document. For policy or rate questions call the NYS Department of Labor at (585) 258-4505. Actual rates are available via the internet at: http://198.22.236.39/prevaling_wage_home.shtm.

- 10.3 Payrolls and Payroll Records: Every contractor and subcontractor MUST keep original payrolls or transcripts subscribed and affirmed as true under penalty of perjury. Payrolls must be maintained for at least five (5) years from the project's date of completion. At a minimum, payrolls must show the following information for each person employed on a public work project: Name, Social Security number, Classification(s) in which the worker was employed, Hourly wage rate(s) paid, Supplements paid or provided, and Daily and weekly number of hours worked in each classification.

Every contractor and subcontractor shall submit to the Department of Jurisdiction (Contracting Agency), within thirty (30) days after issuance of its first payroll and every thirty (30) days thereafter, a transcript of the original payrolls, subscribed and affirmed as true under penalty of perjury. The Department of Jurisdiction (Contracting Agency) shall receive and maintain such payrolls.

SECTION 11: NON-COLLUSIVE BIDDING CERTIFICATE

- 11.1 All bidders bidding under the provisions of the specifications are subject to the provisions of Section 103 of the General Municipal Law of the State of New York. A signed Non-Collusive Bidding Certificate (Attachment "A") is required to be submitted with each bid on the form provided by the City.

SECTION 12: BID FORM

- 12.1 The Bid Form is attached hereto; additional copies may be obtained from the City.
- 12.2 Bids must be made on the Bid Form provided by the City. The Bid Form must be completed in ink or typewritten. The Bid Form must also be signed by an authorized representative of the bidder.
- 12.3 Bids by corporations must be executed in the corporate name by the president or a vice-president (or other corporate officer accompanied by evidence of authority to sign on behalf of the corporation) and the corporate seal must be affixed by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.
- 12.4 Bids by partnerships must be executed in the partnership name and signed by a partner, whose title must appear under the signature. The official address of the partnership must be shown below the signature.
- 12.5 All names must be printed or typed below the signature.

12.6 The bid must contain an acknowledgment of receipt of all Addenda (the number of which will be filled in on the Bid Form).

12.7 The address and email address to which communications regarding the bid are to be directed must be included on the Bid Form.

SECTION 13: EQUIVALENT GOODS (NOT REQUIRED FOR THIS BID)

13.1 Manufacturers name brands are listed to indicate minimum requirements and bidding may be on brands listed, (if specified), or equivalent. Specifications shall be furnished by bidder to support equivalency. In the event of any claim by any unsuccessful bidder concerning or relating to the issue of "equal or better" or "or equal", the successful bidder agrees, that his own cost and expense, to defend such claim or claims and agrees to hold the City of Schenectady free and harmless from any and all claims for loss or damage arising out of this transaction for any reasons.

13.2 Requests for substitution must be reviewed and approved by the City of Schenectady prior to receipt of bids. Vendors wishing to quote substitute equipment shall complete and return the "Request for Substitution Approval" form, along with complete specifications and manufacturer's descriptive literature, by ***INSERT DATE & TIME OF DEADLINE*** to the City of Schenectady Purchasing Division. Requests shall be submitted to the City of Schenectady Purchasing supervisor at 105 Jay Street, Room 102, Schenectady, NY 12305, or via fax to (518) 382-5030.

SECTION 14: SPECIFICATION CLARIFICATION

14.1 All inquiries with respect to this Request for Bids must be directed to the City of Schenectady Purchasing Supervisor as follows:

Richard McIlravy-Ackert
Purchasing Supervisor
City of Schenectady
City Hall, Room 102
105 Jay Street
Schenectady, NY 12305
Phone: (518) 382-5199, Et. 5274
Fax: (518) 382-5030
rmcilravy-ackert@schenectadyny.gov

14.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the bidding documents. Questions received less than four (4) days prior to the date of submission of bids will not be answered. The City will be bound only by responses given by formal written Addenda.

SECTION 15: BID EVALUATION

15.1 Bids shall remain valid until:

- (a) the execution of a contract by City of Schenectady; or
- (b) the award of a purchase order by City of Schenectady; or
- (c) as otherwise rejected by City of Schenectady.

15.2 Bids received will be evaluated by City of Schenectady and will be based, as a minimum, upon the following criteria:

- (a) Lowest total bid cost and projected timetable for completion of services and/or delivery of goods described herein;
- (b) Completeness of the bid; and
- (c) Bidder's demonstrated capabilities and professional qualifications.

15.3 The City reserves the right to award this contract on a per item or aggregate basis, whichever is most beneficial to the City of Schenectady. Bidders need not submit bids for all items listed to be eligible for an award of this contract.

15.4 The City reserves the right to purchase items pursuant to General Municipal Law 103 from New York State Contracts, other County, political subdivision or district contracts, or New York State Preferred Sources within its discretion.

15.5 The City of Schenectady may award purchase contracts that have been procured pursuant to competitive bidding under section 103 of the NYS General Municipal Law by either lowest responsible bidder or best value.

"Best value" means the basis for awarding contracts for goods to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerers that are small businesses or certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law to be used in evaluation of offers for awarding of contracts for services.

SECTION 16: MODIFICATION AND WITHDRAWAL OF BIDS

- 16.1 Bids may be modified or withdrawn at any time prior to the opening of bids by an appropriate document duly executed (in the manner that a bid must be executed) and delivered to the place where bids are to be submitted.
- 16.2 If, prior to awarding of the contract or within three days after opening, whichever period is shorter, any bidder files a duly signed written notice with the City and promptly thereafter demonstrates to the reasonable satisfaction of the City that there was a material and substantial mistake in the preparation of its bid, that bidder may withdraw its bid and the bid security will be returned.

SECTION 17: AWARD OF BID

- 17.1 After the award has been approved by the proper City governing authority, the successful bidder will be issued a Notice of Award. A notice of contract award shall not be binding upon the City until the contract has been fully executed by both parties.

The following documents shall be incorporated, to the extent deemed appropriate in the sole discretion of the City, within the contract between the City of Schenectady and the apparent successful Bidder: the successful Bidder's bid, this Request For Bids and any written Addenda issued by the City of Schenectady in response to inquiries of prospective bidders as set forth in Section 12.2 hereof.

- 17.2 No successful bidder to whom a contract or purchase order is let, granted or awarded, shall assign, transfer, convey, sublet, or otherwise dispose of same, or of its right, title, and interest herein, including the performance of the contract or purchase order or the right to receive monies due or to become due, or of its power to execute the contract or purchase order without the prior written consent of the City of Schenectady Purchasing Supervisor. In the event the contractor shall without prior written consent assign, transfer, convey, sublet or otherwise dispose of the contract or purchase order or of its right, title and interest therein, including the performance of this contract or purchase order, or the right to receive monies due or to become due, or its power to execute such contract or purchase order to any other person or corporations, or upon receipt by the City of Schenectady of an attachment against the Successful Bidder, the City of Schenectady shall be relieved and discharged from any and all liability and obligation growing out of such contract or purchase order to such contractor, and the person or corporation to which such contract or purchase order shall have been assigned, its assignees, transferees or sub lessees shall forfeit and lose all monies theretofore assigned under the contract or purchase order, except so much as may be required to pay its employees.

SECTION 18: PERFORMANCE BOND

- 18.1 No Performance bond is requested for this bid.

SECTION 19: INSURANCE REQUIREMENTS

19.1 The successful Bidder will be required to procure and maintain at its own expense the following insurance coverage:

- (a) **Workers' Compensation and Employers Liability Insurance:** A policy or policies providing protection for employees in the event of job-related injuries.
- (b) **Automobile Liability Insurance:** A policy or policies with the limits of not less than \$1,000,000 combined for each accident because of bodily injury sickness or disease, sustained by any person, caused by accident, and arising out of the ownership, maintenance or use of any automobile for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance or use of any automobile.
- (c) **Umbrella Liability Insurance:** A policy or policies with Umbrella Coverage with limits of not less than:

Liability For:	Combined Single Limit
All Other Circumstances	\$1,000,000

- (d) **General Liability Insurance:** A policy or policies of comprehensive all-risk insurance with limits of not less than:

Liability For:	Combined Single Limit
Property Damage	\$1,000,000
Bodily Injury	\$1,000,000
Personal Injury	\$1,000,000

19.2 Each policy of insurance required shall be of form and content satisfactory to the City of Schenectady Corporation Counsel.

- (a) The City of Schenectady shall be named as an additional named insured on all liability policies. **The bid name and/or number must appear on the policy.**
- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to City of Schenectady. It shall be automatically renewed upon expiration and continued in force unless the City of Schenectady is given at least thirty (30) days written notice to the contrary.

19.3 No work shall be commenced under the contract or purchase order until the successful Bidder has delivered to the City Purchasing Supervisor or his designee proof of issuance

of all policies of insurance required by the contract to be procured by the successful Bidder. If at any time, any of said policies shall expire or become unsatisfactory to the City, the successful Bidder shall promptly obtain a new policy and submit proof of insurance of the same to the City for approval. Upon failure of the successful Bidder to furnish, deliver and maintain such insurance as above provided, the contract or purchase order may, at the election of the City, be forthwith declared suspended, discontinued or terminated. Failure of the successful Bidder to procure and maintain any required insurance shall not relieve the successful Bidder from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Bidder concerning indemnification.

SECTION 20: INDEMNIFICATION

20.1 The successful Bidder shall defend, indemnify and save harmless the City of Schenectady, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful Bidder, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

SECTION 21: REMEDY FOR BREACH

21.1 In the event of a breach by CONTRACTOR, CONTRACTOR shall pay to the CITY OF SCHENECTADY all direct and consequential damages caused by such breach, including, but not limited to, all sums expended by the CITY to procure a substitute contractor to satisfactorily complete the contract work, together with the CITY's own costs incurred in procuring a substitute contractor.

SECTION 22: DELIVERY AND PAYMENT

22.1 All bid prices shall include freight and shall be quoted F.O.B. destination.

22.2 The City of Schenectady operates a formal Purchase Order System. Under **NO** circumstances will the vendor or contractor be paid without a purchase order. Contractor shall deliver only the items specified on the purchase order. Any Contractor who delivers items which are not ordered, or who duplicates or overships items, does so entirely at his own expense. Such shipments will be at no cost or responsibility to the City of Schenectady.

22.3 Prior to payment, the items furnished and or work performed will be inspected by the Purchasing Supervisor or his designee to determine their conformity to specification. No payment will be made for items or work not meeting specification.

22.4 Payment will be made upon the submission of invoices indicating the date and time of material pick-ups, the total weight of the material picked up, and the accurate charge per pound of recyclable material.

22.5 The City of Schenectady IS NOT SUBJECT TO FEDERAL, STATE OR LOCAL TAXES.

SECTION 23: ANTI DISCRIMINATION CLAUSE

23.1 Pursuant to Section 220-E of the NYS Labor Law, regarding provisions in contracts prohibiting discrimination on account of race, creed, color or national origin in employment of citizens upon public works, the Contractor agrees: (a) That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin discriminate against any citizen of the state of New York who is qualified and available to perform the work to which the employment relates; (b) That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin; (c) That there may be deducted from the amount payable to the contractor by the state or municipality under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract; (d) That this contract may be cancelled or terminated by the state or municipality, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and (e) The aforesaid provisions of this section covering every contract for or on behalf of the state or a municipality for the manufacture, sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the state of New York.

SECTION 24: INTERPRETATION

24.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFB, and/or, the Agreement (between the City and the successful bidder/proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFB; 3) the Contractor's bid.

SECTION 25: NON APPROPRIATIONS CLAUSE

25.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the City for payment under this Agreement. The City will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without

penalty or expense to the City of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

SECTION 26: IRANIAN ENERGY SECTOR DIVESTMENT

26.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment," in that said Contractor/Proposer has not:

- (a) Provided goods or services of \$20 Million or more in the energy sector of Iran including but not limited to the provision of oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran; or
- (b) Acted as a financial institution and extended \$20 Million or more in credit to another person for forty-five days or more, if that person's intent was to use the credit to provide goods or services in the energy sector in Iran.

26.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.

26.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (a) "By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief, that each bidder is not on the list created pursuant to NYS Finance Law Section 165-a (3)(b)."

26.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The City reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis under the following circumstances:

- (1) The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a

formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or

- (2) The City of Schenectady has made a determination that the goods or services are necessary for the City to perform its functions and that, absent such an exemption, the City of Schenectady would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the City in writing and shall be a public document.

SECTION 27: LICENSES AND PERMITS

- 27.1 It shall be the responsibility of the contractor/vendor/supplier to secure any permits or licenses necessary for the completion of this service at its sole cost and expense.

BID SUBMISSION FORM
VENDOR SUPPLY COVER SHEET

Sealed Bids are due by 10:30 a.m., Wednesday, June 15, 2016, in the office of the City Clerk, Room #107, City Hall, 105 Jay Street, Schenectady, N.Y. 12305

The undersigned hereby certifies that he/she has examined and fully comprehends the requirements and intent of the Notice, Information, Specifications and Bid for **Electronic Waste Recycling**, and offers to fulfill the activities as shown on the attached bid for the cost listed below.

THE CITY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS

Each Bidder is required to submit a pricing proposal for each Section Listed in the bid package for the following;

- 1) Per Ton cost for material recycling \$ _____
- 2) Pallet/Container Charge per Pick-Up \$ _____
- 3) Assignment & Subletting- *The Contractor shall not assign or transfer any interest or claim under this contract except as authorized in writing by the City of Schenectady* \$ _____
- 4) Section 19 - License and Permits \$ _____

TOTAL: \$ _____

BID CERTIFICATON SHEET

I HEREBY CERTIFY THAT I HAVE READ THE NOTICE TO BIDDERS, GENERAL INFORMATION, SPECIFICATIONS, ADDENDUM (IF ANY ATTACHED), BIDDING SHEET, AND ANY OTHER INFORMATION PERTINENT TO THIS BID. FAILING TO COMPLY WITH THE ABOVE SHALL CAUSE BID TO BE REJECTED AS INFORMAL AND CONSIDERATION WILL NOT BE GIVEN BY THE CITY OF SCHENECTADY.

SIGNED

TITLE

(SIGNED COPY MUST BE RETURNED WITH BID)

BIDDER'S QUALIFICATIONS

The undersigned guarantees the accuracy of all statements and answers herein contained. (Please print in ink).

1. How many years has your firm been in business? _____ years.
2. List up to three (3) projects of this nature that you have completed in the last three (3) years and give the name, address and telephone number of a reference from each.

3. List other recycling presently under control of your firm, and the dollar volume of the contract.

4. Have you ever failed to complete work awarded to you? If so, state where and why.

5. Do you plan to sublet any part of this work? If so, give details.

6. What equipment do you own that is available for this work?

7. What equipment do you plan to rent or purchase for this work?

8. Give the name, address and telephone number of an individual who represents each of the following and whom the Owner may contact to investigate your financial responsibility; a surety, a bank and a major material supplier.

9. Give a summary of your financial statement. List assets and liabilities; use an insert sheet, if needed. Only three (3) lowest bidders shall submit this information to the Owner within forty-eight (48) hours of the opening of the Bids.

10. State the true, exact, correct and complete name of the partnership, corporation or trade name under which you do business and the address of the place of business. (If a corporation, state the name of all partners. If a trade name, state the names of the individuals who do business under the trade name). It is absolutely necessary that this information be furnished.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

ATTACHMENT A

State of New York _____)
County of _____)SS.

_____, being first duly sworn, deposes and says that:

(1) He is _____ of _____ the Bidder that has submitted the attached bid:

(2) He is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances in relation to such Bid:

(3) Such bid is genuine and is not a collusive or sham Bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, conceived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against _____ (Local Public Agency) or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

Title: _____

Subscribed and sworn to before me
this _____ day of _____, 20____

Notary Public

My commission expires: _____

BY TABULATION SHEET

BUREAU OF PURCHASE

COMMITTEE ON BIDS of The City of Schenectady, NY at 10:30 A.M. Daylight Saving Time on the 15th day of June, 2016

Recycling

ITEM DESCRIPTION	Quantity	UNIT	UNIT PRICE	BIDDER NO. 1_ EXTENSION	UNIT PRICE	BIDDER NO. 2_ EXTENSION	UNIT PRICE	BIDDER EXTEI
Cost for material recycling		TON	\$ 388.00		\$ 600.00		\$	
Container charge per pickup		EA	N/C		\$ 1,000.00		\$	
nt & Subletting								
& Permits			N/C		N/C		\$	
Total Bid Amount								

Company Name	Address	Bid Bond	Certified Check
CTRONICS RECYCLING, INC	64 HANNAY LANE, GLENMONT, NY 12077		\$2,328
	1950 RUTGERS UNIVERSITY BLVD. LAKEWOOD, NJ 08701		\$3,500

Downloading History / Vendor Activity Report

The information below provides vendor activity for solicitation number **RFB-RM-16-138** posted by City of Schenectady as of **8/30/2016**. You can use the button below to change the type of information you are viewing (received a notice vs. accessed attachments).

Solicitation Information

Document Title: Electronic Waste Recycling
 Date Issued: 06/03/2016
 Deadline: 06/15/2016 prior to 10:30 AM E.D.T.
 Specification Attachments: [Click Here for Details](#) 1 File
 Addendum Attachments: None

[Show All Companies That Accessed Attachments or Received a Notice \(251 Companies\)](#)

You are currently viewing only companies that accessed attachments to this solicitation (including addenda), whether they received a notice or not. To change your view use the button above.

Company Information (links show company information)

Specification Documents

Alexander Consultancy Incorporated

Main Contact: Alexander Tardy, 860-423-4418
 Bid Signer: Alexander Tardy, 860-423-4418
 Location: Willimantic, CT
 Account Type: Search Only Access

Viewed Files: 1 of 1

[Details](#)

All American Htg and cooling

Main Contact: Jenn Barnes, 941-529-1766
 Bid Signer: Jenn Barnes, 941-529-1766
 Location: Sarasota, FL
 Account Type: E-mail Service

Viewed Files: 1 of 1

[Details](#)

Arnoff Moving & Storage

Main Contact: Daniel Arnoff, 845-471-1504
 Bid Signer: Daniel Arnoff, 845-471-1504
 Location: Poughkeepsie, NY
 Account Type: E-mail Service

Viewed Files: 1 of 1

[Details](#)

DTM PARTS SUPPLY, INC

Main Contact: JAMES WHITE, 914-760-0558
 Bid Signer: JAMES WHITE, 914-760-0558
 Location: MT.VERNON, NY
 Account Type: E-mail Service

Viewed Files: 1 of 1

[Details](#)

eLot Electronics Recycling, Inc.

Main Contact: Maish Freedman, 518-266-9385
 Bid Signer: Maish Freedman, 518-266-9385
 Location: Glenmont, NY
 Account Type: E-mail Service

Viewed Files: 1 of 1

[Details](#)

NLR, Inc.

Main Contact: Stephen Rorick, 860-292-1992
 Bid Signer: Stephen Rorick, 860-292-1992
 Location: East Windsor, CT
 Account Type: E-mail Service

Viewed Files: 1 of 1

[Details](#)

North America Procurement Council, Inc. PBC

Main Contact: Lyra de Asis, 302-450-1923
 Bid Signer: Lyra de Asis, 302-450-1923
 Location: Grand Junction, CO
 Account Type: Search Only Access

Viewed Files: 1 of 1

[Details](#)

SAMR Inc.

Main Contact: Michael De Fortuna, 732-987-8133

Viewed Files: 1 of 1

Bid Signer: Albert Boufarah, 732-370-4100
Location: Lakewood, NJ
Account Type: E-mail Service

[Details](#)

Sevenoutsource

Main Contact: Steve Walse, 315-308-7852
Bid Signer: steve walse, 315-308-7852
Location: Newark, DE
Account Type: Search Only Access

Viewed Files: 1 of 1

[Details](#)

St. Lawrence NYSARC

Main Contact: Tracy Tuttle, 315-386-3529
Bid Signer: Tracy Tuttle, 315-386-3529
Location: Canton, NY
Account Type: Search Only Access

Viewed Files: 1 of 1

[Details](#)

Total Number of Companies that Viewed this Solicitation: 10



CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM

COMMITTEE ASSIGNMENT: *Pub. Ser. Sect. 1.* DATE: September 6, 2016

TO: City Council

FROM: Paul LaFond, Commissioner of General Services

SUBJECT: Single Stream Recycling

TO BE PLACED ON COUNCIL AGENDA OF: Discussion Only

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY: Water Department

PL/pg

CITY OF SCHENECTADY
LEGISLATIVE REQUEST FORM

COMMITTEE ASSIGNMENT: *Pub. Ser. 3/11/16* DATE: September 6, 2016

TO: City Council

FROM: Paul LaFond, Commissioner of General Services

SUBJECT: Yard Waste Pickup Schedule

TO BE PLACED ON COUNCIL AGENDA OF: Discussion Only

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY: Water Department

PL/pg

**CITY OF SCHENECTADY
LEGISLATION REQUEST FORM**

COMMITTEE ASSIGNMENT: Public Service & Utilities **DATE:** 9/6/2016

TO: COUNCILMEMBERS

FROM: Leesa Perazzo

SUBJECT: Medicab Regulations - Disc.

Background Information:

Evaluation/Analysis:

Recommendation:

LEGISLATION WILL BE PREPARED BY _____