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LISA M. RAMUNDO  
COMMISSIONER

SCOTT D. DUNCAN  
DEPUTY COMMISSIONER

February 26, 2020

Hon. Andrew Joyce, Chairman  
Albany County Legislature  
112 State Street, Rm. 710  
Albany, NY 12207

Dear Chairman Joyce:

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.

If there are any questions or further information is needed, please feel free to contact my office.

Sincerely,

Lisa M. Ramundo  
Commissioner

cc: Dennis Feeney, Majority Leader  
Frank Mauriello, Minority Leader  
Kevin Cannizzaro, Majority Counsel  
Arnis Zilgme, Minority Counsel