

**BOARD OF TRUSTEES
VILLAGE OF WARWICK
AUGUST 19, 2024
AGENDA**

**LOCATION:
VILLAGE HALL
77 MAIN STREET, WARWICK, NY
TIME: 7:30 P.M.**

**Call to Order
Pledge of Allegiance
Roll Call**

1. Introduction by Mayor Newhard.
2. Acceptance of Minutes: August 5, 2024

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

3. Acceptance of Reports - July 2024: Clerk's Office, Tax Collection, Justice Department, Planning Department, Building Department, Department of Public Works & June 2024 Justice Department report.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

4. Authorization to Pay all Approved and Audited Claims in the amount of \$_____.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___
Trustee McKnight ___ Mayor Newhard ___

5. Police Report.

Correspondence

1. Letter from Warwick Middle School Student, Elysia Wang, requesting to place a piano in a public space.

Discussion

1. 2024 NY Forward Revitalization Initiative Grant Application Preparation Services.
2. Draft Short-Term Rental Code.

Public Comment - Agenda Items Only

GUIDELINES FOR PUBLIC COMMENT

The public may speak only during the meeting's Public Comment period and at any other time a majority of the Board allows. Speakers must be recognized by the presiding officer, step to the front of the room/microphone, give their name, residency, and organization, if any. Speakers must limit their remarks to three minutes (this time limit may be changed to accommodate the number of speakers) and may not yield any remaining time they may have to another speaker. Board members may, with the permission of the mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information. The Village Board is not required to accept or respond to questions from the public at meetings but may request that inquiries be submitted in writing to be responded to at a later date. All remarks must be addressed to the Board as a body and not to individual Board members. Interested parties or their representatives may also address the Board by written communications.

Motions

Trustee Cheney's Motions

1. **RESOLUTION INTRODUCING A PROPOSED LOCAL LAW TO ENACT VILLAGE CODE CHAPTER 115 – "SHORT TERM RENTAL PROPERTY"**

WHEREAS, the Village Board of the Village of Warwick has before it a local law entitled: "A local law to amend the Village Code by enacting Chapter 115 entitled 'Short-Term Rental Property'"; and

WHEREAS, in order to enact the said local law it is necessary to formally introduce it and to hold a public hearing on it,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the movant of this resolution does hereby introduce the proposed local law, and

2. That a public hearing on the proposed local law be set for September 16, 2024 at 7:30 o'clock p.m. and that due notice of the same is directed to be given by publication and posting.

_____ presented the foregoing resolution which was seconded by _____,

The vote on the foregoing resolution was as follows:

Barry Cheney, Trustee, voting _____

Carly Foster, Trustee, voting _____

Thomas McKnight, Trustee, voting _____

Mary Collura, Trustee, voting _____

Michael Newhard, Mayor, voting _____

2. **MOTION** to approve and authorize the Mayor to sign Change Order No. 2 for the South Street ADA Sidewalk Phase 3 Project with Jorrey Excavating, Inc. for the adjustment to contract pricing for the increase in concrete sidewalk thickness to 6” in driveway locations, whereby bid documents specified 4” minimum thickness. Additionally, the installation of 6” thick concrete within the designated driveway aprons, in lieu of asphalt, increasing the project cost by \$17,025.39 with a new contract price of \$201,848.99 as per the recommendation of Village Engineer, Keith Woodruff.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ____ Trustee Foster ____ Trustee Collura ____

Trustee McKnight ____ Mayor Newhard ____

3. **MOTION** to approve payment #1 in the amount of \$6,156.95 to Jorrey Excavating, Inc. for the South Street Sidewalk ADA Improvements – Phase 3 project for work including the project mobilization and the initial demolition and excavation work as per the recommendation of Village Engineer, Keith Woodruff. Funds are appropriated in budget code A5110.4400.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

4. **MOTION** to approve payment #3 in the amount of \$77,227.40 to TAM Enterprises, Inc. for the Pole Barn DPW project for work including the final excavation, preparation, and the pouring of the concrete foundation slab as per the recommendation of Village Engineer, Keith Woodruff. Funds are appropriated in budget code A1640.2350.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

Trustee Foster's Motions

5. **MOTION** to accept the proposal from Barton & Loguidice dated July 26, 2024, with a total cost not to exceed \$99,920 to provide Consulting and Professional Services for the Village of Warwick Multi-Use Trail Feasibility Study project as part of the 2023 Empire State Development Strategic Planning and Feasibility Study Funding Program. Funds are budgeted in FY2024-25 budget code A.1440.4.

The vote on the foregoing **motion** was as follows:

Trustee Cheney ___ Trustee Foster ___ Trustee Collura ___

Trustee McKnight ___ Mayor Newhard ___

Reports

Trustee Cheney's Report: Liaison to Public Works Operations, Engineering and Infrastructure Projects, Veterans, Code Enforcement / Building Department, Emergency Services, Citizens Awareness Panel/Jones Chemical. Alternate liaison to Economic Development, Planning & Zoning / AHDRB / OC Planning, Transportation & Mobility.

Trustee Foster's Report: Liaison to Office of the Clerk, Parks & Recreation, Economic Development & Tourism, Warwick Valley Schools, Government Efficiency / Policy Development, Transportation & Mobility. Alternate liaison to Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Engineering and Infrastructure Projects.

Trustee Collura's Report: Liaison to Office of the Treasurer, Youth / WYDO / Warwick Valley Community Center / Warwick Valley Prevention Coalition, Public Health, Historical Society, Public Interface and Outreach, Senior Citizens, Ethics. Alternate liaison to Parks & Recreation, Environmental, Veterans.

Trustee McKnight's Report: Liaison to Planning & Zoning / AHDRB / OC Planning, Environmental, Albert Wisner Library, Town of Warwick Police Department, Technology Oversight / Cybersecurity, Shade Tree Commission, Safety Committee. Alternate liaison to Public Works Operations, Code Enforcement / Building Department, Emergency Services, Government Efficiency / Policy Development.

Mayor Newhard's Report

Public Comment – *Non-Agenda Items*

Final Comments from the Board

Executive Session, if applicable

Adjournment

Dear, Mayor Newhard

My name is Elysia wang. I'm 9 years old. I am a student from the warwick middle school. I'm writing to you, because I wanted to share an idea with you.

My idea is to put a piano in the public. First of all I played piano for 3 years, And I love music. I want to share music to other people. When I practice at home, I feel a little loney because music isn't only for me, it's for everyone!

Second of all, I think other people might want a public piano to show off!

Last of all the public piano is perfect for those who don't have a piano.

In conclusion, I recomend adding a public piano! ♪ Looking forward to hear you back! ♡

August 7, 2024

Michael J. Newhard, Mayor
Village of Warwick
77 Main Street
Warwick, New York 10990

Re: 2024 NY Forward Revitalization Initiative Grant Application Preparation Services

Subj: Proposal for Professional Services

File: P710.2508

Dear Mayor Newhard:

Barton & Loguidice, D.P.C. (B&L) is pleased to present this proposal to the Village of Warwick for the provision of grant application preparation services in support of the Village of Warwick NY Forward application targeting the 2024 application round. Applications are to be submitted online and are due by 4:00 PM on October 18, 2024.

Project Understanding

It is understood that B&L will prepare the document as well as supporting analysis and graphics to maximize chances of funding – taking input from the Village of Warwick on on-going development proposals and previously completed studies. The Village updated its Comprehensive Plan in 2022 which will serve as a basis for downtown revitalization proposed in the NY Forward application.

Scope of Services

B&L will assist the Village of Warwick in the preparation of a submission package for the 2024 NY Forward Program as outlined below.

1. Coordinate and prepare the Draft Letter of Intent form for the NY Forward program, including accompanying maps showing the target area boundaries, as well as planned project locations in support of narrative.
2. Review existing plans and studies (not prepared by B&L) to document / summarize public engagement programs and letters of support used to develop projects envisioned for NY Forward funding, as well as stakeholder engagement with private property/building owners and/or investors. Consult with affected / involved property owners recommended for building improvements or redevelopment scenarios.
3. Facilitate / Attend an Application Kick-Off Workshop with the Local Planning Committee (LPC), comprised of 5 to 10 community leaders and stakeholders to discuss the application process, schedule, and planned content, and to develop a Draft Vision Statement, and Public Engagement program specific to the application and consistent with the goals/vision of the Mid-Hudson Regional Economic Development Council (MHREDC). Identify desired letters of support and contacts. Conduct site visits as necessary to obtain additional information and photos.

4. Public Engagement: A minimum of (1) Public Meeting is required in support of the final DRI / NY Forward application; a public survey and/or website is also suggested to enhance public input in the application's projects. We will develop an on-line Public Engagement / Survey website specifically for the application process using Survey Monkey and will administer the site. Prepare for and attend one (1) in-person Joint Public Informational meeting to be coordinated with a Village of Warwick Board meeting. It is assumed two (2) Planning/Landscape Architecture staff will attend a two (2) hour meeting.
5. Prepare the Draft application of no more than 20 pages, consisting of the following narrative sections and supporting graphics, photos and maps:
 - a. Cover Page
 - b. Geographic Area and Justification
 - c. Vision Statement
 - d. Past Investment and Future Potential
 - e. Recent and Impending Job Growth
 - f. Quality of Life
 - g. Supportive Local Policies
 - h. Public Support
 - i. Transformative Project Opportunities
 - j. Administrative Capacity
 - k. Stakeholder, Organizational and Local Leaders Support

Provide the Draft application to the LPC for review and comment.

6. Facilitate / Attend virtual Workshop No. 2 with the LPC to review comments. Address LPC comments in the final NY Forward application, and email to the LPC for its final review/approval. Address any final comments, and email the LPC the final application, PDF file to be no larger than 30 MB in size.

It is assumed that professional services associated with interview preparation, should one be requested by the MHREDC or Empire State Development (ESD), will be covered under a separate proposal which will be provided at that time.

B&L will coordinate with staff at the Village of Warwick to arrange and promote stakeholder and public engagement events, but will rely on local staff to help get the word out.

Michael J. Newhard, Mayor
Village of Warwick
August 7, 2024
Page 3

Fee Proposal

B&L proposes to complete the Scope of Service in accordance with our attached terms and conditions for a fee of **Twenty-five Thousand Dollars (\$25,000)** billed on a time and expense basis with invoices prepared on a monthly basis for services rendered.

Our Scope of Service is predicated on preparing and submitting an application on behalf of the Village of Warwick, as noted above, and attendance at one Public Informational Meeting and two Workshops. If additional services beyond this scope are required, we would respectfully request an amendment at that time for additional services. Our services can commence upon receipt of authorization from the Village Board. Following your review and concurrence with this proposal, we have provided for countersignature approval below.

It should also be mentioned that grant funding is not guaranteed and that successful applicants under the NY Forward program often take multiple submissions to meet the threshold scoring for funding.

We trust that you will find this proposal acceptable and look forward to working with you on a 2024 NY Forward submission. Please do not hesitate to call Bob Murphy (rmurphy@bartonandloguidice.com) or me if you have any questions. We greatly appreciate the opportunity to be of continued service to the Village.

Sincerely,

BARTON & LOGUIDICE, D.P.C.



Donald H. Fletcher, P.E.
Executive Vice President



Robert J. Murphy, Jr., AICP
Managing Community Planner

DHF/rjm

Encl. Standard Terms & Conditions
2024 Standard Billing Rates

Authorization

Barton & Loguidice, D.P.C., is hereby authorized by the Village of Warwick ("Owner") to proceed with the services described herein in accordance with the attached Terms and Conditions.

Michael J. Newhard, Mayor
Village of Warwick

Date

STANDARD TERMS AND CONDITIONS
for
PROFESSIONAL CONSULTANT SERVICES
provided by
BARTON & LOGUIDICE, D.P.C. ("Consultant")

The OWNER and the CONSULTANT, for themselves, their successors and assigns, have mutually agreed and do agree with each other as follows:

1.0 Basic Agreement

Consultant shall provide, or cause to be provided, the Services set forth in the proposal (PROPOSAL) to which these terms and conditions are attached, and Owner shall pay Consultant for such Services as set forth in PROPOSAL. The PROPOSAL, in conjunction with these terms and conditions is referred to herein as "Agreement".

2.0 General Considerations

A. The standard of care for all professional or related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

B. Consultant shall commence to provide its services upon the full execution of this Agreement and shall provide those services within a reasonable time. In no event shall Consultant be obligated to perform services on a schedule which, in the Consultant's professional judgement, does not provide Consultant sufficient time to perform in accordance with the aforesaid standard of care.

C. All design documents prepared or furnished by Consultant are instruments of service, and Consultant retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Consultant grants Owner a limited license to use the instruments of service exclusively (1) performance of design or operation, (2) for Project construction as is the intended purpose of the documents, and (3) for the purpose of maintenance and repair of the Project, or (4) other documents, reports, details and plans as defined in the project Scope of Work.

D. Consultant shall not at any time supervise, direct, or have control over any contractor's work, nor shall Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

E. Consultant neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

F. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Consultant's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decisions regarding, or interpretations or clarifications of, the construction contract or Instruments of Service made by Owner or any third party without the advice and consultation of Consultant.

G. If the Construction Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Consultant shall specify the appropriate performance and design criteria that such services must satisfy. The Consultant shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Consultant. The Consultant's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Consultant shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

H. Unless otherwise included under this Agreement, the parties acknowledge that Consultant's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). Owner represents to Consultant that, to the best of its knowledge, a Hazardous Environmental Condition does not exist at the Site, except as expressly disclosed to the Consultant in writing. If Consultant or any other party encounters a Hazardous Environmental Condition, Consultant may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

I. The services to be provided by Consultant under this Agreement DO NOT INCLUDE advice or recommendations with respect to the issuance, structure, timing, terms or any other aspect of municipal securities, municipal derivatives, guaranteed investment contracts or investment strategies. Any opinions, advice, information or recommendations provided by Consultant are understood by the parties to this Agreement to be strictly engineering or other technical opinions, advice, information or recommendations. Consultant is not a "municipal advisor" as defined by 15 U.S.C. 78o-4 or the related rules of the Securities and Exchange Commission. The other parties to this Agreement should determine independently whether they require the services of a municipal advisor.

J. The Consultant shall not be required to execute certificates, guarantees, warranties or make representations that would, in its professional judgment, require knowledge, services or responsibilities beyond the scope of this Agreement.

K. When transmitting items in electronic media or digital format, the transmitting party makes no representations as to long term compatibility, usability, or readability of the items resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the items, or from those established in applicable transmittal protocols.

L. To the fullest extent permitted by law, Owner and Consultant (1) waive against each other, and the other's employee's, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Consultant's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Consultant pursuant to the PROPOSAL, whichever is greater, (the "Limitation Amount"), and further, in no event shall the Limitation Amount exceed the amount of liability insurance proceeds actually available to the Consultant for the claim at issue at the time of settlement or final judgment net of any and all expenses paid or incurred on the claim at issue, payments made or incurred in connection with other claims made against the Consultant, or any other circumstances which may reduce, impair, or eliminate the overall availability of such insurance to the Consultant. It is intended that these limitations apply to any and all liability or cause of action.

3.0 Payment for Services

Consultant will prepare a monthly invoice in accordance with Consultant's standard invoicing practice and submit the invoice to Owner. Invoices are due and payable within 30 days of the date of the invoice. Consultant may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Consultant has been paid in full all amounts due for services, expenses, and other related charges.

4.0 Additional Services

Additional services may be required in Consultant's professional judgement because of changes in the Project, or unforeseen circumstances. The Consultant shall furnish services in addition to those set forth in the PROPOSAL if mutually agreed by Owner and Consultant. Owner shall pay Consultant for any Additional Services provided as follows: (1) as may be mutually agreed to in writing, or (2) in the absence of a mutual agreement an amount equal to the cumulative hours charged to the Project by each member or each class of Consultant's employees engaged in providing the Additional Services times the Consultant's hourly billing rates for each applicable billing class in effect at the time the Additional Services are performed; plus reimbursable expenses and charges for Consultant's Subconsultants, if any.

5.0 Dispute Resolution

Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice by either party of the existence of the dispute. If a dispute involves matters other than a claim by Consultant for payment of fees and the parties fail to resolve the dispute through negotiation then Owner and Consultant agree that they shall first submit any and all such unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation by a mutually acceptable mediator. Owner and Consultant agree to participate in the mediation process in good faith and to share the cost of the mediation equally. The process shall be conducted on a confidential basis, and shall be completed within 150 days of the date of notice by either party of the existence of the dispute. If such mediation is unsuccessful in resolving a Dispute, then (1) the parties may mutually agree to an alternative dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction.

6.0 Accrual of Claims

All causes of action between the parties to this Agreement including those pertaining to acts, failures to act, or failures to perform in accordance with the obligations of the Agreement or failures to perform in accordance with the standard of care shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for acts, failures to act or failures to perform occurring prior to Substantial Completion, or the date of issuance of the Notice of Acceptability of Work (or similar notice of the final completion of the Project) for acts, failures to act or failures to perform occurring after Substantial Completion.

7.0 Controlling Law

This Agreement is to be governed by the law of the state in which the project is located.

8.0 Successors, Assigns, and Beneficiaries

Owner and Consultant each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Consultant (and to the extent permitted herein the assigns of Owner and Consultant) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither Owner nor Consultant may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. This provision shall not preclude Consultant from retaining Subconsultants as it deems reasonably necessary for the completion of the services rendered hereunder.

9.0 Termination

If Consultant's services related to the project are terminated for any reason, Consultant shall be compensated for time plus reasonable expenses associated with demobilizing personnel and equipment, and, if requested in writing by the Owner, for completion of tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

10.0 Total Agreement/Severability

This Agreement, including any expressly incorporated Exhibits, constitutes the entire Agreement between Owner and Consultant and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument. If any term or condition of this Agreement shall, to any extent, be found invalid, void or unenforceable, the remaining provisions shall remain in full force and effect to the extent allowed by applicable law.

Barton & Loguidice
Billing Rates for Calendar Year 2024

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Principal	Executive Manager	P12	295.00
Senior Vice President	Executive Manager	P12	295.00
Vice President	Manager V	P11	260.00
Senior Associate	Manager IV	P10	230.00
Associate	Manager III	P9	215.00
Senior Managing Community Planner	Manager I	P7	195.00
Senior Managing Engineer	Manager II	P8	205.00
Senior Managing Hydrogeologist	Manager III	P9	215.00
Senior Managing Industrial Hygienist	Manager I	P7	195.00
Senior Managing Landscape Architect	Professional VI	P6	180.00
Senior Managing Transportation Planner	Manager II	P8	205.00
Senior Consultant	Manager V	P11	260.00
Chief Engineer	Manager II	P8	205.00
Senior Project Manager	Manager II	P8	205.00
Senior Construction Manager	Professional VI	P6	180.00
Managing Community Planner	Professional IV	P4	146.00
Managing Engineer	Professional VI	P6	180.00
Managing Environmental Scientist	Manager I	P7	195.00
Managing Hydrogeologist	Professional VI	P6	180.00
Managing Landscape Architect	Professional V	P5	162.00
Consultant	Manager I	P7	195.00
Lead Asset Management Specialist	Manager IV	P10	230.00
Lead Engineer	Professional VI	P6	180.00
Lead Environmental Scientist	Professional VI	P6	180.00
Lead Landscape Architect	Professional IV	P4	146.00
Project Manager	Professional VI	P6	180.00
Construction Manager	Professional IV	P4	146.00
Senior Project Architect	Professional V	P5	162.00
Senior Project Asset Management Specialist	Professional VI	P6	180.00
Senior Project Engineer	Professional V	P5	162.00
Senior Project Hydrogeologist	Professional IV	P4	146.00

Barton & Loguidice
Billing Rates for Calendar Year 2024

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Senior Project Industrial Hygienist	Professional III	P3	134.00
Senior Staff Asset Management Specialist	Manager I	P7	195.00
Senior Staff Engineer	Professional V	P5	162.00
Senior Staff Environmental Scientist	Professional III	P3	134.00
Senior Staff Field Scientist	Professional III	P3	134.00
Senior Staff Hydrogeologist	Professional IV	P4	146.00
Project Architect	Professional IV	P4	146.00
Project Community Planner	Professional II	P2	120.00
Project Engineer	Professional IV	P4	146.00
Project Environmental Scientist	Professional III	P3	134.00
Project Landscape Architect	Professional III	P3	134.00
Staff Asset Management Specialist	Manager I	P7	195.00
Staff Engineer	Professional IV	P4	146.00
Staff Environmental Scientist	Professional II	P2	120.00
Staff Hydrogeologist	Professional II	P2	120.00
Staff Industrial Hygienist	Professional II	P2	120.00
Staff Intern Architect	Professional III	P3	134.00
Engineer II	Professional III	P3	134.00
Environmental Scientist II	Professional I	P1	104.00
Intern Architect II	Professional II	P2	120.00
Assistant Landscape Architect I	Professional II	P2	120.00
Community Planner I	Professional I	P1	104.00
Engineer I	Professional II	P2	120.00
Environmental Scientist I	Technician II	T2	95.00
Hydrogeologist I	Technician II	T2	95.00
Industrial Hygienist I	Technician I	T1	83.00
Architectural Designer II	Technician III	T3	111.00
Engineering Designer II	Technician VI	T6	152.00
Architectural Designer I	Technician II	T2	95.00
Engineering Designer I	Technician IV	T4	124.00
Senior Engineering Technician	Technician V	T5	136.00

Barton & Loguidice
Billing Rates for Calendar Year 2024

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Individual staff at the following hourly rates:

Promotional Title	Billing Title	Billing Code	Billing Rate
Senior Environmental Technician	Technician I	T1	83.00
Engineering Technician	Technician III	T3	111.00
Environmental Technician	Technician II	T2	95.00
Resident Engineer	Construction IV	C4	140.00
Senior Inspector	Construction III	C3	128.00
Inspector	Construction II	C2	120.00
Senior Project Accountant	Technical Assistant II	TA2	95.00
Project Accountant	Technical Assistant I	TA1	80.00
Senior Marketing Specialist	Technical Assistant II	TA2	95.00
Senior Communications Specialist	Technician III	T3	111.00
UAS Operator	Technician III	T3	111.00
Marketing Specialist	Technical Assistant I	TA1	80.00
Communications Specialist	Technician III	T3	111.00
Engineering Aide	Technical Assistant III	TA3	112.00
Office Administrator	Technical Assistant I	TA1	80.00
Senior Group Technical Assistant	Technical Assistant II	TA2	95.00
Office Assistant	Technical Assistant I	TA1	80.00
Group Technical Assistant	Technical Assistant I	TA1	80.00
Intern - Technical	Technician I	T1	83.00

choice words

Steve Densmore

134 Main Street • New Paltz, NY 12561 • 845-234-8713
sdensmore@choicewordspr.com • choicewordspr.com

DATE	August 13, 2024
PROPOSAL FOR	Village of Warwick
CONTACT(S)	Michael J. Newhard, Mayor
SERVICE	NY Forward grant program
FEE	\$12,000
PRESENTED BY	Steve Densmore, President 845-234-8713 sdensmore@choicewordspr.com

ABOUT CHOICE WORDS

Choice Words was formed in 2010 in response to a persistent need for strategic communications services in the Hudson Valley and NYC Metro area. Today its diverse client base includes nonprofits, businesses, and municipalities throughout the Hudson Valley and beyond. Choice Words has helped its clients secure more than **\$165 million** in grant awards to date, from a variety of federal, state, and private sources.

Choice Words has extensive experience securing grant funding for municipalities. In 2023 it helped the Town and Village of Cornwall secure a **\$4.5 million New York Forward grant**. Other cumulative awards for municipal clients include:

\$12.4 million – City of New Rochelle

\$269,688 – Town of Saugerties

\$1.8 million – Town of New Windsor

\$238,390 – Town of Mount Pleasant

\$1.5 million – Town of Hyde Park

\$103,955 – City of Beacon

\$500,000 – City of Poughkeepsie

... and many, many more.

The Choice Words team is able to quickly and efficiently cull information from a variety of sources, learn pertinent subject matter, and locate supporting data. It plans sufficient time to present clients with drafts and works with all members of the team to incorporate changes. Choice Words is organized: it keeps track of all employee hours and presents accurate and comprehensive invoices on time. Its experience with grant applications ranging from simple online forms to complicated federal funding opportunities makes Choice Words familiar with the potential challenges associated with these applications.

DUTIES / TERMS

Choice Words LLC is prepared to begin work immediately to assist the Village of Warwick with its efforts to seek funding via the NY Forward grant program. Choice Words will work closely with the Village of

Warwick to develop and file a complete and competitive application, submitted on or before the announced deadline. Choice Words will provide worklogs upon request.

COMPENSATION

Choice Words would accomplish this work for the flat fee of \$12,000. Choice Words will bill an initial invoice of \$6,000 upon the execution of a signed agreement, with the remaining balance of \$6,000 payable upon submission of the application.

**VILLAGE OF WARWICK
LOCAL LAW NO. __ OF THE YEAR 2024**

A local law to amend the Village Code by enacting Chapter 115 entitled "Short-Term Rental Property"

Section 1. Purpose:

The purpose of this Local Law is to promote the public health, safety and welfare by establishing a municipal registration and permit requirement for all short-term rental units within the boundaries of the Village of Warwick and by enacting regulations for the administration of and enforcement of the Village's permitting requirement.

Section 2. Amendment of Code:

The Village Code of the Village of Warwick is hereby amended to enact Chapter 115 entitled "Short-Term Rental Property" which shall read as follows:

"Chapter 115 Short-Term Rental Property

§ 115-1 Purpose.

Short-term rentals of residential property are a potential source of income to property owners and can provide additional housing for visitors to the area, thereby promoting tourism and strengthening the local economy. However, if unregulated, short-term rentals may have detrimental impacts on nearby properties and the neighborhoods in which they are situated as a result of increased traffic, noise, trash, and similar impacts. Moreover, it is in the overall public interest to require that properties offered for public rental are safely maintained and adequately insured. Therefore, the Village Board of the Village of Warwick hereby establishes the registration and licensing requirements and regulations set forth in this Chapter for the purpose of regulating short-term rentals of residential property to ensure safe, responsible and harmonious operation of such uses.

§ 115-2 Definitions.

As used in this Chapter, the following terms shall have the meanings indicated:

Agent

Any person who has written authority from the owner of short-term rental property to enter, care for, and control a building in regard to short-term rentals and act on behalf of the owner in regard to short-term rentals of the building.

Bedroom

A one-person bedroom shall have a minimum of 70 square feet. A two-person bedroom shall have minimum of 100 square feet. A three-person bedroom shall have a minimum of 150 square feet. For bedrooms accommodating more than three-persons, there shall be an additional 50 square feet of space provided for each additional occupant. Bedrooms shall be not less than 7 feet in any plan dimension, and shall have a compliant window to exterior as a second means of egress. All bedrooms shall have access to sanitary facilities providing a sink, toilet, potable running water, and a shower/tub and kitchen access. All bedrooms and living space shall adhere to the provisions of the Property Maintenance Code of New York State and the Village Code of the Village of Warwick then in effect.

Building Inspector

The Building Inspector of the Village of Warwick or such person as appointed by the Village Board to enforce Village Code Chapter 53 Unsafe Buildings, and this Chapter.

Housing or Dwelling Unit

Any single residential living space which is capable of housing one separate household, whether a detached single-family structure or building or part of a multi-household structure or building but not including a hotel, motel or bed and breakfast establishment.

Immediate Family

The immediate family of the owner of a housing unit consists of the owner's spouse, children, parents, grandparents or grandchildren.

Owner

Any owner of a residence who offers housing in the residence to persons, other than immediate family, in exchange for a fee or compensation, whether monetary or otherwise.

Owner-Occupied

As used in this Chapter the term "owner-occupied" shall mean a residence in which the record owner or the owner's Registered Agent resides for not less than a total of six months in the calendar year.

Residence

Any single residential living space which is capable of housing one separate household, whether a detached single-family structure or building or part of a multi-household structure or building.

Registered Agent

An agent of the property owner who is able to respond and attend at the short-term rental property within at least thirty-minutes of being notified of the need to do so and is identified as the owner's Registered Agent in the short-term rental permit application.

Short-Term Rental Permit

A permit issued by the Village of Warwick stating that the referenced structure or unit conforms to the standards of chapter 49-11, Fire Safety and Property Maintenance Inspections, and other applicable sections of Village Code and that occupancy of that structure or unit is permitted for residential use. Any special circumstances or conditions under which occupancy is permitted may be specified on the permit.

Short-Term Rental Property

Any residence in which overnight accommodations are offered in exchange for a fee or compensation, whether monetary or otherwise, for a period of less than thirty (30) days, including, but not limited to, rentals provided by such companies as Air B&B and VBRO. Month to month tenancies are not considered short-term rental properties.

Substandard

Any deficiency in a residence that does not meet the standards of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code and applicable sections of Village Code. Substandard conditions shall also include failure to maintain a single-station smoke-detecting alarm device and carbon-monoxide-detector device, or devices, in accordance with New York State standards.

§ 115-3 Regulation of Short-Term Rentals

- (1.) Only single-family dwellings, duplexes, and dwelling units accessory thereto may be used for short-term rentals.
- (2.) Short-Term Rentals are allowed in all zones in the Village except in Continuing Care Retirement Community (CCRC) and Multiple Residence-Senior Citizen (MR-SC).
- (3.) Only owner-occupied properties may be used for short-term rentals. Provided, however, that properties located in the Central Business Zone used for short-term rentals need not be owner-occupied if the Registered Agent is able to respond and attend at the short-term rental property within at least thirty-minutes of being notified of the need to do so.
- (4.) For property used for short-term rentals, off-street parking requirements shall be in accordance with the provisions of the Schedule of Uses and Parking Space Requirements in Village Code §145-70 "Off-Street Parking and Loading Requirements"
- (5.) Commencing ninety (90) days after the effective date of this Chapter, any person offering short-term rentals within the Village of Warwick shall be required to first register and obtain a permit for short-term rental of the residence under this Chapter.
- (6.) Home Owner Association policies in developments within the Village shall supersede short-term rental provisions herein, provided that the Home Owner Association policies are more restrictive than the terms hereof.

§ 115-4 Registration of Property for Short-Term Rentals.

A short-term rental registration application, as established by the Building Inspector, shall be submitted to the Village Building Department by the owner of proposed short-term rental property stating that the owner is seeking a short-term rental permit and providing, at a minimum, the following information:

- (i) Name, mailing address, telephone number, and e-mail address, of the owner and of the Registered Agent;
- (ii) In the event that the owner is a corporate entity, such as a corporation, an LLC, a partnership or a DBA, provide the names mailing addresses, telephone numbers, and e-mail addresses of all owners, stock holders, members, or partners with an ownership interest of 10% or more of such corporate entity;

- (iii) In the event that the Registered Agent is a corporate entity, such as a corporation, an LLC, a partnership or a DBA, provide the names mailing addresses, telephone numbers, and e-mail addresses of all owners, stock holders, members or partners with an ownership interest of 10% or more of such corporate entity;
- (iv) The street address of the short-term rental property as well as the tax map section, block and lot;
- (v) The number of rental units in each building on the property;
- (vi) The number of conventional bedrooms in each building on the property.
- (vii) The proposed maximum overnight and daytime occupancy limits of each building on the property;
- (viii) The types and placement of any fire-protection systems located each building;
- (ix) The number and location of all exits;
- (x) A floor plan indicating the placement and size of each bedroom, exit and fire-protection system;
- (xi) A statement of the number of off-street parking spaces provided for the property and a parking plan showing the location of the parking spaces;
- (xii) A certificate of liability insurance for the property with policy limits in an amount of no less than \$1,000,000 with rental endorsement on policy;
- (xiii) Copy of Certificate of Occupancy for each building proposed to be used for short-term rental OR a letter stating such dwelling was built prior to 1973;
- (xiv) Acknowledgment of review and responsible for compliance with the Code of the Village of Warwick;
- (xv) A statement that the owner will include the municipal permit number assigned by the Village in all listings for short-term rental of the property; and
- (xvi) The completed Rental Registration Application must be notarized

§ 115-5 Grant of Permits for Short-Term Rental Property.

(1.) Upon submittal of complete application for short-term rentals, the owner or Registered Agent shall contact the Building Inspector to schedule an inspection of the short-term rental property for the purpose of issuance of a short-term rental permit.

(2.) Upon payment of such inspection and permit fees as the Village Board shall prescribe in the Village's schedule of fee, the Building Inspector shall conduct an inspection of the short-term rental property to determine whether it is substandard and to verify that the residence and the maximum overnight and daytime occupancy limits proposed by the owner are acceptable under the New York State Uniform Fire Prevention and Building Code.

(3.) Upon completion of an inspection of the short-term rental property and ascertaining that the residence is not substandard, the Building Inspector shall issue a short-term rental permit.

(4.) Permits shall be on a form approved by the Building Inspector and shall, at a minimum:

- (i) State the address, section, block and lot of the short-term rental property;
- (ii) List the name of the owner and the Registered Agent;
- (iii) State the number of bedrooms and in the residence and identify any other approved sleeping quarters;
- (iv) List the maximum permitted overnight and daytime occupancy limits;
- (v) State the date of issuance and the date of expiration; and
- (vi) Assign a rental registration permit number to the short-term rental property.

§ 115-6 Duration and Terms of Short-Term Rental Permits.

(1.) All short-term rental permits shall expire two years after the date of issuance, unless sooner revoked.

(2.) The following shall be mandatory terms of every short-term rental permit:

- (i) No illegal conduct shall be carried on the short-term rental property by the landlord, Registered Agent, or short-term rental tenants, their guests or invitees;
- (ii) The short-term rental tenants and their guests or invitees shall not block or otherwise impede ingress or egress over the street on which the short-term rental property is located and/or to or from any driveways of other property on the said street;
- (iii) Trash, refuse and recycling, and the bins or containers therefore, shall not be left stored within the public view, except that covered bins or containers may be left curb side for the purpose of scheduled collection in compliance with Village Code §75-1;
- (iv) No exterior lighting of the residence shall be permitted from midnight to six o'clock a.m., except for such lighting of driveways or walkways as may be necessary for safe ingress and egress of persons entering or exiting the short-term rental property;
- (v) The short-term rental tenants and their guests or invitees shall not engage in any conduct which violates the Village's noise ordinance or which would otherwise constitute disorderly conduct or creation of a public nuisance;
- (vi) In the event that short-term rental tenants plan on using the residence as the site of a party or event involving more than ten (10) guests or invitees, the owner shall require that the tenants disclose such intent as a condition of the rental and shall require the tenants to undertake measures and limitations to prevent unreasonable disturbance of neighboring property owners, such as limiting the hours of outdoor music and assuring adequate parking for guests and any catering or delivery vehicles; and
- (vii) The owner shall prominently display at the short-term rental property the contact names and phone numbers, along with a list of emergency services, information relating to garbage, recycling, available parking, winter parking and noise limitations.

(3.) In the event that there is any change in the information provided by the owner or Registered Agent in the registration application, the owner shall advise the Village Building Department in writing of such change no later than five (5) business days after such occurrence. Failure to timely advise the Village Building Department of a change in the information provided by the Owner in the registration application constitutes a violation of this Chapter and is grounds for suspension or revocation of the short-term rental permit as provided herein.

(4.) A short-term rental permit may not be transferred or assigned to any person or used by any other person other than the owner to whom it was issued.

§ 115-7 Denial of Short-Term Rental Permits.

(1.) In the event that the Building Inspector determines that a residence is substandard, he shall issue a written denial of the short-term rental permit to the owner or Registered Agent listing all of the substandard conditions identified in the inspection.

(2.) If an application for a short-term rental permit is denied, an owner may re-apply for the permit after correcting such substandard conditions as have been found. Upon such re-application, the owner or Registered Agent must arrange for an additional inspection by the Building Inspector. The owner must pay an additional inspection fee, as specified in the Village's Schedule of Fees, for each inspection.

§ 115-8 Renewal of Short-Term Rental Permits.

(1.) Applications to renew existing short-term rental permits shall be submitted on forms approved by the Village Building Department at least ninety (90) days prior to the expiration date of the existing license and must be accompanied by the renewal fee set by the Village Board in the Village's Schedule of Fees.

(2.) Upon receipt of an application for renewal and the prescribed fee, the Building Inspector shall schedule and conduct an inspection of the short-term rental property using the same criteria as upon an inspection for grant of a permit. In the alternative, an Owner may privately have a certified home inspector, engineer, or architect conduct the inspection and provide a written report on its compliance with the criteria for grant of a permit. Renewal shall be granted if the short-term rental property is not substandard.

(3.) Upon grant of renewal, the Building Inspector shall issue a new short-term rental permit which shall expire two years after the date of issuance unless revoked earlier.

§ 115-9 Suspension or Revocation of Short-Term Rental Permits.

(1.) If it is determined by the Building Inspector that the owner or Registered Agent has falsified or otherwise failed to provide accurate information on the registration application for short-term rental property, the owner shall be referred to the Village Board for suspension or revocation proceedings under this Section.

(2.) It is the responsibility of the owner or Registered Agent to comply with all terms and provisions of this Chapter and to ensure that the short-term rental tenants, their guests and invitees to comply with this Chapter and the terms and

conditions of the short-term rental permit. Any failure of short-term rental tenants, their guests and invitees to comply with this Chapter and the terms and conditions of a short-term rental permit shall be attributed to the failure of the owner and the owner's Registered Agent to discharge the responsibility to ensure such compliance.

(3.) Upon receipt of a complaint or upon his or her own initiative, the Building Inspector may investigate any property for failure to comply with the terms of this Chapter.

(4.) If, upon investigation, the Building Inspector determines that a violation of this Chapter and/or the terms and conditions of the short-term rental permit has occurred on property for which a short-term rental permit has been issued, he shall issue a written notice of the violation to the owner and Registered Agent via certified mail return receipt requested to the mailing address(es) listed on the registration application and shall provide a copy of the same along with a report regarding his or her factual findings on the violation to the Village Board.

(5.) Upon receipt of such notice and report, the Village Board shall set a date at which the owner shall be heard in regard to the Building Inspector's findings of a violation. Notice of such hearing date shall be mailed to the owner, by certified mail return receipt requested at the address provided in the registration for the short-term rental property no less than ten (10) days prior to the hearing date.

(6.) At the hearing, the Village Board shall consider the report of the Building Inspector and such further information or proof as the Building Inspector may submit. The property owner shall be heard and given the opportunity to contest the alleged violation of this Chapter. Each day that a violation occurs shall constitute a separate violation.

(7.) If, after affording such an opportunity to be heard, the Village Board confirms the existence of the violation of this Chapter, the Village Board shall suspend or revoke the short-term rental permit. For one or two violations within a period of six (6) months, the permit may be suspended for a period of up to six (6) months from the date of the suspension. For more than two violations within a one-year period, the short-term rental permit may be suspended or revoked and, if revoked, no short-term rental permit will be available for the short-term rental property for a period of up to two (2) years from the date of revocation.

§ 115-10 Appeals.

(1.) If the Building Inspector denies an application for a short-term rental permit or for renewal of a short-term rental permit, it shall be done in writing, reciting the grounds for the denial.

(2.) An applicant may appeal from such denial by filing a written request for a hearing before the Village Board of Trustees. Such request shall be filed with the Village Clerk.

(3.) Upon receipt of such request, the Village Board shall schedule the appeal to be heard at a Village Board meeting to be held within the next thirty (30) days of receipt of the appeal, affording the owner at least ten days' written notice of the place, date and time of the hearing by certified mail return receipt requested at the address provided in the registration application for the short-term rental property.

(4.) At the hearing, the applicant shall be afforded reasonable opportunity to be heard. The applicant shall bear the burden of proof by preponderance of credible evidence to show that the determination of the Building Inspector was arbitrary or capricious or in excess of his or her authority.

(5.) Determinations made by the Village Board on an appeal from denial of a short-term rental permit, denial of renewal, or from suspension or revocation of a short-term rental permit, are subject to review in New York State Supreme Court pursuant to CPLR Article 78.

§ 115-11 Fees for permits.

The Village Board shall set such application, review, inspection and renewal fees as it may find appropriate for short-term rental permits by resolution and such fees shall be listed in the Village's Schedule of Fees

§ 115-12 Penalties for offenses.

(1.) Any person who violates any provision of this Chapter, whether the owner or tenant, shall be guilty of an offense. Each day that the violation continues shall be deemed a separate violation.

(2.) Conviction of violation of the provisions of this Chapter shall be punished by a fine of \$500 for each violation (i.e., \$500 per day). The Village Board may subsequently change the amount of the fine imposed under this Chapter by resolution.

(3.) The penalties for violation of this Chapter listed in this Section shall be in addition to any suspension or revocation of a short-term rental permit imposed under this Chapter.

(4.) The penalties for violation of this Chapter shall be in addition to any penalties imposed for violation of other provisions of the Village Code and the New York State Uniform Fire Prevention and Building Code, the State Energy Conservation Construction Code.

(5.) The imposition of penalties herein prescribed shall not preclude the Village or any person from instituting appropriate civil action or proceeding to prevent unlawful occupancy of property in violation of this Chapter.

§ 115-13 Civil Remedies for Offenses.

A civil action or proceeding may be instituted by the Village in a court of competent jurisdiction to abate any violation of this Chapter by means of injunctive relief and for collection of civil penalties in the amount of \$500 per day for each violation or such other amount of penalty as the Village Board may subsequently establish by resolution. In the event that the Village successfully commences a civil action for violation of this Chapter, the party found liable for such violation shall also be liable the reasonable attorneys' fees incurred by the Village in prosecuting the action.

Section 3. Severability:

If any part or provision of this local law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstances, and the Village Board of the Village of Warwick hereby declares that it would have passed this local law or the remainder thereof had such invalid application or invalid provision been apparent.

Section 4. Effective Date:

This Local Law shall become effective upon filing with the Secretary of State of the State of New York subsequent to having been duly adopted by the Village Board.

South Street Sidewalk ADA Improvements – 3rd Street to Lawrence Avenue, Warwick, NY

VIII. CHANGE ORDER

Order No. 2024-2

Date: 08/12/2024

Agreement Date: 05/28/2024

Name of Project: South Street Sidewalk ADA Improvements - Phase 3

Owner: Village of Warwick

Contractor: Jorrey Excavating, Inc.

THE FOLLOWING CHANGES ARE HEREBY MADE TO THE CONTRACT DOCUMENTS:

JUSTIFICATION: Adjustment to contract pricing for the increase in concrete sidewalk thickness to 6" in driveway locations, whereby bid documents specified 4" minimum thickness. Additionally, the installation of 6" thick concrete within the designated driveway aprons, in lieu of asphalt.

CHANGE TO CONTRACT PRICE:

Original Contract Price \$ 179,900.00

Current Contract Price adjusted by previous Change Order \$ 184,823.60

The Contract Price due to this Change Order will be (increased)(decreased) by \$ 17,025.39

The new Contract Price due to this Change Order will be \$ 201,848.99

CHANGE TO CONTRACT TIME:

The Contract Time will be (increased) (decreased) by 0 calendar days.

The date for completion of all work will be Sept. 15, 2024 (date).

APPROVALS REQUIRED:

To be effective this Order must be approved by the Federal Agency.

Requested by: Village of Warwick

Recommended by: Engineering & Surveying Properties, PC
PROJECT ENGINEER/MUNICIPALITY

Approved by: _____

Accepted by: 
OWNER
CONTRACTOR

JORREY EXCAVATING, INC
160 BART BULL RD
MIDDLETOWN NY 10941-3802

Community Development Approval (Federal Agency): _____



Montgomery Office:

71 Clinton Street
Montgomery, NY 12549

Goshen Office:

262 Greenwich Ave, Ste B
Goshen, NY 10924

(845) 457 - 7727

www.EngineeringPropertiesPC.com

August 13, 2024

VILLAGE OF WARWICK BOARD OF TRUSTEES
77 MAIN STREET
WARWICK, NY 10990

ATT: MAYOR MICHAEL NEWHARD

RE: SOUTH STREET SIDEWALK ADA IMPROVEMENT – PHASE 3
THIRD STREET TO LAWRENCE AVENUE
W.O. #1804.13

Dear Mayor Newhard and Trustees:

We have reviewed the Application and Certificate for Payment #1, dated 08/12/24, from Jorrey Excavating, Inc. for the South Street Sidewalk ADA Improvements – Phase 3 project. We recommend the approval of the requested payment of \$6,156.95. The work performed includes the project mobilization and the initial demolition and excavation work.

The balance amount to finish the project, including retainage, is \$178,666.65. This balance amount is consistent with the revised contract price of \$184,823.60, approved with Change Order #1.

We have enclosed a signed copy of the payment application form.

Sincerely,
Engineering & Surveying Properties, PC, Village Engineers

Keith Woodruff, CPESC, CPSWQ
Senior Engineer

APPLICATION AND CERTIFICATE FOR PAYMENT

TO: Village of Warwick
77 Main Street
Warwick, New York 10990

PROJECT: South Street Sidewalk Project

FROM CONTRACTOR:
Jorrey Excavating Inc.
160 Bart Bull Rd.
Middletown, NY 10941-3802

Owner: Village of Warwick

JEI Document 702

APPLICATION NO: 1
PERIOD TO: 9-Aug-24
PURCHASE ORDER NO: B-23-UC-36
Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR
 ENGINEER

CONTRACT DATE: 5/30/2024
Our Job #: 24-16

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, JEI Document JEI703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 179,900.00
2. Net change by Change Orders	\$ -
3. CONTRACT SUM TO DATE (Line 1+ 2)	\$ 179,900.00
4. TOTAL COMPLETED & STORED TO DATE	\$ 6,481.00
5. RETAINAGE:	
a. 5% of Completed Work (Columns D+E on JEI 703)	\$ 324.05
b. 5% of Stored Material (Column F on JEI 703)	\$ -
Total Retainage (Line 5a+5b or Total in Column I of G703)	\$ 324.05
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 6,156.95
7. LESS PREVIOUS CERTIFICATED FOR PAYMENT (Line 6 from previous invoice)	\$ -
8. CURRENT PAYMENT DUE	\$ 6,156.95
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 173,743.05

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	
Total approved this Month	\$ -	
TOTALS	\$ -	
NET CHANGES by Change Order		\$ -

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR: Jorrey Excavating Inc.

By:

[Signature]

Date: 12-Aug-24

State of: New York
County of: Orange
Subscribed and sworn to before me
August 12, 2024

TIRZAH JORREY
NOTARY PUBLIC, STATE OF NEW YORK
QUALIFIED IN ORANGE COUNTY
COMMISSION EXPIRES 01/09/2025
NO. 6253954

Notary Public: *[Signature]*
My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, base on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 6,156.95

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the continuation Sheet that are changed to conform to the amount certified).

ARCHITECT:

By:

[Signature]

Date: 08/13/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contractor.

Village of Warwick

Payment Breakdown

09/09/2014

Contract No B-23-UC-36-0105

South Street Sidewalk Project

Pay App. #: 1

Through: 09-Aug-24

Contractor: Jorrey Excavating Inc.

Job #: 24-16

ITEM	DESCRIPTION	UNIT	Current Contract Value			Previous Application		Current Application		Completed To Date		Percent Complete
			Quantity	UP	Amount	Q	Amount	Q	Amount	Q	Amount	
1	Mobilization/Demobilization	LS	1.00	\$ 9,770.00	\$ 9,770.00			0.50	4885	0.50	\$ 4,885.00	50%
2	Excavation/Disposal	CY	290.00	\$ 42.00	\$ 12,180.00			38.00	1596	38.00	\$ 1,596.00	13%
3	Conduit Drains	Ea	10.00	\$ 70.00	\$ 700.00						\$ -	
4	Sawcutting	LF	885.00	\$ 6.00	\$ 5,310.00						\$ -	
5	Subbase	CY	140.00	\$ 102.00	\$ 14,280.00						\$ -	
6	Asphalt Paving	Ton	32.00	\$ 176.00	\$ 5,632.00						\$ -	
7	Type A Catch Basin	Ea	3.00	\$ 4,725.00	\$ 14,175.00						\$ -	
8	Concrete Walk	CY	35.00	\$ 1,100.00	\$ 38,500.00						\$ -	
9	Type V Curb	LF	807.00	\$ 64.00	\$ 51,648.00						\$ -	
10	ADA Tile	LS	1.00	\$ 1,125.00	\$ 1,125.00						\$ -	
11	M&P Traffic	LS	1.00	\$ 9,100.00	\$ 9,100.00						\$ -	
12	Reset BlueStone	LF	92.00	\$ 190.00	\$ 17,480.00						\$ -	
12	Change Order #1	LS	1.00	\$ 4,923.60	\$ 4,923.60		\$ -		\$ -		\$ -	
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TOTAL				\$ -	\$ 184,823.60		\$ -		\$ 6,481.00		\$ 6,481.00	



Montgomery Office:

71 Clinton Street
Montgomery, NY 12549

Goshen Office:

262 Greenwich Ave, Ste B
Goshen, NY 10924

(845) 457 - 7727

www.EngineeringPropertiesPC.com

August 8, 2024

**VILLAGE OF WARWICK BOARD OF TRUSTEES
77 MAIN STREET
WARWICK, NY 10990**

ATT: MAYOR MICHAEL NEWHARD

**RE: POLE BARN FOR DPW
24 MEMORIAL PARK DRIVE
W.O. #1804.12**

Dear Mayor Newhard and Trustees:

We have reviewed the Application and Certificate for Payment #003, dated 08/05/24, from TAM Enterprises, Inc. for the Pole Barn for DPW project. We recommend the approval of the requested payment of \$77,227.40. The work performed includes the final excavation, preparation, and the pouring of the concrete foundation slab for the project.

The balance amount to finish the project, including retainage, is \$113,281.40.

We have enclosed a signed copy of the payment application form.

Sincerely,
Engineering & Surveying Properties, PC, Village Engineers

Keith Woodruff, CPESC, CPSWQ
Senior Engineer

AIA® Document G702® – 1992

Application and Certificate for Payment

TO OWNER: Village of Warwick 77 Main Street, Warwick, NY 10990	PROJECT: Pole Barn for DPW	APPLICATION NO: 003 PERIOD TO: July 31, 2024 CONTRACT FOR: General Construction CONTRACT DATE: PROJECT NOS: / /	Distribution to: OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
FROM CONTRACTOR: TAM Enterprises, Inc. 114 Hartley Road Goshen, NY 10924	VIA ARCHITECT: Engineering & Surveying Prop. 71 Clinton Street Montgomery, NY 12549		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703®, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$242,850.00
2. NET CHANGE BY CHANGE ORDERS	\$0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$242,850.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$136,388.00
5. RETAINAGE:	
a. <u>5.00</u> % of Completed Work (Column D + E on G703)	\$6,819.40
b. <u>0</u> % of Stored Material (Column F on G703)	\$0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$6,819.40
6. TOTAL EARNED LESS RETAINAGE	\$129,568.60
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$52,341.20
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$77,227.40
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$113,281.40
(Line 3 less Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: [Signature] By: _____ Date: 8/5/24
 State of: New York
 County of: Orange
 Subscribed and sworn to before me this 5 day of August 2024
 Notary Public: [Signature] My Commission Expires: 9/16/20
 CHRISTINA MARIE VASQUEZ
 NOTARY PUBLIC-STATE OF NEW YORK
 No. 01VA6440222
 Qualified in Orange County
 My Commission Expires 09-06-2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$77,227.40

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: [Signature] By: _____ Date: 08/08/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

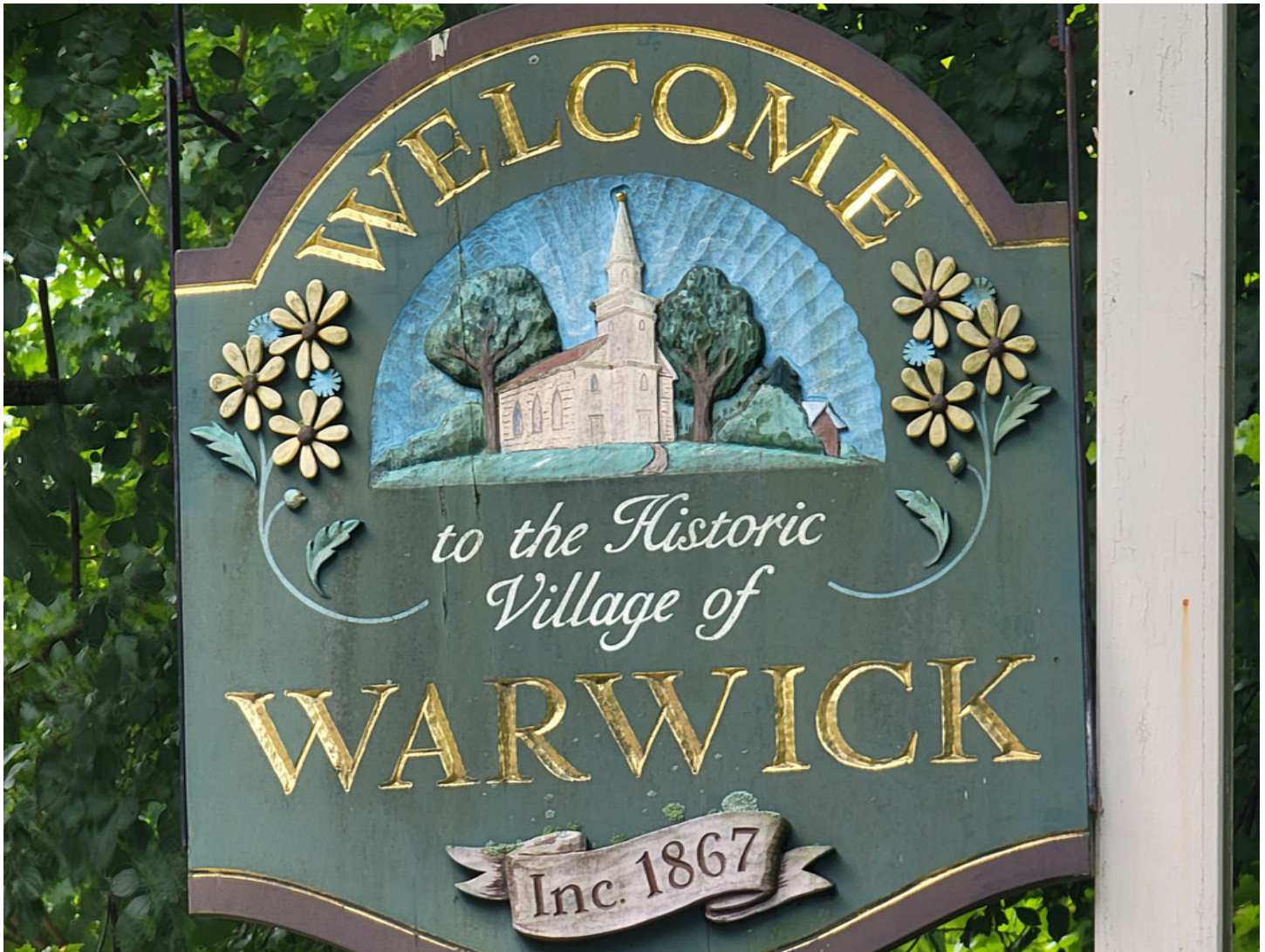
Continuation Sheet

AIA Document G702®, Application and Certification for Payment, or G732™, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:
APPLICATION DATE:
PERIOD TO:
ARCHITECT'S PROJECT NO:

003
 July 31, 2024
 July 31, 2024

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G÷C)		
1	Bonds and Insurances	4,070.00	4,070.00	0.00	0.00	4,070.00	100.00%	0.00	0.00
2	Submittals	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00%	0.00	0.00
3	Building Engineering and Deposit	45,026.00	45,026.00	0.00	0.00	45,026.00	100.00%	0.00	0.00
4	Mobilization	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00%	0.00	0.00
5	Building Installation	45,026.00	0.00	0.00	0.00	0.00	0.00%	45,026.00	0.00
6	Excavation and final grade prep	12,580.00	0.00	12,580.00	0.00	12,580.00	100.00%	0.00	0.00
7	Concrete foundation slab prep and pour	68,712.00	0.00	68,712.00	0.00	68,712.00	100.00%	0.00	0.00
8	Insulation	32,586.00	0.00	0.00	0.00	0.00	0.00%	32,586.00	0.00
9	Overhead Garage Doors	13,700.00	0.00	0.00	0.00	0.00	0.00%	13,700.00	0.00
10	Interior Framing and finishes	14,150.00	0.00	0.00	0.00	0.00	0.00%	14,150.00	0.00
11	Demobilization and closeout	1,000.00	0.00	0.00	0.00	0.00	0.00%	1,000.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
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		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	GRAND TOTAL	\$242,850.00	\$55,096.00	\$81,292.00	\$0.00	\$136,388.00	56.16%	\$106,462.00	\$0.00



PROPOSAL FOR

VILLAGE OF WARWICK

**Transportation Planning Consultant
Services for Multi-Use Trail Strategic
Planning and Feasibility Study**

July 26, 2024



July 25, 2024

Raina Abramson
Village Clerk
Village of Warwick
77 Main Street
Warwick, New York 10990

RE: Village and Town of Warwick Transportation Planning Consultant Services for Multi-Use Trail Strategic Planning and Feasibility Study

File: 710.2484

Dear Ms. Abramson:

Barton & Loguidice, D.P.C. (B&L) is pleased to present our qualifications to the Village and Town of Warwick (Village and Town) for the Multi-Use Trail Strategic Planning and Feasibility Study. B&L has designed hundreds of miles of multimodal trail systems in various environments, from sensitive rural areas to urban streetscapes, canalways, and railroad beds. Successful trail systems should make users feel safe and provide logical connections within the community. As such, our strategies are adaptive and pragmatic, shifting to meet the community's unique needs while thriving within its environmental conditions.

We have assembled a team of engineers, landscape architects, planning professionals, environmental scientists, and technical staff well-versed in recreation planning and multimodal trail design. We have local knowledge of the project area and in-depth, hands-on planning, design, engineering, and construction experience on similar recent projects that involved many of the same objectives. Through a holistic approach, our evaluation will consider how to develop a multi-use trail parallel to Route 94 South and how visitors will interact with site elements, transforming your alternative transportation route into a destination that supports visitors of all ages and mobility levels. We embrace the natural beauty of a space and foster environmental benefits while looking to create spaces that are welcoming, engaging, and reflect the community and environments they are a part of.

One particular staff member to highlight is Jim Deloria, our Right-of-Way specialist. Jim brings over 20 years of experience in securing right of way and easements for linear projects. Many of these projects include local community, county and NYSDOT road corridors. His experience will be valuable as we review alternatives and develop strategies.

B&L is committed, in practice and in spirit, to meeting our clients' minority- and women-owned business enterprise goals. For this project we have teamed with Civil Tec, a woman-owned and disadvantaged business. B&L has worked with Civil Tec on a multitude of projects and we are confident this team will provide Warwick with the high-quality services you need.

From kickoff to completion, our team will strive to clearly and accurately understand your goals and objectives. We believe that the most successful projects emerge from collaboration between the consultant, the client, and all relevant stakeholders. The project will be managed by Leigh G. Jones, P.L.A., out of our Somers, New York office. Ms. Jones brings more than 27 years of experience in the planning, design, and construction of similar projects such as multimodal trail design, active transportation planning, and feasibility studies.

As you know, B&L has a long standing positive relationship with the Village as we have partnered together on many drinking water and wastewater asset renewal projects. Our ability to assist our clients in securing implementation funding is exceptional and we expect that this plan will be the vision of the communities which will then allow for next phase funding.

Thank you for considering B&L for this important project; we look forward to discussing our team's qualifications and approach. Should there be any questions or need for clarification of our proposal, please reach out to me, at dfletcher@bartonandloguidice.com, or Leigh, at ljones@bartonandloguidice.com.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

A handwritten signature in blue ink, appearing to read "Donald H. Fletcher".

Donald H. Fletcher, P.E.
Principal



TABLE OF CONTENTS

- Section 1** Description of Firm
- Section 2** Project Team
- Section 3** Qualifications and Experience
- Section 4** Project Management Methodology
- Section 5** Technical Approach
- Section 6** References
- Section 7** Cost Proposal

PREPARED FOR:

Raina Abramson
Village Clerk
Village of Warwick
77 Main Street
Warwick, New York 10990

PREPARED BY:

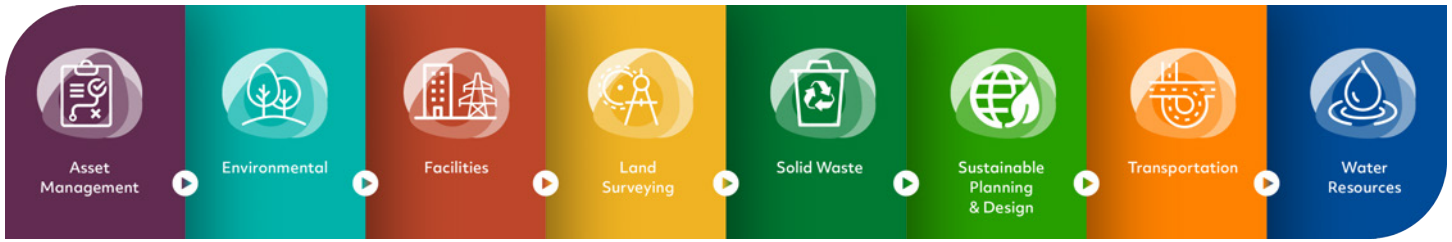
Barton & Loguidice, D.P.C.
247 Route 100
Suite 2000D
Somers, New York 10589



SECTION 1

DESCRIPTION OF FIRM



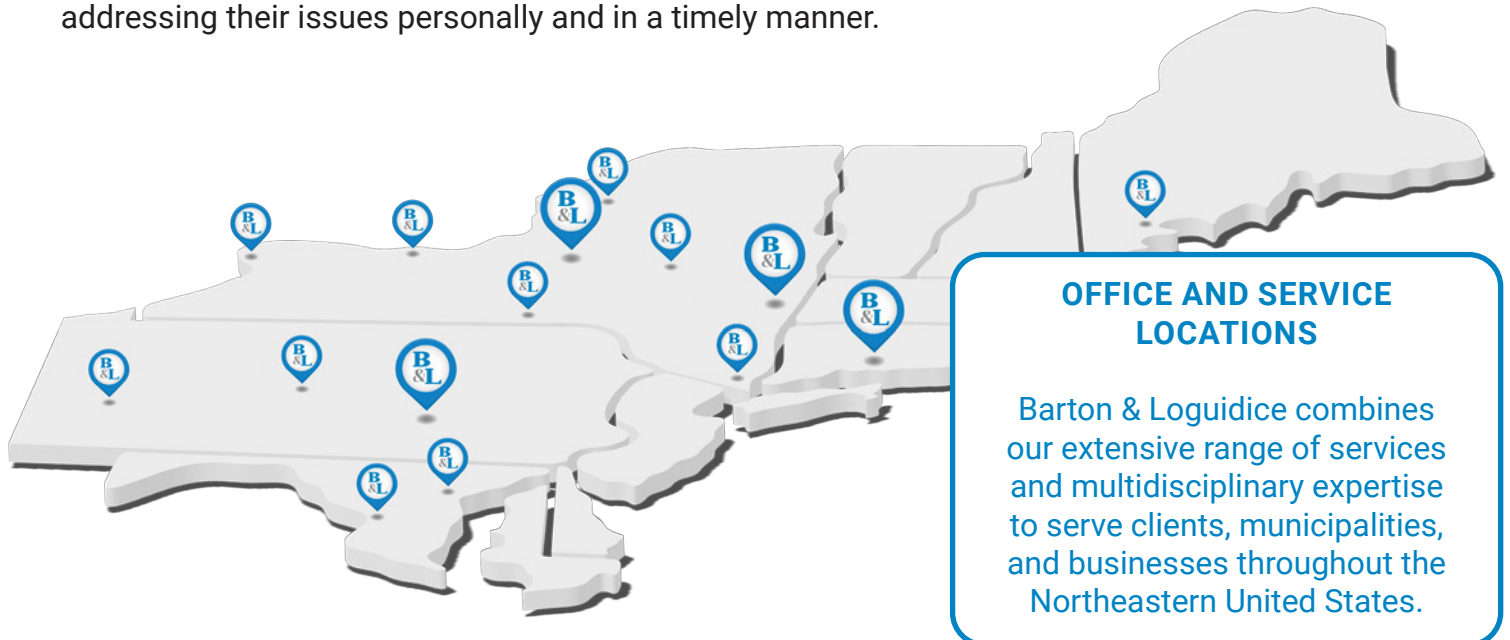


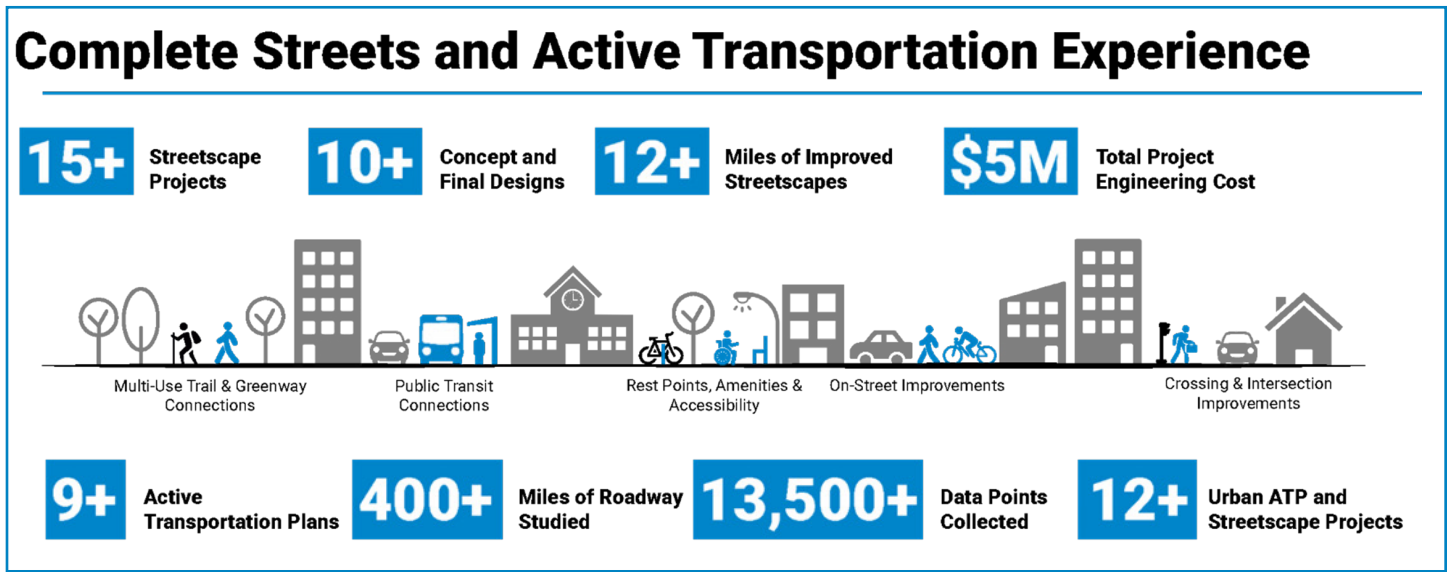
A. Professional Capabilities and Similar Project Experience

At Barton & Loguidice, we help public and private entities solve their capital planning and facility-related needs. We offer consulting in the following service areas:

- Asset management
- Environmental
- Facilities
- Land surveying
- Solid waste
- Sustainable planning and design
- Transportation
- Water resources

Our diverse service platform allows us to provide a holistic view of the challenges our clients face and the solutions that best suit them, resulting in significant cost savings, project feasibility and acceleration, alternative financing options, and reduced risk. Since our founding in 1961, we have helped municipalities achieve their goals and improve their communities. Our staff of approximately 400 is spread across 16 different offices in Rochester, Syracuse, Utica, Albany, Somers, Buffalo, Binghamton, Plattsburgh, and Watertown, New York; Camp Hill and Pittsburgh, Pennsylvania; Annapolis and Baltimore, Maryland; Portland, Maine; and Hartford, Connecticut. Our locational variety allows us to readily provide on-site assistance to our clients across the Northeastern United States, addressing their issues personally and in a timely manner.





B&L has extensive experience with the planning, design, and construction of trails, active transportation, and complete streets projects. Since our inception, we have designed hundreds of multimodal trail systems in a variety of environments from rural communities to urban streetscapes.

The graphic above provides a summary of our experience with complete streets and active transportation projects.

B. AND C. PROOF OF AUTHORIZATION AND PROFESSIONAL LICENSURE

Barton & Loguidice, D.P.C. is a New York State domestic corporation, our State ID is #333638.

Barton & Loguidice, D.P.C. is licensed to provide engineering services in New York State. Our Certificate number is #0021642.

Please find a copy of each below.

NEW YORK STATE DEPARTMENT OF STATE
DIVISION OF CORPORATIONS, STATE RECORDS AND UNIFORM COMMERCIAL CODE
FILING RECEIPT

ENTITY NAME :	BARTON & LOGUIDICE, D.P.C.
DOCUMENT TYPE :	BIENNIAL STATEMENT
ENTITY TYPE :	DOMESTIC PROFESSIONAL SERVICE CORPORATION
DOS ID :	333638
FILE DATE :	01/05/2024
FILE NUMBER :	240105001484
TRANSACTION NUMBER :	202401050001504-2798113
EXISTENCE DATE :	01/02/1974
DURATION/DISSOLUTION :	PERPETUAL
COUNTY :	ALBANY
SERVICE OF PROCESS ADDRESS :	REGISTERED AGENTS INC. 418 BROADWAY, STE R ALBANY, NY, 12207, USA
ELECTRONIC SERVICE OF PROCESS EMAIL ADDRESS :	N/A
REGISTERED AGENT :	REGISTERED AGENTS INC. 418 BROADWAY, STE R ALBANY, NY, 12207, USA





**THE UNIVERSITY OF THE STATE OF NEW YORK
EDUCATION DEPARTMENT**

THIS IS TO CERTIFY THAT HAVING MET THE REQUIREMENTS OF SECTION 7210 OF THE EDUCATION LAW AND IN ACCORDANCE THEREWITH THIS CERTIFICATE OF AUTHORIZATION IS GRANTED WHICH ENTITLES

BARTON & LOGUIDICE DPC
JOHN F BRUSA, JR
443 ELECTRONICS PKWY
LIVERPOOL, NY 13088-6056

TO PROVIDE PROFESSIONAL ENGINEERING SERVICES IN THE STATE OF NEW YORK FOR THE PERIOD 01/01/2024 TO 12/31/2026.

CERTIFICATE NUMBER
0021642

D. STAFFING LEVEL/ORGANIZATIONAL CHART

CORPORATE STRUCTURE ORGANIZATIONAL CHART

PRINCIPAL
Donald H. Fletcher, P.E.

PRINCIPAL
Richard A. Straut, P.E.

PRINCIPAL
John F. Brusa, P.E.

PRINCIPAL
Matthew J. Schooley, P.E.

PRINCIPAL
Anthony P. DaRin, P.E.

PRACTICE AREAS AND NUMBER OF STAFF

<p>TRANSPORTATION 55</p>	<p>WATER RESOURCES 66</p>	<p>SOLID WASTE 37</p>	<p>ENVIRONMENTAL 65</p>	<p>SUSTAINABLE PLANNING & DESIGN 35</p>	<p>FACILITIES 36</p>
<p>Matthew J. Schooley, P.E. Principal</p> <p>Anthony P. DaRin, P.E. Principal</p> <p>Mark M. Zessin, P.E. Senior Vice President</p> <p>Bryan M. Tremblay Vice President</p> <p>Mark C. Budosh, P.E. Vice President</p> <ul style="list-style-type: none"> CAD Specialists Civil Engineers Structural Engineers Transportation Engineers Resident Engineers Construction Inspectors 	<p>Richard A. Straut, P.E. Principal</p> <p>Donald H. Fletcher, P.E. Principal</p> <p>Eric A. Pond, P.E. Senior Vice President</p> <ul style="list-style-type: none"> CAD Specialists/Drafters Civil Engineers Construction Inspectors Water Quality Scientists GIS Specialists Sanitary Engineers Resident Engineers 	<p>Chad W. Hutton, P.E. Senior Vice President</p> <p>Stephen T. Lezinski, BCES Vice President</p> <p>Cory J. McDowell, P.E. Vice President</p> <ul style="list-style-type: none"> CAD Specialists/Drafters Civil Engineers Environmental Scientists/Specialists Environmental Engineers Construction Inspectors 	<p>Jeffrey J. Reed, P.E. Vice President</p> <p>David R. Hanny, CPESC, CPSWQ, LEED AP® Vice President</p> <p>John E. Rigge Vice President</p> <ul style="list-style-type: none"> Environmental Scientists/Specialists Environmental Engineers Geologists Hydrogeologists Industrial Hygienists/Techs 	<p>Kenneth M. Knutsen, P.E. Senior Vice President</p> <p>Donald H. Fletcher, P.E. Principal</p> <p>Matthew N. Brown, P.E. Vice President</p> <ul style="list-style-type: none"> Civil Engineers Landscape Architects Planners Sanitary Engineers Transportation Engineers Environmental Engineers 	<p>Eric J. Horvat, P.E., LEED AP® Vice President</p> <p>Timothy W. Bolan, P.E. Vice President</p> <p>Matthew C. Fuller, P.E. Vice President</p> <p>Timothy R. Bivens, AIA Vice President</p> <p>Matthew N. Brown, P.E. Vice President</p> <ul style="list-style-type: none"> Architectural Designers Electrical Engineers Mechanical Engineers Structural Engineers Civil Engineers
	<p>ASSET MANAGEMENT 9</p>	<p>CONSTRUCTION MANAGEMENT 35</p>	<p>ADMINISTRATIVE STAFF 51</p>	<p>LAND SURVEYING 8</p>	
	<p>Timothy P. Taber, P.E., BCEE Vice President</p> <ul style="list-style-type: none"> Asset Management Engineers Asset Management Consultants Project Administrator 	<p>Matthew J. Schooley, P.E. Principal</p> <ul style="list-style-type: none"> Construction Inspectors Resident Engineers Structural Engineers 	<p>John A. Benson Senior Vice President</p> <ul style="list-style-type: none"> Marketing Human Resources Information Technology Administrative Assistants Finance and Accounting 	<p>Mark M. Zessin, P.E. Senior Vice President</p> <ul style="list-style-type: none"> Land Surveyors Right-of-Way and Easement CAD/Drafting Records Research 	

E. PROJECT MIX / CLIENT MIX FOR MOST RECENT PROJECTS

Our project mix encompasses a comprehensive array of related projects, including trail feasibility studies, bike and pedestrian master planning, trail projects, off-road shared use paths, on-road bike facilities infrastructure, and streetscapes. Additionally, we engage in greenway and blueway planning, urban park design, transit-oriented development, traffic calming measures, and sustainable transportation initiatives. Our expertise also extends to wayfinding systems, public space enhancements, and environmental impact assessments.

We proudly serve a diverse range of clients, including cities, towns, villages, counties, and private organizations. Our client base also includes regional planning agencies, transportation departments, and community groups, ensuring our projects benefit a wide spectrum of communities and stakeholders.

Our holistic approach ensures that every project is tailored to meet the unique needs and goals of our clients. Our multidisciplinary team collaborates to design and implement solutions that are both innovative and practical, ensuring sustainable and accessible outcomes. We leverage best practices in urban planning, landscape architecture, and civil engineering to deliver projects that enhance connectivity, promote active transportation, and improve overall quality of life.

Recent and current work our Sustainable Planning and Design and Transportation teams are working on include:

- Yonkers Greenway Trail Project | Yonkers, New York
- Saranac River Trail Phase III Trail | Plattsburgh, New York
- Chapline Trail Way Feasibility Study | New Castle, New York
- Cortlandt Quarry Park Infrastructure Improvements | Corlandt, New York
- Bike and Pedestrian Improvements Plan | Kent, New York
- Copake Hamlet Streetscape Project | Copake, New York
- Bikeway Modernization and Connectivity Plan | Warren County, New York
- Beacon-Hopewell Rail Trail Feasibility Study | Dutchess County, New York
- Pedestrian And Cyclist Connectivity And Civic Hub | Peekskill, New York



Chapline Trailway Feasibility Study | New Castle, New York



Yonkers Greenway Trail | Yonkers, New York

SECTION 2

PROJECT TEAM



A. SERVICES TO BE PROVIDED

B&L will provide the following services: transportation engineering and circulation; trail design, planning, and alignment; community and stakeholder engagement; right-of-way, environmental analysis and reporting; and grant administration. Our proposed subconsultant, Civil Tec, will provide highway boundary determination. For more details on our services and scope of work, please see [Section 5: Technical Approach](#).

B. SUB-CONSULTANTS REQUIRED TO PERFORM WORK

B&L is committed, in practice and in spirit, to meeting our clients' minority- and women-owned business enterprise goals. We have relationships with many qualified subconsultants and often team with them for survey, geophysics, drilling, laboratory, data validation, administrative paperwork, grants disbursement, and graphics and printing services. For this project, we are partnering with Civil Tec, a licensed, full-service civil engineering and land surveying firm.



CIVIL TEC ENGINEERING & SURVEYING, P.C. (DBE/WBE)

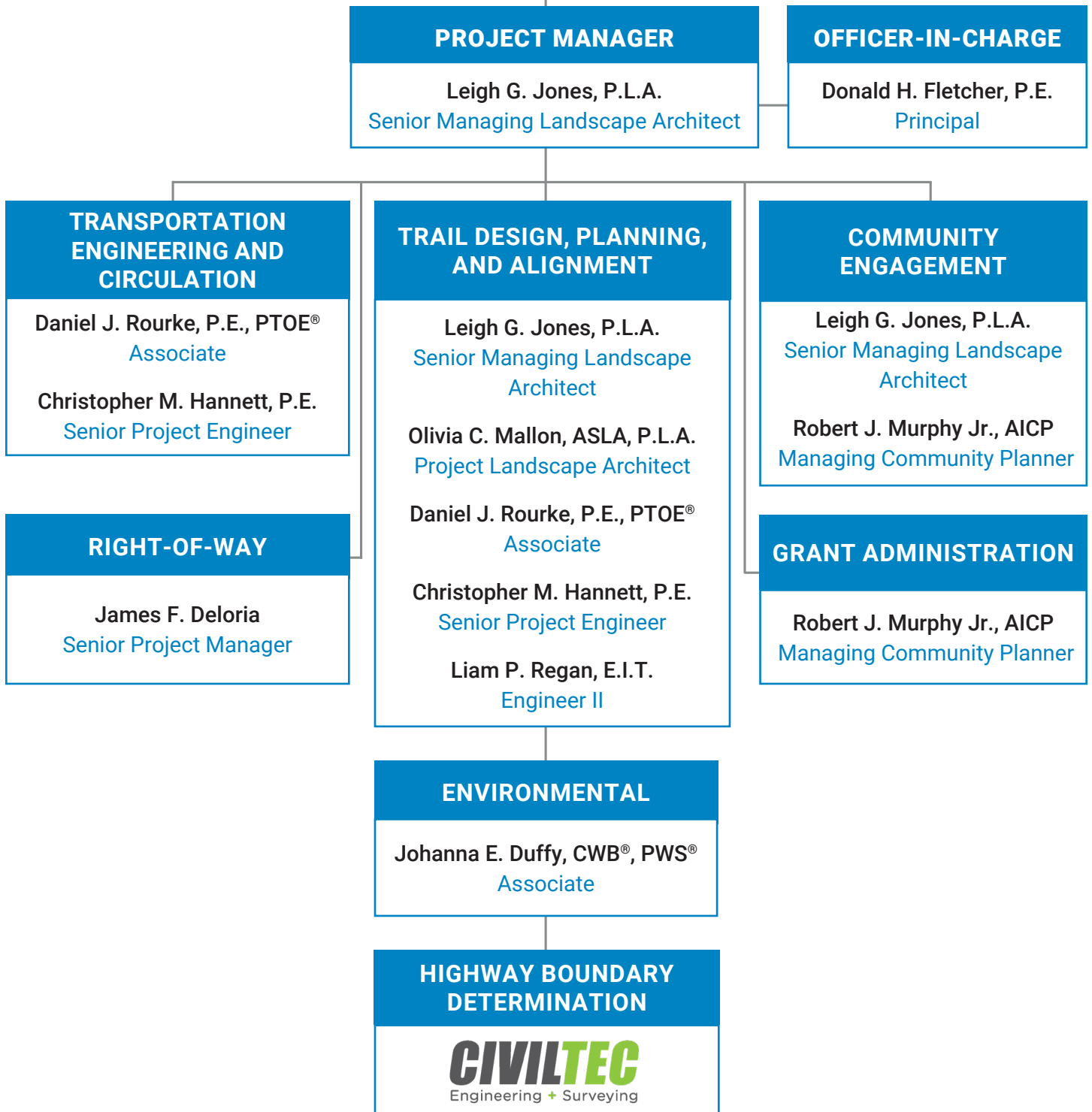
delivers surveying services including boundary and topographic surveys, construction stakeout, as-built and final condition surveys, and right-of-way surveys. B&L and Civil Tec have partnered on fourteen projects over the last four years. As a WBE team member, Civil Tec will provide detailed highway boundary research that may be necessary to determine private property impacts.

DIFFERENTIATORS: INNOVATION AND COLLABORATION

With decades of performance working with construction trades, Civil Tec brings clients hands-on, local knowledge of Hudson Valley, New York and Northern New Jersey engineering projects. This proven expertise results in delivering realistic benchmarks for design and project completion costs.

- Collaboration with construction trade and service professionals, including: landscape architects, attorneys, expeditors, and planners.
- Consistency and quick turnaround in engineering and surveying projects of any size or scope.

C. TEAM ORGANIZATIONAL CHART



D. TOTAL RELEVANT HUMAN RESOURCE AVAILABILITY

B&L prides itself on having a highly skilled and dedicated team of professionals who are committed to delivering exceptional results to our clients. To ensure that the B&L team can meet all of the project and scheduling demands while providing services for our projects, we routinely review and assess our current and projected workload to determine how best to commit the technical and staff resources necessary to fulfill the anticipated project demands.

B&L has the capacity available to start immediately and keep the Multi-Use Trail Strategic Planning and Feasibility Study on schedule. Our senior and junior-level team members have the flexibility to work when and where needed, which ensures that our team is available to you when we need to be. We understand that not all of our clients operate within a traditional nine to five schedule. Our team’s flexible internal scheduling means that we can provide services outside of these traditional working hours when necessary.

B&L’s project team is structured to overlap skill sets and regional assignments, which allows us to allocate resources no matter where the projects are or how many are in progress. We have the workload capacity to handle multiple projects simultaneously, using our robust project management system to effectively prioritize and manage our workload. Furthermore, we have a flexible approach to staffing and can quickly scale up or down our team, as per the project requirements. This allows us to adapt to our clients’ changing needs and ensures that we are always able to deliver results on time and within budget.

Our core team from B&L (Jones, Rourke, Hannett, Regan, and Mallon) are currently working on the following projects, many of which are expected to be substantially complete in the coming months:

NAME	CURRENT PROJECTS
Leigh G. Jones	Yonkers Greenway Trail and the South Broadway Streetscape Copake Hamlet Streetscape Project Peekskill Pedestrian and Cyclist Connectivity Peekskill Civic Hub and Public Realm Bike and Pedestrian Improvement Plan in the Town of Kent
Daniel J. Rourke	Connectivity Plan for Multi-Use Trails in Warren County NY Route 52 Pedestrian Safety Project Yonkers Greenway Trail Design and Development North Street Pedestrian Safety Project
Christopher M. Hannett	Beacon-Hopewell Trail Feasibility Study Connectivity Plan for Multi-Use Trails in Warren County Shandaken Rail Trail
Liam P. Regan	Yonkers Greenway Trail and the South Broadway Streetscape Copake Hamlet Streetscape Project Bike and Pedestrian Improvement Plan in the Town of Kent
Olivia C. Mallon	Yonkers Greenway Trail and the South Broadway Streetscape Peekskill Civic Hub and Public Realm City of Geneva 5 Point Intersection Streetscape

E. DESIGN EXPERIENCE AS A TEAM AND AS INDIVIDUAL FIRMS

B&L and Civil Tec have worked together on over 50 individual projects with many of B&L's practice area groups including transportation, water resources, sustainable planning and design, environmental, and facilities. Civil Tec will be integral to the project, our extensive experience working together allows us to collaborate effectively and efficiently.

Project experience together includes:

- Pedestrian Safety Action Plan | City of Schenectady, New York
- Missing Sidewalk Links | City of Saratoga Springs, New York
- Rail Trail | Ulster and Delaware County, New York
- Ashokan Rail Trail | Ulster County, New York
- Kingston Rail Trail | Ulster County, New York
- Pedestrian Safety Improvements | Village of Port Chester, New York
- 300 Block Main Street Streetscape | City of Poughkeepsie, New York
- John Burroughs Black Creek Trail | Town of Llyod, New York
- Pedestrian and Cyclist Connectivity and Civic Hub | City of Peekskill, New York
- County Road 12, Bicycle Lanes | Greene County, New York



Ashokan Rail Trail | Ulster County, New York

SECTION 3

QUALIFICATIONS AND EXPERIENCE





LEIGH G. JONES, P.L.A.
 SENIOR MANAGING LANDSCAPE ARCHITECT

Since 1997, Ms. Jones has worked at multiple offices in Australia, New York City, and Westchester County, and has been involved in the design and construction of various projects, including shared use path design, trail feasibility studies, park designs, urban plazas, and master and conceptual planning. Most of the projects she has been involved with have been in the local tri-state area. Ms. Jones has taken the role of project manager on her jobs and is involved in all phases of design from preliminary conceptual design to construction phase documents and construction administration.

Years of Experience

27

Education

M.L.A., Landscape Architecture, SUNY ESF, 1997

B.A., Mathematics, University of Vermont, 1993

Professional Registrations

Professional Landscape Architect - New York, 002008

Her work includes client liaison preparation of feasibility studies, master planning, schematic site plans, technical specifications, budget estimates, and construction documents. Ms. Jones regularly coordinates her work with other consultants to service her municipal (town, village, and city) clients. She has extensive experience with feasibility studies, park master planning, community planning, active transportation planning, public engagement and the design and detailing of site layout, grading and drainage plans, public parks, streetscapes, open spaces, plant materials, and all hardscape components of the design.

**Saranac River Trail Phase III
 Plattsburgh, New York**

Ms. Jones is the project manager leading the B&L team through the federally funded design development of Phase III of the Saranac River Trail, a regional connector route. This project looks to improve pedestrian and bicyclist circulation within the City of Plattsburgh and to serve as a multi-use pedestrian and bike corridor, traveling both on- and off-road along the Saranac River and Cumberland Bay, providing significant transportation, recreation, and economic benefits for the City. B&L is working closely with the City throughout to ensure the final design meets city, state, and federal requirements.

**New Castle Trail Way Feasibility Study
 Chappaqua, New York**

Ms. Jones was the project manager, leading the B&L team tasked to create a feasibility study for a multi-use trail way, passing through a variety of landscapes including on-road portions, off-road trails through wooded areas, and boardwalks

through wetlands. The proposed trail way is approximately 1.5 miles long and will connect two key areas of Chappaqua, allowing residents and visitors to commute safely while also offering a trail for recreational purposes. B&L worked with the Town of New Castle, key stakeholders, property owners, a trail way committee, and the public to gather information and garner support, as well as coordinate required easements, land swaps, and potential land acquisitions. B&L continues to assist the Town with their pursuit of funding utilizing this feasibility study—complete with an environmental report, safety and liability report, and associated probable costs of construction as the basis. The Town was recently awarded \$5 million from the NYSDOT TAP program for the execution of a portion of the trail way.

**Yonkers Greenway Design and Development
 Yonkers, New York**

Ms. Jones is the lead designer of the B&L team working with the City of Yonkers on the design and

development of an approximately 2.4 miles long stretch of the Yonkers Greenway (Yonkers Rail Trail). B&L is providing preliminary design, detailed design, and construction support services for this federal aid project to complete the design of the Yonkers Greenway Trail and the South Broadway Rehabilitation project. The plan and design are based on community input and an extensive study of existing conditions to determine the best way to transform the abandoned Putnam Rail Line into a thriving, multi-use corridor through the City. The final design solution includes a shared use path for the off-road sections and bike lanes along the on-road portions to accompany existing sidewalks.

D&H Canal Five Locks Walk Extension High Falls, New York

Ms. Jones headed the B&L team and worked with the D&H Canal Historical Society to study, evaluate, and design an extension to the existing 5 Locks Walk in High Falls. B&L provided the Historical Society with existing conditions GIS mapping, site inventory and analysis drawings, as well as a proposed loop trail extending the existing walk an additional 1-plus miles through key highlights of the hamlet and connecting with concurrent projects within the hamlet. Associated probable costs were generated to contribute to the final feasibility study which have been used to pursue funding opportunities.

Kent Bike and Pedestrian Improvement Planning Kent, New York

Ms. Jones is currently leading this project as the project manager, working closely with the Town to develop a comprehensive Active Transportation Plan (ATP). Her role involves aligning the project with the Town's objectives and the requirements of the Climate Smart Communities grant. Ms. Jones is responsible for overseeing the project from initial planning to the final deliverable. Data collection and public engagement are key initiatives, which ensure that the plan is informed by accurate information and reflects the community's needs and preferences. Along with regular collaboration with

the Town's officials, Ms. Jones ensures the plan will address the community's needs and promote sustainable, efficient transportation options.

Kingston Pedestrian and Bike Master Plan, Kingston, New York

B&L worked with the City of Kingston on this active transportation planning project to develop a pedestrian and bicycle master plan weaving together existing and planned improvements within the City. The plan provides Kingston with a community-based, data-driven blueprint for future decision-making and infrastructure investment, and position the community for seeking future funding opportunities. Ms. Jones was the project manager, leading the planning process and working closely with the City to develop recommended improvements to make Kingston a more walkable and bike-friendly community. The project included a public training session for complete streets, a transportation policy, and design approach.

Harborside Master Plan, Plattsburgh, New York

The City of Plattsburgh enlisted the services of B&L to prepare a master plan for its waterfront Harborside area adjacent to the Water Resource Recovery Facility and Saranac River. The plan identifies key community and economic growth initiatives and development opportunities. The plan includes preliminary designs for an environmental learning center, exercise trail, year-round multi-use building, and recreational amenities that will provide connections between the Harborside area and redevelopment opportunities on Lake Champlain and in the City's downtown. This project reflects the goals of the City's local waterfront revitalization program and downtown revitalization initiative strategic investment plan to provide cultural, recreational, and educational amenities that will attract residents and tourists to spend time on the City's waterfront. Ms. Jones serves as lead designer on this project.



DANIEL ROURKE, P.E., PTOE®
ASSOCIATE

EDUCATION

B.S., Civil Engineering, Rensselaer Polytechnic Institute, 2004
A.A.S., Civil Engineering Technology, Hudson Valley Community College, 2001

REGISTRATIONS

Professional Engineer – New York
Professional Traffic Operation Engineer (PTOE®)

Mr. Rourke is a New York State Registered Professional Engineer as well as a Certified Professional Traffic Operations Engineer (PTOE®). Mr. Rourke has 23 years of experience in transportation engineering including highway engineering and design, pedestrian safety improvements, multimodal/trail engineering and design, traffic signal design, and traffic analysis. He has experience as a manager and engineer for transportation infrastructure projects for several municipalities, NYSDOT, and private sector clients.

D&H Canal Trail, Town of Mamakating, New York

Mr. Rourke was the project manager for this federal aid project that included the development of a 1.7 mile long, non-ADA-compliant section of towpath that was part of the original D&H Canal in the Town of Mamakating and Village of Wurtsboro. The trail is a vital link in the canal trail system, connecting the Mamakating Town Hall to the Village of Wurtsboro, and existing schools and the business corridor adjacent to the trail system. The project included establishment of a standard 10-foot trail width, an ADA-compliant durable and natural surface for non-motorized use, a parking area, and improved pedestrian safety at road crossings. B&L provided preliminary and right-of-way design services that included assessment of social, economic, and environmental consequences to avoid unnecessary impacts to watercourses, floodplains, wetlands, and tree removals. Final design services included development of contract documents, including plans, specifications, and cost estimate. B&L provided construction administration and construction inspection services.

Yonkers Greenway Trail, City of Yonkers, New York

Mr. Rourke is the project manager for the federal aid Yonkers Greenway project, a proposed bike and pedestrian trail running approximately 2.4 miles along or near the former Getty Square branch of the Putnam Rail Line in Southwest Yonkers. To complement the Greenway Trail and on-road bicycle

lanes, the City expanded the project to include a full streetscape design of South Broadway that will provide pedestrian and vehicular improvements to the corridor. The streetscape project includes a full rehabilitation of the 1.6 mile South Broadway including sidewalks, curb, drainage improvements, utility adjustments, pavement rehabilitation, pedestrian signals, ADA-compliant sidewalk ramps, landscaping, green infrastructure, and off-road trail design.

Watervliet Bike Path Connection, Watervliet, New York

This project is a unique segment of the Mohawk-Hudson Bike-Hike Trail as it expands the off-road user experience by linking the 4th Street Trailhead and Hudson Shores Park with a 1.85 mile multi-use facility along the heavily traveled Broadway (and adjacent to Interstate 787) through the City. B&L completed the preliminary and final design of the project including extensive coordination with National Grid and Verizon; design modifications to maintain on-street parking; eliminate private property impacts; drainage improvements; and ADA compliance upgrades—sidewalk ramps, detectable warning units, crosswalks, and pedestrian signals. Mr. Rourke was the project manager responsible for all aspects of the preliminary and final design phases on the project.

Hudson Valley Rail Trail, Phase 2, Lloyd, New York

This locally administered federal aid project included development of a vital multimodal trail link in the Hudson Valley Rail Trail that connects to the walkway over the Hudson's west approach. The project included construction of 1.4 miles of 12-foot wide paved multimodal trail, new trailhead parking, a 125-foot span pedestrian bridge, and a 28-foot wide concrete arch trail underpass. The pedestrian bridge consists of a pre-fabricated steel truss superstructure founded on conventional concrete substructures. The trail underpass consists of a precast concrete arch structures with conventional concrete wingwalls founded on bedrock. Mr. Rourke was the project engineer responsible for preliminary and final design of the transportation elements of the project such as design criteria, horizontal and vertical alignments, estimating, and drainage design.

Hudson Valley Rail Trail, Phase 3, Lloyd, New York

This locally administered federal aid project included development of a trail link that connected existing segments of the Hudson Valley Rail Trail. The project included construction of 0.7 miles of 12-foot wide paved multimodal trail, a 38-foot long timber pedestrian bridge, and a 20-foot span trail underpass structure. The pedestrian bridge consists of prefabricated glue-laminated timber beams and deck supported on conventional concrete substructures. The trail underpass consists of a corrugated steel plate arch structure supported on concrete footings founded on bedrock. Mr. Rourke was the project manager responsible for the oversight of the transportation and structural engineering, compliance with federal aid procedures, and coordination with the Town and NYSDOT Region 8.

Rockefeller State Park Preserve Trail Design, Restoration and Long Term Maintenance Program

Mr. Rourke is the project manager for the feasibility study and subsequent design work for the Rockefeller State Park Preserve (RSPP) portion of the historic estate bequeathed by the Rockefeller

family to the New York State Office of Parks, Recreation, and Historic Preservation (NYSOPRHP). B&L provided an inventory and assessment (I&A) of approximately 32 miles of carriage roads, created a universal ratings system for the major carriage road features (roads, bridges, culverts, and walls), and developed a prioritized five-year capital improvement plan. The reports were summarized with a description and determination of the feasibility of the repairs, improvements, and new features of the trail system. The NYSOPRHP retained B&L as they requested the feasibility study follow the program that B&L had developed for Minnewaska State Park Preserve and the Mohonk Preserve. The overall objective was to create consistency in the design and repair of the trails and carriage roads and determine the feasibility of the planned improvements.

Saratoga Greenbelt Downtown Extender and Henry Street Pilot Project, Saratoga Springs, New York

The Saratoga Greenbelt Trail Downtown Extender is an urban bicycle facility connection between the Downtown Connector Trail at Lake Avenue and the northern entrance of the Railroad Run Trail at West Circular Street. The project will enable safe access for bicyclists and pedestrians along the street network and the downtown center through the creation of sidewalks, bike lanes, and off-road trails. B&L and the City amended a portion of the original project to incorporate a pilot project on Henry Street. The pilot project allowed for a two-week demonstration period at a low-level of investment to test the public reactions to a separated bicycle facility. During the demonstration period, Henry Street was converted from two-way to one-way vehicular travel and a two-way bicycle facility was installed. B&L provided the data collection before and during the demonstration period, preliminary and final design of the pilot project, and assisted the City with the implementation and material selection. Mr. Rourke is the project manager.



DONALD H. FLETCHER, P.E.
PRINCIPAL

EDUCATION

B.S., Civil and Environmental Engineering, Clarkson University, 1992

REGISTRATIONS

Professional Engineer – New York
 NYSDOT 40-Hour Bridge Inspection Training Course

Mr. Fletcher has over 27 years of experience as a municipal engineer and has progressed hundreds of projects from planning through construction. His experience includes preparation of feasibility studies, maps, grant and funding applications, regulatory agency applications, environmental review documents, permit applications, right-of-way and easement services, and contract design drawings and specifications.

Yonkers Greenway Trail Design, Yonkers, New York

B&L was retained to provide preliminary design, detailed design, and construction support services for a federal aid project to complete the design of the Yonkers Greenway, a proposed bike and pedestrian trail running approximately 2.4 miles along or near the former Getty Square branch of the Putnam Rail Line in Southwest Yonkers. B&L is assisting the City in obtaining design approval and final design. Mr. Fletcher was the officer-in-charge for this project.

Canalway Trail, Fort Hunter to Canajoharie, New York

This enhancement project entailed the design and construction of a 15.2-mile segment of the 500-plus mile Canalway Trail System. Areas of regional and national interest included the Reconstructed Erie and Barge Canals, the Auriesville Shrine, Bridal Veil Falls, and the historic communities of Fultonville, Sprakers, and Canajoharie. Key components included a multimodal stone dust and asphalt (urban areas) trail, including informational kiosks, directional and interpretive signage, and parking areas/trail heads at key access points. The cornerstone of the design strategy was the identification of aesthetic, historic, cultural, and ecological features within and adjacent to the Canalway corridor which defined the area. Based upon multiple site visits and project information meetings, specific areas were identified for

interpretation; scenic vistas were enhanced and framed; discordant influences buffered or screened; and areas of ecological significance were preserved and enhanced. Mr. Fletcher was officer-in-charge.

Amsterdam River Walk, Amsterdam, New York

B&L delivered a feasibility study, conceptual designs, and constructability analysis for creation of a river walk along the City of Amsterdam’s Mohawk River Shoreline. This study examined approximately 2.5 miles of the north bank of the Mohawk River running through the City from River Link Park to Guy Park Manor and Erie Canal Lock 11 for potential development of public trails and other access improvements as well as recreation and waterfront revitalization opportunities. Mr. Fletcher was officer-in-charge.

Kingston Pedestrian and Bike Master Plan, Kingston, New York

B&L worked with the City on this active transportation planning project to develop a pedestrian and bicycle master plan weaving together existing and planned improvements within the city. The plan provides Kingston with a community-based, data-driven blueprint for future decision-making and infrastructure investment, and position the community for seeking future funding opportunities. B&L led the planning process and worked closely with the City to develop recommended improvements to make Kingston a more walkable and bike-friendly community.



CHRIS M. HANNETT, P.E.
SENIOR PROJECT ENGINEER

EDUCATION

B.S., Civil Engineering,
Clarkson University, 2011

REGISTRATIONS

Professional Engineer – New York,
2017

Mr. Hannett is a transportation engineer with experience in highway design, trail design, multi-use path, pedestrian improvements, drainage design, and construction management. Mr. Hannett is involved in the preparation of design reports and studies, the development of construction plans and documents for local municipalities and Locally Administered Federal-Aid projects (LAFAP). He has undertaken projects from roundabouts, multi-use path, and trail projects to performing project management and technical lead roles.

Beacon-Hopewell Rail Trail Feasibility Study, Dutchess County, New York

B&L is currently developing an inventory and analysis study of the existing railroad infrastructure along the existing Metro-North Railroad corridor from the Hudson River in Beacon to Hopewell Junction, New York. The study includes a detailed summary of the existing conditions found along the corridor and a detailed analysis and recommendation report to document the potential challenges associated with the conversion of the railroad corridor to a multi-use trail. Mr. Hannett is the lead engineer and project manager responsible for coordination between team members and subconsultants and for the overall development of the study.

Warren County Bikeway Modernization and Connectivity, Warren County, New York

The modernization and connectivity plan will serve as a guide to document the current conditions of the trail system and improve the current conditions of the Warren County Bikeway and Glens Falls Feeder Canal Trail systems. The planning process has included an equitable public outreach process, which includes multiple forms of public engagement to foster awareness of the plan, provide feedback on the conditions of the existing trail system, and to receive recommendations to improve the system. Mr. Hannett is the lead engineer on the project.

Ulster and Delaware Corridor Revitalization Study, Shandaken Section

B&L developed an inventory and analysis study of the existing railroad infrastructure along the former Ulster and Delaware Railroad corridor from Route 28 in Big Indian to Galli Curci Road (CR 49A) in Highmount, New York. Recommendations were made to convert the railroad corridor into a trail, including construction access locations, trailhead locations, drainage improvements, trail material selection, pedestrian railing locations, bridge rehabilitation alternatives, project phasing, and estimated cost of the project.

B&L participated in a virtual public outreach session attended by many local individuals interested in the proposed trail. The development of the study involved extensive coordination with the technical advisory committee which included members from Ulster County, the New York State Department of Environmental Conservation, Olympic Regional Development Authority, Town of Shandaken, Catskill Mountain keeper, and the Woodstock Land Conservancy. Mr. Hannett was the project engineer responsible for the development of the feasibility study and associated preliminary plans and conceptual figures.



LIAM P. REGAN, E.I.T.
ENGINEER II

EDUCATION

B.E., Civil Engineering, Stevens Institute of Technology, School of Engineering, 2019

REGISTRATIONS

Engineer in Training (E.I.T.)

Mr. Regan is an engineer with experience across multiple disciplines within civil engineering. His responsibilities include engineering studies, preparation of contract drawings and specifications, and construction administration.

Yonkers Greenway Trail Design and Development, Yonkers, New York

The City of Yonkers retained B&L to provide preliminary design, detailed design, and construction support services for a federal aid project to complete the design of the Yonkers Greenway Trail which expanded to include the full redesign of the South Broadway Streetscape project. This portion of the project includes facade to facade streetscape development; pocket park creations and improvements along the corridor; and heavy public and stakeholder engagement. Mr. Regan is assisting in the design of streetscape and greenway improvements. The final streetscape design will coordinate with the associated Greenway improvements of on-road bicycle facilities; parking and travel lane redesign; and intersection improvements.

Pedestrian and Bike Master Plan, Kingston, New York

B&L is working with the City of Kingston on an active transportation planning project to develop a pedestrian and bicycle master plan weaving together existing and planned improvements within the City. The plan will provide Kingston with a community-based, data-driven blueprint for future decision-making and infrastructure investment, and position the community for seeking future funding opportunities. Mr. Regan is an integral part

of the design team providing assistance as an engineer and as a Kingston resident, for developing recommended improvements to make Kingston a more walkable and bike-friendly community. Mr. Regan collected field data and compiled them into maps and tables for the final report.

Poughkeepsie Main Street Streetscape Design – 300 Block, Poughkeepsie, New York

B&L was hired by the City of Poughkeepsie to redesign this one block stretch of Main Street to enhance the visual appeal, function, and safety of the streetscape corridor. The design solution will include the regrading of the street, drainage improvements, sidewalk and bicycle facility improvements, pedestrian lighting enhancements, tree planting and landscaping, street furniture, trash receptacles, and other potential infrastructure improvements. The project is funded by a Community Development Block Grant and a key element will be the public outreach plan and building the support of the residents and stakeholders that will be the end users of this project. Mr. Regan is assisting with the design of the project.



JAMES F. DELORIA
 SENIOR PROJECT MANAGER

EDUCATION

B.A., Business Administration, Saint Michael's College, Winooski, Vermont

REGISTRATIONS

Town of Wilton, Zoning Board of Appeals and Planning Board - Member

Mr. Deloria is a senior project manager in B&L's Transportation Practice Area and has over 20 years of experience overseeing the right-of-way process for highway, trail, multi-use path, pedestrian improvements, drainage, federal and local funded projects. He has been integral to the development of right-of-way designs, coordination with Federal and State agencies, and the project needs of our clients. Mr. Deloria works closely with our transportation design team, undertaking projects from roundabouts, pedestrian and multi-use path projects, green infrastructure, and trail projects, performing project management and technical lead roles on a variety of projects.

East-West Hartsdale Avenue Corridor Pedestrian Improvements, Greenburgh, New York

B&L was retained as the prime consultant for this locally administered federal aid project along West Hartsdale Avenue (NY Route 100A) and East Hartsdale Avenue. The project will include installation of 6,100 feet (1.15 miles) of 5-foot-wide, ADA-compliant sidewalk, concrete curb, and gutter along the east side of West Hartsdale Avenue. Improvements along East Hartsdale will include improved pedestrian accommodations and safety in the form of new ADA-compliant sidewalk curb ramps, high visibility pavement striping, signage, curb bumpouts, mid-block crossing beacons, and pedestrian crosswalk signals. Mr. Deloria is providing right-of-way process, assisting the Town with title research and certification, right-of-way map review, the appraisal process and review, public engagement coordination and implementation, and offer presentation and negotiation.

Milton Avenue Right-of-Way Incidentals, Solvay, New York

The primary objective of the Milton Avenue paving project is to rehabilitate the existing roadway and adjacent sidewalks including ADA-compliant pedestrian facilities, drainage, and lighting improvements to provide safe travel to motorists, bicyclists, and pedestrians. The project runs

along Milton Avenue and extends approximately 0.75 miles. B&L was retained to create a report that assesses existing conditions, identifies project needs and objectives, analyze alternative solutions, and discuss the social, economic, and environmental effects on the community resulting from the implementation of the reasonable alternatives. The roadway reconstruction will involve excavation up to 24 inches. The project corridor is located within a developed area in the Village of Solvay. Land uses surrounding the project corridor consist of commercial, municipal, industrial, and residential properties. Mr. Deloria is providing right-of-way services for the project.

East River Crossing over East Branch Tioughnioga River, Homer, Cortland County, New York

The objective of this bridge replacement project is to address the identified deficiencies of the bridge in order to increase its long-term structural integrity. B&L was retained to create a report that will assess existing conditions, identify the project needs and objectives, analyze potential alternative solutions, and discuss the social, economic, and environmental effects on the community resulting from the implementation of the reasonable alternatives. Mr. Deloria is providing right-of-way services for the project.



OLIVIA C. MALLON ASLA, P.L.A.
 PROJECT LANDSCAPE ARCHITECT

EDUCATION

B.L.A., SUNY College of Environmental Science and Forestry, 2014

REGISTRATIONS

Professional Landscape Architect – New York, 003089

Ms. Mallon has been working in the field of landscape architecture for 11 years. She has experience in all phases of the design process from concept development through construction documents. Over the years, she has worked on a wide variety of project types including transportation systems, parks, streetscapes, commercial sites, and trails. She helps to create distinctive, stimulating environments that interweave environmental and local character into their surroundings and community.

D&H Canal Five Locks Walk Extension, High Falls, New York

Ms. Mallon and the B&L team worked with the D&H Canal Historical Society to study, evaluate, and design an extension to the existing 5 Locks Walk. B&L provided existing conditions GIS mapping; site inventory; and analysis drawings and memo, as well as the design of a proposed loop trail extending the existing walk through key highlights of the Village and connecting with additional projects the Town is working on. Associated probable costs were generated to contribute to the final feasibility study which are intended to be used to pursue funding opportunities. Ms. Mallon contributed to the development of this study by developing design plans, graphics, and written recommendations for this loop trail.

Yonkers Greenway, Yonkers, New York

B&L was retained to provide preliminary design, detailed design, and construction support services for a federal aid project to complete the design of the Yonkers Greenway, a proposed bike and pedestrian trail running approximately 2.4 miles along the Old Putnam Railroad. The design includes a multi-use pedestrian trail, including potential lane reconfigurations, the addition of bicycle lanes, pedestrian enhancements, and the creation of pocket parks. B&L is assisting the City in obtaining design approval and final design. Ms. Mallon was a key designer for the design development phase

and is now working as the technical landscape architecture lead in developing the construction documents.

ChapLine Trail Way Feasibility Study, Chappaqua, Town of New Castle, New York

B&L was hired to create a strong conceptual design of the proposed multi-use pedestrian trail way which will traverse a portion of the Westchester County Trunk Line corridor. The trail extends into a variety of landscapes including on-road portions, off-road trails through wooded areas, and boardwalks through wetlands. The new trail will run parallel to the existing Metro North Harlem Line railroad. This proposed trail way will be approximately 1.5 miles long and will connect two key areas of Chappaqua allowing residents and visitors to commute safely off-road while offering a trail for recreational purposes. B&L is working with key stakeholders, a trail way committee, and the public to gather information and to garner support. Ms. Mallon assisted with the production of the study. She was responsible for creating the report document, as well as associated conceptual maps, renderings, and graphics. The report has been utilized for grant applications to secure further funding as the project progresses. The Town of New Castle has been awarded 5 million dollars for detailed design of their ChapLine Trail through the Transportation Alternatives Program (TAP).



ROBERT J. MURPHY JR., AICP
MANAGING COMMUNITY PLANNER

EDUCATION

M.A., Urban and Regional Planning,
 University of Florida, 2011

B.S., Management, Rensselaer
 Polytechnic Institute, 2009

REGISTRATIONS

American Institute of Certified
 Planners (AICP)

Mr. Murphy is a community planner and lead grant writer with B&L. This has led to his understanding of the importance both roles play in bringing implementable plans into reality. Mr. Murphy has experience in managing large and small planning projects across New York State. As a lead grant writer, he has prepared and submitted over 250 applications on behalf of municipal clients and his experience in grant administration allows Mr. Murphy to bring awareness of potential unforeseen pitfalls in grant pursuits.

Circulation and Wayfinding Plan; “Finding Rosendale,” Rosendale, New York

The project was funded under Ulster County’s Unified Planning Work Plan (UPWP) to improve economic vitality and access to recreational opportunities within the community. The intention was to develop feasible planning and design concepts that improve circulation, accessibility, parking, and safety for pedestrians, bicyclists, and motorists in and around the NYS Route 213 or “Main Street District” of the Town of Rosendale. Mr. Murphy conducted field data collection and contributed to document assembly, narrative development, implementation funding, and concept plans for the proposed trail access and pedestrian connectivity improvements.

Riverwalk Feasibility Study, Amsterdam, New York

Mr. Murphy conducted background research in planning documents to find references to the proposed waterfront trail project. He also researched types of shoreline stabilization and composition of a list of relevant recommendations from local and regional planning documents. He also created and populated the ArcGIS geodatabase being used to create maps for the project. Additionally, he coordinated with Amtrak and CSX to obtain right-of-way permission documents and a feasibility study for a downtown Amsterdam passenger rail station.

Zim Smith Trail Feasibility Study Mechanicville, New York

Mr. Murphy was lead author and field work coordinator on this study to assess the potential for extending the existing Saratoga County’s Zim Smith Trail into the City of Mechanicville. The analysis included determining feasible alternative alignments for extension of the trail into the City of Mechanicville as well as identifying property ownership and the need for acquisitions of easements or property. The feasibility study also identified potential permitting needs and probable construction costs for the improvements. Recommendations were provided for phasing the project construction, and for funding program sources that could assist with implementation.

Catskill Mountain Rail Trail, Open Space Institute, Ulster County, New York

The Open Space Institute (OSI) and Ulster County retained B&L to assess the existing condition and analyze alternative connections through the City of Kingston between the future Catskill Mountain Railroad and the Wallkill Valley Rail Trail. B&L analyzed three alternative routes including on and off-street options for routing the trail through various existing rail and utility corridors; through city streets in downtown Kingston; and through a residential/ commercial area of the city. Mr. Murphy was responsible for document assembly, narrative descriptions, conceptual plan graphics, and cost estimates for alternatives proposed.



JOHANNA E. DUFFY, CWB® , PWS®
ASSOCIATE

EDUCATION

M.P.S., Wetland and Water Resources,
SUNY ESF, 2009

B.T., Wildlife Management, SUNY
Cobleskill, 2003

REGISTRATIONS

Certified Wildlife Biologist (CWB®)

Certification, Professional Wetland
Scientist (PWS®)

Ms. Duffy’s experience and primary duties are associated with wetland site delineation and permitting, endangered and threatened species assessments and habitat surveys, ecological monitoring, environmental regulations, hazard mitigation, and hazardous waste and environmental site assessments. These services are performed for a wide spectrum of project types, ranging from bridge replacements to recreational trail planning efforts to solid waste facility expansion projects.

**Ashokan Rail Trail Project,
Hurley and Olive, Ulster County, New York**

B&L provided preliminary through detailed design, and construction inspection and management services for the Ashokan Rail Trail, which runs along an 11.5-mile railroad corridor from Basin Road in West Hurley to State Route 28A in Boiceville, New York. Work included an engineering assessment of the corridor, specialized trail design to protect water resources, construction of two bridges, environmental assessments, long-term phased maintenance program, wetland mitigation and avoidance, and construction management and inspection. Ms. Duffy served as Environmental Manager, Permit Specialist, USACE permits.

**Wallkill River Flood Mitigation Plan,
Orange County, New York**

B&L developed a comprehensive flood mitigation plan that involves drawing upon all available sources of information in order to clearly and accurately identify and qualify risks, maximize opportunities, and prescribe reliable, implementable measures to prevent or avoid the impacts associated with future flood events. The results of this study will be used by Orange County Soil and Water District to implement construction projects funded through a \$2 million grant. Ms. Duffy assisted with the completion of Section 7 consultation and authoring a detailed and phased tree removal and replanting plan. This Plan was drafted and coordinated with state and federal

agency staff in order to limit impacts to protected bat species in the area during construction and to provide improved habitat upon project completion

**Ellicott Trail Transportation Enhancement Project,
Batavia, New York**

The Town of Batavia and the City of Batavia have partnered in proposing construction of a pedestrian and bicycle trail. The trail will have one terminus in the Town and the other end in the City. The proposed project includes retrofitting an abandoned railroad bridge, minor grading, paving the trail, and some striping. B&L provided preliminary design phase services for this LAFAP project, including evaluation of existing condition, preparation of a design approval document, development of design alternatives, environmental scoping and development and public information meetings. Ms. Duffy was environmental scientist.

**Kingston Rail Trail, Towns of Ulster and Hurley, and
City of Kingston, Ulster County, New York**

This project will complete a missing link between the downtown area of the City of Kingston and the O&W Rail Trail by constructing a 1.8-mile long asphalt trail along the former O&W railroad corridor. B&L provided preliminary & final design, ROW mapping, environmental review and permitting, and NYSDOT/FHWA approval services for this LAFAP project. Ms. Duffy served as environmental specialist.

Monroe Ave Green Streets | Brighton, New York



Saranac River Trail | Plattsburgh, New York

B. Technical Experience

TRAIL PLANNING AND DESIGN

B&L has designed hundreds of multimodal trail systems in a variety of environments from sensitive areas to urban streetscapes. We believe that successful trail systems should make users feel safe and provide logical connections within the communities they serve. As such our strategies are adaptive and pragmatic, shifting to meet the community’s unique needs and thrive within its environmental conditions.

Since our firm practices a variety of disciplines, B&L can provide most, if not all, services necessary to make your trail project a success. Our trail planning and design services include:

- Feasibility studies and trail planning;
- GIS mapping;
- Preliminary through final design;
- Alternative assessments;
- Hydraulic analyses;
- Technical analysis, planning, and implementation;
- Environmental screenings;
- Funding and grants assistance;
- Public participation programs;
- Right-of-way and acquisitions;
- Intersecting roadway and road crossing improvements;

- Circulation, accessibility, parking, and multimodal functionality improvements;
- Greenway corridors and urban bikeways;
- Canal towpath trails and waterfront trails;
- ADA requirements;
- Design approval document development;
- Bid document development and bidding services; and
- Construction administration and inspection services.

TRAIL SURFACES

Finding the right trail surface material can be challenging; the wrong material could erode easily, create ruts in the path, choke adjacent vegetation, add sediment to nearby water bodies, or create dusty conditions. With so many factors to be accounted for in choosing a mix, B&L decided to develop our own specialized mix, so our clients can avoid this challenge altogether. Our top surface stone trail mix was designed to address a variety of conditions. The top course mixture locks into place, forming a durable, sustainable, ADA-compliant surface, and the specialized base stone alleviates frost heave, solves high water table issues, and infiltrates stormwater runoff.

TRAIL VISUALIZATIONS

B&L creates trail project visualizations to support the planning process and enhance public engagement. Our detailed graphic visualizations allow the public to see the project’s ideas at work, which can facilitate consensus building

Sculpture Park Rendering | Cayuga-Seneca Canal Trail



and community buy-in. Since visualizations bring proposed projects to life prior to construction, they also provide a competitive advantage for grant funding applications by allowing funding agency personnel to see the benefits of the trail system with their own eyes.

TRANSPORTATION PLANNING

Our transportation engineers, land use planners, and landscape architects offer planning, funding, and design assistance throughout transportation planning projects for a multitude of clients, including public agencies, metropolitan planning organizations, counties, and municipalities. By integrating sound transportation and land use planning strategies into our studies and designs, we create plans for safe, attractive, functional, and accessible multimodal corridors that are often used as the basis for future capital investments for streets and highways. Our services include:

- Data collection,
- Capacity analysis,
- Safety and accident analysis,
- Municipal comprehensive planning,
- Transportation and urban planning,
- Multimodal transportation system planning,
- Corridor revitalization and streetscaping,
- Access management and traffic calming strategies,
- Community visioning and consensus building, and
- Zoning and design guidelines.

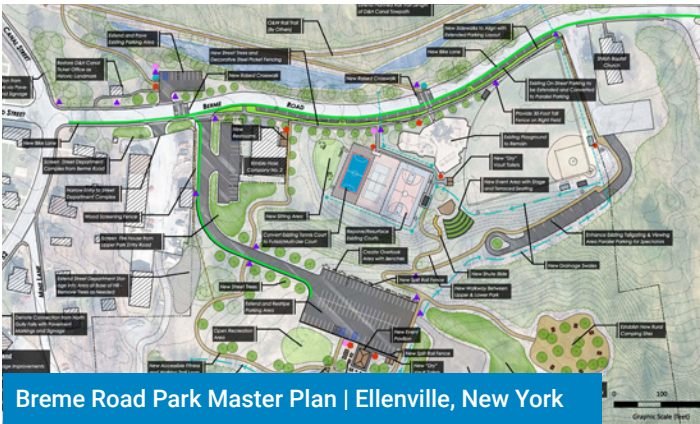
MASTER PLANNING

Hundreds of municipalities have put their faith in B&L to achieve their master planning goals for parks, open spaces, urban plazas, and other community features, amenities, and structures. Our team of landscape architects, planners, engineers, and environmental scientists provide a full service, multidisciplinary approach to planning that focuses on the relationships between community, place, and municipal and private systems.

Our landscape architects are experienced in visualizing how design solutions can best fit within the constraints of its site, and how visitors will interact with its elements. We work with our clients to understand the needs of their communities and



Syracuse University Connectivity Corridor | Syracuse, New York



share these visions through narratives and graphic representations. These visions can be transformed into design drawings for construction, as well as visual simulations and renderings used to bring the project to life in the eyes of funding agencies and the public.

ARCHITECTURE

Our comprehensive architectural services include conceptual and schematic design, design development, and construction documentation; assistance with contractor bidding and/or negotiation; and construction contract administration. We strive to create physical environments that are client-specific and achieve a high degree of craft, functionality, and beauty.

Our architectural services include:

- Strategic facilities planning;
- Site and facility planning;
- Community and campus planning;
- Functional space programming and planning;
- Building information modeling, planning, and design;
- Design visualizations;
- Probable cost statement;
- Capital campaign support;
- Architectural design;
- Concept design and development;
- Space programming, area planning, and integration;

- Referendum assistance;
- Roof investigations and replacements;
- Schematic design;
- Design development;
- Construction documents;
- Construction phase administration;
- Ingress, egress, and interior functionality design;
- Lean project delivery;
- Healthcare technologies assistance:
- Capital equipment strategic planning,
- Medical equipment planning,
- Strategic sourcing,
- Technology systems design,
- Data center design; and
- Facility transitioning assistance:
 - Occupancy planning,
 - Personnel preparedness, and
 - Move management.

ENGINEERING

B&L has been engaged in the practice of professional engineering services since 1961 and is a multidisciplinary consulting firm. Additional engineering services and qualifications can be found below.

Structural Engineering: Our structural engineers provide a full range of professional services, including design and analysis of various types of buildings and structures. B&L's design and analysis experience extends to a variety of structural materials including concrete, steel, masonry, and timber, among others.

Electrical Engineering: Our electrical engineering team includes LEED® certified professionals who can perform life cycle cost analyses for energy efficient lighting and alternative power generation technologies.

Mechanical Engineering: Our mechanical engineers and designers use their skill sets to design new mechanical systems and rehabilitate existing ones. In doing so, B&L can provide our clients with both improved environmental performance and economic returns.

Civil Engineering and Site Design: B&L has extensive experience providing civil engineering and site design services for a variety of projects. Our capabilities range from initial planning and feasibility studies to final design and construction services. We understand that the most successful site/civil projects account for the relationship between people and the physical environment during planning efforts to make the space as inviting and efficient as possible

COST ESTIMATING AND CONTROL MEASURES

Cost estimating is part of nearly every project B&L is involved in. We typically develop opinions of probable cost at significant project milestones as determined by the client. These milestones are usually at the preliminary and programming, schematic design, design development, and construction document phases. We use these milestone estimates to monitor project costs and provide cost control measures that meet the client’s needs and budget requirements. Our cost control measures include incorporating several feasible options that we have fiscally evaluated.

Our relationships with manufacturers and suppliers also assist in our cost estimating efforts. These relationships along with our knowledge of suppliers and industry conditions allow us to predict material price changes. Through our decades of experience doing this, we have developed accurate cost estimates for our clients.

CODE REVIEW

B&L’s vast project experience has provided us with the opportunity to work with various public and private agencies, ensuring each aspect of the project is compliant with federal, state, and local laws, codes, ordinances, regulations,



and standards. We partake in a detailed review process of our designs and recommendations to verify the project’s design aligns with the legal requirements set forth by the relevant agencies and municipalities.

We diligently maintain our relationships with regulatory staff in local, county, state, and federal review agencies to stay informed on regulatory updates. Some of these agencies include the NYSDOT; New York State Department of Environmental Conservation (NYSDEC); Federal Highway Administration; and the New York State Office of Parks, Recreation, and Historic Preservation. Code review is a critical component of the design process as it helps avoid issues during permitting and construction phases, assists with keeping the public safe, and community standards are upheld.

PARKS AND RECREATION

Parks and recreation are vital parts of a community’s quality of life. Whether you are planning to upgrade a current park facility or create a new community recreation asset, B&L’s team of engineers, landscape architects, urban planners, and environmental scientists will provide quality planning and design for your recreational project. We employ the most current design technologies to ensure that our clients’ projects are safe, user friendly, energy efficient, sustainable,

and maintainable. We can help you through planning, design, implementation, development of competitive grant applications, bidding, and construction administration and oversight. Our universal design solutions not only meet ADA requirements, they help our clients reach their goals while bringing communities together.

SPORTS AND RECREATION FACILITIES DESIGN SERVICES

At B&L, we believe sports and recreation bring people together and contribute to greater health and wellness in our communities. For years we have provided access to quality sports and recreation facilities that enhance the community by offering a more desirable place to raise a family or attend school. Our designs incorporate energy efficiency and low maintenance features while turning aging or underutilized facilities into enticing recreational assets. B&L also brings new technologies and materials to projects in order to enhance athlete safety while reducing maintenance costs.

We provide recreational design services to school districts, minor league baseball teams, cities, towns, and local parks. These services include facilities such as:

- Ball fields;
- Tennis, pickleball, and basketball courts;
- Multi-sport athletic fields and facilities;
- Swimming pools;
- Splash pads;
- Playgrounds;
- Ice rinks;
- Connection roads, streets, and parking areas; and
- Comfort buildings and related facilities.

Designs for these multi-use facilities include grading, drainage, pavement design, water supply, sewerage, lighting, and landscape design. We use the most current design technologies to ensure



Town Hall Park | Newcastle, New York



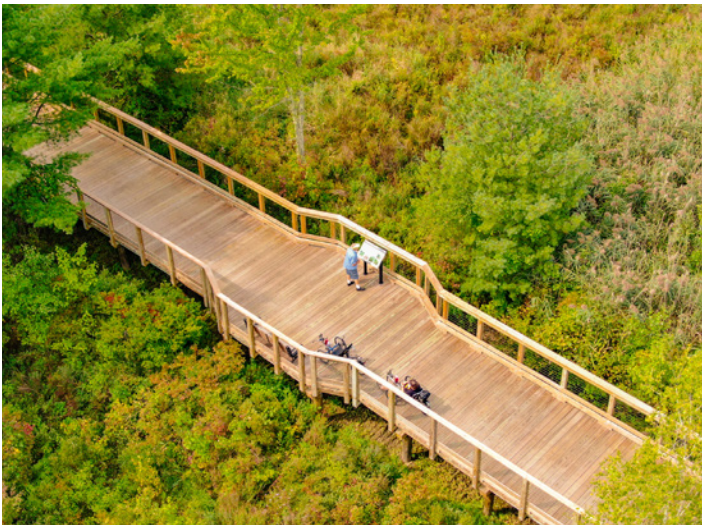
Port Chester High School Turf Field | Port Chester, New York

that our clients' projects are safe, user friendly, energy efficient, and sustainable. B&L's universal design solutions do more than just meet ADA requirements – they also bring communities together.

SUSTAINABLE TRAIL DESIGN AND PLANNING

Physical, ecological, economic, and user sustainability are key factors to a trail's success.

Physical Sustainability: Trails should be designed to retain their structure and form over years of wear caused by human and environmental forces. To account for these forces, B&L estimates the anticipated trail usage and is mindful of any site-specific circumstances that could increase or accelerate wear. By considering these factors, we can design lasting trails and recommend



Ashokan Rail Trail | Ulster County, New York



Ashokan Rail Trail | Ulster County, New York

appropriate maintenance and management actions.

Ecological Sustainability: Minimizing the ecological impacts of trails and protecting sensitive natural and cultural resources is fundamental to sustainable trail planning, design, and development. To sustainably design a trail that does not harm sensitive environments, we examine site features, determine potential ecological impacts to the trail, and determine potential impacts the trail could cause.

Economic Sustainability: An economically sustainable trail should be long-lasting. This longevity is preserved through short and long-term maintenance measures. If the trail owner does not understand or commit to the maintenance strategy devised as part of the project, the trail will fail before the expected end of its useful design life. Should this happen, the owner will incur greater costs to fix the trail than they would have spent on its general upkeep. Maintaining a trail to the end of its useful life is far more cost effective than frequent repairs and replacements necessitated by a lack of maintenance.

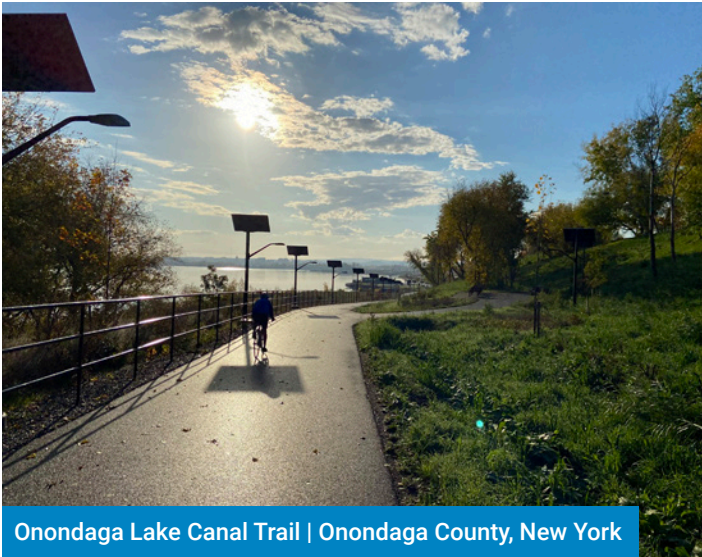
User Sustainability: The primary purpose of a trail is to enhance the user’s experience. As such, it is important to consider the trail’s target users, including people who already use it (if it is pre-

existing), people who may use the trail, and what people expect to experience within the trail area. As the overall enjoyability and accessibility of the trail determines its level of use, these factors guide the project team toward the best design to suit the users’ needs.

Sustainable Trail Design: Natural surface trails are dynamic systems that are constantly being reshaped by a complex set of man-made and natural forces. According to the United States Forest Service, to be sustainable these trails must:

- Have treads that can withstand water and use erosion,
- Do not affect water quality or the natural ecosystem,
- Meet the users’ needs,
- Provide a positive experience, and
- Do not harm the natural environment.

B&L’s landscape architects, environmental scientists, and civil engineers help our clients design and repair trails that hold up to a variety of wear and tear with minimal to no impact on the surrounding site, particularly in sensitive environments. These trails can be enjoyed by a variety of non-motorized users including hikers, runners, and cross-country skiers



Onondaga Lake Canal Trail | Onondaga County, New York

ANTICIPATING CLIMATE CHANGE AND MITIGATION STRATEGIES FOR ADAPTATION

Adaptation planning requires an understanding of the systems that are most at risk and why. B&L’s staff has unique experience with natural disasters to evaluate various impacts that may arise due to anticipated variations in climate.

Our ecologists, agricultural engineers, and geologists will be able to assess impacts and determine which are most likely to be related to foreign and invasive species migration and impacts to agriculture due to extreme weather and temperature changes.

HIGH PERFORMANCE LANDSCAPES

No matter how sustainability is defined—zero carbon, net zero water, biodiversity, quality of life—it cannot be achieved without considering landscapes and how they function. High performance landscapes typically include greenhouse gas reduction and significant and measurable benefits for stormwater management, bio-diversity, energy efficiency, air quality, and public health. B&L’s designers, planners, engineers, architects, and scientists provide high performance landscapes for site development projects of varying sizes and locations, using the philosophy that every landscape plan should have tangible, measurable, long-term benefits to our clients, their communities, and their environments.

ENVIRONMENTAL SERVICES

B&L’s environmental practice area routinely provides services for nearly every B&L project, both stand-alone environmental initiatives and projects lead by our other practice areas. Our services can be largely categorized as ecology; industrial hygiene; remediation, investigation, and compliance; stormwater, watersheds, and wetlands; climate resilience; and hydrogeologic and geosciences. Some of the following services include:

Ecology:

- Threatened and endangered species surveys and studies
- Ecological studies
- Wildlife surveys

Stormwater, Watersheds, and Wetlands:

- Stormwater management and National Discharge Elimination System permitting
- Wetland assessments
- Wetland permitting, delineation, design, and mitigation
- Stream restoration
- Stormwater retrofits and drainage improvements
- Watershed and pollutant load analysis
- Green infrastructure design
- Flood hazard analyses



Water Testing



Sampling and Testing

Climate Resilience:

- Hazard mitigation plans
- Climate action and resiliency plans
- Emerging contaminant monitoring and mitigation (including PFAS)

Hydrogeologic and Geosciences:

- Soil and groundwater remediation
- Hydrogeological investigation
- Groundwater supply evaluations
- Aquifer pumping tests and well yield evaluations

Our environmental practice area includes Leadership in Energy and Environmental Design (LEED®) accredited professionals, Certified Professionals in Erosion and Sediment Control (CPESC), Certified Professional in Stormwater Quality (CPSWQ), Certified Wildlife Biologists (CWB®), Certified Professional Wetland Scientists (PWS), professional engineers, environmental scientists, geologists, biologists, ecologists, hydrogeologists, and industrial hygienists. These professionals collaborate closely with our clients and regulators to deliver impactful, innovative, and system-based solutions that restore ecosystems, support environmentally-friendly practices, and promote community resiliency.

PROJECT COORDINATION WITH MULTIPLE STAKEHOLDERS

B&L primarily serves public sector clients ranging from municipalities (towns, villages, cities, and counties) to state, and federal agencies and departments. Our municipal projects often involve close coordination with various groups including public and private agencies, owners, and stakeholders. With a proactive relationship between B&L, the client, and the involved parties, we can smoothly coordinate all phases of a project to create a successful project while benefiting the community.

We understand that it can be difficult for committees to reach a consensus, particularly in cases where groups have their own, differing objectives. B&L is adept at facilitating productive dialogues with committees in these situations to help find a solution that benefits as many parties as possible.

COMMUNITY OUTREACH AND PUBLIC PARTICIPATION

B&L has experience with all aspects of community outreach and public participation including public meetings, community surveys, design presentations, promotional materials, and project

Build upon recent and ongoing transportation planning initiatives, including, but not limited to:

- Local Town and Village Active Transportation Plans
- Monroe County Carrié Ray's 3-Foot Passing Law 2021
- City of Rochester Active Transportation Plan (ongoing)
- Reconnect Rochester's "Transportation and Poverty in Monroe County" 2018
- Action Plan for an Age-Friendly Livable Rochester and Monroe County 2022
- City of Rochester Comprehensive Access Mobility Plan 2020

Strike a balance between several community planning priorities, including:

- SUSTAINABILITY
- RACIAL EQUITY/ SOCIAL JUSTICE
- ACCESSIBILITY

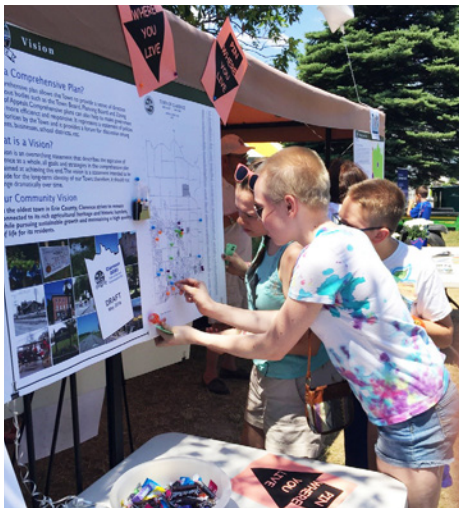
Identify equitable active transportation solutions and provide a roadmap for the County to improve walking and bicycling infrastructure.

GET INVOLVED!

Visit the project website! Through this online platform, you can learn about active transportation planning and stay up-to-date on the Monroe County CATP's community input opportunities, upcoming events, project documents, and next steps.

monroecounty.gov/planning-catp

Scan me with your camera app!



Community Engagement Pop-Up



Public Engagement for Geneva Active Transportation Project

websites. Our knowledgeable technical staff are supported by a talented pool of in-house graphic designers and writers who prepare presentation materials such as fliers, websites, and presentation boards. With detailed graphic visualizations and clear explanations, the public can see and understand the ideas at work. This facilitates consensus building and community buy-in while also allowing the project team to carefully and clearly address any public concerns and diffuse potentially volatile situations created by a lack of understanding. Our staff listens to the needs and wants expressed by residents and local businesses and responds with appropriate follow-up activities. In doing so, we are able to help our clients move forward with their projects.

PUBLIC ENGAGEMENT – TRAILS AND ACTIVE TRANSPORTATION

B&L has implemented a wide range of community outreach and public participation strategies for our trail and active transportation projects. These have included public meetings, design charrettes, workshops, community surveys, focus groups, design presentations, promotional materials, and project websites. We understand the importance of listening to the needs being expressed or implied by community members and respond with appropriate follow-up activities. Part of this is making sure the community understands the project and the benefits it can bring. We use detailed graphic

visualizations so the public can see how project ideas translate to real improvements in the community. This helps facilitate consensus building and community buy-in.

To further engagement opportunities, B&L can also coordinate study activities and public outreach. Using GIS-based crowdsourcing to collect data on existing conditions, we create customized, mobile device-accessible, web-based crowdsourcing applications, using Environmental Systems Research Institute’s (ESRI) ArcGIS Online Crowdsourcer Reporter template. When used in conjunction with GIS technologies, crowdsourcing enables our clients to collect real-time, location-based information that can provide the project team with the data needed to develop a plan that offers real benefits to the community.

COMMUNITY ENGAGEMENT TACTICS

B&L has developed and facilitated a variety of public engagement strategies from traditional approaches such as surveys and community forums, to unconventional methods like tactical urbanism efforts. Through our decades of experience, we have learned which methods are most effective and how to tailor these methods to best engage each unique community. Several engagement tactics we have frequently used are detailed below:



Peekskill Bike Path and Civic Hub Community Forum

Community forums are usually held during the project’s infancy so that residents can share their concerns and ideas right from the start. A brief presentation at these forums helps provide a common understanding of the project’s purpose and intent to attendees. This can help eliminate detrimental misconceptions about the project early and can encourage public support. Feedback can be gained at these forums through methods such as through comment or idea boards, written or electronic surveys, community design and mapping exercises, and small group discussions.

Community surveys may be used at all stages of the planning process. The content, length, and method of distribution of a survey will depend on its purpose and intended audience. There are many different survey options available today, including traditional written surveys, online surveys, social media surveys, and mobile or text based questionnaires. B&L can help you determine which survey techniques are best for your community and how to encourage participation.

Crowdsourcing is GIS-based and can be used to collect data on existing conditions. Using ESRI’s ArcGIS Online crowdsourcing reporter template, B&L can create a customized, mobile-device accessible, web-based crowdsourcing application tailored to your specific project. When used in

conjunction with GIS technologies, crowdsourcing enables our clients and their community members to collect real-time, location-based information, which can provide the project team with the data needed to develop a plan that offers real benefits to the community.



D&H Canal Society Trail Feasibility Study Rendering

SECTION 4

PROJECT MANAGEMENT METHODOLOGY



A. Overall Project Management Approach and Methodology

Our approach is always based on a simple philosophy: to provide quality services, on time, within budget, and with no surprises. We provide repeat services to most of our clients, attesting to our commitment to this philosophy and the strength of the relationships we forge.

Our senior staff members have been trained in project management and adhere to its guiding components:

- **Fiscal responsibility:** We help our clients determine the best course of action possible for their specific project while maximizing the use of available funding. The ability to stay within budget while meeting objectives and agency requirements is paramount to deeming a project successful.
- **Scope adherence:** We have a thorough and respected understanding of the processes and procedures in place as a project progresses, including those under a variety of local, state, and federal permitting and funding agencies.
- **Schedule maintenance:** with tracking tools and forward thinking, we schedule our tasks with the logic of parallel progression so that key needs and critical milestones come together. This allows for expeditious processing and forward project movement.
- **Quality services:** Our adherence to standards is never compromised. B&L prides itself on our ability to provide added value and high-quality services to our clients.

Our project management tactics have provided countless clients with successful projects they can be proud of. Our clients have often noted us as responsive and responsible, a reputation we work hard to maintain.



B. Schedule, Quality, and Cost Control Procedures

ABILITY TO MEET PROJECT REQUIREMENTS AND SCHEDULE

Schedule and budget control are two of the most important aspects of project management. From kickoff to completion, our team will ensure that our understanding of your goals and objectives is clear and accurate. We believe that the strongest projects emerge from collaboration between the consultant, the client, and all relevant stakeholders. As part of this relationship, we will keep you up to date on the project’s progress and promptly alert you to any issues that may affect the schedule or budget. Our project manager will be responsible for tracking these items and ensuring that our team is meeting your schedule and budget milestones.



QUALITY ASSURANCE/ QUALITY CONTROL (QA/QC)

At B&L, quality is a priority from start to finish. Our quality assurance/quality control (QA/QC) efforts are the responsibility of each project team member.

QA represents the procedures followed by our entire staff to promote high quality work products. These procedures include design guidelines, best practices, specification templates, drawing development guidelines, calculation procedures, quality control reviews, and construction monitoring documentation. QA procedures are dynamic, fostering continual improvement, transferring lessons learned between different projects, and sharing knowledge among B&L's practice areas.

QC represents reviewing actual work products. It is provided by all members of the project team throughout the course of a project, along with independent QC reviewers who are selected to provide objective reviews at various design levels, including for final design documents.

Our project managers and practice area leaders are in charge of upholding B&L's quality assurance and control process on all projects. This process typically includes elements such as establishing a schedule of progress reviews and QA/QC reviews of key deliverables (project milestones, project planning, funding opportunities, operation and maintenance needs, costs, etc.).

COST CONTROL

B&L's history of construction costs for our transportation projects averages 3% less than our engineers' estimates, which has given many of our clients the confidence that their project will be done right and completed within fiscal parameters.

Our cost control methods are centered on two principles:

- Critical stakeholder input at the earliest possible project stages: Decisions made during design ultimately affect the construction cost of the project. The Village and Town of Warwick's involvement in decision making will help keep costs within budget, align the Village and Town and project team's expectations, and help facilitate project buy-in.
- Active, real-time budget status monitoring: B&L employs the latest cost tracking methods and software to monitor project budgets in real time. This allows the project team and the Village and Town of Warwick to consider changes as project development progresses.

To keep our projects on track, B&L holds regular project coordination meetings for the entire team.



At these meetings, we can discuss and address any issues and budget variances, allowing us to progress the project efficiently while keeping costs under control.

C. Project Tracking and Performance Monitoring Procedures

Holding progress meetings, providing regular updates, and engaging the appropriate decision makers at the correct times are all necessary components of quality project delivery. For effective task order management and project execution, B&L establishes efficient lines of communication and workflow, ensuring that scope, schedule, and budget assumptions are communicated with the client and remain feasible.

Successfully completing the project tasks also relies on:

- Project execution planning;
- Project work assignments dispatched to and completed by team members on schedule;
- Task order reviews and associated meetings with relevant team members;
- Kickoff and progress meetings with the client;
- Project deliverable development with internal quality assurance and quality control reviews;
- Sound financial management, including preparing invoices with required backup documentation at specified time intervals; and
- Project closeout activities in accordance with the necessary requirements.

D. Project Progress Reporting Procedures

B&L will schedule and facilitate coordination meetings with the Village and Town. Additional progress meetings may be held if required by the Village and Town or as B&L deems necessary to discuss and review project-related activities at key milestones within the project schedule. B&L will issue a draft agenda prior to the meetings for review, comment, and approval. Draft and final meeting summary notes will be issued by B&L for Warwick’s review, comment, and approval. Upon request, B&L can prepare monthly progress reports that will summarize the work completed over the performance period, as well as project budget and schedule updates. Progress reports would be issued with the monthly invoices.



SECTION 5

TECHNICAL APPROACH





Objectives

Community input
Analysis of existing conditions



Recommendations

Best practices



Report

Community input



Next Steps

PROJECT UNDERSTANDING

The Village of Warwick, in collaboration with the Town of Warwick, is initiating a Strategic Planning and Feasibility Study to explore the development of a multi-use trail alongside Route 94 South. This trail is envisioned to link the Village of Warwick with a key commercial area offering shopping, dining, and employment opportunities, located approximately 1.5 miles outside the Village limits, within the Town of Warwick. The primary objective of this project is to improve safety for residents who currently navigate this area, addressing issues related to inadequate infrastructure and high roadway speed limits. To achieve this, the project will involve a thorough evaluation of properties along the proposed corridor to identify opportunities for routing portions of the trail off-road as much as possible. This will help create a safer and more pleasant experience for users by reducing their exposure to vehicular traffic. Additionally, we will conduct a detailed assessment of the existing vehicular road corridor to explore ways to safely accommodate both cyclists and pedestrians, potentially through the implementation of dedicated bike lanes, enhanced crosswalks, and traffic calming measures.



The intent of this multi-use trail is primarily for commuting purposes, providing a safe and efficient route for residents traveling to and from the Village and the nearby commercial hub.

However, it will also serve as a passive recreation corridor for both residents and visitors, promoting outdoor activities such as walking, jogging, and cycling. This dual-purpose design aims to enhance the overall quality of life by offering a versatile and accessible space for daily commutes and leisure activities alike.

The strategic location of the proposed trail will not only provide a safe and efficient route for pedestrians and cyclists but also foster greater economic and social interaction between the Village and the Town. By connecting the Village of Warwick to nearby shopping, food, and employment opportunities, the trail will enhance accessibility and mobility for all residents, including those who may not have access to a car.

The demographics of Warwick reflect a community-oriented population with a median age of around 45 years and a median household income that is higher than the national average. The area’s population is well-educated, with a sizable proportion of residents holding college degrees. The community places a high value on health, wellness, and environmental sustainability, all of which are key considerations in the planning of the multi-use trail.

In summary, the proposed multi-use trail along Route 94 South aims to create a safe, accessible, and community-enhancing corridor

that addresses current infrastructure deficiencies while promoting a healthier, more connected lifestyle for the residents of Warwick. The collaborative effort between the Village and Town of Warwick, coupled with extensive public outreach, will ensure that the project is both responsive to and reflective of the community’s needs and aspirations.

PROJECT APPROACH

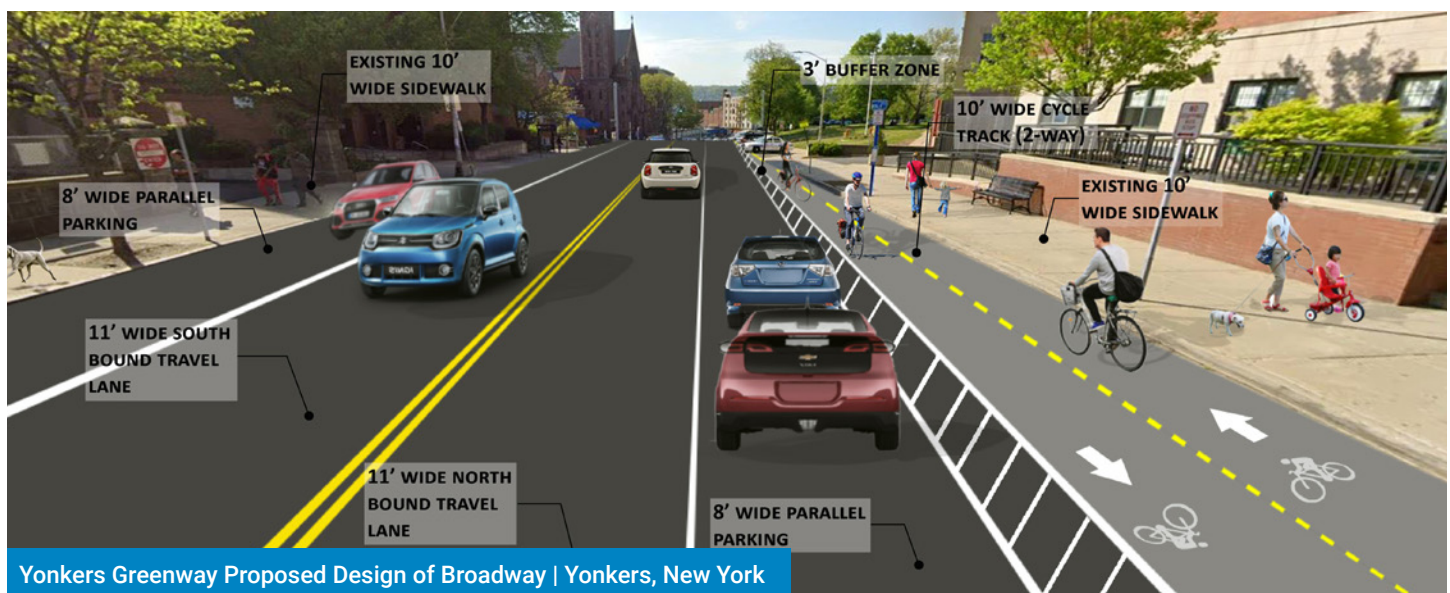
The multi-use trail alongside Route 94 South feasibility study will be developed over a year-long process that will include a detailed inventory and analysis of existing conditions, an extensive community engagement and outreach process, and application of local, regional, and national best practices for active transportation and complete streets planning. The diagram above illustrates our project process. The B&L team will apply a planning approach that is based on community aspirations and supported by technical input from our community planners, landscape architects, and transportation engineers.

Three main threads run throughout our approach, establishing a unified multi-use trail:

- **Active Design** is a set of planning and design principles that promote physical activity to enhance public health and reduce health

care costs. The focus is on creating a trail that is safe, comfortable and fully accessible to people of all ages and levels of mobility. Active design builds on health research showing that environmental design can impact today’s biggest challenges around the physical, mental, and social well-being of communities.

- **Community Resilience** is a measure of the ability of a community to use available resources to respond to, withstand, and recover from adverse conditions and events. Resilient design looks to reduce negative impacts on the environment, and protect the long-term economic, ecological, and social stability of the community. Fundamental principles of resilient design can be applied to any site development project, regardless of scale or context. Complete streets, trails and active transportation are important contributors to community resilience. Planning and designing for maintainability and adaptability to climate change will enhance the resilience of connectivity systems in Warwick.
- **Equity** is defined as the quality of being fair and impartial, or the freedom from bias and favoritism. Equity, a vital part within the realm of municipal planning, has always been a



foundation concept for active transportation planning. By providing equal access, mobility, and connectivity to all citizens, we enhance the collective resilience and well-being of our communities. Social, environmental, and health equity can all be improved with Active Transportation enhancements. The Feasibility Study will help improve equity in Warwick by ensuring that public streets and key community connections are equally accessible and available to all residents regardless of income level, ethnicity, gender, ability, or age. It is a right, not just a privilege, for all citizens to have safe access to healthful streetscapes and community destinations.

We emphasize a planning approach that leads to actual results. The Warwick Multi-Use Trail Feasibility Study will enable lasting and meaningful improvements for the community.

A preliminary list of objectives for the feasibility study can include the following elements:

Context Sensitive Solutions

To contribute to a safe, attractive, and sustainable environment, bicycle and pedestrian facilities must plan for a prominent level of context-sensitivity. Context Sensitive Solutions (CSS) is a collaborative, interdisciplinary approach that involves all stakeholders in providing a transportation facility that fits its setting. It is an approach that leads to preserving and enhancing scenic, aesthetic, historic, community, and environmental resources, while improving or maintaining safety, mobility, and infrastructure conditions. The wealth of historic and cultural resources in Warwick will require a multi-use trail route that places an emphasis on context sensitive solutions.

Making Best Use of Existing Infrastructure

Our team will work with the Village and Town to offer route alternatives that achieve the project’s goals and objectives. Utilizing existing infrastructure along the route, where

possible, can help manage project costs. This is important as it allows for efficient use of resources, ensuring funds can be given to safety enhancements and community amenities. Additionally, integrating the trail within the existing community fabric helps preserve Warwick’s character and aesthetics, ensuring the trail complements the environment and meets residents’ needs with minimal disruption.

Emphasis will be placed on harvesting the maximum benefits from existing assets:

- Improve access to existing destinations.
- Enhancement and adaptive reuse of existing infrastructure.
- Identify gaps and prioritize connectivity improvements.

Design Guidance & Best Practices

Planning and design guidance for multi-use trails and complete streets is evolving rapidly in response to climate change models, data coming out of the COVID-19 pandemic, and higher awareness of social and environmental equity challenges. Designing solely for past conditions will not guarantee positive outcomes for future projects. Development of the Warwick Multi-Use Trail Feasibility Study will reference research and guidelines for resilient urban planning and design, including:

- Equitable Streets - Smart Growth America
- Urban Street Design Guide - National Association of City Transportation Officials (NACTO)
- Urban Street Stormwater Guide - National Association of City Transportation Officials (NACTO)

In addition to transportation-based guidance from AASHTO, FHWA, NYSDOT and MUTCD, the NACTO Green Street Principles can inform strategies for a multi-use trail in Warwick:

- Protect and restore natural resources.

- Promote health, equity & human habitat.
- Design for safety & mobility.
- Design for life cycle.
- Design for resilience.
- Optimize for performance.

Active Transportation and Local Economy

An environment more amenable to bicycling and walking will increase access to retail, service, and entertainment destinations in Warwick. If residents and visitors can easily walk or bike along the Route 94 South corridor, they will have more access to businesses, and will be more likely to stay and patronize them than if they parked their car, walked directly into a business, and got back into their cars immediately after. Enhanced mobility systems can provide a catalyst for expanding and maintaining economic growth through recreational tourism in Warwick. Integration of multi-use trails provides safe linkages between community destinations, and connectivity to existing transportation networks. Trails create a nexus between transportation, recreation, and healthy living.

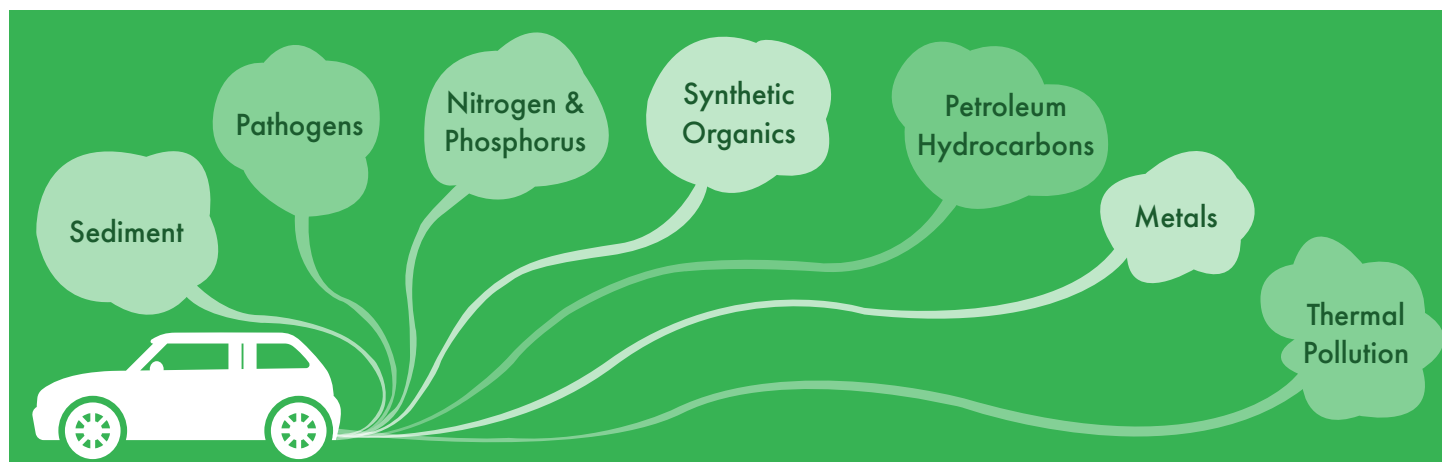
Active Transportation and Climate Resilience

There are important links between active transportation, climate change, and the environmental challenges facing Hudson Valley communities. Impacts of climate change include increasing frequency and intensity of severe storm events. Over the last 50 years, much of

the U.S. has seen increases in prolonged periods of hot temperatures, heavy downpours, and in some regions, severe floods and droughts. Active transportation, including multi-use trails, is one effective tool for reducing greenhouse gas emissions and the impacts of climate change. One of the most important things individuals can do to reduce climate change is to use alternatives to cars for frequent, short distance trips. Short car trips pollute more per mile because car engines are less efficient during the first few minutes of operation. Substituting walking and bicycling for short car trips provides relatively large energy savings and greenhouse gas reduction.

Reducing the burning of fossil fuels for transport will reduce the rate of climate change and the severity climate change impacts in the Hudson River Valley. Transportation choices also affect the health of local water resources. Short distance car trips generate particulate air pollutants that deposit in natural water bodies, and cars contribute pollutants that move across impervious surface into lakes and streams in the form of run-off.

As illustrated below, categories of pollutants in urban stormwater runoff include sediment, pathogens, nitrogen and phosphorous, synthetic organics, petroleum hydrocarbons, metals and thermal pollution.



Multi-use trails can help reduce the pollutants generated by our transportation systems, and improve the resilience of Warwick. To maximize community benefits, this Feasibility Study can view active transportation through the lens of climate adaptation and community resilience.

Pedestrian and Bicycle Data Collection

Good planning is informed by good data. This is especially true for active transportation projects, where baseline data for pedestrian and bicycle movements is not always readily available. A key task for this project will be to measure and analyze pedestrian and cyclist demand and travel behavior in Warwick. In collaboration with the Village and Town, B&L will do this using effective and efficient technologies possibly including programmable time-lapse digital cameras and customized GIS based crowdsourcing applications.

Public Outreach

Encouraging open public participation in the planning process allows residents, business owners, community leaders, and other stakeholders to become invested in the process. It is important to engage in dialogue with the public to help build community consensus and support for the resulting multi-use trail’s vision and design.

We propose a multi-faceted engagement approach that maximizes interactivity, is grounded in meaningful dialogue, and meets residents and stakeholders where they are. Special emphasis will be given to collaborating with community leaders and established organizations within the Village and Town to reach underserved populations, who often lack access to personal vehicles and most heavily rely on active transportation networks for daily activities. Our proposed approach is to use existing channels of communication where applicable, as well as, established organizations within Warwick.

A detailed public outreach plan will be developed at the onset of the planning process to guide all engagement efforts and find opportunities for collaboration and involvement in existing events, groups, and online communication channels. The outreach plan will also identify the role and expectations of an established Project Advisory Committee, which will meet at regular intervals throughout the project in order to provide local knowledge, review draft deliverables before presented to the public, and assist in drawing additional residents and stakeholders into the process. We will work with Village and Town staff to craft public engagement events, which may range from a traditional public meeting to more innovative strategies such as tactical urbanism events, block parties, or biking and walking tours. We will also look at a virtual engagement part as well, including map-based interactive applications that can assist in obtaining feedback, as well as crowdsourced data for our existing conditions analysis.



D&H Canal Society Trail Feasibility Study Rendering

SCOPE OF SERVICES

Our team offers the following breakdown of the project’s tasks in accordance with the Village’s RFP and our understanding of the project.

TASK 1: PROJECT INITIATION

The primary objective of the initiation phase is to lay a solid foundation for the project by establishing a clear and shared understanding among all stakeholders. This phase aims to set the stage for effective collaboration, ensuring that everyone is aligned on the project schedule, organizational structure, and communication protocols.

Your B&L team will schedule and facilitate a project kick-off meeting within ten calendar days upon contract authorization to meet with designated members of the Village and Town Boards, the Project Advisory Committee, and Village and Town staff. The main purpose of this meeting will be to gather, exchange, and discuss existing information including, but not limited to, the following plans or documents associated with the project corridor:

- As-built maps and surveys;
- Existing deeds and easements involving property owners;
- Current or future projects within the village and town;
- GIS topographic maps which indicate contours (2-foot intervals); approximate location of watercourses and streams; and approximate location of structures;
- Tax maps indicating SBL (Section, Block, and Lot) and current property owners.

The kick-off meeting will also cover the following:

- Review project scope and deliverables;
- Charter project needs, goals, and objectives;
- Establish contact information and discuss a communication plan. This plan will outline the methods, frequency, and channels of communication to be used throughout the project;

- Discuss public participation plans; and
- Develop and confirm a project schedule that outlines key milestones, deliverables, and deadlines. This schedule will be tailored to meet the specific needs and constraints of the Town and Village.

In addition to the kick-off meeting, Task 1 will also include:

- Site visit with the Project Advisory Committee (PAC) after the kick-off meeting;
- Regular check-in meetings (assumed to be bi-weekly and virtual); and
- Project management and grant administration.

Deliverables and Assumptions:

1. Kick-off meeting materials and minutes.
2. Updated project schedule following the kick-off meeting.
3. Grant administration including all required forms, quarterly reporting, and reimbursement requests.

TASK 2: PUBLIC INFORMATION MEETINGS

The objective of the public information meetings is to engage the community by informing them about the initiative, gathering their input, and providing progress updates. This ensures transparency, fosters public trust, and incorporates community feedback into the project. We will develop a public participation plan to outline our approach to public engagement by detailing the strategies, methods,



and communication channels we will use to involve community members, collect their feedback, and ensure their active participation throughout the project’s life-cycle, thereby fostering transparency, trust, and collaborative decision-making.

This will be a collaborative process, with the B&L team working closely with Village and Town representatives to plan and schedule the public information meetings. This includes selecting suitable dates, times, and venues that are convenient for the community and clearly defining the roles and responsibilities of both our team and the Village and Town representatives in organizing and conducting the meetings.

B&L will develop agendas for each meeting and will prepare all necessary materials, including presentation slides, handouts, and visual aids, to effectively communicate information to the public. B&L will look to the Village and Town to execute a public outreach plan to promote the meetings. This may include distributing flyers, posting on social media, using local media channels, and sending direct invitations to community leaders and stakeholders.

Our team will facilitate and present at the meetings, creating opportunities for interactive engagement, such as Q&A sessions, breakout discussions, and feedback forms. We will document all feedback, questions, and concerns raised during the meetings. As a part of reporting within the feasibility study and to guide decision making, our team will analyze the feedback received from the public and summarize key insights and recommendations.

Deliverables and Assumptions:

1. Public information meeting #1 and #2 agenda, presentation materials, handouts, displays, and meeting summary.
2. It is assumed that the Village and Town will assist in the advertising and scheduling of the public information meetings.

TASK 3: LANDOWNER ENGAGEMENT

The objective of the landowner engagement task will be to involve landowners and relevant commercial entities along the corridor by informing them of its progress, addressing concerns, and incorporating feedback into the planning and implementation stages. This ensures the interests and perspectives of key stakeholders are considered, promoting cooperation and support for the project.

The B&L team will work closely with the Village and Town on this task beginning with the development of an initial engagement plan memo outlining the strategy for contacting and interacting with these stakeholders, including a timeline, key messages, and communication methods tailored to different stakeholder groups. A comprehensive list of identified landowners and commercial entities will be provided by the Village and Town.

Engagement activities may include direct outreach through phone calls, emails, and face-to-face meetings, fostering trust and open lines of communication. Informational meetings will be organized specifically for landowners and commercial entities to explain the project, its benefits, and its potential impact on their properties and businesses. Feedback will be collected through surveys, feedback forms, and dedicated contact points within our team, providing multiple avenues for stakeholders to share their feedback, concerns, and suggestions.



To complement B&L’s efforts on this task, our proposed WBE subconsultant, Civil Tec Engineering & Surveying, P.C., will provide their services to determine the highway boundary in select areas. It is assumed that the initial layout for the conceptual design will utilize available GIS tax mapping information and/or existing roadway record plans (if available). In areas where the conceptual design is likely to impact private property, Civil Tec will research right-of-way information and survey the areas to provide a more accurate right-of-way boundary. The more accurate highway boundary will be a critical piece of information to have available for the individual outreach meetings.

This task will be executed in close collaboration with the Village and the Town. Our team will be responsible for outlining the approach and summarizing the findings, while the execution will be a coordinated effort involving all parties. Together, we will ensure effective communication, coordination, and engagement with landowners and commercial entities, leveraging the strengths and resources of each stakeholder to achieve the project’s objectives.

Deliverables and Assumptions:

1. It is assumed that landowner engagement will occur after the public information meetings and after initial concepts are developed so the most impacted properties can be identified.
2. It is assumed that the direct outreach meetings are held in two sessions at the Town or Village offices. We have assumed one day for scheduling individual meetings with private landowners, as well as one day for individual meetings with representatives of the commercial entities.
3. Civil Tec Engineering & Surveying, P.C. will provide highway boundary determination in select areas. Since the number of areas is unknown at this time, they will provide these services for a not to exceed contract amount as noted in the fee proposal section.

TASK 4: EXISTING CONDITIONS ANALYSIS

Our B&L team will conduct an examination of the current state of the project corridor within the Town and Village, providing a foundation for subsequent project tasks through detailed analysis.

We will review relevant data provided by the town and village department heads, advisory boards, and the town and village GIS system. We will utilize existing documentation, reports, and data sets to assess the current conditions of the corridor and adjacent area, we will review this existing information to best assess the existing landscape. Combined with desktop investigations, we will leverage GIS data to visualize and analyze spatial information pertinent to the project. The existing conditions analysis task will act as the basis of the report, providing a detailed understanding of the project corridor’s current state, supporting informed decision-making, and facilitating the progress of subsequent project tasks.

Deliverables and Assumptions:

1. B&L proposes to provide an assessment and inventory of existing conditions for the project area. The inventory will include pavement widths and conditions, sidewalks, drainage infrastructure, drainage patterns, utilities, right-of-way from available tax mapping, any restricting features, and any other noteworthy items that are related to constructing the multi-use path.
2. B&L proposes to evaluate the existing corridor



for compliance with ADA accessibility guidelines. Our team has completed several ADA transition plans and will utilize the same data collection procedures and results along this corridor.

3. The inventory and ADA accessibility will be collected using ArcGIS Survey123 and the framework that B&L has already developed for other similar projects. The inventory and assessment tasks will provide the team with the detail necessary to determine what type of improvements are needed to provide more accurate cost estimates.
4. We have assumed one site visit for up to three project team members to complete the existing conditions analysis.
5. The existing conditions will be summarized and included in the project report.

TASK 5: ENVIRONMENT

The B&L team, working closely with the Village and Town, will look to describe and assess the environmental, historic, and cultural features of the project corridor, with a focus on identifying and evaluating environmentally sensitive areas such as wetlands and protected zones, as well as farmland protection policies and agricultural uses.

We will conduct a desktop review of natural resources, including wetlands, protected areas, and other environmentally sensitive zones; identify and evaluate historic and cultural features, documenting their significance and status; analyze existing farmland protection policies and assess current agricultural uses and practices; and utilize GIS and other data sources to map and analyze environmental, historic, and cultural features at the project site.

This environmental assessment will provide an understanding of the environmental, historic, and cultural assets, informing planning and decision-making processes while focusing on the protection and preservation of these resources.



Deliverables and Assumptions:

1. The desktop environmental screenings will be completed by utilizing the NYSDEC Environmental Resource Mapper, the NYS Cultural Resources Information System map, and the town and village GIS system.
2. The results of the desktop screenings will be confirmed at the project site.
3. We have assumed one site visit for one environmental professional team member.
4. The results of the environmental screenings will be summarized and included in the project report.

TASK 6: LAND USE AND ZONING

Working with the Village, the B&L team will map and describe the current land uses and zoning within the project corridor, covering residential, commercial, parkland, agricultural, and sensitive environmental areas. We will begin by collecting existing land use and zoning data as provided by the Village and Town, including GIS databases, zoning maps, and planning documents. This data will serve as the foundation for creating maps depicting current land uses and zoning classifications. We will provide a description of each land use category and zoning classification, including an analysis of their distribution and implications for future planning. This descriptive analysis will help stakeholders understand the current landscape and identify

potential areas of concern or opportunity. To ensure the accuracy and relevance of our findings, coordination with the Village and Town will be crucial throughout this task. This consultation process will help validate the data and provide valuable insights into current land use and zoning issues.

The land use and zoning analysis will result in a set of detailed maps and descriptive reports, offering a representation of the current land use and zoning landscape. This information will inform planning and development decisions, ensuring that future growth is aligned with the community's needs and environmental considerations.

Deliverables and Assumptions:

1. It is assumed that the land use and zoning analysis will be completed through desktop research. Field work or remote research is not anticipated.
2. The Village and Town will provide a statement or documentation of any proposed development projects as well as any planned zoning changes within the project area.
3. The land use and zoning analysis will be summarized and included in the project report.

TASK 7: TRANSPORTATION AND CIRCULATION

To map and describe existing roadways and their connections to land use, the B&L team will begin by collecting and analyzing data on the current transportation network within the Town and Village along the project corridor. This will include mapping of roadways, intersections, and transportation links to key land use areas. We will pay special attention to the New York State Department of Transportation's (NYSDOT) plan for a roundabout at the intersection of Route 94 and County Route 1, incorporating its implications into our analysis. Furthermore, we will evaluate pedestrian and bicycle safety by identifying existing paths, sidewalks, and bike lanes, and assessing their condition and connectivity to complement our ADA assessment in Task 4. Our analysis will include

a review of speed limits and the identification of locations where crosswalks or additional safety features could enhance public safety. The goal is to provide an overview of the existing transportation and circulation infrastructure, highlighting areas for improvement to ensure a safe and efficient network for all users.

Deliverables and Assumptions:

1. It is assumed that the Village, Town, or NYSDOT will provide B&L with the current plans and status update for the roundabout at the Route 94 and County Route 1 intersection.
2. A narrative of the existing transportation facilities and circulation patterns will be provided in the project report.
3. Potential pedestrian/bicycle roadway crossing locations will be evaluated from the perspective of both the trail users and motorists. The recommended crossing treatments will be developed in accordance with the standards and guidelines established in the 11th Edition of the Manual on Traffic Control Devices (MUTCD), the NYS Supplement to the MUTCD (2011 version until the updated version is released), and the Empire State Trail Design Guide.



ADDITIONAL PROPOSED SERVICES

Preparation of Conceptual Design Plans

The B&L team will develop two conceptual design layout plans to review with the Village and Town to determine which concept will be developed further to include the full conceptual design beyond just the layout. Illustrative plan views, sections, and sketches will be provided for the chosen concept to adequately describe the character and layout of all components of the proposed multi-use trail.

The goal for the layout of the multi-use trail is to largely run parallel or along the Route 94 South segment outlined in the RFP. The alternative on-road and off-road routes will be studied and investigated and reviewed with the Village and Town to determine the best option to move forward with.

Only one of these concepts will be chosen after the initial studies and analyses to be developed further to include conceptual grading, utility, lighting, security, details, maintenance and operations, stormwater management, phasing, environmental screenings, probable costs, and outline specifications.

The conceptual design plans will include, but will not be limited to, the following content:

- A. Access points to the multi-use trail will be considered and recommendations will be provided for exit and entrance locations along the proposed route.
- B. Study options to maintain existing parking.
- C. Set the trail width based on usage estimates for pedestrian and bicyclists using comparable multi-use trails of similar sized villages/ towns and the use of a trail demand analysis estimating tool.
- D. Conceptually design proposed stormwater management plan. Design may include alternative paving treatments (ie., porous pavement), low impact development practices, natural drainage treatments (ie., rain gardens and vegetated swales), and invasives removal.

- E. The trail will be universally accessible with respect to design, grading, slope, width, and surface materials. Provide varying surface treatments to accommodate differing existing conditions as necessary. For example:
 1. **On road multi-use trail** – Using existing road pavements or widening street width as required to allow the proposed trail to travel along the existing asphalt pavement.
 2. **Road-side multi-use trail** – Maintain separate uses and locate trail adjacent to existing roadways – asphalt pavement, porous asphalt pavement, compacted gravel, stone dust, etc.
 3. **Off road multi-use trail** – Separate uses of trail and existing roadways by open space, plantings, fencing, walls, and/or sound barriers - asphalt pavement, porous asphalt pavement, compacted gravel, stone dust, etc.
 4. **Elevated trail** – Provide a raised boardwalk in areas of existing wetlands – timber, wood composite, recycled plastic, etc.
 5. **Trail turnpike** – Provide a minimally invasive trail through areas of existing wetlands above the water level – compacted gravel, stone dust, etc.
 6. **Road crossings** – Provide safe crossing(s) of existing roads, as required.



- F. B&L will provide an evaluation of applicable surface materials and improvements. The materials will include the existing conditions, stone dust, B&L's crushed stone aggregate surface course, porous asphalt, and asphalt. The comparison of alternatives will include installation costs and maintenance efforts.
 - 1. B&L previously developed the specifications for the crushed stone aggregate surface course at the Minnewaska State Park, the Rockefeller State Park Preserve, and the Ashokan Rail Trail.
- G. Create and provide an on-going maintenance plan for the proposed multi-use trail, including a trash mitigation plan. Ease of long-term maintenance and trash concerns will be taken into consideration when considering surface treatment recommendations and trash mitigation options.
- H. Conceptually layout a lighting plan to include both solar and electric options. Security measures for trail users, the adjacent private properties, and road intersections will all be a component of the lighting plan.
- I. Develop a preliminary probable project cost estimate. The B&L team will prepare an itemized engineers cost estimate outlining, at a minimum, the costs of permitting, easements (if any), and the associated unit, quantity, unit cost, and take-offs of each item listed.
- J. Address security and liability concerns for trail users, the Village and the Town, and the adjacent property owners. Safety and security are always important considerations on trail projects, resulting in the careful design of access control, screening, security barriers, and natural surveillance. Crime Prevention through Environmental Design (CPTED) is an agenda for manipulating the built environment to create safer neighborhoods and focuses on the design concept of 'defensible space' where natural

surveillance, access control, and territoriality are considered and included in the design.

Draft and Final Project Report

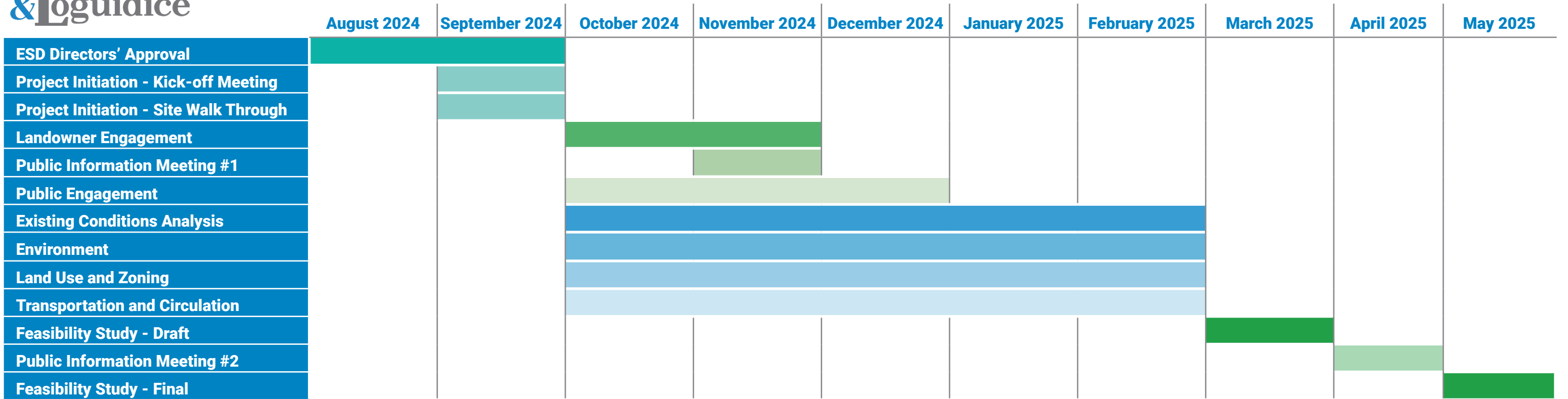
A comprehensive report that includes summaries of the project tasks, narrative of findings, cost analysis, environmental and social impacts, the conceptual design, and implementation plan. It is assumed that B&L will provide two submissions (draft and final) of the project report digitally in PDF format.

Final Presentation and Approval by Town and Village Boards

The B&L team will give project update presentations of the conceptual design plans and the final report to the Town and Village Boards detailing the design elements, materials and phasing plan. Comments on the preferred design plan will be responded to, discussed, and incorporated into the design plans as appropriate. Assume one combined meeting for the Town and Village Boards (assume two hours for the meeting) will be held to receive input, answer questions, and to refine the project's final design. Additional presentations can be scheduled on an as needed basis as a supplemental service.



PROJECT SCHEDULE



SECTION 6

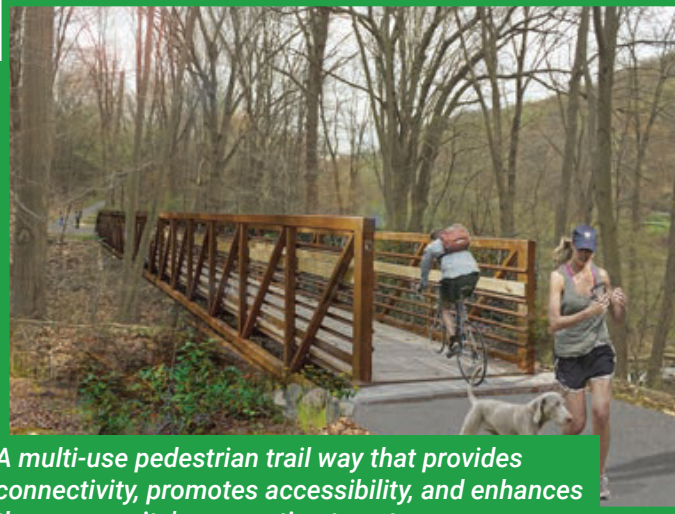
REFERENCES



A. List Representative Experience for the Past Three Years

PROJECT NAME	CLIENT	B&L SERVICES					TRAIL SYSTEM FEATURES							
		Study/Master Plan/On-line Mapping	Funding	Design/Bidding	Easement/Right-of-Way Acquisitions	Construction Administration and Inspection	Pedestrian/Bicycle Bridge	Boardwalk/Elevated Trail	Trail Underpass/Tunnel	Rails-to-Trails	On-Road Trail System	Trailhead Parking	Standardized Wayfinding/Signage	Waterfront Enhancements
Ulster and Delaware Shandaken Rail Trail Feasibility Study	Ulster County	X					X	X		X		X		
D&H Trail Feasibility Study	D&H Canal Historical Society	X	X								X		X	
Mamakating D&H Canalway Trail	Town of Mamakating		X	X	X	X	X				X	X	X	
New London Pedestrian and Bicycle Trail	City of New London, Connecticut		X	X		X			X					X
Canalway Trail - Village of Clyde (TEP)	Village of Clyde			X	X	X							X	
Cattaraugus County Wide Trail Mapping and Signage	Cattaraugus County	X												
Watervliet Bike Path Connection	City of Watervliet		X	X	X	X	X				X			
Yonkers Greenway Trail and South Broadway Streetscape	City of Yonkers		X	X					X	X				
Multi-Use Trail - Routing Study and Design	Town of New Hartford, Connecticut	X	X	X	X				X	X	X	X		
Air Line State Park Trail	Town of East Hampton, Connecticut		X	X	X	X			X	X	X	X	X	X
Rockefeller State Park Preserve Carriage Roads	NYSOPRHP	X		X		X	X							
Hudson Valley Rail Trail Phases II and III	Town of Lloyd		X	X		X	X		X	X				
Kingston Rail Trail	Ulster County	X	X	X	X	X	X		X		X	X		
Mad River Dam Trail Improvements	Town of Winchester, Connecticut		X	X		X	X		X		X	X	X	X
Maplewood Park Trail Improvements	City of Rochester			X		X						X		
Ninemile Creek Walkway (TEP)	Village of Marcellus		X	X			X							
River to Ridge Trail	Open Space Institute	X		X		X	X							
Saranac River Trail Phase III Bike and Pedestrian Trail	City of Plattsburgh			X	X	X					X			X
Town Center Multi-Use Trail Master Plan	Town of Andover, Connecticut	X	X	X	X	X	X		X		X			
Winding Creek Bike Path	Town of Colonie			X										
Warren County Multi-Use Trails Connectivity Plan	Warren County	X	X	X			X				X		X	X
U&D Corridor Shandaken Rail Trail	Ulster County		X	X		X	X		X	X	X	X		
Beacon-Hopewell Rail Trail Study	Dutchess County Transportation Council	X	X				X		X	X	X	X		
Canandaigua Lake Water Trail	Canandaigua Lake Watershed Council	X												
Herkimer Town Park	Town of Herkimer			X		X								
Black Diamond Trail	City of Ithaca	X		X	X		X		X			X		X
Farmington River Rail Trail Extension	Town of Canton, Connecticut	X		X	X	X					X		X	
Margerie Reservoir Trail	Town of New Fairfield, Connecticut	X		X		X					X	X	X	X
Air Line Trail Connection and Improvements	Town of Putnam, Connecticut	X		X	X	X	X		X	X				
Naugatuck River Greenway	City of Torrington, Connecticut			X	X	X					X			X
Briggs Brook Stream Restoration and Pedestrian Pathway	City of New London, Connecticut	X		X	X	X	X				X			X
Cross Town Trail	Town of South Windsor, Connecticut	X	X	X	X	X	X		X	X	X	X	X	X

B. References of Projects Similar in Services



A multi-use pedestrian trail way that provides connectivity, promotes accessibility, and enhances the community's connection to nature.

CLIENT INFORMATION

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Town of New Castle
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914-238-4742

CHAPLINE TRAIL WAY FEASIBILITY STUDY NEW CASTLE, NEW YORK

\$104,000 | 2019-2020

B&L was hired to create a strong conceptual design of a proposed 1.5-mile long, multi-use pedestrian trail way which will traverse a portion of the Westchester County Trunk Line corridor. The trail extends into a variety of landscapes including on-road portions, off-road trails through wooded areas, and boardwalks through wetlands. B&L is working with the Town of New Castle, key stakeholders, a trail way committee, and the public to gather information and garner support. Project deliverables include a feasibility study, complete with an environmental report, safety and liability report, and associated cost estimates. B&L is working with the Town on grant applications based on the feasibility study to secure further funding.

SCOPE/ROLE: Information Gathering and Analysis; Conceptual Designs; Community Engagement; Safety and Liability Reports; Environmental; and Cost Estimates



A multi-use pedestrian trail way that provides connectivity to existing trails and parks as well as enhances the community's connection to nature.

CLIENT INFORMATION

Kayla Atland

Grant Administrator
D&H Historical Society
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High Falls, New York 12440
845-687-2000

TRAIL FEASIBILITY STUDY HIGH FALLS, NEW YORK

\$11,750 | 2019-2021

B&L worked with the D&H Canal Historical Society to study, evaluate, and design an extension to the existing Five Locks Walk. B&L provided existing conditions GIS mapping, site inventory and analysis drawings and memo, as well as a proposed loop trail extending the existing walk an additional 1-plus miles through key highlights of the hamlet and connecting with concurrent projects within the hamlet. The conceptual plan also depicts connectivity to an existing park and other potential trails to build a more cohesive identity for the hamlet of High Falls. Following completion of the site analysis and conceptual design, associated probable costs were generated to contribute to the final feasibility study which the Client intends to use to pursue funding opportunities.

SCOPE/ROLE: Information Gathering and Analysis; Conceptual Designs; Community Engagement; Safety and Liability Reports; and Cost Estimates



Trail improvements include designated bike lanes, improved pedestrian, cyclist, and motorist circulation, and connection with historic trails.

CLIENT INFORMATION

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SARANAC RIVER TRAIL PHASE III | PLATTSBURGH, NEW YORK

\$194,000 | 2023-Present

B&L was retained to design and implement the third phase of the Saranac River Bike and Pedestrian Trail. The trail was designed to inspire local residents to make sustainable transportation choices and be a tourist attraction. In total, the multi-use trail is 27 miles long and connects Plattsburgh Point Park to Moffitsville, with Phase 3 being the final 0.6 miles. B&L has worked closely with the City to design a memorable bike & pedestrian trail to connect residents and visitors to important destinations and fit in with the character of the historic city. B&L continues to work with the City to move forward through detailed design, biddings, and construction.

SCOPE/ROLE: *Preliminary Designs; Environmental; Right-Of-Way, Traffic Design; Information Gathering and Analysis; Community Engagement; and Grant Administration*



The trail includes ten interpretative panels that highlight the history and educate trail users of the Ashokan Reservoir and surrounding communities.

CLIENT INFORMATION

Dennis Doyle
 Director, Planning Department
 Ulster County
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 Kingston, New York 12402
 845-340-3338

ASHOKAN RAIL TRAIL ULSTER COUNTY, NEW YORK

\$16,200,000 | 2016-2019

B&L was hired to convert an 11.5-mile section of the Ulster and Delaware Railroad corridor into a multi-use trail on the edge of the Ashokan Reservoir. The narrow, unmaintained railroad corridor had limited access and required significant improvements to allow construction vehicles to access the corridor and construct the trail features. Using innovative designs for the many challenging elements, B&L developed highly detailed construction plans and supporting designs to minimize impacts to the sensitive surrounding lands while constructing the trail. B&L participated in multiple stakeholder and public information meetings as well as legislative briefings and project presentations. The project involved extensive coordination with various state and federal agencies.

SCOPE/ROLE: *Data Collection and Analysis; Preliminary Design; Environmental; Right-of-Way; Detailed Design; Advertising, Bid Opening, and Award; and Construction Support Construction Inspection*



Objectives of the design include providing safer, efficient, and accessible multimodal connections and the opportunity for future trail connections.

CLIENT INFORMATION

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 Watervliet, New York 12189
 518-270-3838

**WATERVLIT BIKE PATH CONNECTION
 WATERVLIT, NEW YORK**

\$2,500,000 | 2018-2022

This project is a unique segment of the Mohawk-Hudson Bike-Hike Trail as it expands the off-road user experience by linking the 4th Street Trailhead and Hudson Shores Park with a 1.85-mile multi-use facility along the heavily traveled Broadway (and adjacent to Interstate 787) through the City. B&L completed the preliminary and final design of the project including extensive coordination with National Grid and Verizon; design modifications to maintain on-street parking; eliminate private property impacts; drainage improvements; and ADA compliance upgrades—sidewalk ramps, detectable warning units, crosswalks, and pedestrian signals.

SCOPE/ROLE: *Data Collection and Analysis; Preliminary Design; Environmental; Detailed Design; Advertisement, Bid Opening, and Award; and Construction Support and Construction Inspection*



B&L reviewed the public comments and traffic data from the pilot project which informed the development of recommendations for implementation of bike facilities.

CLIENT INFORMATION

Michael Dutre
 Administrator of Parks, Open Lands, Historic Preservation, and Sustainability
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 Saratoga Springs, New York 12866
 518-587-3550

**SARATOGA GREENBELT EXTENDER AND THE
 HENRY STREET PILOT PROJECT
 SARATOGA SPRINGS, NEW YORK**

\$150,000 | 2018-2021

The Saratoga Greenbelt Trail Downtown Extender is an urban bicycle facility connection between the Downtown Connector Trail at Lake Avenue and the northern entrance of the Railroad Run Trail at West Circular Street. The project will enable safe access for bicyclists and pedestrians along the street network and the downtown center through the creation of sidewalks, bike lanes, and off-road trails to make the connection in the transportation network. B&L and the City amended a portion of the original project to incorporate a pilot project on Henry St. This allowed for a two-week demonstration period at a low-level of investment to test public reactions to a separated bicycle facility.

SCOPE/ROLE: *Conceptual and Final Designs; Data Collection and Analysis including Traffic and Accident Analysis; On-Street Parking Study; and Cost Estimates*



The final report enables the city to prioritize and secure funding for projects that support a dynamic, multimodal transportation network.

CLIENT INFORMATION

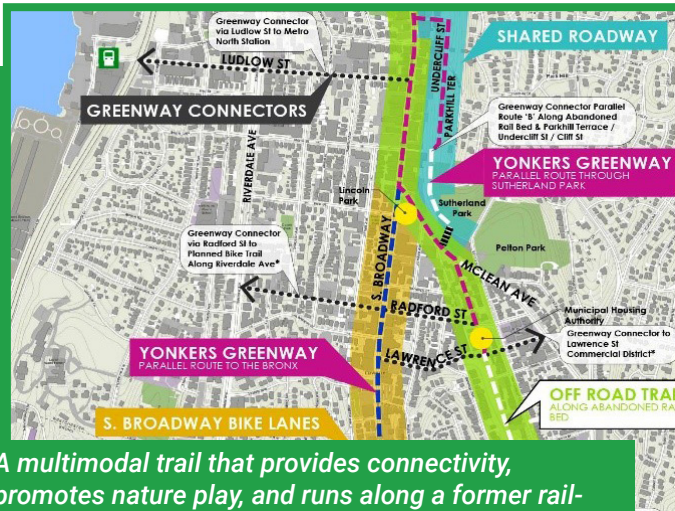
Emily Flynn
 Director of Health and Wellness
 City of Kingston
 420 Broadway
 Kingston, New York 12401
 845-334-3909

PEDESTRIAN AND BICYCLE MASTER PLAN (PBMP) | KINGSTON, NEW YORK

\$60,000 | 2021-2022

The goal of the PBMP is to be a guide to improve conditions for active transportation users, alleviate congestion and emissions, and support community health. Funded by a \$60,000 NYCDEC grant, the plan will help the City understand existing and future pedestrian and bicycle networks and identify gaps in those systems. B&L facilitated community engagement and data collection to formulate actionable recommendations—emphasizing equity with bilingual outreach and input from environmental justice communities. This initiative prioritizes infrastructure investments and a multimodal transportation network, reinforcing the City’s commitment to interconnected community.

SCOPE/ROLE: *Technical Memo of Existing Conditions; Inventory Analysis; Data Collection; Public Outreach and Project Advisory Committee; Recommendations; and Complete Streets Training*



A multimodal trail that provides connectivity, promotes nature play, and runs along a former rail-bed and along public streets.

CLIENT INFORMATION

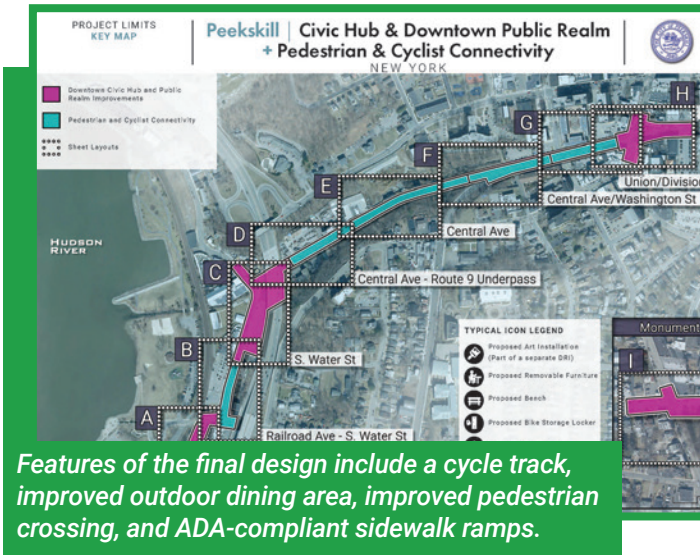
Mario Caruso, AICP
 Grants Manager
 City of Yonkers
 87 Nepperhan Ave., Room 319
 Yonkers, New York 10701
 914-377-6562

YONKERS GREENWAY TRAIL AND THE SOUTH BROADWAY STREETScape PROJECT YONKERS, NEW YORK

\$30,000,000 | 2019-Present

The City of Yonkers hired B&L for preliminary and detailed designs for the Yonkers Greenway project, also known as the Yonkers Rail Trail. This project aims to create a 2.4-mile bike and pedestrian trail along the former Getty Square branch of the Putnam Rail Line in Southwest Yonkers, connecting to Bronx bike lanes. It involves transforming the abandoned downtown spur of an old railroad into a multi-use trail, including lane reconfiguration, adding bike lanes, replacing sidewalks, enhancing pedestrian safety, installing signals, ensuring ADA compliance, and investigating right-of-way and environmental considerations in Yonkers.

SCOPE/ROLE: *Preliminary Design; Environmental; Detailed Design; Advertisement, Bid Opening and Award; and Construction Inspection*



Features of the final design include a cycle track, improved outdoor dining area, improved pedestrian crossing, and ADA-compliant sidewalk ramps.

CLIENT INFORMATION

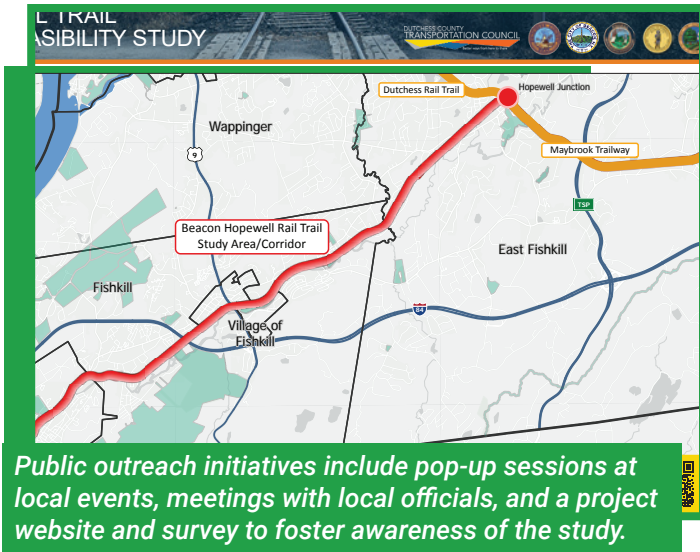
Peter Erwin
 Planner
 City of Peekskill
 840 Main Street
 Peekskill, New York 10566
 914-734-8417

PEDESTRIAN AND CYCLIST CONNECTIVITY AND CIVIC HUB | PEEKSKILL, NEW YORK

\$2,000,000 | 2022-2024

B&L was selected to provide design services for two of the City’s Downtown Revitalization Initiative (DRI) projects. Although they are two separately funded projects, they are being progressed through design and construction as a singular project. The connectivity project will provide improved pedestrian and bicycle amenities to provide a continuous connection between the downtown area and the new civic hub space to the City’s waterfront. To complete this connection, B&L developed multiple alternatives that included 2-way cycle track, bike lanes, shared lanes, redevelopment of City owned property and parking lots, and new on-street parking configurations.

SCOPE/ROLE: *Preliminary Design; Environmental; Final Design; Construction Documents; Permits; Bidding Assistance; Construction Management and Site Inspection; and Public Engagement*



Public outreach initiatives include pop-up sessions at local events, meetings with local officials, and a project website and survey to foster awareness of the study.

CLIENT INFORMATION

Mark Debald
 Transportation Program Administrator
 Dutchess County Transportation Council
 85 Civic Center Plaza, Suite 107
 Poughkeepsie, New York 12601
 845-486-3614

BEACON-HOPEWELL RAIL TRAIL FEASIBILITY STUDY | DUTCHESS COUNTY, NEW YORK

\$280,000 | 2023-2025 (est.)

B&L is working on a rail-to-trail feasibility study and inventory and analysis report of the existing railroad infrastructure along a 12.5-mile segment of an un-used Metro-North Railroad corridor from the Hudson River to the Empire State Trail. The feasibility study will assess the conditions of the existing railroad infrastructure within the project corridor; identify design criteria for the proposed trail; analyze alternative designs; evaluate connections to existing and future trails, neighborhoods; and assess the environmental characteristics of the corridor. Existing corridor conditions will be evaluated based on the constructability of the proposed trail and trail user safety.

SCOPE/ROLE: *Inventory and Assessment of Existing Conditions; Preliminary Design; Community and Stakeholder Engagement; Final Concept Design; and Cost Estimates*

BIKEWAY MODERNIZATION AND CONNECTIVITY PLAN | WARREN COUNTY, NEW YORK

\$190,000 | 2023-2025 (est.)

B&L is working with Warren County to create a modernization and connectivity plan to serve as a guide for improving current conditions of the bikeway and trails. The trails were constructed in the late 1970s to 1990s and need to be updated to modern, multi-use trail standards to handle current and future usage. B&L is assisting the County in working with community members, key stakeholders, and municipal staff to conduct data collection, engage the public, and develop a set of actionable recommendations. The plan will provide alternatives to complete the current gaps in the trail system; by connecting the gaps with a similar type of trail system, over 18 miles of a continuous family friendly trail network will be created.

SCOPE/ROLE: *Project Coordination; Public Participation Plan; Inventory of Existing Conditions and Needs Assessment; Trail Recommendations; and Wayfinding*



B&L is also evaluating existing wayfinding signage and creating an implementation plan to install consistent and coordinated signage.

CLIENT INFORMATION

Ethan Gaddy, AICP

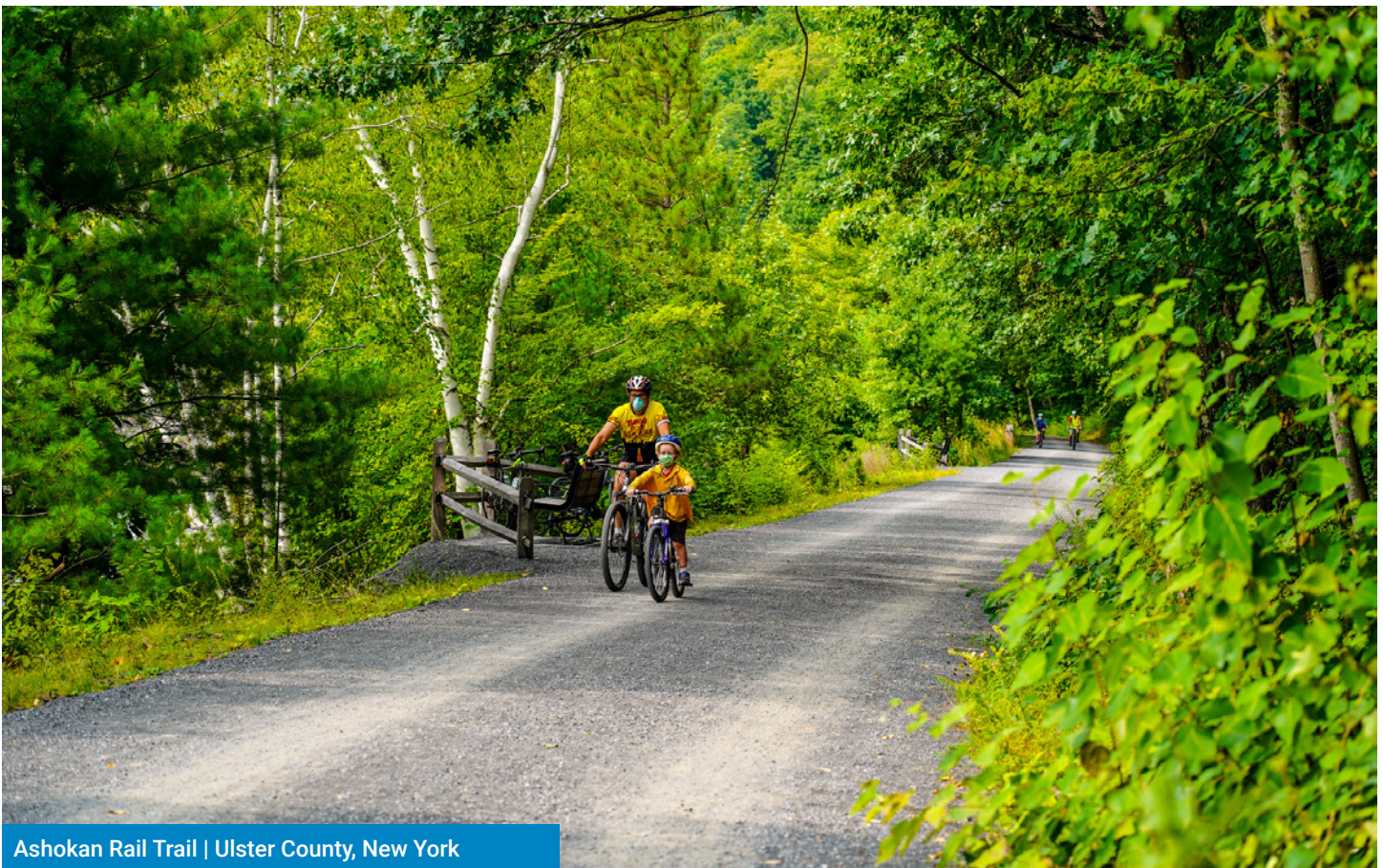
County Planner

Warren County

1340 State Route 9

Lake George, New York 12845

518-761-6553



Ashokan Rail Trail | Ulster County, New York

C. List any previous work experience for the Village of Warwick and Town of Warwick as either a prime or sub-consultant.

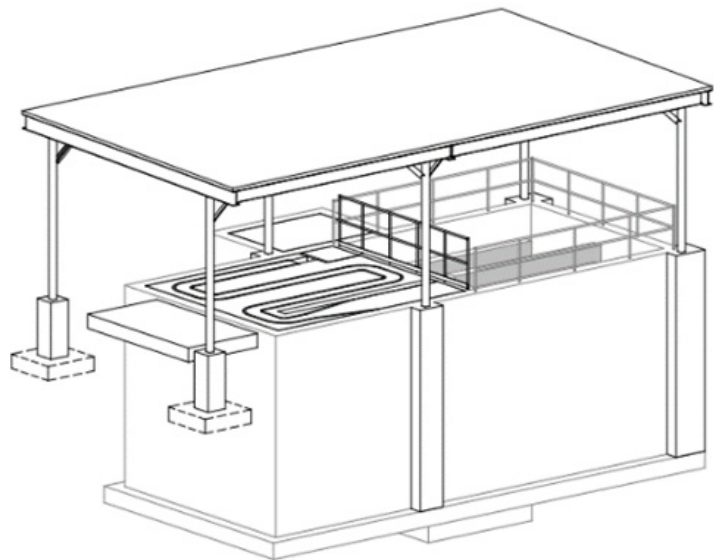
The Barton & Loguidice project team will utilize our Somers office as our base of operations for the project. Project team members will have access to office space and facilities that will provide the same level of infrastructure and support offered at every regional B&L office. The Somers office conference room can also be used to host project steering committee meetings if needed.

Our familiarity with the communities has spanned a number of projects sponsored by the Village, Town, and Orange County. B&L's Water Resources group has worked closely with the Village on numerous water and wastewater projects including a master plan for the Village's water system and the evaluation of Warwick's wastewater treatment plant (WWTP) to develop a capital plan for future improvements and the design of a new ultraviolet (UV) disinfection system within the WWTP. We are currently working on several drinking water projects including the Maple Avenue pump station replacement, design of the WWTP improvements project and development of the Lead Services Line Inventory. Several of these projects will be in construction in 2025 and 2026.

B&L has also worked with the Village on various grant applications and administration services including grant administration for a Water Quality Improvement Project (WQIP) grant, Consolidated Funding Application (CFA) grants, and Water Infrastructure Improvement and Intermunicipal grant administration.



Existing Conditions



Proposed Design

SECTION 7

COST PROPOSAL



Our team offers the following breakdown and approach of the project's tasks in accordance with the Village's RFP and consultant's fee and our understanding of the project. We have estimated our fee for the proposed services to be \$99,920, with an additional \$50,000 of in-kind services allocated for public outreach performed in partnership with the Village and Town of Warwick. Future related services for implementation may be negotiated at a later date using the same rate categories. We anticipate close collaboration with the Village and Town of Warwick to ensure the successful and within-budget completion of the feasibility study. Additionally, any tasks beyond what has been outlined in the scope of services will be considered extra services and can be provided for a supplemental fee.

SCOPE OF WORK	Employee	DHF	LJG	DJR	JED	JFD	RJM	CMH	OCM	RL	ERD	TMP	DJP	MEO	TMS	LABOR	Reimbursable Expenses	CivilTec Engineering & Surveying, P.C.	TOTAL	Total Cost By Task
		Hourly Billing Rate	\$ 295	\$ 205	\$ 215	\$ 215	\$ 205	\$ 146	\$ 162	\$ 134	\$ 120	\$ 120	\$ 95	\$ 104	\$ 95					
Task 1: Initiation	Task 1 Hours	2	34	14	0	0	6	18	26	0	0	0	16	8	0	124	\$ 20,270	\$ 150	\$ -	\$ 20,420
Project Kick-Off Meeting			4	4				8	8							24	\$ 4,048	\$ 150		\$ 4,198
Site Visit following the Kick-Off Meeting			2	2				2	2							8	\$ 1,432			\$ 1,432
Bi-weekly Check-in Meetings (virtual)			16	8				8	16							48	\$ 8,440			\$ 8,440
Project Management and Grant Administration		2	12				6						16	8		44	\$ 6,350			\$ 6,350
																0	\$ -			\$ -
Task 2: Public Information Meetings	Task 2 Hours	0	22	4	0	0	0	6	22	12	20	0	0	0	0	86	\$ 13,130	\$ 250	\$ -	\$ 13,380
Prepare materials for PIM #1			4	2				4	4	8	16					38	\$ 5,314	\$ 25		\$ 5,339
PIM #1			8						8							16	\$ 2,712	\$ 100		\$ 2,812
Prepare materials for PIM #2			2	2				2	2	4	4					16	\$ 2,392	\$ 25		\$ 2,417
PIM #2			8						8							16	\$ 2,712	\$ 100		\$ 2,812
																0	\$ -			\$ -
Task 3: Landowner Engagement	Task 3 Hours	0	28	0	0	30	0	0	0	0	8	0	0	0	0	66	\$ 12,850	\$ 225	\$ 15,000	\$ 28,075
Prepare materials for Landowner outreach meetings			2			4					8					14	\$ 2,190	\$ 25		\$ 2,215
Meetings with private landowners			8			8										16	\$ 3,280	\$ 100		\$ 3,380
Meetings with commercial entities			8			8										16	\$ 3,280	\$ 100		\$ 3,380
Meeting summaries			2			2										4	\$ 820			\$ 820
Follow up correspondence with property owners			8			8										16	\$ 3,280			\$ 3,280
Highway boundary determination in select areas																0	\$ -		\$ 15,000	\$ 15,000
																0	\$ -			\$ -
Task 4: Existing Conditions Analysis	Task 4 Hours	0	2	2	0	0	0	14	2	16	16	0	0	0	2	54	\$ 7,406	\$ 150	\$ -	\$ 7,556
Review of relevant provided data			1	1				2	2	4	4					14	\$ 1,972			\$ 1,972
Physical inventory of existing conditions								8	8	8	8					24	\$ 3,216	\$ 150		\$ 3,366
ADA evaluation of existing facilities								2	2	2	2					6	\$ 804			\$ 804
Existing Conditions Summary			1	1				2	2	2	2				2	10	\$ 1,414			\$ 1,414
																0	\$ -			\$ -
Task 5: Environment	Task 5 Hours	0	0	0	4	0	0	0	0	0	0	18	0	0	2	24	\$ 2,760	\$ 50	\$ -	\$ 2,810
Desktop screenings and summarize findings					2							4				6	\$ 810			\$ 810
Environmental review site visit												10				10	\$ 950	\$ 50		\$ 1,000
Environmental Screenings Summary					2							4			2	8	\$ 1,000			\$ 1,000
																0	\$ -			\$ -
Task 6: Land Use and Zoning	Task 6 Hours	0	2	0	0	0	6	0	0	0	0	8	24	0	2	42	\$ 4,732	\$ -	\$ -	\$ 4,732
Land Use and Zoning existing materials and mapping review							2						8			10	\$ 1,124			\$ 1,124
Land Use and Zoning maps			1				2					8	8			19	\$ 2,089			\$ 2,089
Land Use and Zoning analysis Summary			1				2						8		2	13	\$ 1,519			\$ 1,519
																0	\$ -			\$ -
Task 7: Transportation and Circulation	Task 7 Hours	0	0	6	0	0	0	6	0	18	0	0	0	0	0	30	\$ 4,422	\$ -	\$ -	\$ 4,422
Review of the NYSDOT roundabout plans				2				2		2						6	\$ 994			\$ 994
Existing Transportation Facilities Summary				2				2		8						12	\$ 1,714			\$ 1,714
Potential crossing locations analysis				2				2		8						12	\$ 1,714			\$ 1,714
																0	\$ -			\$ -
Task 8: Additional Proposed Services	Task 8 Hours	3	26	6	2	0	0	8	16	0	54	0	0	0	6	121	\$ 18,425	\$ 100	\$ -	\$ 18,525
Conceptual Design Plans		1	8	2				4	4		24				2	45	\$ 6,619			\$ 6,619
Draft Project Report		1	8	2	1			2	2		16				2	34	\$ 5,282			\$ 5,282
Final Project Report		1	2	2	1			2	2		6				2	18	\$ 2,852			\$ 2,852
Final Presentation to the Town and Village Boards			8						8		8					24	\$ 3,672	\$ 100		\$ 3,772
																0	\$ -			\$ -
Total Hours		5	114	32	6	30	12	52	66	46	98	26	40	8	12	547				
Total Cost Per Title		\$ 1,475	\$ 23,370	\$ 6,880	\$ 1,290	\$ 6,150	\$ 1,752	\$ 8,424	\$ 8,844	\$ 5,520	\$ 11,760	\$ 2,470	\$ 4,160	\$ 760	\$ 1,140		\$ 83,995	\$ 925	\$ 15,000	\$ 99,920

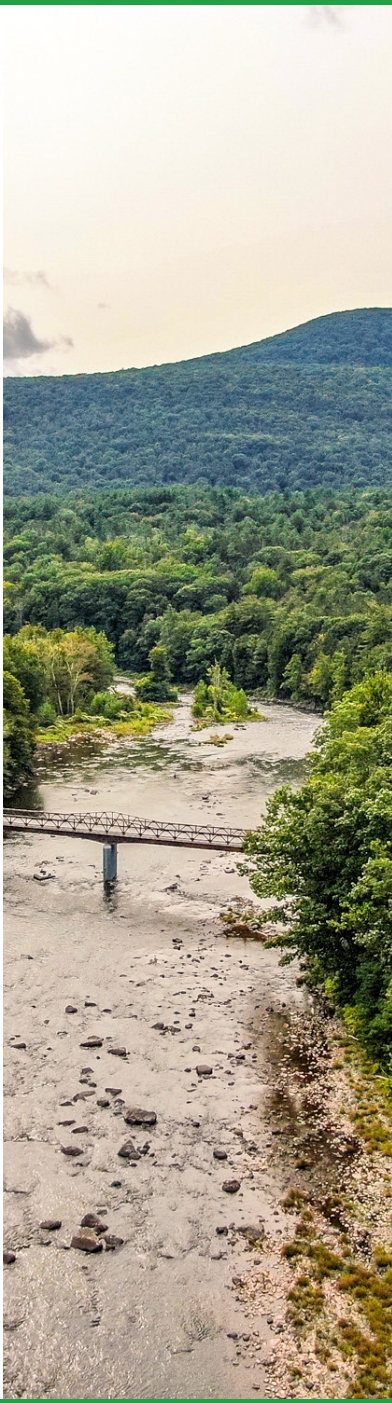
Barton & Loguidice
Billing Rates for Calendar Year 2024

Travel by passenger vehicle	IRS standard mileage rate (exclusive of operator time)
Overnight travel & subsistence	At cost
Telephone, postage, delivery, etc.	At cost
In-house printing	Unit rate schedule for printed material
Field equipment & expendables	Unit rate schedule
Unmanned Aircraft Systems (UAS) equipment	\$300/day (exclusive of operator time)
Outside services including lab services & printing	Cost plus 15%

Promotional Title	Billing Title	Billing Code	Billing Rate
Principal	Executive Manager	P12	295.00
Senior Vice President	Executive Manager	P12	295.00
Vice President	Manager V	P11	260.00
Senior Associate	Manager IV	P10	230.00
Associate	Manager III	P9	215.00
Senior Managing Community Planner	Manager I	P7	195.00
Senior Managing Engineer	Manager II	P8	205.00
Senior Managing Hydrogeologist	Manager III	P9	215.00
Senior Managing Industrial Hygienist	Manager I	P7	195.00
Senior Managing Landscape Architect	Manager II	P8	205.00
Senior Managing Transportation Planner	Manager II	P8	205.00
Senior Consultant	Manager V	P11	260.00
Chief Engineer	Manager II	P8	205.00
Senior Project Manager	Manager II	P8	205.00
Chief Land Surveyor	Professional V	P5	162.00
Senior Construction Manager	Professional VI	P6	180.00
Managing Community Planner	Professional IV	P4	146.00
Managing Engineer	Professional VI	P6	180.00
Managing Hydrogeologist	Professional VI	P6	180.00
Managing Landscape Architect	Professional V	P5	162.00
Lead Asset Management Specialist	Manager IV	P10	230.00
Lead Engineer	Professional VI	P6	180.00
Lead Environmental Scientist	Professional VI	P6	180.00
Lead Landscape Architect	Professional IV	P4	146.00
Project Manager	Professional VI	P6	180.00
Senior Land Surveyor	Professional V	P5	162.00
Construction Manager	Professional IV	P4	146.00
Senior Project Architect	Professional V	P5	162.00
Senior Project Asset Management	Professional VI	P6	180.00
Senior Project Engineer	Professional V	P5	162.00
Senior Project Industrial Hygienist	Professional III	P3	134.00
Senior Staff Asset Management Specialist	Manager I	P7	195.00
Senior Staff Engineer	Professional V	P5	162.00
Senior Staff Environmental Scientist	Professional III	P3	134.00
Senior Staff Field Scientist	Professional III	P3	134.00

Senior Staff Hydrogeologist	Professional IV	P4	146.00
Land Surveyor	Professional IV	P4	146.00
Project Architect	Professional IV	P4	146.00
Project Community Planner	Professional II	P2	120.00
Project Engineer	Professional IV	P4	146.00
Project Environmental Scientist	Professional III	P3	134.00
Project Landscape Architect	Professional III	P3	134.00
Staff Asset Management Specialist	Manager I	P7	195.00
Staff Engineer	Professional IV	P4	146.00
Staff Environmental Scientist	Professional II	P2	120.00
Staff Hydrogeologist	Professional II	P2	120.00
Staff Industrial Hygienist	Professional II	P2	120.00
Staff Intern Architect	Professional III	P3	134.00
Crew Chief	Professional III	P3	134.00
Engineer II	Professional III	P3	134.00
Environmental Scientist II	Professional I	P1	104.00
Intern Architect II	Professional II	P2	120.00
Assistant Landscape Architect I	Professional II	P2	120.00
Community Planner I	Professional I	P1	104.00
Engineer I	Professional II	P2	120.00
Environmental Scientist I	Technician II	T2	95.00
Hydrogeologist I	Technician II	T2	95.00
Industrial Hygienist I	Technician I	T1	83.00
Engineering Designer II	Technician VI	T6	152.00
Architect Designer I	Technician II	T2	95.00
Engineering Designer I	Technician IV	T4	124.00
Senior Engineering Technician	Technician V	T5	136.00
Senior Environmental Technician	Technician I	T1	83.00
Engineering Technician	Technician III	T3	111.00
Resident Engineer	Construction III	C3	152.00
Senior Inspector	Construction II	C2	128.00
Construction Monitor	Construction I	C1	114.00
Instrument Operator	Technician I	T1	83.00
Accounts Payable Administrator	Technical Assistant II	TA2	95.00
Senior Project Accountant	Technical Assistant II	TA2	95.00
Project Accountant	Technical Assistant I	TA1	80.00
Receptionist	Technical Assistant I	TA1	80.00
Engineering Aide	Technical Assistant III	TA3	112.00
Office Administrator	Technical Assistant I	TA1	80.00
Senior Group Technical Assistant	Technical Assistant II	TA2	95.00
Office Assistant	Technical Assistant I	TA1	80.00
Group Technical Assistant	Technical Assistant I	TA1	80.00

Barton & Loguidice



The Experience to **Listen**. The Power to **Solve**.

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