

DRAFT RESOLUTION 2.1 – 10/11/2022

RESOLUTION TITLE: AUTHORIZE NO-COST EXTENSION OF CDRLF PHASE 3 CONSULTING SERVICES AGREEMENT W/ ANN HOLLAND

By: Matthew Miller, Director of Community Development

WHEREAS, the scope of work defined Ann Ruzow Holland’s agreement to implement the operational components of the Community Development Revolving Loan Fund (CDRLF) included provisions for solicitation of third-party assistance, staff training, and consultation during the initial round of CDRLF applications; and

WHEREAS, Ann Ruzow Holland has requested a no-cost time extension to settle the CDRLF’s construction-technical partnerships, train all staff during sessions currently scheduled between October 11, 2022 and November 11, 2022, and assist the City with the marketing and launch of the CDRLF.

NOW, THEREFORE, BE IT RESOLVED, the Common Council authorizes the Mayor to execute Amendment #1 to the Agreement between the City and Ann Ruzow Holland to implement the operational components of the CDRLF that extends the deadline for completion of that Agreement’s defined scope of work by sixty (60) days. No changes to the contract amount are included in Amendment #1.

Contractor:	Ann Ruzow Holland, Ph.D., AICP
Service:	Extension of contract for operational aspects of CDRLF
Rate:	\$125 / hour
Mileage:	n/a
Contract Amount:	\$15,000 (Unchanged)
City Cost:	\$15,000
Period:	April 30, 2022 – December 31, 2022
New/Renewal:	New
Previous Year’s Cost:	n/a
Previous Year’s City Cost:	n/a

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **October 11, 2022**.

“Yes”
“No”
Absent

DRAFT RESOLUTION 2.2 – 10/11/2022

RESOLUTION TITLE: AUTHORIZING REVISING CAPITAL PROJECT H5110.85 – 2022 PUBLIC SERVICE BUILDINGS

WHEREAS, the Capital Expenditure Plan adopted January 6th, 2022, includes a Public Service Buildings category, and

WHEREAS, the Infrastructure Division desires to establish a 2022 Public Service Buildings project for items not included in the Public Service Buildings category of the Capital Expenditure Plan adopted January 6th, 2022, and

WHEREAS, the cost of the 2022 Public Service Buildings project has been estimated by the Infrastructure Division for the costs of the planned expenditures to purchase items to be added to the capital expenditure plan for 2022 and is being revised again for the cost of the design, management and construction of the roof, as follows:

	2022	2022	2022	2022	2022
	Capital	Estimated	Revised	Revised	Revised
	Plan	Cost	Cost	Cost	Cost
City Roof Construction \$		\$	\$	\$	\$ 798,500
City Hall steps replacement -		200,000	200,000	200,000	200,000
City Hall Roof Des. & Proj. Mgt. -		-	-	-	56,500
City Hall Heat Pumps -		-	-	42,225	42,225
Stairs & roof evaluation (AEDA) -		-	5,500	5,500	5,500
Total	\$ -	\$ 200,000	\$ 205,500	\$ 247,725	\$1,102,725

Project Funding:

General Fund	\$ -	\$ 200,000	\$ 205,500	\$ 205,500	\$1,060,500
IIEP Funding	-	-	-	42,225	42,225
Total	\$ -	\$ 200,000	\$ 205,500	\$ 247,725	\$1,102,725

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 20th day of October 2022, as follows:

- 1) That, the amount of One Million One Hundred Two Thousand Seven Hundred Twenty-five and 00/100 (\$1,102,725.00) Dollars is hereby appropriated for the capital project **2022 Public Service Buildings (H5110.85)** for the revised

cost of the items listed above and is hereby authorized to be expended for such purpose.

- 2) That, Forty-two Thousand Two Hundred Twenty-five and 00/100 (\$42,225.00) Dollars of such appropriation will be provided through NYSERDA distributed from the City's accumulated IEEP funding contributions charged on the City's monthly electricity billings.
- 3) That, One Million Sixty Thousand Five Hundred and 00/100 (\$1,060,500.00) Dollars of such appropriation will be provided by an advance from the General Fund to be refunded by the fiscal year-end through issuance of serial bonds or a bond anticipation note (BAN).

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **October 11, 2022.**

“Yes”

“No”

Absent

DRAFT RESOLUTION 2.3 – 10/11/2022

RESOLUTION TITLE: AUTHORIZE AEDA DESIGN & PROJECT MANAGEMENT SERVICE AGREEMENT FOR CITY HALL ROOF REPLACEMENT

By: Matthew Miller, Director of Community Development

WHEREAS, City Hall’s roof is well beyond its design life and the cost and considerations involved with its complete replacement were analyzed in a feasibility study completed by Architectural & Engineering Design Associates, P.C. (AEDA) in June of 2022; and

WHEREAS, recent repairs to the roof have not halted the continued penetration of water which has caused increasingly severe damage to the ceiling in City’s Hall’s recently renovated auditorium and to the walls on City Hall’s upper floors; and

WHEREAS, the only reliable way to prevent further damage to City Hall is to replace the roof completely.

NOW, THEREFORE, BE IT RESOLVED, the Common Council authorizes the Mayor to execute an agreement with AEDA for design and project management services related to the complete replacement of City Hall’s roof in an amount not to exceed \$56,500.

Contractor:	AEDA
Service:	Design & project management for City Hall roof replacement
Rate:	n/a
Mileage:	n/a
Contract Amount:	\$56,500 (New)
City Cost:	\$56,500
Period:	Until completion of work
New/Renewal:	New
Previous Year’s Cost:	n/a
Previous Year’s City Cost:	n/a

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **October 11, 2022**.

“Yes”
“No”
Absent

DRAFT RESOLUTION 3.1 – 10/11/2022

RESOLUTION TITLE: AWARD INDEPENDENT AUDITING SERVICES FOR THE CITY OF PLATTSBURGH

By: Richard Marks, City Chamberlain

WHEREAS, the City’s independent auditor has resigned effective December 31st, 2021, from the providing services to the City for conducting an annual audit of the City’s financial functions, for auditing the City’s accounting for financial transactions and for providing the City with an audited financial statement as of the end of each fiscal year; and

WHEREAS, the City has conducted a Request for Proposal for Independent Auditing Services (the RFP) canvassing 12 local CPA firms and 4 CPA firms from outside of the local marketplace and has received a proposal from Telling & Hillman, P.C. to provide services to the City for a five year period beginning with fiscal year 2022 and running through fiscal year 2026 with quoted pricing for the first three years as stated in their response to the RFP included as part of the documentation provided for this meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council approves the selection of Telling & Hillman, P.C., based on their response to the RFP, to be the City’s independent auditor for a five year period beginning with fiscal year 2022 and running through fiscal year 2026 and further authorizes the Mayor to enter into a contract for the first three years of that period according to the pricing quoted in the RFP response from Telling & Hillman, P.C.

Approved by the **FINANCE & COMMUNITY DEVELOPMENT COMMITTEE** at its meeting on **October 11, 2022**.

“Yes”
“No”
Absent