



CLIFTON PARK WATER AUTHORITY

BOARD MEETING MINUTES

MARCH 8, 2016

Those present at the Clifton Park Water Authority board meeting were: Mr. Helmut Gerstenberger, Chairman; Mr. John Ryan, Vice Chairman; Mr. George Peterson, Treasurer; and Mr. Peter Taubkin, Secretary. Absent: Mr. William Butler. Also present: Mr. Donald Austin Jr., Administrator; Mr. Neil Weiner, Attorney; Mr. Edwin Vopelak, CT Male Associates; and Mr. James Romano, Liaison. Absent: Mr. Walter Schlesier Jr., Superintendent.

Mr. Gerstenberger called the meeting to order at 7:03pm.

PRIVILEGE OF THE FLOOR

Matt Straney, a student at Shenendehowa High School, was in attendance to observe the board meeting.

Mr. Romano asked if the Authority has an emergency response plan. Mr. Austin stated that there is a plan in place. The board recommended performing an emergency drill to test emergency preparations.

OLD BUSINESS

CT MALE ENGINEERING CONTRACT

A **motion** was made by Mr. Ryan approving the general engineering services agreement with CT Male; seconded by Mr. Gerstenberger.

RESOLUTION #11, 2016 – APPROVING GENERAL ENGINEERING SERVICES AGREEMENT WITH CT MALE

WHEREAS, the Clifton Park Water Authority Board of Directors wishes to enter into an agreement with CT Male Associates Engineering, Surveying, Architecture and Landscape Architecture, P.C. for general engineering services, now therefore be it

RESOLVED, that the Clifton Park Water Authority Board of Directors hereby approves the agreement between the CPWA and CT Male Associates for general engineering services, as attached, and authorizes the CPWA Chairman to execute any documents necessary to implement this agreement.

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Peterson	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Absent

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

CT Male prepared an updated capital improvement plan. It includes nine projects which are listed below in terms of priority:

1. Water Storage Tank Inspections: This would involve hiring a qualified tank inspector to perform inspections of the Bruno Road, Miller Road, and Blue Spruce Tanks. The results of the inspections would be used to determine the need for future maintenance and/or repairs. Estimated Cost: \$12,000.00
2. Vischer Ferry Well Field Expansion Evaluation: In the late 1990's exploratory test borings and small diameter monitoring wells were installed for consideration of potential water supply well locations. The test borings exhibited favorable subsurface conditions. The project will include all necessary evaluation of the well location, including pump testing and water sampling. Estimated Cost: \$105,000.00 (Project cost would be developed as part of the engineering evaluation)
3. Demolition of Abandoned Water Supply Facilities and Mains: The Calico Colony ground storage tank is no longer in use and is functionally obsolete. The facilities should be demolished, backfilled and seeded to eliminate future liability issues. There are several water mains (8" PVC main from Buckingham Court to NYS Route 146 and a cross country main between Green Meadow Drive and Robinwood Drive) that are difficult to maintain due to their location and construction. This project proposes that these mains be cut, capped and abandoned after any existing services on them are transferred to newer mains. This work can be accomplished by CPWA staff. Estimated Cost: \$30,000.00
4. Rexford Water District Sub-Metering: This project would identify areas prone to leaks and identify areas in need of possible replacement. The sub-metering program would isolate certain sections of the system and use portable meters to measure flows for a period of time. Estimated Cost: \$25,000.00
5. Barney Road Tank Rehabilitation: The tank was last inspected in 2011 and the report concluded that the tank has significant deficiencies. The report indicated the need for the tank to be sandblasted, defects repaired, the interior and exterior re-painted and miscellaneous damage repaired. It also noted a lack of safety climbing equipment. The CPWA could also consider permanently decommissioning the tank since it has not been used since 2013. Estimated Cost: \$607,000.00
6. Clean Vischer Ferry Preserve Raw Water Main: This project includes cleaning of the 24" and 16" raw water main from the Vischer Ferry Preserve. Estimated Cost: \$85,000.00
7. Oakwood Blvd Well Upgrades: The Oakwood Boulevard Well is currently not directly connected to the system. In order to provide for a direct connection between the water supply well system the existing clearwell could be abandoned. A contact tank will need to be installed. There is currently a 5,500 gallon contact/pressure tank that was installed less than 10 years ago at Peacock Glen that is no longer in use. This tank could be moved to the Oakwood Blvd well site. The well pump would also need to be replaced as part of this project. Estimated Cost: \$143,000.00
8. Nott Road Water Main: This project includes constructing approximately 3,330 feet of 8" DIP water main on the east side of Nott Road from the existing 6" PVC main terminating at Old Nott Farm Road, north to the 12" DIP main on Route 146. Estimated Cost: \$564,000.00
9. Future SCWA Interconnect Capacity Upgrade: This is a future project that may be necessary if growth occurs in the system. This project looks at providing upgrades to the SCWA interconnects to enable it to supply the CPWA with up to 5 MGD. All

modeling of these upgrades includes existing and planned projects along Eastline and Round Lake Roads in the Town of Ballston.

- Option A: would be a double pump scenario to upgrade the Eastline Road Pump Station and add a pump station to the 16-inch line near the Round Lake Road Metering Station. Estimated Cost: \$1,662,000.00
- Option B: would be to construct a parallel 24-inch main along Eastline Road from the SCWA interconnect to Round Lake Road. Estimated Cost: \$4,996,000.00
- Option C: would be to construct a parallel 24-inch main along Eastline Road from the SCWA to Jonesville. Estimated Cost: \$8,006,000.00

The Board will review the report for acceptance at next month's meeting.

NEW BUSINESS

AMEND CAPITAL BUDGET TO ADJUST LINE ITEM AMOUNT FOR NEW TRUCKS

A **motion** was made by Mr. Peterson to amend the Capital Budget for pickup truck purchase; seconded by Mr. Taubkin.

RESOLUTION #12, 2016 – AMENDING RESOLUTION #20, 2015 – AMENDING CAPITAL BUDGET FOR PICKUP TRUCK PURCHASE

WHEREAS, the Clifton Park Water Authority Board of Directors passed Resolution #20, 2015 adopting the Capital Budget for 2016, including a line item in the amount of \$45,000.00 for two (2) new pickup trucks, and

WHEREAS, bids for these trucks were higher than expected, with the lowest bids totaling \$53,413.25, now therefore be it

RESOLVED, that the Clifton Park Water Authority hereby amends Resolution #20, 2015 to add \$8,413.25 to the line item for two (2) new pickup trucks in the 2016 CPWA Capital Budget.

Roll Call Vote:

Mr. Gerstenberger	- Aye
Mr. Ryan	- Aye
Mr. Peterson	- Aye
Mr. Taubkin	- Aye
Mr. Butler	- Absent

2015 FINANCIAL AUDIT REVIEW

Karl Newton, a Director of Marvin and Company, presented the Board with the draft consolidated financial statements and audit report for the fiscal year ended December 31, 2015. Mr. Newton noted that as of December 31, 2015, the Authority implemented Government Accounting Standards Board (GASB) Statement No. 68 Accounting and Financial Reporting for Pensions – Amendment to GASB Statement No. 27 and GASB Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date. The implementation of this Statement requires the Authority to report as an asset and/or liability its portion of the collective net pension asset and/or liability in the NYS Employees' Retirement System.

The implementation of the Statements also requires the Authority to report a deferred outflow and /or inflow for the effect of the net change in the Authority's proportion of the collective net pension asset and/or liability and difference during the measurement period between the Authority's contributions and its proportionate share of total contributions to the pension system not included in pension expense. Also included as a deferred outflow are the Authority contributions to the pension system subsequent to the measurement date.

Also, in 2015 the CPWA implemented a revised policy for useful lives of capital assets based on historical experience. Errors in the calculations of amounts reported as net property and equipment and depreciation expense were discovered by management of the Authority during the year. The errors resulted in the overstatement of amounts previously reported as net property and equipment, overstatement of depreciation expense and overstatement of net position invested in capital assets, net of related debt. Accordingly, amounts reported on the items stated above have been restated in the 2014 financial statements now presented, and an adjustment has been made to net position as of December 31, 2013 to correct the error.

A **motion** was made by Mr. Gerstenberger accepting the 2015 Financial Statements as presented; seconded by Mr. Taubkin. The **motion** carried 4-0, 1 absent.

OTHER BUSINESS

- Mr. Austin provided the Board with the insurance proposal for March 15, 2016 through March 15, 2017. There was an increase of \$1,600.00 from last year's premium. The Authority will go out to bid for insurance next year. Mr. Ryan recommended contacting Gallagher for an insurance bid next year.
- Mr. Peterson reviewed the Ballston Lake Water District contract. He would like to see an analysis on the cost of flushing hydrants and water leaks. He stated the current contract is up for renewal in April 2017. He also recommended cleaning up sections of the contract which are lacking information. Mr. Weiner will review the contract.
- Mr. Austin advised the Board that he sent a notice of violation for elevated lead and copper levels to the 19 customers in the Ballston Lake Water District today.

APPROVE MINUTES OF FEBRUARY 9, 2016 MEETING

A **motion** was made by Mr. Taubkin to approve the minutes of February 9, 2016; seconded by Mr. Peterson. The **motion** carried 4-0, 1 absent.

The next scheduled board meeting is Tuesday, April 12, 2016 at 7pm.

A **motion** was made by Mr. Ryan to adjourn the meeting at 9:17pm; seconded by Mr. Gerstenberger. The **motion** carried 4-0, 1 absent.

Respectfully submitted,

Sheri Collins

Recording Secretary

cc: CPWA Board of Directors
Neil Weiner

ENGINEERING SERVICE AGREEMENT

This Agreement, made this 8TH day of MARCH in the year 2016, by and between the Clifton Park Water Authority (hereinafter referred to as "CPWA"), having an office for the transaction of business at 661 Clifton Park Center Road, Clifton Park, New York 12065, and C.T. Male Associates, Engineering, Surveying, Architecture and Landscape Architecture, D.P.C. (hereinafter referred to as "Engineer"), having an office for the transaction of business at 50 Century Hill Drive, Latham, New York 12110.

WITNESSETH:

WHEREAS, the Engineer has submitted either a Proposal for Professional Engineering Consulting Services or a Proposal for Professional Project Engineering Services; and

WHEREAS, CPWA has accepted the offer of the Engineer for the services described below; and

NOW, THEREFORE, the parties hereto mutually agree as follows:

ARTICLE I SERVICES TO BE PERFORMED:

The Engineer shall perform the professional services hereinafter set forth under Section 2 entitled "Scope of Work" during the period commencing the day and year first above written and continuing until completion or otherwise terminated in accordance with Article 6 of this Agreement except as authorized by CPWA or their designee(s).

ARTICLE II SCOPE OF WORK:

During the period of this Agreement, the Engineer agrees to perform the professional services listed in Schedule "A", attached hereto and made a part of this Agreement.

ARTICLE III FEES:

In consideration of the terms and obligations of this Agreement, CPWA agrees to pay, and the Engineer agrees to accept, as full compensation for all services rendered under this Agreement, fees and reimbursements as follows, with the total compensation for all phases associated with this Agreement in accordance with the Fee Schedule annexed hereto as Exhibit "B" and made a part of this Agreement.

**ARTICLE IV
METHOD OF PAYMENT:**

Monthly payments on account for services rendered under this Agreement shall be made upon written request of the Engineer. The written request by the Engineer for payment shall clearly and fully specify, as applicable to the task, the percent of completion of the Engineers' work, and a report of the services, which were provided to the date of the invoice. CPWA agrees to pay invoices within 30 days from receipt of the same; however, in the event there is a question concerning the billing account, CPWA shall have 30 days for inquiry concerning the same. Engineers shall promptly reply to any inquiry and the time for payment by CPWA to Engineers shall be extended for up to an additional 30 days thereafter. In the event of ongoing questions by CPWA pertaining to the bill, at the request of the Engineers, the billing amount shall be placed in a trust account pending resolution of the issue.

**ARTICLE V
EXTRA WORK:**

If the Engineer is of the opinion that any work of the Engineer has been directed to perform is beyond the scope of this Agreement and constitutes Extra Work, the Engineer shall promptly notify CPWA of the fact. Engineers shall not undertake performance of any extra work causing any change orders until CPWA has had an opportunity to evaluate whether or not such work is beyond the scope of the Agreement and whether or not it constitutes extra work. In the event that CPWA determines that such work does constitute Extra Work, it shall provide extra compensation to the Engineer on a negotiated basis.

**ARTICLE VI
TERMINATION:**

CPWA shall have the right at any time to terminate the work required of the Engineer by this Agreement, by written notice of such termination provided to the Engineer by CPWA. In the event of such termination of this Agreement, the Engineer shall be entitled to compensation for all work theretofore authorized and performed, pursuant to this Agreement, such compensation to be in accordance with Section 3 of this Agreement.

**ARTICLE VII
AVAILABLE DATA:**

All available data applicable to the services of the Engineers in possession of CPWA will be made available to the Engineers.

**ARTICLE VIII
COOPERATION:**

The Engineer shall cooperate with representatives and employees of CPWA to the end that work may continue expeditiously and economically.

**ARTICLE IX
ACCOUNTING RECORDS:**

Proper and full accounting records shall be maintained by the Engineer, which shall clearly identify the costs of the work performed under this Agreement. Such records shall be subject to periodic and final audit by CPWA for a period of six (6) years following the date of final payment by CPWA to the Engineer for the performance of work contemplated herein.

**ARTICLE X
WORKERS' COMPENSATION:**

It is stipulated that this Agreement shall be void and of no effect unless the Engineer shall secure compensation insurance for the benefit of, and keep insured during the life of said Agreement, such employee of Engineer as are necessary to be so insured in compliance with provisions of the Workers' Compensation Law. Engineer shall provide certificates of insurance to CPWA to confirm its compliance within 30 days of the execution of this Agreement.

**ARTICLE XI
ASSIGNMENTS:**

The Engineer agrees that it shall not assign, transfer, convey, or otherwise dispose of any of the terms of this Agreement, or Engineer's right, title or interest therein without previous consent, in writing, from CPWA.

**ARTICLE XII
OWNERSHIP OF MATERIALS:**

All documents prepared by or presented by the Engineer shall remain the property of the Engineer until payment in full for such documents has been made. The Engineer shall include on Exhibit "B" specific costs for document preparation. Upon payment in full by CPWA for specific documents, all rights, title and ownership of such materials shall belong to CPWA. CPWA shall have the right to use, reproduce, display and distribute materials provided to CPWA by the Engineer in accordance with the terms of this Agreement subject to New York State Education Law.

**ARTICLE XIII
SCHEDULE:**

Where applicable, the Engineer shall make good faith efforts to complete the services according to a schedule approved by CPWA.

**ARTICLE XIV
RELATIONSHIP:**

The Engineer is, and will function as, an independent contractor under the terms of this

Agreement and shall not be considered an agent or employee of CPWA for any purpose, and the employees of the Engineer shall not in any manner be, or be held out to be agents or employees of CPWA.

ARTICLE XV SERVICES LIMITED:

The Engineer agrees that if CPWA determines there to be a conflict of interest regarding the services provided by the Engineer herein, with any other developer, business, or entity, that the Engineer will stop those services or CPWA shall have the right to terminate this Agreement. CPWA's determination of whether there is a conflict of interest shall be made on a good faith basis.

ARTICLE XVI INSURANCE:

The Engineer shall procure and maintain at its own expense insurance in the kinds and the amounts provided below. Prior to commencing work, the Engineers shall deliver to CPWA the certificate or certificates of form and content satisfactory to CPWA showing that:

a. The insurance endorsed to provide written notice to be given to CPWA at least 30 days prior to cancellation, non-renewal, material alteration of such policies; and CPWA is named as an additional insured. The additional insured requirement does not apply to worker's compensation or professional liability coverage.

b. The kinds and amounts of insurance to be provided are as follows:

1. Worker's compensation and employee's liability insurance meeting all New York State statutory requirements. Policy or policies providing protection for employees of the obligor in the event of job related injuries or death.

2. Automobile liability policy or policies in limits of no less than \$1,000,000.00 for each accident that causes bodily injury, sickness or disease sustained by any person, including death, at any time, caused by accident arising out of the ownership, maintenance or use of any automobiles. In addition, the automobile policy shall have limits of no less than \$1,000,000.00 for each accident or damage to property including all resulting loss of use thereof caused by accident arising out of the ownership, maintenance or use of automobiles.

3. General liability including comprehensive form, contractual, premises and completed operations, products-completed operations, personal advertising injury, cross-liability coverage, independent engineers, broad form property insurance shall be furnished with limits of not less than \$1,000,000.00 combined single payment and annual aggregate of \$2,000,000.00.

4. For errors and omissions policy with limit of not less than \$1,000,000.00 per loss which applies to professional errors, acts or omissions arising out of the scope of services covered by this Agreement.

5. Umbrella excess liability. \$1,000,000.00 over primary insurance.

Engineers shall supply to CPWA all updated replacement certificates of insurance and mandatory endorsements. Failure to obtain and keep in effect the required insurance provided above shall constitute a material breach of contract, and the Engineer shall be subject to liability for damages, indemnification and other legal remedies available to CPWA. Failure to obtain and keep in effect all required insurance shall also provide the basis for CPWA's immediate termination of the Agreement. Such termination shall not constitute a breach of this Agreement by CPWA and no liability shall be incurred by or arise against CPWA for such termination for lost profits or any other damages.

ARTICLE XVII ELECTRONIC DATA:

Data, words, graphical representations and drawings that are stored on electronic media such as computer disks and magnetic tape, or which are transmitted electronically, may be subject to uncontrollable alteration. CPWA agrees it may only justifiably rely upon the final hardcopy materials bearing the Engineer's original seal and/or signature.

ARTICLE XVIII EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this Agreement, the Engineer agrees that it shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and to comply with all applicable Federal and State statutes and Executive Orders issued by the Secretary of Labor.

ARTICLE XIX GOVERNING LAW:

This Agreement shall be governed by and enforced in accordance with the laws of the State of New York. The venue for any action or legal proceeding between the parties arising from this Agreement shall be in the Federal or State Courts sitting in Albany, New York.


ARTICLE XX INDEMNIFICATION:

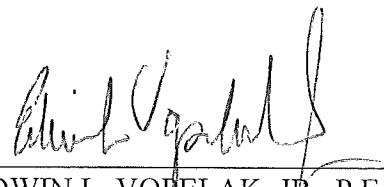
The Engineer shall defend, indemnify and save harmless CPWA, its employees and agents, from and against all claims, damages, losses and expenses (including, without limitation, reasonable attorney's fees) arising out of, or in consequence of, any negligent act or omission of the Engineer, its employees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

**ARTICLE XXI
ENGINEERS SAFETY**

The Engineers shall provide to CPWA copies of their "TRIR" documents (Total Recordable Incident Rate) for the past three years if such documents exist, and shall provide copies to CPWA of all OSHA Incident Rate Reports for the past 3 years if such documents exist.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.



HELMUT GERSTENBERGER
Chairman, Clifton Park Water Authority
CLIFTON PARK WATER AUTHORITY

EDWIN L. VORELAK, JR., P.E.
Vice President, Technical Services
**C.T. MALE ASSOCIATES
ENGINEERING, SURVEYING,
ARCHITECTURE & LANDSCAPE
ARCHITECTURE, D.P.C.**

Exhibit A

General Engineering Services Scope of Work

The following provides a general description of the type of services to be provided by the Engineer for General Engineering Services on a day-to-day basis at the request of Clifton Park Water Authority management or the Board of Directors. Project-specific engineering services will be covered under a separate contract and scope of work.

- Attend Board meetings as needed
- Coordinate and work with CPWA staff
- Review plans and specifications for development in the CPWA service area
- Troubleshoot CPWA facilities and make recommendations for improvements
- Provide planning for CPWA facilities
- Review CPWA rate structures and make recommendations
- Respond to all manner of general engineering requests
- Assist in the preparation of standards and guidelines
- Act as a liaison to regulatory agencies, as required
- Provide cost estimates for system improvements
- Establish Scope of Work documents for capital projects

These services will be provided to the CPWA on a time and materials basis, unless other arrangements or agreements are made separate from this agreement.

Rate Table List

Monday, January 11, 2016

8:30:24 AM

C. T. Male Associates

Table	Employee	Employee Name	Rate
220	2016 Charge Rate 1	Available for Project Planning	
Profit Center:			
Principal:			
Project Manager:			
Supervisor:			
Code:			
	0050	ACHTYL, DANIEL	88.0000
	0072	GAWLAK, SHIRLEY	81.0000
	0260	BARTLETT, ROBERT	100.0000
	0315	BENAMATI, ALICE	70.0000
	0329	BERRY, RYAN	115.0000
	0330	BERNARD, MICHAEL	86.0000
	0332	BIEBER, STEPHEN	112.0000
	0363	BOUDREAU, JOSEPH	72.0000
	0382	BRIZZEE, TODD	82.0000
	0390	BRIZZEE, GARY	95.0000
	0508	BURK, PATRICIA	57.0000
	0526	KOVACH, LYNN	72.0000
	0562	CLAYDON, CHRISTIAN	70.0000
	0563	CASTAGNIER, NICOLE	60.0000
	0570	CLARK, MATTHEW	135.0000
	0585	COOK, JAMES	103.0000
	0589	CRAMPTON, ERIC	98.0000
	0609	CANNIZZO, JILL	95.0000
	0623	SERRA, KATHRYN	115.0000
	1050	DALEY, BRIDGET	50.0000
	1053	DASKALAKIS, MICHAEL	155.0000
	1055	DAUNT, PATRICK	75.0000
	1056	DEFRANCO, RANDALL	140.0000
	1075	DEMPSEY, EAMON	64.0000
	1161	DIBELLA, ROBERT	113.0000
	1195	DICKERSON, DOUGLAS	86.0000
	1197	DIEHL, JONATHAN	49.0000
	1218	DIPPERT, JONATHAN	84.0000
	1222	DIVINSKY, MICHELLE	120.0000
	1348	DOSS, DONALD	95.0000
	1354	DRIVAS-SMITH, MICHELE	80.0000
	1356	DUCKETT, JEFFREY	67.0000
	1357	DUKAT, ALICE	65.0000
	1376	EDICK, GAROLD	80.0000
	1382	EDWARDS, JAMES	175.0000
	1392	ERNST, JOHN	73.0000
	1399	EVENSON, ALAN	130.0000
	1702	FARRON, JOSEPH	130.0000
	1762	FLORES, ROBERTO	155.0000
	2075	GARRIGAN, EDWARD	250.0000
	2082	GAVIGAN, JAMES	66.0000
	2175	GOODWILL, SCOTT	210.0000
	2178	GORDON, JACOB	90.0000
	2180	GROFF, MICHAEL	119.0000
	2182	GUILLET, PAUL	138.0000
	2302	HAY, CHRISTA	100.0000
	2341	HICKS, CODY	58.0000
	2361	HOHMAN, JOHN	105.0000
	2374	HOUSTON, THOMAS	165.0000
	2375	HOWARD, FRANCIS	45.0000

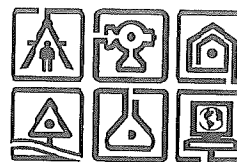
Table	Employee	Employee Name	Rate
220	2016 Charge Rate 1	Available for Project Planning	
Profit Center:			
Principal:			
Project Manager:			
Supervisor:			
Code:			
	2393	HYLAND, JOSEPH	125.0000
	2500	JAKUBIAK, ERIC	98.0000
	2538	KEHN, GREGORY	115.0000
	2539	KENNEDY, ERIC	180.0000
	2558	KOLLAR, NICHOLAS	110.0000
	2570	KORTZ, CHARLES	145.0000
	2573	KOVACH, GREGORY	95.0000
	2577	SHERMAN, LAUREN	105.0000
	2685	LEWANDOWSKI, PAUL	45.0000
	2695	LIBERTA, MATTHEW	61.0000
	2701	LIUZZO, RAYMOND	165.0000
	2750	LOBOSCO, NICHOLAS	105.0000
	3040	LUKASZEWSKI, SUZANNE	130.0000
	3061	CURRIER, MELISSA	115.0000
	3743	MARQUARD, JESSICA	145.0000
	3850	MEACHAM, STEVEN	88.0000
	4032	MILLER, PAUL	93.0000
	4033	MILLER, JOSHUA	70.0000
	4075	MCIVER, JAMES	170.0000
	4081	GATES, AIMEE	105.0000
	4084	MOLINE, KIRK	175.0000
	4085	MUNSEY, JOHN	175.0000
	4093	MAILLE, JOHN	88.0000
	4094	MESERVEY, BRIAN	85.0000
	4109	MARX, JEFFREY	135.0000
	4116	MOEHRINGER, PHILIP	160.0000
	4117	MORGAN, THOMAS	115.0000
	4127	MOSHER, MICHAEL	73.0000
	4131	MOSHER, RICHARD	53.0000
	4170	NETTLETON, WILLIAM	110.0000
	4174	NETTLETON, MICHAEL	73.0000
	4255	PALUMBO, FRANCIS	143.0000
	4265	PASHOW, TARAN	66.0000
	4270	PASTOR, DAVID	117.0000
	4435	PIERCE, NANCY	57.0000
	4477	RACITI, DAWN	90.0000
	4481	REILLY, DANIEL	190.0000
	4492	RIGDON, CARL	105.0000
	4546	TWISS, CHARLES	82.0000
	4553	ROONEY, PATRICK	88.0000
	4565	ROECKER, DAVID	250.0000
	4575	GERARD, SALLY	85.0000
	4576	SECOR, CHRISTOPHER	86.0000
	4580	ROVERS, ELIZABETH	175.0000
	4639	SHACKELTON, BRIAN	74.0000
	4642	SCOUTEN, MICHAEL	70.0000
	4646	SIMONE, ZACHARY	27.0000
	4811	SZYMANSKI, CHESTER	125.0000
	4841	UHRINEC, DAVID	130.0000
	4850	THATCHER, JAMES	140.0000
	4862	TULLY, LAWRENCE	150.0000
	4874	LEACH, DIANE	77.0000
	4879	SAWYER, MICHAEL	158.0000

Table	Employee	Employee Name	Rate
220	2016 Charge Rate 1	Available for Project Planning	
Profit Center:			
Principal:			
Project Manager:			
Supervisor:			
Code:			
	4886	SLISKI, DAVID	110.0000
	4889	SMAKA JR., RONALD	95.0000
	4901	VOPELAK, EDWIN	235.0000
	4907	CAMPAGNOLA, RICHARD	185.0000
	4910	SKELLY, RAYMOND	100.0000
	4979	WAHRLICH, DAVID	230.0000
	4981	WAKEMAN, RICHARD	235.0000
	5067	WHITE, CHYRLE	47.0000
	5202	WINSLOW, BRITTANY	65.0000
	5207	SHAVER, CHRISTOPHER	160.0000
	5211	WIDAY, CHRISTINE	145.0000
	5219	WUNSCH, STEPHEN	68.0000
	5255	YOURDON, FERRIS	62.0000

When required by NYS Municipal Law, field survey work shall be performed at charge rates that reflect NYS prevailing wage rates in effect at the time of service.

REIMBURSABLE EXPENSES

January - December 2016



1. **Travel:**
 - * mileage and tolls (\$.54 per mile)
 - * train
 - * taxi, subway, bus
 - * travel time
 - * car rental, gas
 - * airplane (coach fare)
 - * parking
 - * tips
2. **Meals and Lodging:** At cost.
3. **Photocopies:**
 - * \$ 0.14 each
 - * color copies/photos
 - 8 1/2x11 \$.75 each
 - 11x17 \$1.50 each
4. **Report Printing:** 10 copies or more (\$.07 per page), less than 10 copies (\$.14 per page)
 - * specifications
 - * 3-Ring binders for reports - at cost
 - * bindings
5. **Printing:**
 - * B&W: \$.35/per square foot
 - * Color: \$.39/per square foot
 - * Mylars: \$2.00/per square foot
6. **Scanning:**
 - * \$.014/per 8 1/2 x 11
 - * \$.035/per square foot
7. **CD Burning:**
 - * \$2.00/per CD
8. **Rental or purchased equipment:** Tools (e.g. scaffolding, special lighting, etc. for measuring and photographing existing building), at cost.
9. **Telephone charges:**
 - * Long distance charges: At cost
 - * Cellular telephone charges: \$.25 per minute
10. **Fax charges:**
 - * One page \$1.00 (minimum charge)
 - * Two or more pages \$.50 (per page up to \$10.00)
11. **Mail Deliveries:**
 - * Certified mail \$3.45, not including first class postage
 - * Return receipt \$2.80, not including first class postage
 - * Insurance \$1.95/\$50 per piece mailed
 - * Bulk mailings Large reports, etc., Client cost to mail, typically UPS ground
 - * Courier service Client cost to courier/deliver
 - * Overnight service Federal Express, UPS, etc., at cost to Client
12. **Consultant's Expenses:** With 10% mark-up