

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, November 6, 2012 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Contract Renewal for Workers' Compensation (Personnel) – Request from Gary Brandt for Town Board authorization of the Supervisor to execute a renewal contract with Perma for workers' compensation insurance for 2013 at a cost of \$232,335. In addition, the Town will also be liable for NYS workers comp board assessment charges estimated at \$29,400 (see letter from G. Brandt and recommendation from J. Hood).
2. Contract Renewal for Employee Assistance Program (Personnel) - Request from Gary Brandt for Town Board action to authorize the Supervisor to execute a renewal agreement with the University of Rochester for the Strong Employee Assistance Program (Strong EAP) for 2013. The cost of this program will remain the same as in 2012 at \$4,221.80 \$4,221.80 for 202 employees. This program will cover permanent full-time and permanent part-time employees of the Town (see letter from G. Brandt).
3. Request to Seek Bids for Mowing and Landscaping Services (Recreation/Highway) – Request from Jerry LaVigne for Town Board authorization to seek bids for mowing and landscaping services at various Town Parks, right-a-ways, and Town Hall for 2013 (see letter from J. LaVigne).
4. Authorize Renewal of Intermunicipal Agreement with Town of Pittsford (Highway Dept.) – Request from Tim Keef for Town Board action to authorize the Supervisor to execute a renewal agreement with the Town of Pittsford for snow and ice control services. The Town Pittsford will pay Brighton to plow Allens Creek Road for the 2012-13 snow season at the County's reimbursement rate (see letter from T. Keef).
5. Renewal Contract with Mohawk Valley Community College (MVCC) (Highway Dept.) – Request from Tim Keef for Town Board action to authorize the Supervisor to execute an agreement with MVCC to continue to provide training and certification for the one-person snow plow program. Contract will be effective from October 1, 2012 through March 31, 2013 at a total cost not to exceed \$5,000. MVCC is the sole provider of these services (see letter from T. Keef).
6. Contract with Monroe County for All Seasons Services (Highway Dept.) - Request from Tim Keef for Town Board authorization of the Supervisor to execute a renewal contract with Monroe County DOT for the Town to provide mowing, sweeping, and dead animal pickup on County roads in 2013 (see letter from T. Keef).

7. Contract with NYS DOT for Snow and Ice Control (Highway) – Request from Tim Keef for Town Board action to authorize the Supervisor to execute an agreement with the NYSDOT for Snow and Ice Control on State roads in the Town for the 2014/15 season (see letter from T. Keef).
8. Request to Seek Proposals for Vehicle Set-Up (Police) – Request from Chief Mark Henderson for Town Board authorization to seek proposals for police vehicle set-up for 2013 with options to renew (see letter from M. Henderson).
9. Request to Seek Proposals for Vehicle Striping (Police) – Request from Chief Mark Henderson for Town Board authorization to seek proposals for police vehicle striping for 2013 with options to renew (see letter from M. Henderson).
10. Contract Extension for Dry Cleaning and Laundering Services (Police) – Request from Chief Mark Henderson for Town Board authorization to extend the current contract with Town and Country Cleaners for police dry cleaning and laundering services for 2013 (see letter from M. Henderson).
11. Accept Selective Traffic Enforcement Program Grant (Police Dept.) – Request from Chief Mark Henderson for Town Board action to accept a grant from the NYS Governor's Traffic Safety Committee in the amount of \$5,952 for the Selective Traffic Enforcement Program (STEP) to assist in reducing aggressive driving and speeding (see letter from M. Henderson).
12. Accept Child Passenger Safety Program Grant (Police Dept.) – Request from Chief Mark Henderson for Town Board action to accept a grant from the NYS Governor's Traffic Safety Committee Department of Motor Vehicles in the amount of \$1,900 to increase the proper use and installation of child safety seats in NYS (see letter from M. Henderson).
13. Change Order for Veterans Memorial Site Improvements – Request from Mike Guyon for Town Board authorization to execute change order #1 with Birchcrest Tree and Landscape Inc. in the amount of \$16,404.95 for various work at the Veterans Memorial site. Donated funds are available for this change order (see letter from M. Guyon).

The next regularly scheduled meeting of the FASC will be held **Tuesday, November 20, 2012, at 3:30 pm**, in the Stage Conference room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



TOWN OF BRIGHTON
MONROE COUNTY, NEW YORK

1a.

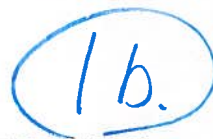
TO: Suzanne Zaso, Director of Finance
FROM: Gary Brandt, Director of Personnel & HR 
DATE: November 2, 2012
RE: Request Board Approval for the Supervisor to Execute a 2013
Contract with PERMA for NYS Workers' Compensation
Insurance and TPA Services

Attached is the letter from James Hood, Holfoth Risk Management Services, in which he outlines the current 2012 PERMA agreement and the three (3) options available for 2013. These options include PERMA payments for indemnity losses, medical costs, TPA services and WCB Assessments.

Mr. Hood has also prepared his recommendation for the selection of an option for 2013. I concur with his recommendation. Please see the attached letter for this recommendation for 2013.

c: James Hood, Holfoth Risk Management



**Suzanne Zaso**

From: "James Hood" <hood@aldrichandcox.com>
To: "Suzanne Zaso" <suzanne.zaso@townofbrighton.org>; "Gary Brandt" <gary.brandt@townofbrighton.org>
Sent: Friday, November 02, 2012 3:33 PM
Attach: Brighton WC comparison of PERMA quotes for 2013.xls
Subject: Workers Compensation Options for 2013

Suzanne and Gary,

This message is to confirm our agreement on the Workers' Compensation renewal option for 2013. We feel it is a much more prudent safer option to accept the PERMA renewal option of \$261,735 that includes Police Indemnity claims than to self insure the Police Indemnity claims up to \$1,500,000 or to accept \$100,000 per loss retention for all claims. The small savings just do not justify the potential risks of the other options.

We know that PERMA had a lost money in 2010 when the benefit level doubled without offsetting premium increases but the carrier is recovering nicely and getting steadily stronger. We feel that PERMA is sound now and a good market for municipal Workers Compensation coverage. They write only municipal business and understand how to help municipalities.

Jim
James B. Hood, Jr., CPCU
Director
Holfoth Risk Management
Tel: 716-675-0505
Fax: 716-675-2098
Mobile: 716-435-9665
Email: hood@aldrichandcox.com
Web: www.aldrichandcox.com

We do NOT sell insurance!

Town of Brighton

Workers' Comp Options for 2013

Provider	PERMA	PERMA	PERMA	PERMA	PERMA
Type of Program	Guaranteed Cost	Guaranteed Cost	Guaranteed Cost	Guaranteed Costs	\$100,000 per occur
TPA Premium	expiring	including Police	including Police	including Police	Large Ded Plan
Loss Control Services	\$ 219,787	\$ 232,335	\$ 192,682	\$ 192,682	\$ 147,424
Est Town Pd Assessment Chg	\$ 22,000	\$ 29,400	\$ 29,400	\$ 29,400	\$ 29,400
Total premium	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 176,824
Losses					plus losses
10,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 186,824
20,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 196,824
30,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 206,824
40,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 216,824
50,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 226,824
60,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 236,824
70,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 246,824
80,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 256,824
90,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 266,824
100,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 276,824
150,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 326,824
200,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 376,824
250,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 426,824
300,000	\$ 241,787	\$ 261,735	\$ 222,082	\$ 222,082	\$ 476,824

town pays all assessments

Excluding the Police Indemnity means the Town Self Insures the first \$1,500,000 of a Police Indemnity claim

\$29,400 Est Assessment charge to NYS
Assessments are usually about 42% of indemnity payments

Loss History (pd and res)

2012	\$31,394
2011	\$56,120
2010	\$134,823
2009	\$66,896
2008	\$19,269
2007	\$24,582
2006	\$28,247

Indemnity Paid and Res by year

2012-	too new to measure
2011 -	\$31,567 incl reserves
2010 -	\$83,716 incl reserves
2009 -	\$47,041 incl reserves
2008 -	\$ 8,200 paid
2007 -	\$ 15,800

1c.



TOWN OF BRIGHTON
MONROE COUNTY, NEW YORK

La

TO: Suzanne Zaso, Director of Finance
FROM: Gary Brandt, Director of Personnel & HR 
DATE: November 2, 2012
RE: Request Board Approval for the Supervisor to Execute an Agreement with Strong Memorial Hospital for EAP Services

Attached is the contract for services with the Strong Memorial Employee Assistance Program (EAP) for 2013 in the amount of \$4221.80

This will be our fifth annual contract for services with Strong EAP. The agreement for 2013 is at the same cost as the current 2012 agreement, i.e. no increase is requested. The services will remain the same as in all previous EAP agreements with Strong.

Over the years, the Strong EAP has proved to be a valuable partner for the Town of Brighton, helping numerous employees resolve both work and non-work related issues. Police Chief Henderson and DPW Commissioner Keef continue to appreciate and support the use of this valuable program.

c: Chief Henderson
Commissioner Keef



2b.

AGREEMENT OF PROFESSIONAL SERVICES

THIS AGREEMENT is made this ____ day of _____, 2012 by and between, the **Town of Brighton** and the Department of Psychiatry of the University of Rochester, providing services through its Strong Employee Assistance Program, located at 550 White Spruce Blvd, Rochester, New York 14623, hereinafter known as "Strong EAP".

WITNESSETH:

WHEREAS, **Town of Brighton**, desires to secure the professional services of Strong EAP to provide Employee Assistance Program (EAP) services for employees of **Town of Brighton** and

WHEREAS, Strong EAP has the necessary equipment, personnel, and expertise to perform EAP services.

NOW THEREFORE, in consideration of the terms and conditions contained herein, the parties do covenant and agree as follows:

The Department of Psychiatry will establish an employee assistance program (EAP) as a separate and distinct program. This program will be comprised of a specialized clinical and administrative team who will provide a confidential setting to address the needs of all employees and immediate family members (those living in the household) of the covered employees of **Town of Brighton** and its affiliates.

Section I. DESCRIPTION OF SERVICES

Strong EAP, upon the commencement date specified in Section 2 hereof, shall perform in a professional manner to the reasonable satisfaction of the **Town of Brighton**, all of the services required below or reasonably required in order to carry out the services set forth herein:

A. The services provided may be conducted at Strong EAP facilities, or other locations as determined by Strong EAP.

B. Strong EAP will assist and advise the **Town of Brighton** in updating its written policy for referrals to the EAP, which will include procedures to be utilized by supervisory personnel to identify, contact, evaluate and refer employees to the EAP.

2c.

C. Strong EAP agrees to assume responsibility for the promotion of the program, including various brochures and posters. Any promotional activities or publications must first be approved by the **Town of Brighton**. Included in the promotional activities are posters, program brochures, and informational sessions for both supervisory personnel and the general employee population. Strong EAP will also provide information about EAP services at staff meetings and other sessions as requested by the **Town of Brighton**. The **Town of Brighton** agrees that all documents and promotional materials of Strong EAP are the exclusive property of Strong EAP and the **Town of Brighton** shall not reproduce or summarize the contents by any method whatsoever without first obtaining specific approval from Strong EAP.

D. Strong EAP agrees to provide training for supervisors and managerial personnel to assist them in making appropriate referrals to the EAP. The training materials and format of the training sessions will be approved by the **Town of Brighton**. Training will include, but not be limited to, an instructional session on the program's objectives utilizing appropriate audiovisual materials, review and discussion of the **Town of Brighton** policy and referral procedure, and any specific follow-up as may be requested by an individual supervisor. This supervisory/managerial training will take place during the first six (6) months of the contract and will be scheduled at times and locations that are approved in advance by the **Town of Brighton**. Strong EAP agrees to provide subsequent supervisory training sessions annually for new supervisory personnel and as a refresher for existing staff.

E. Strong EAP agrees to provide orientation sessions on the EAP for all covered employees. The materials and format of these orientation sessions will be approved by the **Town of Brighton**. These employee orientation sessions will take place during the first six (6) months of the contract and will be scheduled at times and locations that are approved in advance by the **Town of Brighton**. Strong EAP agrees to provide subsequent employee orientation sessions for new employees annually and to develop, as requested by the **Town of Brighton**, follow-up sessions to update all employees on the program.

F. Strong EAP agrees to provide one wellness topic of five sessions per contract period on topics selected by the **Town of Brighton** as important to employee health and well-being. These include topics such as conflict resolution skills training, communication skills training, stress management, nutrition awareness, and drug and alcohol abuse awareness. Any session must first be approved by the **Town of Brighton**. These sessions will be scheduled at times and locations that are approved in advance by the **Town of Brighton**. Strong EAP will respond to all additional wellness session requests at the rate of \$125.00 per hour.

G. Strong EAP agrees to provide two Critical Incident Stress Management (CISM) responses (up to two sessions for each single event) per year. A CISM response is a structured intervention to an event, which caused, or has the potential to cause, unusually strong emotional reactions that ultimately may interfere with an individual or group of individual's ability to function in his/her/their work role. Strong EAP will respond to all additional CISM requests at a rate of \$200.00 per hour.

H. Strong EAP agrees to provide **Town of Brighton** employees and their immediate family members with assessment and referral and short-term supportive interventions. These interventions will be without charge to the employee or his/her family. If long-term counseling (greater than five sessions) is required, the employee may be required to pay for services provided by the agency to which the employee is referred. Strong EAP agrees to refer employees to agencies that are qualified to handle the employee's problems, and wherever feasible, to refer an employee to an agency whose fees will be covered by the employee's health insurance. Assessment, referral, and short-term interventions are intended to address the following issues: alcohol and substance abuse, mental and emotional difficulties, and personal problems such as marital and family difficulties, employment concerns, and legal, financial, and credit problems.

I. Strong EAP agrees to provide emergency coverage (24 hours/7 days a week) by a mental health professional via pager service to manage crisis related problems. This emergency pager service will be listed in all promotional materials and discussed during all informational sessions conducted by Strong EAP.

J. Strong EAP agrees that its staff and the staff of any sub-contractor or any other entity referenced under this agreement shall possess the necessary qualifications, licenses, and training to perform the services to be provided under this contract.

K. Strong EAP agrees to maintain the privacy, security and confidentiality of all information, including all patient medical records, charts, and related information, transmitted, received through or maintained in connection with the services provided pursuant to this Agreement, in accordance with (i) all applicable statutes and regulations, including without limitation, the applicable requirements of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, Title II, Subtitle F, and regulations from time to time promulgated thereunder ("HIPAA") and (ii) the protocols, rules, policies and other requirements of Strong EAP and any accrediting agencies, licensors and authorities that are applicable to Strong EAP. All patient records, charts and related information developed in connection with this Agreement shall remain the property of Strong EAP.

L. Strong EAP agrees to provide regular service reports on client utilization. Follow-up information compiled from participant evaluations of the program and its services will accompany the service reports. In no case will this information infringe on the confidentiality of the participant's records.

M. Strong EAP agrees to administer a consumer satisfaction survey at a mutually agreed upon time following the commencement date of the contract. The survey results will be shared with the **Town of Brighton**, and focus groups will be developed to address any areas of concern.

N. This agreement cannot be assigned or transferred without prior written approval and may only be modified or amended upon the written consent of both parties.

O. Strong EAP agrees that it will maintain adequate books, accounts and records relating to its performance under this contract for inspection by the **Town of Brighton** during reasonable

business hours. The confidentiality of the identity of those persons referred will at all times be maintained by Strong EAP. Books, accounts and records will be made available in a form that best protects that confidentiality.

Section 2. **TERM**

This agreement shall remain in effect for a one (1) year term and commence on **January 1, 2013 and terminate on December 31, 2013.** If termination of this Agreement is being considered prior to the expiration of this agreement, written notice must be given by the terminating party 60 days prior to the proposed termination date. The termination notice shall include the specific concerns and reasons underlying the other party's default in its performance of the obligations under this Agreement. Failure to cure such default within the 60-day notice period shall result in an automatic termination of this Agreement. A cure of such default within the 60 day notice period shall cancel the termination notice and this Agreement shall continue in effect until its expiration date.

Section 3. **FEE**

The **Town of Brighton** agrees to pay Strong EAP a sum of **\$4221.80** annually [based on 202 employees x \$20.90]. Such contract sum shall not change during the contract year. The total contract sum shall be paid by the **Town of Brighton** to Strong EAP in **twelve (12) installments of \$351.82 each**, with the first installment due on the first day of the contract and semi-annually thereafter.

Additional wellness sessions and additional CISM responses provided by Strong EAP will be billed at the above rates (Section 1, Paragraph F & G) and shall be due within 30 days of the billing date. If the **Town of Brighton** is required to provide any EAP benefits to former employees and their families under COBRA, such services shall be billed at a rate mutually agreed upon by the parties.

Failure to pay within the 30-day grace period will result in a 3% late payment charge on the remaining balance, which shall be assessed every 30 days.

Payment should be made to **URMC Department of Psychiatry** and mailed to **Debra Kuhn, 300 Crittenden Blvd, Rochester, NY 14642**

Section 4. **INDEMNIFICATION AND OBLIGATION TO COMPLY WITH LEGAL REQUIREMENTS**

Both parties agree to indemnify and hold each other harmless from any claims, losses, damages, judgments, penalties, fees, or settlements, (including reasonable legal fees) arising from or relating to any acts and/or omissions constituting negligence on their part, or on the part of their officers, agents, or employees.

2 f.

The Department of Psychiatry, a Division of the University of Rochester, remains responsible for ensuring that any service provided pursuant to this contract complies with all pertinent provisions of Federal, State and local statutes, rules and regulations.

Section 5. **EQUAL OPPORTUNITY**

Strong EAP is committed to equal opportunity for all persons regardless of race, religion, color, age, sex, handicap, national origin, marital status, disabled veteran, or Vietnam veteran status.

This constitutes the entire agreement.

IN WITNESS THEREOF, the parties have duly executed this Agreement on the date first written above.

TOWN OF BRIGHTON

BY: _____

Town Supervisor

**DEPARTMENT OF PSYCHIATRY
UNIVERSITY OF ROCHESTER**

BY: _____

Joanne A. Dermady, Director
Employee Assistance Programs

BY: _____

Eric Caine, MD,
Chair Dept. of Psychiatry

UNIVERSITY OF ROCHESTER

BY: _____

William Passalacqua, Senior Director
School of Medicine & Dentistry
Taxpayer Id. No.: 16-0743209



(3)

TOWN OF BRIGHTON
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT

220 Idlewood Road
Rochester, NY 14618
<http://www.townofbrighton.org>

(585) 784-5260
Fax: (585) 784-5365
TTY: (585) 784-5381

November 1, 2013

Honorable Finance Committee Members
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Permission to Seek Bids for Mowing and Landscape Services

Dear Finance Committee Members:

Our current contract for mowing and landscape services terminates at the end of this year's mowing season. I respectfully request your permission to seek bids for these services for 2013, and funding is available in both the Recreation and Highway department's budgets for this expense.

I will be happy to answer any questions you may have regarding this matter.

Sincerely,

Jerry LaVigne
Director of Parks and Recreation

Cc: T. Keef



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585) 784-5250 FAX: (585) 784-5368

November 2, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: Snow and Ice Control of Allens Creek Road Agreement
with the Town of Pittsford (2012/2013)

Dear Chairperson Werner and Committee Members:

The Towns of Brighton and Pittsford have previously entered into an IMA for the Town of Brighton to perform snow and ice control upon that portion of Allens Creek Road within the Town of Pittsford. At this time I am requesting your support to renew the IMA for the upcoming season. The Town of Pittsford reimburses us at the same rate that the County reimburses us for the same service upon County Roads. Therefore, I recommend that the Finance and Administrative Services Committee approve the Supervisor to execute this document.

As always, thank you for your consideration. I will be in attendance at your specially scheduled November 6, 2012 meeting in the event that you have any questions regarding this matter.

Sincerely,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

attachment

cc: T. Anderson
S. Zaso
A. Banker

FASC PITTSFORD ALLENSCREEK SNOW ICE AGREEMENT NOV 2012 01



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585) 784-5250 FAX: (585) 784-5368

November 2, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: Mohawk Valley Community College (MVCC) Agreement
One Person Plowing (OPP) Training for Snow and Ice Control

Dear Councilperson Werner and Committee Members:

As the Town continues to implement the OPP program, training is needed in order for personnel to become certified operators. As our most recent contract with Mohawk Valley Community College for these services has expired, I am recommending that a new contract, as attached and not to exceed \$5,000.00, be established to provide for our upcoming needs. Presently, there is a balance of \$1,730.29 remaining in the 2012 budget (D.HWY.5142 4.74) from our previous contract with MVCC, which I also recommend be allocated for this year's portion of the contract with the remaining balance of \$3,269.71 be provided from the 2013 budget. Please note that MVCC remains our sole source for these services. Therefore, I request that the FASC entertain this request and authorize the Supervisor to sign said agreement with MVCC.

I will be in attendance at your regularly scheduled November 6, 2012 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Very truly yours,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wp

attachment

cc: T. Anderson
S. Zaso
A. Banker

5b.

MVCC
MOHAWK VALLEY COMMUNITY COLLEGE
1101 Sherman Drive
Utica, New York 13501-5394
www.mvcc.edu

Center for Corporate and
Community Education
315-792-5300
Fax 315-792-5682

TRAINING AGREEMENT

Name of Contracting
Organization/Institution: Town of Brighton DPW
Address: 2300 Elmwood Avenue, Rochester, NY 14618

Organization Contact Person: Timothy E. Keef Phone: (585) 784-5225
Title: Commissioner of Public Works

MVCC Contact Person: W. Richard Suhr Phone: (315) 731-5732
Title: Coordinator, Corporate Education

Course Title: OPP Snowplow Training

Course Description:

<u>Training</u>	<u>Students</u>	<u>Rate</u>	<u>Total</u>
Classroom	8	4 hrs @ \$100	\$400.00
Pre-Op/Shop	8	2 hrs @ \$100	\$200.00
Dry Run	8	8 hrs @ \$110	\$880.00
Assessment	8	32 hrs @ \$110	\$3,520.00

Instructor Travel Rate \$50/hr (from and to home)
Travel Mileage \$.555 per mile (700 miles x \$.555)
All billing will be invoiced on actual time and expenses.

Approx. \$700.00
Approx. \$388.50

Date(s): Oct. 1, 2012 – March 31, 2013

Number of Hours: 32 hrs

Location: Town of Brighton Equipment Required: Provided by Town of Brighton

TOTAL COST: \$5,000.00

Signature Organization Contact: _____ Date: _____

MVCC Contact: Mr. Richard Suhr Date: 10/16/12

Please make check payable to **MVCC Center for Corporate and Community Education**
and mail it to:

Center for Corporate and Community Education
Mohawk Valley Community College
1101 Sherman Drive
Utica, NY 13501

Under the supervision of the State University of New York and sponsored by Oneida County



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585) 784-5250 FAX: (585) 784-5368

loa

November 2, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: All Seasons Work Agreement 2013
with the Monroe County Department of Transportation (MCDOT)

Dear Chairperson Werner and Committee Members:

The Town of Brighton provides some services (i.e. mowing, dead animal collection, etc.) along Monroe County roads via an agreement with the Monroe County Department of Transportation. At this time I am requesting your support to renew said agreement with the MCDOT for the upcoming 2013 season in accordance with the following rates. If the Finance and Administrative Services Committee concurs, please approve the Supervisor to execute this document.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled November 6, 2012 meeting in the event that you have any questions regarding this matter.

Sincerely,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

attachment

cc: T. Anderson
S. Zaso
A. Banker
M. Hussar



Department of Transportation
Monroe County, New York

66.

Maggie Brooks
County Executive

Terrence J. Rice, P.E.
Director

October 19, 2012

Tim Keef
Commissioner of Public Works
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: 2013 AMENDATORY AGREEMENT - ALL SEASONS COUNTY/TOWN WORK AGREEMENT

Dear Mr. Keef: *Tim*

Enclosed, please find three copies of the Amendatory Agreement for the *All Seasons County/Town Work Agreement* for 2013. The original Agreement was executed by your Town/Village Board and me in 2007 and the Agreement allows for the renewal "*upon mutual written consent of the parties for additional one-year terms, for a maximum agreement term of ten years.*"

Also, enclosed are new Appendices A & B for 2013. Appendix A reflects the new fringe rates for 2013. As recommended and agreed to, following the work of the Fringe Rate Task Group in 2002, the fringe rates have been annually increased by 3% with a maximum fringe rate value being either the actual town rate or Monroe County's fringe rate. This year the County's actual fringe rate is 61.35%. However, as done in the past, we will increase the rate gradually over several years. Therefore, as discussed and agreed to at the September 2012 County/Town Work Committee meeting, we are increasing the fringe rate 3% from last year's fringe rate cap of 55.19%. The fringe rate paid to your town/village will be the maximum agreed rate of 58.19%.

Please have your Town Supervisor/Village Mayor authorize and sign all three copies of the Amendatory Agreements. **Kindly return all three copies to Joyce Cordello, Sr. Permit Assistant, Monroe County Department of Transportation, 50 West Main Street, Suite 6100, Rochester, New York 14614.** Please include a Town/Village Board Resolution as applicable.

Once all the documents are received and we have verified that you have provided all applicable insurance certifications (please see the attached Monroe County Summary of Vendor Insurance Requirements Checklist), I will execute the Agreements and return a signed copy to you.

If you have any questions regarding this Agreement, please feel free to contact Tim Frelier at 753-7731 or me.

Sincerely,

Terrence J. Rice, P.E.
Director of Transportation

TJR:TF:bm

Attached

cc: T. Frelier
J. Cordello

lec.

**AMENDMENT for
"All Seasons County/ Town Work Agreement"**

THIS AMENDMENT ("Amendment") shall be deemed to be dated as of the last date executed by a party hereto, by and between the COUNTY OF MONROE (the "County"), a municipal corporation acting by and through its Department of Transportation, said offices being located at 50 West Main Street, Suite 6100, Rochester, New York 14614, and Town of Brighton, located at 2300 Elmwood Avenue, Rochester, New York 14618, hereinafter referred to as the "Town."

WITNESSETH:

WHEREAS, the parties hereto previously entered into an Agreement dated as of _____ (the "Agreement"), whereby the Town agreed to contract with the County for planned and unplanned work under the 'All Seasons County/Town Agreement' for services throughout Monroe County as set forth in the Agreement, and in accordance with the Monroe County Charter Section C6-19 B. (7); and

WHEREAS, the parties are desirous of amending the Agreement; to extend the term of the agreement for an additional one-year term for the year 2013 ; and update of the rates in Appendix 'A' and 'B'.

WHEREAS, the Town Board has authorized an amendment to the Agreement by Resolution No. _____, adopted _____, _____; and

WHEREAS, the parties wish to amend the Agreement as set forth below.

NOW, THEREFORE, in consideration of mutual covenants, it is agreed by the parties as follows:

1. In accordance with Paragraph 1 of the General Conditions of Agreement, the term of the Agreement shall be extended for one year; from January 1, 2013 to December 31, 2013;
2. Appendix 'A' and 'B' of the Agreement are deleted in its entirety and replaced by the new Appendix 'A' and 'B' for 2013 ;
3. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment of the last day and year written below.

COUNTY OF MONROE

TOWN OF BRIGHTON

By: _____
Terrence J. Rice. P.E.
Director of Transportation

By: _____
Supervisor
Federal Tax ID: _____

6d.

STATE OF NEW YORK)
COUNTY OF MONROE) SS:

On the _____ day of _____ in the year 201____ before me, the undersigned, a Notary Public in and for said State, personally appeared Terrence J. Rice, Director of Transportation of Monroe County, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Signature and Stamp

STATE OF NEW YORK}
COUNTY OF MONROE} SS.

On this _____ day of _____, 201____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Signature and Stamp

6e.

APPENDIX A

FRINGE RATES TO BE PAID PER LABOR HOUR FOR 2013 (Brighton)

ALL HOURLY WORK	
Full Time/Regular Hours	58.19%
Full Time/Overtime Hours	28.82%
Part Time/Regular Hours	13.23%
Part Time/Overtime Hours	13.23%

APPENDIX B

MAR SERVICES

Roadside Mowing	\$85.25 / mile mowed each pass
Dead Animal Pickup	\$28.75 / center line mile
Roadside Pickup	N/A

Applicant Name: _____

Let.

Monroe County Summary of Vendor Insurance Requirements

Check

1. Provide ACORD Certificate of Insurance Form (example attached). Certificate Holder Information:

Monroe County
39 W. Main St., Room 200
Rochester, NY 14614
Attn: Dept. of Transportation, City Place Bldg.

2. Provide the Following Insurance Coverages:

A. General Liability Insurance

- 1) \$1 million per occurrence
- 2) \$3 million aggregate
- 3) Name Monroe County as additional insured and provide additional insured endorsement showing same (NOTE: ACORD Form alone is INSUFFICIENT for additional insured proof)
- 4) If aggregate coverage is less than \$3 million:
 - a) excess or umbrella coverage in an amount to provide \$3 million total
 - b) excess/umbrella coverage must name Monroe County as additional insured and provide additional insured endorsement showing same
- 5) Name these entities as additional insureds along with Monroe County as appropriate:
Monroe County Department of Transportation
- 6) Name other entities (such as NYS or grant funders) as additional insureds if required by statute or grant agreement

B. Professional Liability Insurance (if applicable) (not applicable for permits)

- 1) \$1 million per occurrence
- 2) \$3 million aggregate
- 3) DO NOT name Monroe County as additional insured

C. Automobile Liability Insurance

- 1) \$1 million per occurrence for bodily injury and property damage
- 2) Name Monroe County as additional insured and provide additional insured endorsement showing same (NOTE: ACORD Form alone is INSUFFICIENT for additional insured proof)

D. Workers Compensation Insurance (obtain forms from NYS Workers Comp website, www.wcb.ny.gov) Provide one of these certificates, depending upon vendor's business and employees:

- 1) C-105.2 (or U-26.3)
- 2) SI-12 (or GSI 105.2)
- 3) CE-200

NOTE: ACORD Form alone is INSUFFICIENT

E. Disability Benefits Insurance (obtain from www.wcb.ny.gov). Provide one of these certificates, depending upon type of coverage:

- 1) DB-120.1
- 2) DB-155
- 3) CE-200

NOTE: ACORD Form alone is INSUFFICIENT

Date: _____

Reviewed By: _____ Phone #: _____ Fax #: _____

Approved By: _____ Date: _____



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585) 784-5250 FAX: (585) 784-5368

7a.

November 2, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: Snow and Ice Control Agreement Amendment
with the New York State Department of Transportation (NYSDOT)
2014/2015 Season

Dear Chairman Werner and Committee Members:

The Town of Brighton provides snow and ice control for New York State roads via an agreement with the New York State Department of Transportation. At this time I am requesting that said agreement with the NYSDOT be amended per the attached communication from the State. Therefore, I recommend that the Finance and Administrative Services Committee approve the Supervisor to execute these documents.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled November 6, 2012 meeting in the event that you have any questions regarding this matter.

Sincerely,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

attachments

cc: T. Anderson
S. Zaso
A. Banker
M. Hussar
K. Gordon

FASC NYSDOT SNOW ICE.AGREEMENT.AMEND.2014 2015 NOV 2012 01



STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION
938 W. LINDEN AVENUE
EAST ROCHESTER, NY 14445
PH: (585) 586-4514 FAX (585) 586-4675

7b.

September 28, 2012

Town of Brighton
Mr. Timothy Keefe
Commissioner of Public Highways
1941 Elmwood Avenue
Rochester, NY 14620

RECEIVED
OCT 05 2012
TOWN OF BRIGHTON
DEPT. OF PUBLIC WORKS

Re: S&I Agreement Extension (14/15 Season)

Dear Mr. Keefe:

Please review the enclosed contract extensions for errors before submitting them to the Town Board for approval. The extensions will need page 1 (both sides) filled out and notarized, all maps signed, & three completed original resolutions from the Town Board certified (with raised seal) and signed. Once this is complete, return the entire package to the Monroe East Residency for processing. Please let me know if you have any questions.

Thank you,

Bryan V. Severino
Highway Maintenance Supervisor

attachment

Contract #	Municipality	Ext. season	Region #
D012050	Town of Brighton/ Monroe County	2014/15	4

7c.

AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT

This Agreement made this _____ day of _____, _____ by and between THE PEOPLE OF THE STATE OF NEW YORK (hereinafter referred to as "STATE"), acting by and through the Commissioner of Transportation of the State of New York (hereinafter referred to as "COMMISSIONER"), and the _____ of the Town of Brighton of Monroe County (hereinafter referred to as "MUNICIPALITY") as follows:

WHEREAS, the COMMISSIONER and the MUNICIPALITY have entered into an Agreement No. D012050 entitled "Indexed Lump Sum Snow and Ice Agreement between the New York State Department of Transportation and the Municipality of Town of Brighton" dated October 8, 1998; and

WHEREAS, the term of the said Agreement is for a period of three years commencing July 1, 1998 and the said Agreement provides that the parties may at the end of each year of the term of the Agreement extend such term for an additional year; and

WHEREAS, the present term of the Agreement, as extended, expires June 30, 2014; and

WHEREAS, Section 7 of the said Agreement provides that the COMMISSIONER shall furnish the MUNICIPALITY with a suitable map for each term of the Agreement, or for any extended term thereof, modified to show the changes, if any, to the State Highways affected by this Agreement.

WHEREAS, Section 9 of the said Agreement provides for an annual update of the estimated expenditure to be determined by the COMMISSIONER subject to the provisions of Section 9 at the time for extension of the Agreement;

WHEREAS, Section 9 of the said Agreement also provides for an adjustment to the actual payment amount based on the intensity and severity of the winter season;

NOW, THEREFORE, in consideration of the mutual covenants and benefits between the parties,

WITNESSETH:

1. The aforementioned "Indexed Lump Sum Snow and Ice Agreement Between New York State Department of Transportation and the MUNICIPALITY" is hereby extended for a period of one year; now to expire on June 30, 2015, unless further extended.

2. The State Highways or parts thereof affected by this Agreement are as delineated on the attached map, agreed upon by the COMMISSIONER and the MUNICIPALITY, which shall be effective for the remainder of the term of the Agreement commencing July 1, 2014, unless changed by future agreement between the COMMISSIONER and the MUNICIPALITY.

3. All the terms and conditions of the original contract remain in effect except as follows. The indexed lump sum estimated expenditure specified in Section 9 of the aforementioned Agreement shall be \$4,791.3827 per lane mile for 41.0 lane miles for a total of \$196,446.69 for the 2012/13 season and for the remainder of the term of the Agreement commencing July 1, 2012, unless changed by future update.

IN WITNESS WHEREOF, This Agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER, and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first above written.

over :

7d.

Agency Certification Contract No. **D012050**

"In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract."

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY

BY _____
for Commissioner of Transportation

BY _____

ATTORNEY GENERAL'S SIGNATURE

COMPTROLLER'S SIGNATURE

Dated _____

Dated _____

STATE OF NEW YORK)

) SS:

COUNTY OF)

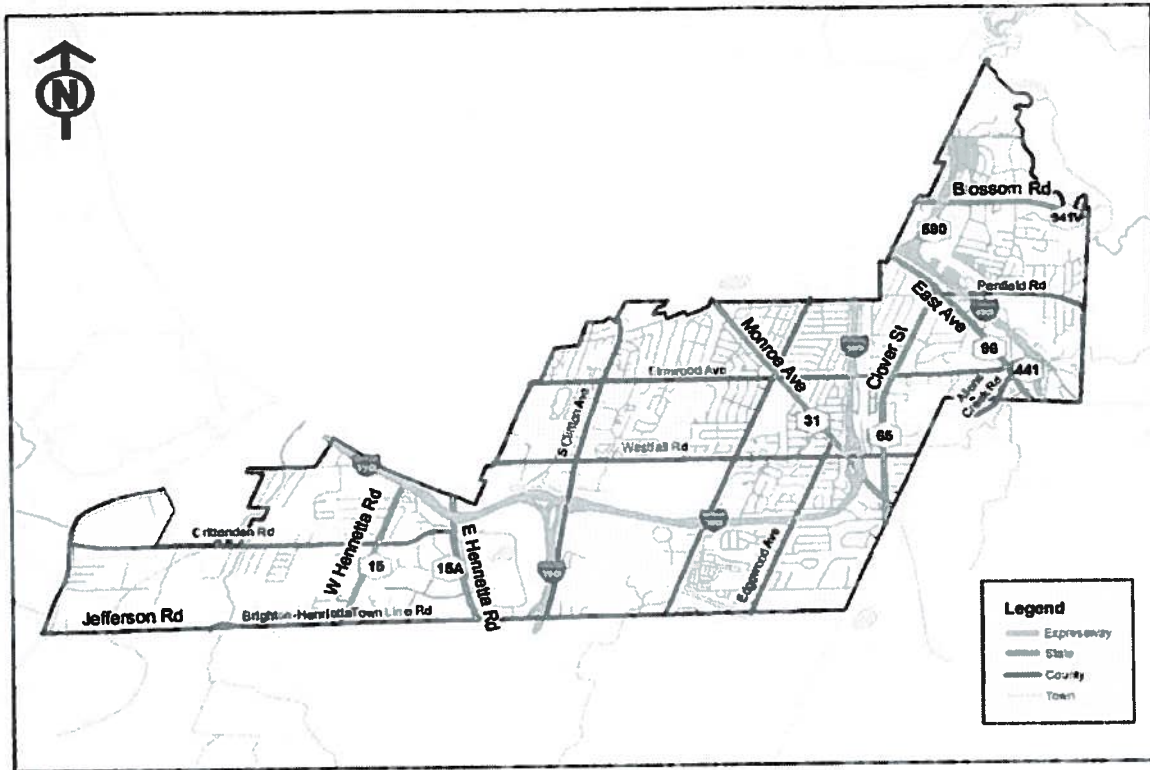
On the _____ day of _____ in the year _____ before me personally came _____ to me known who, being by me duly sworn, did depose and say that he resides in _____, New York; that he is the _____ of _____ the municipality described in and which executed the above instrument; that he executed said instrument by order of the Governing Body of said municipality pursuant to a resolution which was duly adopted on _____; a certified copy of such resolution attached hereto and made a part hereof.

Notary Public

Snow Ice Responsibility Map
2012 - 2013 Season

7e.

Town of Brighton



Contract Miles

C. L.	Lane	
9.3	41	

Regional Director of Operations

Date

Municipality Representative

Date



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

October 30, 2012

Honorable Town Board
Finance/Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

RE: Vehicle Set Up Pricing Request

Dear Board Members:

In accordance with the Town's procurement policy, the purchase of professional services greater than \$1,000 requires a Request for Pricing with at least three written responses. Currently the police department has an agreement for vehicle set up which is to expire at the end of this year.

With your permission we would like to seek vendors for this service. The term of the awarded contract would be through the end of next year, with an option to renew the contract for up to three additional years with the consent of both parties.

Very truly yours,

Mark T. Henderson
Chief of Police

MTH:jpo



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

October 30, 2012

Honorable Town Board
Finance/Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

RE: Vehicle Striping Request

Dear Board Members:

In accordance with the Town's procurement policy, the purchase of professional services greater than \$1,000 requires a Request for Proposal with at least three written responses. Currently the police department has an agreement for vehicle striping which is to expire at the end of this year.

With your permission we would like to seek vendors for this service. The term of the awarded contract would be through the end of next year, with an option to renew the contract for up to three additional years with the consent of both parties.

Sincerely,

Mark T. Henderson
Chief of Police

MTH:jpo



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

October 25, 2012

Honorable Town Board
Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: 2013 Police Dry cleaning contract

Dear Board Members:

On October 20, 2010, the Police Department opened and publicly read the only bid received for dry cleaning and laundering of uniforms for the year 2011. As you know, the bid received was from Town and Country Cleaners and it included an option to extend the contract up to four additional years at the mutual consent of both parties.

I have been very satisfied with their past service and I would recommend that the Town Board renew this contract with Town and Country Cleaners for 2013.

Respectfully,

Mark T. Henderson
Chief of Police



Town of Brighton

POLICE DEPARTMENT
2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

October 29, 2012

Finance / Administrative Services Committee
Honorable Town Board
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: Selective Traffic Enforcement Program

Dear Board Members,

I hereby request that the Honorable Town Board authorize the Town Supervisor to accept the grant and award of \$5,952.00 from the New York State Governor's Traffic Safety Committee, "Selective Traffic Enforcement Program," to the Brighton Police Department.

The Brighton Police Department has participated in this program for over 10 years. The goal of this statewide initiative is to reduce aggressive driving and speeding.

Respectfully,

Mark T. Henderson
Chief of Police



Town of Brighton

POLICE DEPARTMENT

2300 Elmwood Avenue
Rochester, New York 14618-2196



Mark T. Henderson
Chief of Police

Emergency 911
Administrative (585) 784-5150
Fax: (585) 784-5151

November 6, 2012

Finance / Administrative Services Committee
Honorable Town Board
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: Child Passenger Safety Program

Dear Board Members,

I hereby request that the Honorable Town Board authorize the Town Supervisor to accept the grant and award of \$1,900.00 from the New York State Governor's Traffic Safety Committee, "Child Passenger Safety Program," to the Brighton Police Department.

The goal of this program is to increase the proper use and installation of child safety seats in New York State.

Respectfully,

Mark T. Henderson
Chief of Police

MTH:jpo



ANDREW M. CUOMO
Governor

STATE OF NEW YORK
GOVERNOR'S TRAFFIC SAFETY COMMITTEE
DEPARTMENT OF MOTOR VEHICLES



BARBARA J. FIALA
Chair

October 30, 2012

Sergeant David Swancott
Brighton Town Police Department
2300 Elmwood Ave
Rochester, New York 14618

Re: CPS-2013-Brighton Town PD-00112-(028)
Child Passenger Safety Program
EFFECTIVE DATE: October 1, 2012

Dear Sergeant Swancott:

On behalf of Governor Andrew M. Cuomo, I am pleased to notify you that the Brighton Town has been awarded \$1,900 to participate in the statewide "Child Passenger Safety" program. Our goal is to increase the proper use and installation of child safety seats in New York State. Please note all grants will be effective only upon final approval by the New York State Office of the State Comptroller.

Before incurring any project related expenses, login to eGrants to review your approved budget as it may have been reduced or otherwise changed from what was requested.

Thank you for participating in this very important statewide program. I wish you success in your efforts. If you have any questions, please contact the Governor's Traffic Safety Committee at (518) 474-5111.

Sincerely,

Barbara J. Fiala
Chair and
Commissioner of Motor Vehicles

BJF:et
Enclosure
cc: William Moehle ✓



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ★ ROCHESTER, NEW YORK 14618 ★ PHONE (585)784-5250 ★ FAX (585)784-5368

13a

November 2, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, New York 14618

Re: Veterans Memorial
Birchcrest Tree and Landscape, Inc
Additional Services

Dear Councilperson Werner and Committee Members:

At the August 8, 2012 meeting the Town of Brighton Town Board awarded the contract for the Veterans Memorial Site Improvements to Birchcrest Tree and Landscape, Inc. including Alternate 3 and Alternate 8 for a total cost not to exceed \$64,968.52. This project is funded by donations that are maintained in the Veterans Memorial account, TE92.VETS. Since the award of this project additional donations have been received and are available to expand the scope of the project.

The Veteran's Memorial Committee is requesting that FASC authorize the Town Board to increase the Birchcrest Tree and Landscape, Inc contract and authorize the Supervisor to execute Change Order Number 1 in the amount of \$16,404.95. A copy of the change order is attached for your reference. This additional funding will be used to complete the work listed in Table-1.

Table - 1

Description of Work	Amount
1. Purchase and deliver lighting for the Eagle sculpture and flagpole	\$3,679.95
2. Purchase and Install 6 foot Black Maglin Bench - MLB300-MH	\$2,700.00
3. Lower existing sculpture foundation underdrain and electrical conduit to accommodate curbing	\$615.00
4. Furnish and Install 7 Red Oak and 7 Sugar Maple Tress	\$8,610.00
5. Repair lawn damage that resulted from the installation of the electrical conduit	\$350.00
6. Install Bronze Plaque furnished by the Town of Brighton	\$450.00
	\$16,404.95



13b.

There are sufficient finances in account TE92.VETS to fund this additional work.

I will be in attendance at your regularly scheduled November 6, 2012 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

Michael E. Guyon, P.E.
Department of Public Works

Cc: Suzanne Zaso
Tim Keef
Mary Ann Hussar



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE * ROCHESTER, NEW YORK 14618 * PHONE (585)784-5250 * FAX (585)784-5368

13c.

VETERANS MEMORIAL SITE WORK CONTRACT CHANGE ORDER NUMBER 1

CONTRACTOR: Birchcrest Tree and Landscape Inc.

DATE: October 30, 2012

CHANGE IN CONTRACT TIME: Zero **CALENDER DAYS**

DESCRIPTION OF CHANGE ORDER:

This change order includes the following additional work performed by the contractor:

Description of Work	Amount
1. Purchase and deliver lighting for the Eagle sculpture and flagpole	\$3,679.95
2. Purchase and Install 6 foot Black Maglin Bench - MLB300-MH	\$2,700.00
3. Lower existing sculpture foundation underdrain and electrical conduit to accommodate curbing	\$615.00
4. Furnish and Install 7 Red Oak and 7 Sugar Maple Tress	\$8,610.00
5. Repair lawn damage that resulted from the installation of the electrical conduit	\$350.00
6. Install Bronze Plaque furnished by the Town of Brighton	\$450.00
which is cause for the following adjustment to the contract:	\$16,404.95

Positive net change to contract resulting in an increase of: \$16,404.95

Total cost increase this change order: \$16,404.95

Original Contract Price: \$64,968.52

Adjusted Contract Price through previous change orders: \$64,968.52

Adjusted Contract Price through this change order: \$81,373.47

The work covered by this change order shall be performed under the same terms and conditions as that included in the original contract. All other terms and conditions of said contract as modified shall remain the same.

APPROVALS

By James B. Doolley Jr. Pres.
CONTRACTOR

DEPARTMENT OF PUBLIC WORKS

SUPERVISOR