



# County of Albany

112 State Street  
Albany, NY 12207

## Legislation Text

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**File #:** TMP-1572, **Version:** 1

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### REQUEST FOR LEGISLATIVE ACTION

**Description (e.g., Contract Authorization for Information Services):**

Contract Authorization for an Agreement with Foit-Albert Associates

Date: February 28, 2020  
Submitted By: Lisa M. Ramundo  
Department: Public Works  
Title: Commissioner  
Phone: 518-765-2055  
Department Rep.  
Attending Meeting: Lisa M. Ramundo

**Purpose of Request:**

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☐ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) Click or tap here to enter text.

**CONCERNING BUDGET AMENDMENTS**

**Increase/decrease category (choose all that apply):**

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe
- ☐ Personnel
- ☐ Personnel Non-Individual

☐ Revenue

Increase Account/Line No.: Click or tap here to enter text.

Source of Funds: Click or tap here to enter text.

Title Change: Click or tap here to enter text.

### **CONCERNING CONTRACT AUTHORIZATIONS**

#### **Type of Contract:**

☐ Change Order/Contract Amendment

☐ Purchase (Equipment/Supplies)

☐ Lease (Equipment/Supplies)

☐ Requirements

☒ Professional Services

☐ Education/Training

☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim

☐ Release of Liability

☐ Other: (state if not listed) Click or tap here to enter text.

#### **Contract Terms/Conditions:**

Party (Name/address):

Foit-Albert Associates

435 New Karner Rd.

Albany, NY 12205

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$168,500.00

Scope of Services: Design and Construction Inspection Services

Bond Res. No.: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

### **CONCERNING ALL REQUESTS**

Mandated Program/Service: Yes ☐ No ☒

If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐

Anticipated in Current Budget: Yes ☒ No ☐

**County Budget Accounts:**

Revenue Account and Line: Click or tap here to enter text.  
Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: HHT25197.22000R  
Appropriation Amount: \$168,500.00

**Source of Funding - (Percentages)**

Federal: Click or tap here to enter text.  
State: Click or tap here to enter text.  
County: 100%  
Local: Click or tap here to enter text.

**Term**

Term: (Start and end date) 5/1/2020-11/30/2021  
Length of Contract: 19 Months

**Impact on Pending Litigation**

If yes, explain: Yes ☐ No ☒  
Click or tap here to enter text.

**Previous requests for Identical or Similar Action:**

Resolution/Law Number: Click or tap here to enter text.  
Date of Adoption: Click or tap here to enter text.

**Justification:** (state briefly why legislative action is requested)

The Department of Public Works is requesting the Legislature's approval to enter into an agreement with Foit-Albert Associates for the Design & Construction Inspection Services for CR402 and CR404 Culvert Replacement.

The County Purchasing Agent received ten (10) proposals for this project. Our engineering staff reviewed the proposals and recommended the award of this contract to Foit-Albert Associates based on their overall proposal. Foit-Albert had the highest rated proposal total. Six (6) criteria are used for rating the proposals. The six (6) criteria have different weights. Once the proposals are rated individually, the team gets together to have an open discussion to be sure nothing is missed. After the discussion is complete, the ratings are placed on a tally sheet and totaled. The proposer with the highest average score is then recommended for the project. Foit-Albert did not have the lowest price, but they still had the best overall proposal. The total contract amount shall not exceed \$168,500.00.

The proposed culvert replacement project will consist of evaluating what type of culvert should be used to replace the existing deteriorated culverts. The proposed replacement culverts shall be studied for the most economical replacement option.