

CONSTRUCTION INSPECTION SERVICES FOR CR405 (SUNSET HILL RD.) OVER EIGHT MILE CREEK CULVERT REPLACEMENT PROJECT

RFP# 2024-120

Albany County, New York

October 25, 2024

Submitted to:

Pamela ONeill
Purchasing Agent
County of Albany
112 State Street, Room 1000
Albany, NY 12207

Submitted by:



Creighton Manning Engineering, LLP
2 Winners Circle | Albany | New York | 12205
518.446.0396 | www.cmllp.com

SECTION I

SECTION I

Title Page

RFP #2024-120

Construction Inspection Services for CR405 (Sunset Hill Rd.) over Eight Mile Creek Culvert Replacement Project

Submitted to:



Pamela ONeill
Albany County Purchasing Agent
112 State Street, Room 1000
Albany, New York 12207

Submitted by:



Creighton Manning Engineering, LLP
2 Winners Circle | Albany, NY 12205
Phone: (518) 689.1869 | www.cmllp.com
Contact Person: Brian Jones, Project Manager

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Qualification / Experience

Creighton Manning Engineering, LLP is a professional engineering and land surveying firm headquartered in Albany County. Originally established in 1965, the firm has been providing professional transportation services in the Capital Region for 59 years and has established expertise in:

- Construction Support and Inspection
- Highway and Bridge Design
- Trail and Pedestrian Design
- Work Zone Traffic Control
- Survey and Mapping
- Traffic Engineering
- Public Involvement
- Stormwater and Drainage Design

CREIGHTON MANNING ENGINEERING, LLP

Organizational Structure:

Limited Liability Partnership

Number of Years in Business: 59 years

Number of Employees: 110

Contacts:

Edward V. Woods, PE, Managing Partner

ewoods@cmellp.com

518.689.1819

Brian Jones, Project Manager

bjones@cmellp.com

518.689.1869

The firm has 110 employees including 35 licensed professionals and continues to grow while maintaining our expertise in transportation services. Creighton Manning's key staff are located 30 miles from the project site and 13 miles from the County DPW's office. Our proximity will allow us to serve Albany County efficiently and will facilitate site visits. We are very familiar with Albany County based on our previous project experience, office headquarters, and key staff residences – all located in Albany County.

Our experience with Albany County DPW includes, but is not limited to:

- CR111 (Alcove Road) over an Unnamed Stream Culvert Replacement Design and Construction Inspection
- Gifford Hollow Road Culvert Rehabilitation Design and Construction Inspection
- Albany County Large Culvert Replacement Design and Construction Inspection
- Groesbeck Road over Onesquethaw Kill Design and Construction Inspection
- CR202 Superstructure Replacement and CR353 Deck Replacement Design and Construction Inspection
- CR352 (Fox Creek Road) over Fox Creek (BIN 3301400) Bridge Replacement Design
- Fuller Road/Washington Avenue Extension Intersection Design and Construction Inspection
- Pinnacle Road (CR303) Slope Stabilization Design and Construction Inspection
- Johnston Road/Normanskill Road Reconstruction Design and Construction Inspection
- Osborne Road Reconstruction Design and Construction Inspection
- CR204, Schoolhouse, Krumkill and Russell Roads Intersection Reconstruction Construction Inspection
- Helderberg Hudson Rail Trail Design and Construction Inspection
- Albany Shaker/Dalessandro Boulevard Highway (CR151) Resurfacing Construction Inspection

The firm is fully authorized to provide engineering and land surveying services in New York State.

Authorized Personnel

The point of contact regarding decisions made with respect to our proposal and the person who can obligate our company contractually is Edward V. Woods, PE, Managing Partner. The individuals authorized to negotiate with the County are Edward V. Woods and Brian Jones, Project Manager. All the key staff proposed on this project are based

in our company headquarters in Albany County. All work will be performed from our office located at 2 Winners Circle, Albany, NY 12205; the telephone number is (518)446-0396.

Experience with Construction Inspection

Creighton Manning has been providing construction inspection services to local municipalities and NYSDOT for more than 10 years. These services were provided for bridge and culvert replacements and rehabilitation projects, highway and intersection reconstruction and capacity improvements, pavement preservation, trails, sidewalks, and traffic signal projects in Albany County and throughout New York State. We are very familiar with the NYSDOT standard specifications and Albany County DPW modified specifications applicable to culvert replacements. Our relevant construction inspection experience includes many County-funded culvert replacement projects.



Project Experience



Client: Albany County
Reference: Brent Meredith
Phone: (518) 765-2786
Construction Cost: \$705,489.00
Completion Date: 2024

CR111 (Alcove Road) over an Unnamed Stream Bridge Replacement
Town of Coeymans, Albany County, New York

Creighton Manning provided construction inspection services for this County-funded bridge replacement project. The project involved the complete removal of the existing corrugated metal pipes (CMP) culvert, adjusting the existing stream profile, stream reconstruction, installing footings doweled into bedrock, installing a precast three-sided concrete structure with cast-in-place concrete footings and wingwalls, and roadway reconstruction within the project limits. Construction inspection services included shop drawing and submittal review, creating and maintaining inspection records, preparing contractor monthly pay estimates, and orders on contract. Inspection staff also prepared project close out paperwork and completed as-built drawings.



Sand Lake Rd over Sand Creek Culvert Replacement
Town of Edinburg, Saratoga County, New York

Creighton Manning provided construction inspection services for this County-funded culvert replacement project. The project involved the complete removal of the existing double barrel corrugated metal pipe (CMP) culvert and replacement with a new 33 ft. span three-sided concrete rigid frame supported by concrete spread footings. Traffic was maintained during construction utilizing an alternating one-way onsite temporary detour road and the new structure was constructed in one stage. Construction inspection services included

Client: Saratoga County DPW
Reference: Chad Cooke, PE
Phone: (518) 885-2235
Construction Cost: \$550,000
Completion Date: 2019

shop drawing and submittal review, creating and maintaining inspection records, preparing contractor monthly pay estimates, and orders on contract. Inspection staff also prepared project close out paperwork and completed as-built drawings.



Client: Albany County DPW
Reference: Brent Meredith
Phone: (518) 765-2786
Construction Cost: \$1,300,000
Completion Date: 2020

Replacement of Four Large Culverts

Various Locations, Albany County, NY

Creighton Manning provided construction inspection services for this County-funded project to replace four large culverts. The scope of work included replacement of four existing culverts to meet current NYSDOT standards and highway reconstruction at each site. The work included: CR 412 – replacement of the existing two adjacent corrugated metal pipe (CMP) culverts with a precast concrete box culvert. CR 404 – replacement of the existing box culvert with a CMP Arch and replacement of the existing reinforced concrete pipe with an HDPE; CR 358 – replacement of the existing CMP culvert with a CMP Arch; CR 106 – replacement of the existing concrete box culvert with a precast concrete box culvert. Construction of two culverts was completed in 2019, and the two additional culverts under this contract were completed in 2020.



Client: Saratoga County DPW
Reference: Chad Cooke, PE
Phone: (518) 885-2235
Construction Cost: \$430,000
Completion Date: 2019

CR57 (Goode St) over Mourning Kill Culvert Replacement

Town of Ballston, Saratoga County, NY

Creighton Manning provided construction inspection services for this culvert replacement project that involved the complete removal of the existing culvert and replacement with a 56 ft. long concrete box culvert with precast headwalls and wingwalls, and roadway reconstruction. Traffic was maintained utilizing an offsite detour. Construction inspection services included shop drawing and submittal review, inspection records in accordance with the Manual for Uniform Record Keeping (MURK), preparing contractor monthly pay estimates, and orders on contract. Inspection staff assured all work was per contract documents and applicable specifications and standards, prepared project close out paperwork, and completed as-built drawings.



CR7 (Bay Road) over Halfway Creek Culvert Replacement

Town of Queensbury, Warren County, NY

Creighton Manning provided construction inspection services for this BridgeNY funded culvert replacement. The project included replacement of the nearly 50-year-old culvert (BIN 3360320) with a new 40 ft long three-sided rigid frame founded on piles. To minimize traffic impacts, the bridge was constructed during an eight-week road closure. The project required extensive utility coordination to relocate or decommission underground and aerial lines and obtain an easement on National Grid right-of-way. Construction inspection

Client: Warren County DPW
Reference: Maiken Holmes
Phone: (518) 761-6556
Construction Cost: \$2,900,000
Completion Date: 2022

services included shop drawing and submittal review, inspection records in accordance with the Manual for Uniform Record Keeping (MURK), preparing contractor monthly pay estimates, and orders on contract. Inspection staff assured all work was installed per contract documents and applicable specifications and standards, prepared project close out paperwork, and completed as-built drawings.

Project Team

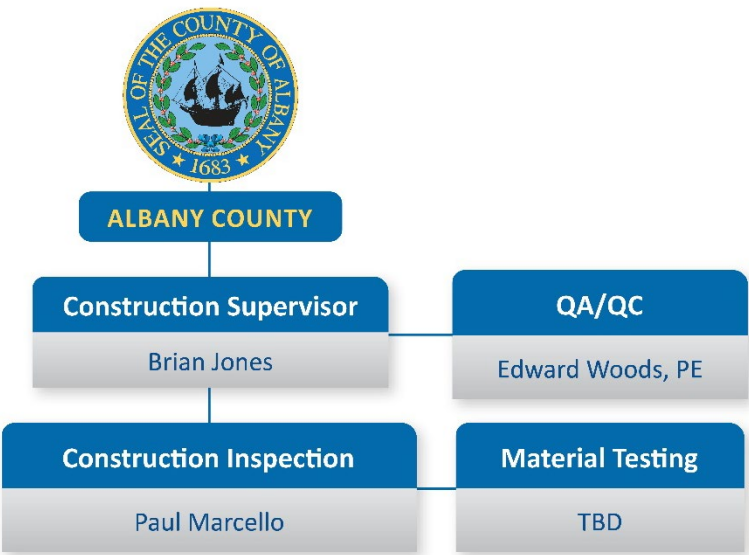
The firm and staff have significant recent inspection experience in Albany County and throughout New York State. The following is a list of the key staff members as well as their proposed role on this project.

Brian Jones will be the *Construction Inspection Manager*, responsible for construction administration and inspection of this project. He will assure that the County and regulatory requirements are met and that material and construction specifications are followed. Brian has 18 years of CA/CI experience and is responsible for overseeing the inspection of all Creighton Manning’s NYSDOT and municipal projects. He will coordinate with the County and oversee the inspection team when construction begins. He will ensure that checks and balances are maintained for project records per the Manual of Uniform Record Keeping (MURK).

Paul Marcello is a Level IV Construction Inspector with 28 years’ experience as Project Engineer (E.I.C), Office Engineer and Construction Supervisor, Experience in all aspects of pavement, concrete, guide rail, drainage, bridge replacement, bridge rehab, structural steel, bridge painting, bearings, abutments, piers and all other associated work items. He has experience with all utilities and have worked with CSX and MNCRR railroad. Coordinated with Local town agencies and worked with town Officials.

A subcontractor will provide construction materials testing. We typically solicit quotes from QCQA Laboratories, Inc. and Atlantic Testing.

Organizational Chart



Resumes

Resumes of key staff assigned to this project are provided on the following pages.

Brian Jones

Project Manager

PROFESSIONAL EXPERIENCE SUMMARY

Brian has 18 years of experience as an Engineering Technician, Construction Inspector and Project Manager. He is trained in Site Manager and APPIA, and has a working knowledge of the NYSDOT Specifications, MURK and MUTCD. He performs construction administration including running pre-construction meetings, contract quantity tracking software (APPIA) setup, identifying/ implementing field changes, change orders, coordination with Resident Engineers, supervision of inspection staff, owner coordination, progress meetings, final quantities, and closeout. He holds a current NYSDEC endorsed 4-hour Erosion and Sediment Control Training Certificate.

RELEVANT PROJECT EXPERIENCE

CR111 (Alcove Road) over Unnamed Stream (BIN 3371960) Bridge Replacement, Albany County, New York. Construction Manager for this bridge replacement project involved the complete removal of the existing corrugated metal pipes (CMP) culvert, adjusting the existing stream profile, stream reconstruction, installing footings doweled into bedrock, installing a precast three-sided concrete structure with cast-in-place concrete footings and wingwalls, and roadway reconstruction within the project limits. Brian oversaw construction inspection and administration services. He ensured record keeping followed NYSDOT and FHWA requirements. APPIA software was implemented to administer the project records, quantities, and contractor payment applications in conformance with MURK.

CR 16 Culvert Replacement, Saratoga County, New York. Construction Manager for this culvert replacement involving removal of the steel multi-girder and concrete slab culvert and replacement with a new 12 ft. clear span concrete box culvert with a 5 ft. rise and precast scour apron and wingwalls. The approach roadway was reconstructed. Brian oversaw construction inspection and administration services. He ensured record keeping followed NYSDOT and FHWA requirements. APPIA software was implemented to administer the project records, quantities, and contractor payment applications in conformance with MURK.

Albany County Large Culvert Replacements, Albany County, New York. Construction Manager for replacement of four large culverts and highway reconstruction at each site. Brian oversaw the field staff and coordinated with the County. Two adjacent corrugated metal pipe (CMP) culverts were replaced with a precast concrete box culvert on CR412. The existing box culvert on CR 404 was replaced with a CMP arch and the existing reinforced concrete pipe was replaced with an HDPE. The existing CMP culvert on CR 358 was replaced with a CMP arch. The existing concrete box culvert on CR 106 was replaced with a precast concrete box culvert.

Total Years of Experience: 18

Years with firm: 17

Education:

- *B.S., Civil Engineering Technology, 2005, SUNY Institute of Technology*

Professional Affiliations:

- *American Society of Certified Engineering Technicians, Member*

Certifications/Training:

- *NICET Level IV*
- *NYSDEC – 4-hour Erosion and Sediment Control Training*
- *ACI – Grade I*
- *Certified NorthEast Transportation Technician Certification Program (NETTCP) - Soils and Aggregate Inspector, 2014*
- *Nuclear Density Gauge certified*
- *OSHA-10*
- *Confined Space Training*

Paul Marcello

Resident Engineer NICET IV

PROFESSIONAL EXPERIENCE SUMMARY

Paul has 28 years' experience as Project Engineer (E.I.C), Office Engineer and Construction Supervisor, Experience in all aspects of pavement, concrete, guide rail, drainage, bridge replacement, bridge rehab, structural steel, bridge painting, bearings, abutments, piers and all other associated work items. He has experience with all utilities and have worked with CSX and MNCRR railroad. Coordinated with Local town agencies and worked with town Officials.

RELEVANT PROJECT EXPERIENCE

Ferry Street over Amtrak/CSX, City of Hudson, Columbia County, NY. Resident Engineer for this Federally funded bridge replacement project. The existing bridge that provides access to the Hudson River water front was currently closed due to disrepair. The project included replacing the existing 69 ft single-span steel truss bridge with a new structure on the same roadway alignment. The new bridge is a 70 ft single-span structure on existing abutments. He ensured construction was performed in accordance with NYSDOT Standard Specifications, MURK, and the MUTCD.

Peck Hollow Road Bridge Replacement, PIN 8761.61, Town of Shandaken, Ulster County, NY. Resident Engineer for this BridgeNY-funded bridge replacement project. The project involved replacement of the existing 27'-0" long, single-span, timber deck structure with a new single 38'-0" span, steel multi-girder structure with a composite cast-in-place concrete deck superstructure to increase the hydraulic opening. Traffic was maintained utilizing an on-site detour structure, as Peck Hollow Road is a dead end road. He ensured construction was performed in accordance with NYSDOT Standard Specifications, MURK, and the MUTCD.

NYSDOT D262536 - Steel Repair & Painting on Wurt Street Bridge in Kingston, Orange County, NY. Engineer-in-charge for culvert preventative maintenance at various locations throughout Orange County.

NYSDOT D261871 - Storm Damage Recovery - Hurricane Irene, Various Towns, Ulster County, NY. Engineer in Charge for the Emergency restoration work on Routes 44/55 in Towns of Plattekill and Lloyd and Route 213 in the Town of Esopus.

NYSDOT D261575 - Culvert Replacement and Canal Wall Repair in Rosendale Historic Preservation District, Town of Rosendale, Ulster County, NY. Engineer in Charge for the replacement of Route 213 culvert, including full depth pavement replacement, guide rail replacement, signage, pavement markings and landscaping.

Total Years of Experience: 28

Years with firm: 3

Education:

- *B.S., Marketing, 1972, Fordham University*

Professional Affiliations:

- *Association for Bridge Construction and Design (ABCD)*

Certifications and Trainings:

- *NICET Level IV (Equivalent)*
- *APPIA Project Management Software*
- *SiteManger Project Manager Software*
- *Primavera P6 Scheduling*
- *Microsoft Office Software*
- *ProjectWise Explorer V8i*
- *NYSDOT Soils Testing*
- *Nondestructive Material Testing*
- *ACI Concrete Field Testing Technician – Grade I*

SECTION III

SECTION III

References

The following clients are familiar with Creighton Manning's construction inspection services:

Warren County Department of Public Works

Maiken Holmes
428 Main St., Warrensburg, NY 12885
(518) 761-6556
MHolmes@warrencountypw.com
Similar Project:

- **CR7 (Bay Road) over Halfway Creek Culvert Replacement**

"Brian, I wanted to take a moment to thank you and your inspection staff for a great job on Bay Road bridge."
Maiken Holmes, via email
10/20/2022

Saratoga County Department of Public Works

Chad Cooke, PE, Commissioner
3654 Galway Road, Ballston Spa, NY 12020
(518) 885-2235
ccooke@saratogacountyny.gov
Similar Projects:

- **Goode Street Culvert Replacement, 2019, \$430,000**
- **Sand Lake Road over Sand Creek Culvert Replacement, 2019, \$550,000**

Columbia County Department of Public Works

Anthony 'Tony' DeMarco, Superintendent of Highways
Route 23B, P.O. Box 324, Hudson, NY 12534
(518) 828-7011
anthony.demarco@columbiacountyny.com
Similar Projects:

- **CR19 over Klein Kill Tributary, 2016, \$620,000**
- **CR21 over Tributary to Roeliff-Jansen Kill and CR24 over Indian Creek Bridges, 2016, \$1.3 million**

SECTION IV

SECTION IV

Plan Implementation

Creighton Manning (CM) commits to completing the scope of services provided within the Request for Proposals.

Eight Mile Creek is a class C stream, which carries in-stream work restrictions. Creighton Manning will coordinate as necessary with NYSDEC and the US Army Corp of Engineers to ensure the requirements of the permits are met. The area of disturbance will not exceed 1 acre so a SWPPP will not be required; however, the Resident Engineer and Inspection staff will ensure the selected contractor uses and maintains the Best Management Practices for soil erosion control during construction. CM will work with the design firm to ensure permitting was completed and is in place. CM does not foresee any utility conflicts within the limits of the work; however, we will lead any utility coordination efforts that may arise during construction.

The scope of work for the CR405 Culvert project involves removing the existing CMP culverts and replacing them with a three-sided concrete box culvert with associated highway repairs including earthwork, roadwork, guiderail and striping.

Creighton Manning (CM) will provide an inspection team comprised of a Construction Supervisor and Resident Engineer who both have construction inspection experience on culvert replacement projects. CM will prepare a Construction Management Plan (CMP) and prepare an agenda and conduct the pre-construction and all construction coordination meetings. The Resident Engineer will follow the requirements of the CMP and review and approve the contractor's schedule and updates, proposed sub-contractors, payrolls, shop drawings, and material submittals. The RE will also ensure the detour for the road closure is maintained and all signs are kept in place and in good condition to ensure the detour is clear for the traveling public.

CM will use Info-techs APPIA software to prepare and maintain project records, which will allow the County to review inspection reports. CM will field inspect the contractor's and sub-contractor's work, field measure/calculate quantities, and prepare daily inspection reports per the NYSDOT Manual of Uniform Record Keeping (MURK) using APPIA software. CM will prepare a daily engineer's diary to document progress and issues not associated with pay items. CM will also prepare contractor's pay estimates based on computed quantities and submit signed copies to the County for payment to the contractor. CM will document materials incorporated into the work and ensure that materials are certified.

Should changes to the original contract work be required, CM will follow the procedures in the CMP to process and recommend approval. Change orders will be prepared following Section 100 of the NYSDOT Standard Specifications and project proposal. CM will coordinate any dispute resolutions as requested from the County.

CM is dedicated to the following to ensure a successful project:

- Continually review the site to ensure the **safety** of workers and the public during construction. CM will establish a communication chain with police, fire, and EMS.
- Hold bi-weekly progress meetings including the contractor and County representatives, and project stakeholders as necessary, to keep all parties abreast of the project progress, schedule, and issues.
- Review the contractor's methods to ensure the environment is protected during construction.
- Establish an RFI procedure acceptable to the County and the Contractor.
- Monitor contractor operations to confirm that the work was completed following the plans and specifications.
- Provide timely payment to the contractor for work completed.
- Assist the County with project closeout upon completion and acceptance of all work.
- Prepare final as-built drawings.

Ability to Keep Project on Schedule and within Budget

Creighton Manning has provided construction inspection services to Albany County for many years. We have demonstrated our ability to keep projects on schedule and within budget on several bridge and culvert construction projects. Communication and coordination between the inspection team, contractor, and the County is the key to success. The following table summarizes three examples of projects that were delivered on schedule and under budget.

Client/Project	Schedule		Budget	
	Plan	Actual	Awarded	Authorized
Albany Co - Large Culverts	20 weeks	19 weeks	\$1,547,646.18	\$1,387,706.78
Essex Co - Campsite Road Bridge	6/30/2020	6/1/2020	\$1,526,908.00	\$1,378,291.19
Albany Co - Beaver Dam	11/30/2021	10/8/2021	\$2,341,987.16	\$2,143,589.67

Project Schedule

The County has assumed the construction duration is 16 weeks. The project schedule is summarized as follows:

Construction Begins	May 2025
Construction Ends	September 2025

SECTION V

SECTION V

Cost Proposal

The cost proposal forms are provided on the following pages.

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: CONSTRUCTION INSPECTION SERVICES FOR CR405 (SUNSET HILL RD.)
OVER EIGHT MILE CREEK CULVERT REPLACEMENT PROJECT FOR THE
ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS, DIVISION OF
HIGHWAY ENGINEERING

RFP Number: RFP #2024-120

THIS PROPOSAL IS SUBMITTED TO:

Pamela ONeill, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Proposal and in accordance with the Contract Documents.
2. Proposer accepts all of the terms and conditions of the Instructions to Proposers, including without limitation those dealing with the Disposition of Proposal Security. This Proposal may remain open for ninety (90) days after the day of Proposal opening. Proposer will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of County's Notice of Award.
3. In submitting this Proposal, Proposer represents, as more fully set forth in this Contract, that:

- (a) Proposer has examined copies of all the Contract Documents and of the following addenda: (If none, so state)

Date N/A

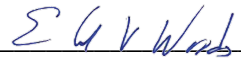
Number N/A

(receipt of all of which is hereby acknowledges) and also copies of the Notice to Proposers and the Instructions to Proposers;

- (b) Proposer has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and

regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as Proposer deems necessary;

- (c) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal; PROPOSER has not solicited or induced any person, firm or a corporation to refrain from Proposing; and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over the owner.

- 4. Proposer will complete the Work for the following prices(s): (Attach Proposal)
- 5. Proposer agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. Proposer agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
- 6. The following documents are attached to and made a condition of this Proposal:
 - (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")
- 7. Communication concerning this Proposal shall be addressed to:
Edward V. Woods, PE, Managing Partner
ewoods@cmellp.com

Phone: 518.689.1819
- 8. Terms used in this Proposal have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY

COST PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: **CONSTRUCTION INSPECTION SERVICES FOR CR405 (SUNSET HILL RD.)
OVER EIGHT MILE CREEK CULVERT REPLACEMENT PROJECT FOR THE
ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS, DIVISION OF
HIGHWAY ENGINEERING**

RFP Number: **RFP #2024-120**

**Construction Inspection Cost as Per Section 4 – Scope of Services including Proposal and
Condition Assumptions:**

Construction Inspection Cost 16 Weeks of Construction at 50 hrs./week	\$ <u>115,200</u>
Construction Materials Testing Cost (Not to Exceed)	\$ <u>6,000</u>
TOTAL PROJECT COST (NTE)	\$ <u>123,200</u>

COUNTY OF ALBANY

COST PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: **CONSTRUCTION INSPECTION SERVICES FOR CR405 (SUNSET HILL RD.)
OVER EIGHT MILE CREEK CULVERT REPLACEMENT PROJECT FOR THE
ALBANY COUNTY DEPARTMENT OF PUBLIC WORKS, DIVISION OF
HIGHWAY ENGINEERING**

RFP Number: **RFP #2024-120**

COMPANY: Creighton Manning Engineering, LLP

ADDRESS: 2 Winners Circle

CITY, STATE, ZIP: Albany, NY, 12205


TEL. NO.: 518.446.0396

FAX NO.: 518.446.0397

FEDERAL TAX ID NO.: 14-1779483

REPRESENTATIVE: Edward V. Woods, PE, Managing Partner

E-MAIL: ewoods@cmellp.com

SIGNATURE AND TITLE  Managing Partner

DATE October 16, 2024

SECTION VI

SECTION VI

Mandatory Documentation

The required documentation outlined below is provided on the following pages.

- The Non-Collusive Bidding Certificate (Attachment “A”)
- Acknowledgment by Proposer (Attachment “B”)
- Vendor Responsibility Questionnaire (Attachment “C”)
- Iranian Energy Divestment Certification (Attachment “D”)
- MS4-1 Certification Statement (Attachment “E”)

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.


(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

Managing Partner

Title

October 16, 2024

Date

Creighton Manning Engineering, LLP

Company Name

ATTACHMENT "B"
ACKNOWLEDGMENT BY PROPOSER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

If Corporation:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known, who, being by me sworn, did say that he resides at (give address) _____; that he is the (give title) _____ of the (name of corporation) _____, the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.

Notary Public, State of _____

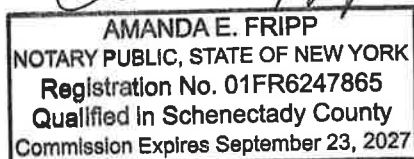
Qualified in _____

Commission Expires _____

If Partnership:

STATE OF New York)
COUNTY OF Albany) SS.:

On the 16th day of October, 2024, before me personally came Edward Woods, to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he she is a partner of the firm of Creighton Manning Engineering, LLP and that he she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.



E G V Woods

Notary Public, State of New York

Qualified in Schenectady County

Commission Expires 9-23-27

**ATTACHMENT “C”
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

1. VENDOR IS: <input type="checkbox"/> PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME Creighton Manning Engineering, LLP		3. IDENTIFICATION NUMBERS a) FEIN # 14-1779483 b) DUNS # 044512494	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) www.cmellp.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 2 Winners Circle, Albany, NY 12205		7. TELEPHONE NUMBER	8. FAX NUMBER
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i>		10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Edward V. Woods, PE Title Managing Partner Telephone Number 518.446.0396 Fax Number 518.446.0397 e-mail ewoods@cmellp.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME Edward V. Woods, PE	TITLE Managing Partner	b) NAME	TITLE
c) NAME John M. Tozzi, PE	TITLE Managing Partner	d) NAME	TITLE
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A “YES,” AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.			
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 			
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRINCIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div> a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i> </div> <div> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div> b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i> </div> <div> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No </div> </div>			

16.	<p>WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:</p> <p>a) 1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract;</p> <p>8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p> <p>b) been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>c) been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>1. federal, state or local health laws, rules or regulations.</p>
17.	<p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES H HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."</p>
18.	<p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <p>a) file returns or pay any applicable federal, state or city taxes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i></p> <p>b) file returns or pay New York State unemployment insurance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i></p> <p>c) Property Tax <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Indicate the years the vendor failed to file.</i></p>
19.	<p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES I WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OF THE DATE OF FILING? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.</p>
20.	<p>IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ration, Debt Ration, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

21.	IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES ¹ :	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded;		
Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.			

¹ “Affiliate” meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity’s daily operations, that entity will be an “affiliate” for purposes of this questionnaire.

**ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

FEIN # 14-1779483

State of: New York)
) ss:
County of: Albany)

CERTIFICATION:

The undersigned: recognizes that this questionnaire is submitted for the express purpose of assisting the County of Albany in making a determination regarding an award of contract or approval of a subcontract; acknowledges that the County may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine and/or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

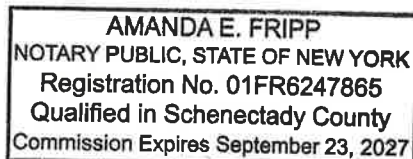
The undersigned certifies that he/she:

- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information ad belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that Albany County will rely on the information supplied in the questionnaire when entering into a contract with the vendor;
- Is under duty to notify the Albany County Purchasing Division of any material changes to the vendor's responses.

Name of Business
Creighton Manning Engineering, LLP
Address
2 Winners Circle
City, State, Zip
Albany, NY, 12205

Signature of Owner *E V Woods*
Printed Name of Signatory Edward V. Woods, PE
Title Managing Partner

Sworn before me this 16th day of October, 2024 ;
AM E. Fripp
Notary Public



Amranda E. Fripp
Printed Name
AM E. Fripp
Signature
October 16, 2024
Date

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.



Signature

Managing Partner

Title

October 16, 2024

Date

Creighton Manning Engineering, LLP

Company Name

Sheet MS4-1: Bidder/Proposer Certification Statement (to be used with Section 34 Part A – General Contracts)

As a bidder seeking to provide services on behalf of Albany County, I certify under penalty of law that I understand and agree to comply with the terms and conditions of the New York State Pollutant Discharge Elimination System ("SPDES") General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4 Permit) and Albany County Local Law 7 of 2007, and agree to implement any Best Management Practices or corrective actions identified by Albany County or an authorized representative thereof as necessary to maintain compliance. I understand that Albany County must comply with the terms and conditions of the aforementioned MS4 Permit, and that it is unlawful for any person to directly or indirectly cause or contribute to a violation of water quality standards. I am also aware that County Local Law 7 of 2007 prohibits any activities that cause or contribute to a violation of the County's SPDES permit. Further, I understand that any non-compliance by Albany County will not diminish, eliminate or lessen my own liability.

Name of Third Party Entity: Creighton Manning Engineering, LLP

Address: 2 Winners Circle, Albany, NY 12205

Phone Number(s): (518) 446.0396

Description of activities to be performed by your firm or organization within Albany County are related to the Albany County Storm Water Management Program (SWMP) (include any activities that have the potential to generate or prevent pollution and/or affect water quality):

None Anticipated

Description of where the work is to be performed within Albany County facilities:

Construction Inspection work performed at CR405 Culvert.



Signature

Edward V. Woods, PE

Printed Name

Managing Partner

Title

October 16, 2024

Date



2 Winners Circle | Albany | New York | 12205
www.cmellp.com | 518.446.0396