



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD, SOUTH
ALBANY, NEW YORK 12204

REMITTANCE: 112 STATE ST., BASEMENT, ALBANY, NY 12207
PHONE: (518) 447-1611 FAX: (518) 433-0369
www.albanycounty.com

COMMISSION
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CHAIRMAN

JOHN W. BISHOP, JR.
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MAGGIE ALIX
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ANGELO GAUDIO, P.E.
EXECUTIVE DIRECTOR

September 29, 2022

Hon. Andrew Joyce
Chairman
Albany County Legislature
112 State Street – Suite 710
Albany, New York 12207

**Re: RFP 2022-112 Capital Improvement Plan Study
Contract Authorization**

Dear Mr. Joyce

The Water Purification District (District) is requesting authorization to award the above subject contract to Arcadis of New York, Inc (Arcadis) in the amount of \$200,000.

Arcadis was the lowest responsible bidder of the three bids received. The District was already awarded a \$50,000 Engineering Planning Grant (EPG) from Environmental Facilities Corporation (EFC) that will be issued upon submission and approval of an engineering report outlining the findings of the study. With the inclusion of the \$50,000 EPG, the District's anticipated cost for this study is \$150,000.

The District's recommendation memo and Purchasing Division's concurrence memo are attached herein.

If you have any questions or concerns you may reach me at (518) 447-1617.

Sincerely,

Angelo Gaudio, P.E.
Executive Director

Enc: Recommendation & Concurrence Memos

cc: Dennis A. Feeney, Majority Leader
Rebekah Kennedy, Majority Counsel
Frank Mauriello, Minority Leader
Arnis Zilgme, Minority Counsel



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

PAMELA O NEILL
PURCHASING AGENT

MEMORANDUM

TO: Angelo Gaudio
Water Purification District

FROM: Pamela O Neill *Pamela*
Purchasing Agent

DATE: September 29, 2022

RE: RFP-2022-112, Capital Improvement Plan Study

I am in receipt of your recommendation to award the aforementioned to Arcadis in the amount of \$200,000.00.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposals submitted. I have no objection to the selection of Arcadis.

Please obtain the necessary contract approval of the County Legislature, so that we may issue a Notice of Award.



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EXECUTIVE DIRECTOR

MEMORANDUM

To: Pam O'Neill, Purchasing Agent
From: Angelo Gaudio, Executive Director 
Subject: RFP-2022-112 Capital Improvement Plan Study
Date: September 29, 2022

The Water Purification District has completed its review of the three proposals received for the above referenced RFP and recommends award to Arcadis of New York, Inc, (Arcadis) in the amount of \$ 200,000.

Arcadis had the lowest fee of the three proposal received and was also scored the highest in the rating sheets. The scoring sheets are attached to this memo.

Should you have any questions regarding this recommendation please contact me at 518-447-1611.

RFP #2022-112: Capital Improvement Plan Study

Proposal Rating Worksheet

Proposer: Arcadis

Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4	
	Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposes comprehension of the required (work) Scope of Services.	5	1.25		0		0		0
Prior experience in similar engineering services.	5	1.25		0		0		0
Professional Qualifications.	5	0.75		0		0		0
References.	4	0.4		0		0		0
Fees	5	1.25		0		0		0
TOTALS:		4.9		0		0		0

NOTES: _____

RFP #2022-112: Capital Improvement Plan Study

Proposal Rating Worksheet

Proposer: Wright-Pierce

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4	
		Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposes comprehension of the required (work) Scope of Services.	25%	5	1.25		0		0		0
Prior experience in similar engineering services.	25%	4	1		0		0		0
Professional Qualifications.	15%	5	0.75		0		0		0
References.	10%	3	0.3		0		0		0
Fees	25%	4	1		0		0		0
TOTALS:			4.3		0		0		0

NOTES:

RFP #2022-112: Capital Improvement Plan Study

Proposal Rating Worksheet

Proposer: Delaware Engineering

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4	
		Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposes comprehension of the required (work) Scope of Services.	25%	4	1		0		0		0
Prior experience in similar engineering services.	25%	3	0.75		0		0		0
Professional Qualifications.	15%	5	0.75		0		0		0
References.	10%	3	0.3		0		0		0
Fees	25%	4	1		0		0		0
TOTALS:			3.8		0		0		0

NOTES: