

Albany County Request for Contract Approval

Contract # 2023-814
Contract Type B) CAB Contract
Contract Action A) New
Contract Action Type
Department A8020 - Economic Dev, Conservation and Planning
Date Submitted Monday, February 06, 2023
Contact Person OConnor, Kevin
Contact Phone 1 (518) 447-3048
Vendor Info Delaware Engineering, D.P.C.
28 Madison Avenue Extension , albany, NY 12203
Estimated Amount \$97,500.00
Estimated Term 2/7/2023 to 2/5/2024
Scope of Services Comprehensive pre-development analysis of the County-Owned Ann Lee Home and Heritage Park Sites in the Town of Colonie. Including (1) site elevation; (2) geotechnical and environmental conditions; (3) utility infrastructure; (4) site access; (5) planning, zoning, and environmental review considerations; and (6) potential market demand and related conceptual design configurations.
Budget Line Item DD5110 - 44046 - - -
Fiscal Impact County: 100.00% State: 0.00% Federal: 0.00%
Local: 0.00% Other: 0.00%
BID, RFP, RFQ Completed? Yes - RFP

Budget Analyst

Date

For Contract Board Use:

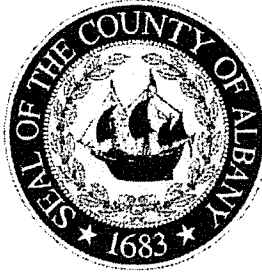
Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

DANIEL P. MCCOY
COUNTY EXECUTIVE



DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
ECONOMIC DEVELOPMENT, CONSERVATION AND PLANNING
112 STATE STREET – ROOM 1310
ALBANY, NEW YORK 12207-2021
(518) 447-5670

February 3, 2023

Honorable Daniel P. McCoy
Albany County Executive
112 State Street, 9th Floor
Albany, New York 12207

Honorable Bruce A. Hidley
Albany County Clerk
Albany County Courthouse
15 Eagle Street, 1st Floor
Albany, New York 12207

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, 7th Floor
Albany, New York 12207

Dear Messrs. McCoy, Joyce and Hidley:

Albany County is requesting to contract with Delaware Engineering, D.P.C. in the amount not to exceed \$99,999 for the completion of an Airport Area Pre-Development Site Analysis as requested by the Albany County Department of Economic Development, Conservation and Planning in RFP 2022-140. The County-owned Ann Lee Home and Heritage Park sites in the Town of Colonie have been vacant for more than two decades. Adjoined by the Albany International Airport, the Shaker Place Rehabilitation & Nursing Center, and the Shaker Heritage Society, these sites represent a combined 37.5 acres of underutilized property. Their strategic location presents an opportunity for redevelopment that promotes economic growth while balancing the historic context of the site.

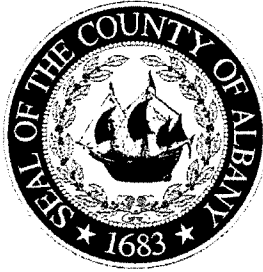
The study will include, but not be limited to: (1) site elevation; (2) geotechnical and environmental conditions; (3) utility infrastructure; (4) site access; (5) planning, zoning, and environmental review considerations; and (6) potential market demand and related conceptual designs.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

Kevin O'Connor
Albany County Director of Economic Development

DANIEL P. MCCOY
COUNTY EXECUTIVE



DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
ECONOMIC DEVELOPMENT, CONSERVATION AND PLANNING
112 STATE STREET – ROOM 1310
ALBANY, NEW YORK 12207-2021
(518) 447-5670

RECOMMENDATION NOTICE

To: Pam O'Neil, Purchasing Agent

From: Economic Development, Conservation, and Planning

Date: 2/6/2023

Subject: RFP-2022-140
Airport Area Pre-Development Site Analysis

Upon review of the four (4) proposals that were received regarding the aforementioned project, I would like to recommend Delaware Engineering for the award in the amount not to exceed \$99,000.

Several responsive bids were submitted. The proposal submitted by Delaware Engineering was strong in all categories and was significantly more cost-effective than the other bids.



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: Kevin O'Connor

FROM: Pamela O'Neill *Pamela*
Purchasing Agent

DATE: February 6, 2023

RE: RFP-2022-140, AIRPORT AREA PRE-DEVELOPMENT SITE ANALYSIS

I am in receipt of your recommendation to award the aforementioned to Delaware Engineering in the amount of \$99,000.00.

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 Delaware Engineering

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

Proposal Rating Worksheet

Proposer: CBRE

	Weight	Kevin O'Connor		Michael McLaughlin		Dave Reilly	
		Rate	Score	Rate	Score	Rate	Score
Proposer's demonstrated technical capability to provide the services.	25%	5	1.25	5	1.25	5	1.25
Evaluation of the professional qualifications and experience to perform the proposed services.	25%	3	0.75	4	1	5	1.25
Evaluation of the proposer's fee submission.	25%	2	0.5	2	0.5	3.5	0.875
Evaluation of the proposer's projected approach and plans to meet the requirements of this RFP.	25%	4	1	4.5	1.125	5	1.25
TOTALS:			3.5		3.875		4.625

4

NOTES: _____

RFP #2022-140, AIRPORT AREA PRE-
DEVELOPMENT SITE ANALYSIS

Proposal Rating Worksheet

Proposer: Delaware Engineering

	Weight	Kevin O'Connor		Michael McLaughlin		Dave Reilly	
		Rate	Score	Rate	Score	Rate	Score
Proposer's demonstrated technical capability to provide the services.	25%	5	1.25	5	1.25	5	1.25
Evaluation of the professional qualifications and experience to perform the proposed services.	25%	4	1	5	1.25	5	1.25
Evaluation of the proposer's fee submission.	25%	5	1.25	5	1.25	5	1.25
Evaluation of the proposer's projected approach and plans to meet the requirements of this RFP.	25%	4	1	4	1	5	1.25
TOTALS:			4.5		4.75		5

4.75

NOTES: _____

RFP #2022-140, AIRPORT AREA PRE-DEVELOPMENT SITE ANALYSIS

Proposal Rating Worksheet

Proposer: McFarland Johnson

	Weight	Kevin O'Connor		Michael McLaughlin		Dave Reilly	
		Rate	Score	Rate	Score	Rate	Score
Proposer's demonstrated technical capability to provide the services.	25%	3	0.75	5	1.25	5	1.25
Evaluation of the professional qualifications and experience to perform the proposed services.	25%	4	1	5	1.25	5	1.25
Evaluation of the proposer's fee submission.	25%	3	0.75	4	1	4.5	1.125
Evaluation of the proposer's projected approach and plans to meet the requirements of this RFP.	25%	3	0.75	4.5	1.125	5	1.25
TOTALS:			3.25		4.625		4.875

4.25

NOTES:

RFP #2022-140, AIRPORT AREA PRE-
DEVELOPMENT SITE ANALYSIS

Proposal Rating Worksheet

Proposer: Bergmann

	Weight	Kevin O'Connor		Michael McLaughlin		Dave Reilly	
		Rate	Score	Rate	Score	Rate	Score
Proposer's demonstrated technical capability to provide the services.	25%	4	1	4.5	1.125	5	1.25
Evaluation of the professional qualifications and experience to perform the proposed services.	25%	4	1	5	1.25	5	1.25
Evaluation of the proposer's fee submission.	25%	3	0.75	3	0.75	4	1
Evaluation of the proposer's projected approach and plans to meet the requirements of this RFP.	25%	4	1	5	1.25	5	1.25
TOTALS:			3.75		4.375		4.75

4.2916667

NOTES: _____

COUNTY OF ALBANY

REQUEST FOR PROPOSALS

**DEPARTMENT OF ECONOMIC DEVELOPMENT,
CONSERVATION AND PLANNING**



RFP# 2022-140

AIRPORT AREA PRE-DEVELOPMENT SITE ANALYSIS

**ALBANY COUNTY DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION**

**PAMELA O NEILL, PURCHASING AGENT
112 STATE STREET, ROOM 1000
ALBANY, NY 12207**

**COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES PURCHASING DIVISION
112 STATE STREET, ROOM 1000, ALBANY, NY 12207
TELEPHONE: 518-447-7140/ FAX: 518-447-5588**

TITLE: Airport Area Pre-Development Site Analysis
RFP NUMBER: RFP-2022-140

Receipt Confirmation Form

Please complete and return this confirmation form as soon as possible:

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

**IF YOU PLAN TO SUBMIT A PROPOSAL, YOU MUST RETURN
THIS FORM TO ENSURE THAT YOU WILL RECEIVE ALL
FURTHER COMMUNICATION REGARDING THIS RFP.**

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____

Title: _____

Phone Number: _____ Fax Number: _____ E-Mail: _____

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, please indicate if you plan to attend:
☐ Yes / ☐ No

I authorize the County of Albany to send further correspondence that the County deems to be of an urgent nature by the following method (check):

Fax Number: _____ E-Mail: _____

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NY 12207

NON-PROPOSER RESPONSE

RFP #2022-140

The Albany County Department of General Services, Purchasing Division, is interested in the reasons why bidders/proposers fail to submit bids/proposals. Please indicate your reason(s) by checking all appropriate item(s) below and returning this form to the above address.

- ☐ Could not meet Scope of Services.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ Scope of Services not clearly understood or applicable (too vague, too rigid, etc.).
- ☐ Project not suited to firm.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal.
- ☐ Other reasons; please state and define: _____

Vendor Name: _____

Contact Person: _____

Vendor Address: _____

Vendor Telephone: _____

NOTICE TO PROPOSERS -- ALBANY COUNTY
REQUEST FOR PROPOSALS #2022-140

Sealed Proposals for **Airport Area Pre-Development Site Analysis** as requested by the Albany County Department of Economic Development, Conservation and Planning will be received by the Albany County Purchasing Agent, Room 1000, 112 State Street, Albany, New York 12207 until 4:30 PM, local time on Friday, December 16, 2022.

Request for Proposal (RFP) documents may be obtained at the office of the Albany County Purchasing Agent, as noted above. RFP documents may be available for download from the Empire State Bid System website at <http://www.empirestatebidsystem.com>, starting by close of business (4:30 p.m.) on Thursday, December 1, 2022.

Pamela O Neill
Purchasing Agent

Dated: November 22, 2022
Albany, New York

PUBLISH ONE DAY – Thursday, December 1, 2022-- THE EVANGELIST
PUBLISH ONE DAY – Thursday, December 1, 2022 -- THE TIMES UNION

COUNTY OF ALBANY
REQUEST FOR PROPOSALS
ALBANY COUNTY PRE-DEVELOPMENT SITE ANALYSIS
DEPARTMENT OF ECONOMIC DEVELOPMENT, CONSERVATION, and PLANNING
RFP #2022-140

RFP DISTRIBUTION- *IMPORTANT NOTICE*

The County of Albany officially distributes RFP documents through the Purchasing Division Office or through the Empire State Bid System website at <http://www.empirestatebidsystem.com>. Copies of RFP documents obtained from any other source are not considered official documents. Only those vendors who obtain proposal documents from either the Purchasing Division Office or the Empire State Bid System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Albany County Purchasing Division or the Empire State Bid System, it is strongly recommended that you obtain an official copy.

SECTION 1: PURPOSE

- 1.1 The County of Albany is seeking proposals for an Airport Area Pre-Development Site Analysis as requested by the Albany County Department of Economic Development, Conservation and Planning.
- 1.2 The County-owned Ann Lee Home and Heritage Park sites in the Town of Colonie have been vacant for more than two decades. Adjoined by the Albany International Airport, the Shaker Place Rehabilitation & Nursing Center, and the Shaker Heritage Society, these sites represent a combined 37.5 acres of underutilized property. Their strategic location presents an opportunity for redevelopment that promotes economic growth while balancing the historic context of the site.
- 1.3 In order to fully understand the opportunities these sites present, the County is seeking a qualified vendor to conduct a Pre-Development Site Analysis to analyze existing conditions and redevelopment opportunities at the sites following the scheduled demolition of the vacant Ann Lee Nursing Home in late 2022.
- 1.4 This RFP seeks an experienced consultant to conduct a comprehensive pre-development analysis that will identify, evaluate, and quantify the key site characteristics that developers and end-users will consider when evaluating future opportunities at the sites. The analysis should consider the area holistically and include a detailed review of current site conditions and market demand. It should include, but not be limited to: (1) site elevation; (2) geotechnical and environmental conditions; (3) utility infrastructure; (4) site access; (5) planning, zoning, and environmental review considerations; and (6) potential market demand and related conceptual design configurations. The selected team will identify existing conditions, evaluate the capacity of the sites for redevelopment, identify feasibility and cost-premium issues, and develop recommendations for addressing deficiencies. The analysis should also include development of conceptual designs for the sites that take into account site and market

conditions and stakeholder input. Fieldwork may be necessary to complete select items in the scope of work.

SECTION 2: RECEIPT OF PROPOSALS

- 2.1 Five (5) copies, and (1) electronic copy on CD or flash drive, of the Proposal and other required documents must be submitted, sealed in an opaque envelope clearly marked with the name and number of the Proposal and the name and address of the Proposer. Proposals must be received no later than **4:30 P.M. on Friday, December 16, 2022**, at the following address:

Pamela O Neill
Albany County Purchasing Agent
112 State Street, **Room 1000**
Albany, New York 12207

- 2.2 The Proposal submitted by the individual Proposer(s) is the document upon which Albany County will make its initial judgment regarding the Proposer's qualifications, understanding of the County's scope and objectives, methodology, and ability to complete services under the contract.
- 2.3 Those submitting Proposals do so entirely at their expense. There is no express or implied obligation by Albany County to reimburse any firm or individual for any costs incurred in preparing or submitting Proposals, preparing or submitting additional information requested by the County, or for participating in any selection interviews.
- 2.4 Submission of any Proposal indicates acceptance of the conditions contained in the RFP, unless clearly and specifically noted otherwise in the Proposal.
- 2.5 Albany County reserves the right to reject any and all Proposals, in whole or in part, submitted in response to its RFP.
- 2.6 Albany County reserves the right to waive any and all informalities and to disregard all non-conforming, non-responsive or conditional Proposals.
- 2.7 Albany County may, at any time by written notification to all Proposers, change any portion of the RFP described and detailed herein.
- 2.8 Proposals will be examined and evaluated by the Albany County Department of Economic Development, Conservation and Planning
- 2.9 During the evaluation of Proposals, the County may require clarification of information or may invite Proposers to an oral presentation to amplify and or validate Proposal contents.

SECTION 3: QUALIFICATION OF PROPOSER

Provide a statement of Proposer qualifications including:

- 3.1 Provide the name, a brief history and description of your firm.
- 3.2 Identify your firm's professional staff members who will be involved in the County engagement and the experience each possesses and the location of the office from which each work.
- 3.3 Name and title of person(s) authorized to bind the Proposer, together with the main office address, and telephone number (including area code).
- 3.4 Detail your firm's experience working with economic development organizations, including site development feasibility studies/conceptual designs. List examples of any studies that have resulted in completed projects.
- 3.5 Provide at least two (2) references from similar projects including name, addresses and telephone numbers.
- 3.6 Provide any additional information that would distinguish your firm in its service to Albany County.
- 3.7 Proposer shall include a completed "Vendor Responsibility Questionnaire" (Attachment "C") with the Proposal.
- 3.8 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Proposer to perform the work. The Proposer shall furnish to the County , within five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any Proposal if the information submitted by, or investigation of, such Proposer fails to satisfy the County that such Proposer is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional Proposals will not be accepted.

SECTION 4: SCOPE OF SERVICES

- 4.1 Albany County seeks an experienced consultant to conduct a comprehensive pre-development and market demand analysis for the County-owned Ann Lee Home site (875 Watervliet Shaker Road – Parcel 30.-2-15.1) and Heritage Park site (770 Albany Shaker Road – Parcel 30.-2-13) in the Town of Colonie.

EXISTING CONDITION

- 4.2. The selected team shall assemble and verify all key site characteristics, including, but not limited to, the items listed below. To the extent that field work is required for any of the below items, the proposal should clearly describe the proposed work and the type of information it will deliver. The team shall prepare a narrative and/or graphic summary detailing all key site characteristics for the site.
 1. Parcel Size

2. Zoning - including current zoning, permissible development capacity, parking requirements, and similar development requirements/constraints.
3. Zoning Overlays - identification of all zoning overlays that apply to the sites, including a summary of each overlay and the anticipated impact on proposed development.
4. Environmental Conditions
5. Elevation & Floodplain Conditions – topography for each of the sites, as well as an analysis of the impact of FEMA’s 100 and 500 year floodplains.
6. Geotechnical Conditions – current soil load-bearing capacity, ability to redevelopment, interventions that may be required (e.g. compaction, foundation support), and estimated cost of recommended interventions.
7. Utility Infrastructure - water, sewer, electric, gas, telecommunications/data, etc. Quantify size and capacity of each utility and note whether the utilities come on to the sites or if connections will be required to facilitate the proposed development.
8. Access - develop a summary and clear graphics that illustrate access for (i) cars, (ii) trucks, (iii) bicycles, (iv) pedestrians, and (v) transit (identifying specific modes/routes).
9. FAST-NY Documentation- Where applicable, the analysis should provide documentation to support FAST NY Certification and/or FAST NY Capital Infrastructure Improvements Grant proposals.

4.3 Summary of Current and Planned Development - The team will prepare a summary of current and planned development that is (1) in close proximity to the sites, and (2) may impact development (positively and/or negatively). This should include a brief summary of the project, estimated cost, projected timing, anticipated phasing, and whether each project is fully funded. The team will coordinate with County staff to identify the current and planned development projects in the area, including the Albany International Airport’s Airport Master Plan Update.

CAPACITY TO SUPPORT DEVELOPMENT/MARKET DEMAND

4.4. Capacity to Support Redevelopment – The selected team shall determine the capacity of the sites to support future redevelopment. In conducting this evaluation, the team shall identify all site characteristics that present feasibility and/or cost premium issues for redevelopment and prepare a narrative summary and cost estimate for each. The team shall identify potential funding sources, including Empire State Development’s RESTORE-NY and FAST NY Shovel-Ready Grant Program, which the County and/or a private developer may be able to utilize to address infrastructure deficits and/or site conditions that create extraordinary development costs.

4.5 The evaluation should address:

1. Site Access: In evaluating the capacity of the sites to support potential redevelopment the team should assess all factors that may impact access to the site by employees, customers, and suppliers. This includes, but is not limited to transit service, proposed parking counts and ratios, and truck access. To the extent that the team identifies access challenges, they should formulate recommendations to address those challenges in the short-term and over time, with order of magnitude cost estimates for each recommended improvement.

2. Public Infrastructure & Utilities: The team shall assess the capacity of existing public infrastructure and utilities to support redevelopment at the site. In the event that the team identifies deficiencies in public infrastructure and/or utilities that impede redevelopment, the team shall develop recommendations for resolving said deficiencies, including a narrative and/or graphic summary and cost estimate for each recommended improvement
3. Stormwater Management: The team shall develop a holistic stormwater management approach for the sites that maximizes green stormwater infrastructure and enhances the appearance and functionality of the area. To achieve a consistent appearance the team will recommend a set of stormwater management elements that can be used to successfully manage stormwater obligations.
4. Planning and Zoning: The team should evaluate and summarize all planning, zoning, environmental, and other regulatory requirements that will be necessary for site redevelopment.
5. Community Character: The sites have a unique history and a diverse group of neighboring stakeholders including the Albany International Airport, the Shaker Place Rehabilitation & Nursing Center, and the Shaker Heritage Society. The team should evaluate options to ensure that redevelopment at the sites is consistent with the current and planned activities in the area.

4.6. Market Analysis – A Market Analysis should be completed that includes, at a minimum:

1. Development of market analysis and strategies including identification of target industries and their link to the region's economic development based on available infrastructure and other site characteristics identified in sections 4.2 – 4.5.
2. Examine how these opportunity sites relate to the regional economy and further determine the appropriate positioning of these sites in order to compliment and advance the County's Economic Development Strategy and the economic vitality of the project area.
3. Development of market strategy containing action elements and lead agency (s) responsible for implementation and execution.
4. Potential job creation, wage expectations and work force availability

4.7. Conceptual Site Plans and Renderings – Based on the information gathered in Sections 4.1 – 4.6, develop two conceptual site layouts for each site

SECTION 5: TERM OF CONTRACT:

5.1 The contract period shall be one year.

5.2 The successful Proposer shall execute a contract with the County of Albany in substantial conformance with this RFP as prepared and approved by the County Attorney.

SECTION 6: COST PROPOSAL:

6.1 Submit a cost proposal for the services described above in Section 4, Scope of Services, and on the Cost Proposal Form included herein.

6.2 Detail the fee structure for the Proposal. Provide hourly rates and reimbursable costs if not included in the lump sum.

SECTION 7: PROPOSAL SUBMISSIONS

7.1 In order for the County to conduct a uniform review process of all proposals, proposals must be submitted in the format set forth below. Failure to follow this format may be cause for rejection of a proposal because adherence to this format is critical for the County's evaluation process:

SECTION I:

Title Page - The title page should reflect the Request for Proposal subject, name of the proposer, address, telephone number and contact person.

Table of Contents - The Table of Contents must indicate the material included in the proposal by section and page number.

SECTION II:

Qualification / Experience - The Qualification / Experience section must address proposer's qualifications and experience to carry out the requested service, inclusive of, but not limited to: qualification to do business in NYS, number of years in business and length of experience.

Resumes - Resumes of professional staff members who will be involved in the County engagement must be included in this section.

SECTION III:

References - The References section must include references from similar type projects.

SECTION IV:

Plan Implementation - The Plan Implementation Section must address the Scope of Services in terms of the proposer's plan to carry out the requested service.

SECTION V:

Cost Proposal Section - The Cost Proposal Section must include all costs associated with the proposer's plan to carry out the requested service. Any cost proposal forms furnished by the County must be included in this section.

SECTION VI:

Mandatory Documentation - The Mandatory Documentation Section must include: The Non-Collusive Bidding Certificate (Attachment "A"), Acknowledgment by Proposer (Attachment "B"), and Vendor Responsibility Questionnaire (Attachment "C"); Iranian Energy Divestment Certification (Attachment "D").

SECTION 8: PROPOSAL EVALUATION

8.1 Proposals will remain valid until the execution of a contract by Albany County, unless otherwise rejected consistent with this RFP.

8.2 Proposals received will be evaluated by a committee with representation from the Albany County Albany County Department of Economic Development, Conservation and Planning, Office of the Albany County Executive, and Albany County Department of General Services.

Proposals shall be evaluated based upon the following:

<i>CRITERIA</i>	<i>WEIGHT</i>
Proposer's demonstrated technical capability to provide the services.	25%
Evaluation of the professional qualifications and experience to perform the proposed services.	25%
Evaluation of the proposer's fee submission.	25%
Evaluation of the proposer's projected approach and plans to meet the requirements of this RFP.	25%

8.3 Proposals will be examined and evaluated by a committee with representation from the Albany County Albany County Department of Economic Development, Conservation and Planning, Office of the Albany County Executive, and Albany County Department of General Services. with the advice of the Albany County Purchasing Agent to determine whether the requirements of this RFP are met and to make a recommendation to the Albany County Executive, the Albany County Contracts Administration Board or the County Legislature for a contract award.

8.4 A notice of contract award shall not be binding upon the County until the contract has been fully executed by both parties

SECTION 9: SECTION NOT IN USE

SECTION 10: ALTERNATIVES

10.1 Proposer may include in its Proposal items not specified in this RFP, which it would consider pertinent. All such alternatives must be listed separately from the Proposal and the cost thereof must be separate and itemized.

SECTION 11: INDEMNIFICATION

11.1 The successful Proposer shall defend, indemnify and save harmless the County, its employees and agents, from and against all claims, damages, losses and expenses (including without limitations, reasonable attorneys' fees) arising out of, or in consequence of, any negligent or intentional act or omission of the successful Proposer, its employees or agents, to the extent of its or their responsibility for such claims, damages, losses and expenses.

SECTION 12: SPECIFICATION CLARIFICATION

- 12.1 All inquiries with respect to this Request for Proposals must be directed to the Albany County Purchasing Agent as follows:

Pamela O'Neill
Albany County Purchasing Agent
112 State Street, **Room 1000**
Albany, NY 12207
Telephone: (518) 447-7140
Facsimile: (518) 447-5588
Email: pamela.oneill@albanycountyny.gov

- 12.2 All questions about the meaning or intent of the specifications must be submitted to the aforementioned designated person in writing. Replies will be issued by Addenda mailed or delivered to all parties recorded as having received the proposal documents. Questions received less than four (4) days prior to the date of submission of Proposals will not be answered. The County will be bound only by responses given by formal written Addenda.
- 12.3 Other than the contact person identified in the Proposal, or their designee, prospective Proposers shall not approach County employees during the period of this RFP process about any matters related to this RFP or any proposals submitted pursuant thereto.

SECTION 13: MODIFICATION AND WITHDRAWAL OF PROPOSALS

- 13.1 Proposals may be modified or withdrawn at any time prior to the opening of Proposals by an appropriate document duly executed (in the manner that a Proposal must be executed) and delivered to the place where Proposals are to be submitted.
- 13.2 If within twenty-four (24) hours after the Proposals are opened, any Proposer files a duly signed written notice with the County and promptly thereafter demonstrates to the reasonable satisfaction of the County that there was a material and substantial mistake in the preparation of its Proposal, that Proposer may withdraw its Proposal and the Proposal Security will be returned. Thereafter, that Proposer will be disqualified from making a further or additional proposal on the work contemplated by this RFP.
- 13.3 Each proposal shall state that it is an irrevocable offer for a period of ninety (90) days from the Proposal opening date. After expiration of the irrevocable offer period, if no contract award has been made, a Proposal may be withdrawn if the Proposer does so in writing directed to the County Purchasing Agent; otherwise, Proposals remain in effect consistent with the terms of this RFP.

SECTION 14: PROPOSAL SECURITY

- 14.1 No proposal security is requested for this Proposal.

SECTION 15: INSURANCE AND SECURITY REQUIREMENTS

15.1 The successful Proposer will be required to procure and maintain at its own expense, the following insurance coverage:

- (a) **Worker's Compensation and Employer's Liability Insurance:** A policy or policies providing protection for Employees in the event of job related injuries.
- (b) **Automobile Liability Insurance:** A policy or policies of insurance with the limits of not less than \$500,000 combined for each accident because of bodily injury sickness or disease, sustained by any person, caused by accident, and arising out of the ownership, maintenance or use of any automobile for damage because of injury to or destruction of property, including the loss of use thereof, caused by accident and arising out of the ownership, maintenance or use of any automobile.
- (c) **General Liability Insurance:** A policy or policies or comprehensive all-risk insurance with limits of not less than:

Liability For:	Combined Single Limit
Property Damage	\$1,000,000
Bodily Injury	\$1,000,000
Personal Injury	\$1,000,000

- (d) **Professional Liability Insurance:** A policy or policies with limits not less than \$1,000,000.

15.2 Each policy of insurance required shall be of form and content satisfactory to the Albany County Attorney:

- (a) Albany County shall be named as an additional insured on all liability policies. **Proposal number must appear on insurance certificate.**
- (b) The policy shall not be changed or canceled until the expiration of thirty (30) days after written notice to Albany County. It shall be automatically renewed upon expiration and continued in force unless Albany County is given at least thirty (30) days written notice to the contrary.

15.3 No work shall be commenced under the contract until the successful Proposer has delivered to the County Purchasing Agent or his designee proof of issuance of all policies of insurance required by the Contract to be procured by the successful Proposer. If at any time, any of said policies shall expire or become unsatisfactory to the County, the successful Proposer shall promptly obtain a new policy and submit proof of insurance of the same to the County for approval. Upon failure of the successful Proposer to furnish, deliver and maintain such insurance as above provided, the contract may, at the election of the County, be forthwith declared suspended, discontinued or terminated. Failure of the successful Proposer to procure and maintain any required insurance, shall not relieve the successful Proposer from any

liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the successful Proposer concerning indemnification.

SECTION 16: REMEDY FOR BREACH

16.1 In the event of a breach by CONTRACTOR, CONTRACTOR shall pay to the COUNTY all direct and consequential damages caused by such breach, including, but not limited to, all sums expended by the COUNTY to procure a substitute contractor to satisfactorily complete the contract work, together with the COUNTY's own costs incurred in procuring a substitute contractor.

SECTION 17: CASH DISCOUNT

17.1 Cash discounts may be offered by a Proposer for prompt payment of bills, but such cash discounts will not be taken into consideration in determining the low Proposer.

17.2 For purposes of any applicable cash discount, the payment date shall be calculated from the receipt of invoice or final acceptance of the goods, whichever is later.

SECTION 18: FREEDOM OF INFORMATION LAW

18.1 Confidential, trade secret or proprietary materials as defined by the laws of the State of New York must be clearly marked and identified as such upon submission. Proposers intending to seek an exemption from disclosure of these materials under the Freedom of Information Law (New York State Public Officers Law, Sections 84-90) must request the exemption in writing, at the time of the submission of the materials, setting forth the reason for the claimed exemption. In addition, the proposer must mark each page of its submission on which there appears any material claimed to be protected as confidential or proprietary with the following legend, in bold face, capital letters at the top of each page: "THE PROPOSER BELIEVES THAT THIS INFORMATION IS PROTECTED FROM DISCLOSURE UNDER THE NEW YORK STATE FREEDOM OF INFORMATION LAW". Acceptance of the claimed materials does not constitute a determination on the exemption request, which determination will be made in accordance with statutory procedures.

SECTION 19: MACBRIDE PRINCIPLES

19.1 Contractor/Proposer hereby represents that said contractor/proposer is in compliance with the MacBride Principles of Fair Employment as set forth in Albany County Local Law No. [3] for 1993, in that said contractor/proposer either (a) has no business operations in Northern Ireland or (b) shall take lawful steps in good faith to conduct any business operations in Northern Ireland in accordance with the MacBride Principles, and shall permit independent monitoring of their compliance with such principles. In the event of a violation of this stipulation, the County reserves all rights to take remedial measures as authorized under section 4 of Local Law No. [3] in 1993, including, but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the contract/proposer in default and/or seeking debarment or suspension of the contractor/proposer.

- 19.2 In the case of a contract which must be let by competitive sealed bidding, whenever the lowest bidder has not agreed to stipulate to the conditions set forth in this section, and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest bid for a contract to supply goods, services or construction of comparable quality, the contracting entity shall refer the contract to the County Legislature, which shall determine whether the lowest bidder is responsible. In making such determination, the County Legislature may consider, as a factor bearing on responsibility, whether the lowest bidder discriminates in employment in Northern Ireland.
- 19.3 As used in this section, the term "contract" shall not include contracts with government and non-profit organizations, contracts awarded pursuant to an emergency procurement procedure or contracts, resolutions, indentures, declarations of trust or other instruments of authorizing or relating to the authorization, issuance, award, sale or purchase or bonds, certificates of indebtedness, notes or other fiscal obligations of the County, provided that the policies of this section shall be considered when selecting managing underwriters in connection with such activities.
- 19.4 The provisions of this section shall not apply to contracts for which the County receive funds administered by the United States Department of Transportation, except to the extent Congress has directed that the Department of Transportation not withhold funds from states and localities that choose to implement selective purchasing policies based on agreement to comply with the MacBride Principles, or to the extent that such funds are not otherwise withheld by the Department of Transportation.

SECTION 20: SECTION NOT IN USE

SECTION 21: ANTIDISCRIMINATION CLAUSE

- 21.1 Pursuant to Section 220-E of the NYS Labor Law, regarding provisions in contracts prohibiting discrimination on account of race, creed, color or national origin in employment of citizens upon public works, the Contractor agrees: (a) That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin discriminate against any citizen of the state of New York who is qualified and available to perform the work to which the employment relates; (b) That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, creed, color, disability, gender, marital status, military status, sexual orientation or national origin; (c) That there may be deducted from the amount payable to the contractor by the state or municipality under this contract a penalty of fifty dollars for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract; (d) That this contract may be cancelled or terminated by the state or municipality, and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this section of the contract; and (e) The aforesaid provisions of this section covering every

contract for or on behalf of the state or a municipality for the manufacture, sale or distribution of materials, equipment or supplies shall be limited to operations performed within the territorial limits of the state of New York.

SECTION 22: SECTION NOT IN USE

SECTION 23: INTERPRETATION

- 23.1 In the event of any discrepancy, disagreement or ambiguity among the documents which comprise this RFP, and/or, the Agreement (between the County and the successful Proposer) and its incorporated documents, the documents shall be given preference in the following order to interpret and to resolve such discrepancy, disagreement or ambiguity: 1) the Agreement; 2) the RFP; 3) the Contractor's proposal.

SECTION 24: NON APPROPRIATIONS CLAUSE

- 24.1 Notwithstanding anything contained herein to the contrary, no default shall be deemed to occur in the event no funds or insufficient funds are appropriated and budgeted by or are otherwise unavailable to the County for payment under this Agreement. The County will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the County of any kind whatsoever, except as to those portions herein agreed upon for which funds shall have been appropriated and budgeted.

SECTION 25: IRANIAN ENERGY SECTOR DIVESTMENT

- 25.1 Contractor/Proposer hereby represents that said Contractor/Proposer is in compliance with New York State General Municipal Law Section 103-g entitled "Iranian Energy Sector Divestment", in that said Contractor/Proposer has not:
- (a) Provided goods or services of \$20 Million or more in the energy sector of Iran including but not limited to the provision of oil or liquefied natural gas tankers or products used to construct or maintain pipelines used to transport oil or liquefied natural gas for the energy sector of Iran; or
 - (b) Acted as a financial institution and extended \$20 Million or more in credit to another person for forty-five days or more, if that person's intent was to use the credit to provide goods or services in the energy sector in Iran.
- 25.2 Any Contractor/Proposer who has undertaken any of the above and is identified on a list created pursuant to Section 165-a (3)(b) of the New York State Finance Law as a person engaging in investment activities in Iran, shall not be deemed a responsible bidder pursuant to Section 103 of the New York State General Municipal Law.

25.3 Except as otherwise specifically provided herein, every Contractor/Proposer submitting a bid/proposal in response to this Request for Bids/Request for Proposals must certify and affirm the following under penalties of perjury:

- (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 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 NYS Finance Law Section 165-a (3)(b).

Albany County will accept this statement electronically in accordance with the provisions of Section 103 of the General Municipal Law.

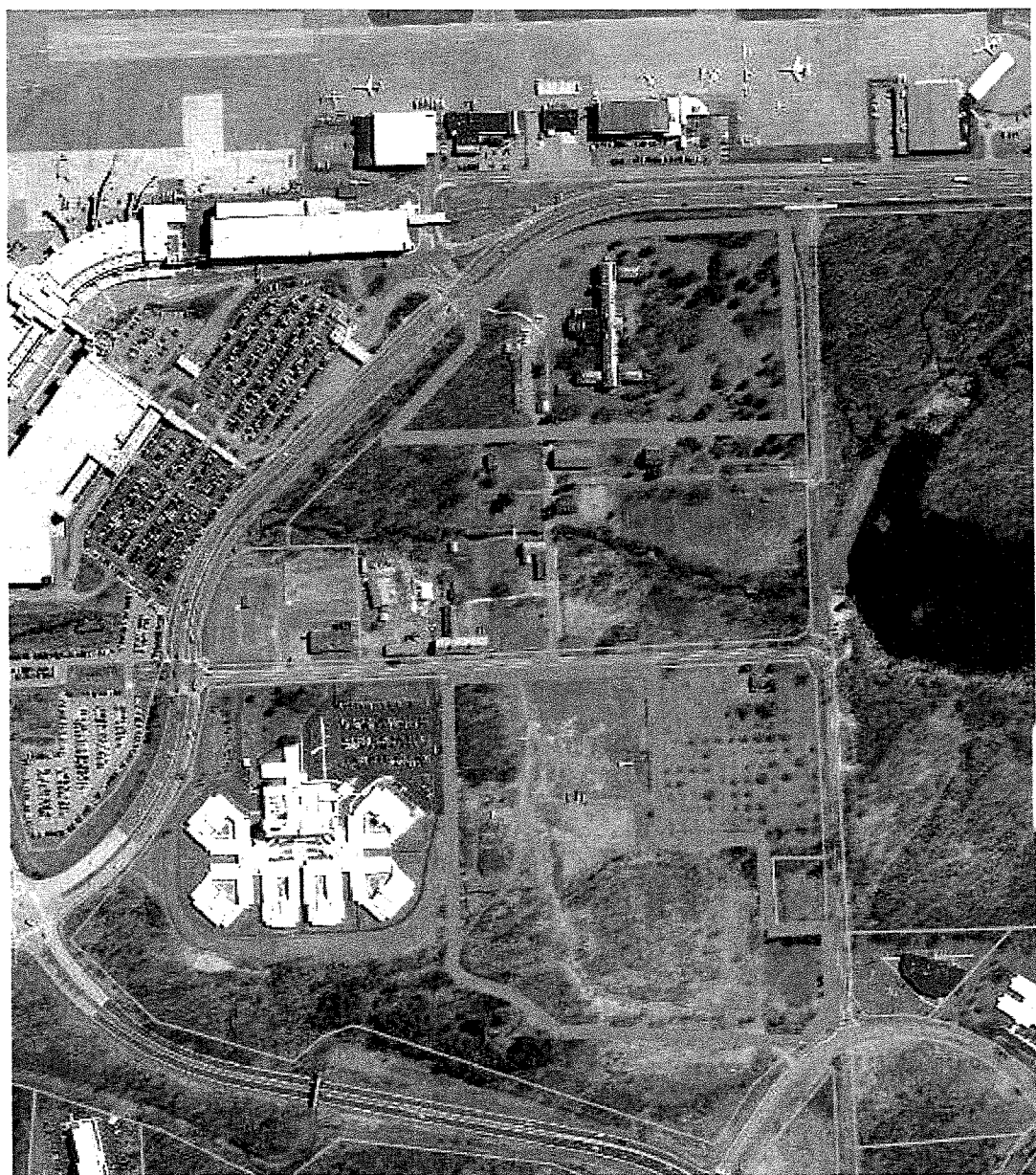
25.4 Except as otherwise specifically provided herein, any Bid/Proposal that is submitted without having complied with subdivision (a) above, shall not be considered for award. In any case where the Bidder/Proposer cannot make the certification as set forth in subdivision (a) above, the Bidder/Proposer shall so state and shall furnish with the bid a signed statement setting forth in detail the reasons therefor. The County reserves its rights, in accordance with General Municipal Law Section 103-g to award the Bid/Proposal to any Bidder/Proposer who cannot make the certification, on a case-by-case basis 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 County of Albany has made a determination that the goods or services are necessary for the County to perform its functions and that, absent such an exemption, the County of Albany would be unable to obtain the goods or services for which the Bid/Proposal is offered. Such determination shall be made by the County in writing and shall be a public document.

SECTION 26: SECTION NOT IN USE

SECTION 27: SECTION NOT IN USE

SECTION 28: SECTION NOT IN USE



COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Airport Area Pre-Development Site Analysis
RFP Number: RFP-2022-140

THIS PROPOSAL IS SUBMITTED TO:

Pamela O Neill, 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

Number

(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:

Phone: _____

- 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: Airport Area Pre-Development Site Analysis

RFP Number: RFP-2022-140

COMPANY:

ADDRESS:

CITY, STATE, ZIP:

TEL. NO.:

FAX NO.:

FEDERAL TAX ID NO.:

REPRESENTATIVE:

E-MAIL:

SIGNATURE AND TITLE:

DATE:

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

Title

Date

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 _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 20____, before me personally came _____, 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 _____ 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.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: ☐ PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME		3. IDENTIFICATION NUMBERS a) FEIN # b) DUNS #	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable)	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE		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 Title Telephone Number Fax Number e-mail			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME	TITLE	b) NAME	TITLE
c) NAME	TITLE	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. ☐ Yes ☐ 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: 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> ☐ Yes ☐ No b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individual's name, business title or consulting capacity and the official political position held with applicable service dates.</i> ☐ Yes ☐ No			

16.	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:	☐ Yes ☐ No
a)	1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; 2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease; 3. entered into an agreement to a voluntary exclusion from bidding/contracting; 4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles; 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; 6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited; 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; 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 9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.	☐ Yes ☐ No
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?	☐ Yes ☐ No
c)	been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: 1. federal, state or local health laws, rules or regulations.	☐ Yes ☐ No
17.	IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES 1 HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? 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."	☐ Yes ☐ No
18.	DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: a) file returns or pay any applicable federal, state or city taxes? <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> b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i> c) Property Tax <i>Indicate the years the vendor failed to file.</i>	☐ Yes ☐ No
19.	HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES 1 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? 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.	☐ Yes ☐ No
20.	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 Ratio, Debt Ratio, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.	☐ Yes ☐ No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES¹ :

☐ Yes ☐ 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 #

State of:)
) ss:
County of:)

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

Signature of Owner _____

Address

Printed Name of Signatory _____

City, State, Zip

Title

Sworn before me this ____ day of _____, 20__;

Notary Public

Printed Name

Signature

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

Title

Date

Company Name

PROPOSAL

RFP 2022-140

AIRPORT AREA PRE-DEVELOPMENT SITE ANALYSIS



PREPARED FOR:

**COUNTY OF ALBANY
DEPT. OF GENERAL SERVICES
PURCHASING DIVISION**



December 30, 2022



DELAWARE ENGINEERING, D.P.C

28 MADISON AVENUE EXTENSION | ALBANY, NY
518.423.1290 | DelawareEngineering.com



DELAWARE ENGINEERING, D.P.C.

28 Madison Avenue Extension
Albany, New York 12203

Phone: 518.452.1290
Fax: 518.452.1335

December 30, 2022

Pamela O'Neill
Albany County Purchasing Agent
112 State Street, Room 1000
Albany, New York 12207

RE: Airport Area Pre-Development Site Analysis: RFP 2022-140

Dear Ms. O'Neil:

It's an economic development dream: Two sites under public control totaling nearly 40 acres of land adjacent to an international airport and extensive transportation network, in an historic setting with utilities at or on site, on a portion of which extensive environmental review has been conducted. Albany County has identified a significant opportunity to profile the key site characteristics and provide a path to robust economic investment in conducting the Airport Area Pre-Development Site Analysis.

Delaware Engineering, DPC is honored to have been entrusted by the County of Albany to provide planning, environmental and engineering services since 2010. **Particularly relevant to this project, in 2014, Delaware Engineering assisted the Albany County Legislature as Lead Agency in the conduct of a SEQR review of the former Ann Lee Albany County Nursing Home site which is within the 37.5-acre focus area of this project.** At the conclusion of the SEQR review, the County executed a long-term lease with the non-profit Soldier On, the purpose of which was to facilitate reuse of the Ann Lee site for housing and transitional support services for veterans.

While Soldier On was unable to secure financing to conduct their project, in conducting the SEQR review, Delaware Engineering researched and documented many aspects of the County-owned property on which the Ann Lee Home remains to this day, including site evaluation, geology and soils, environmental conditions, wetlands and water courses, utility infrastructure, site access, as well as planning and zoning. Mary Beth Bianconi, Partner and Senior Project Manager, was personally engaged in the SEQR process, coordinating with the Town of Colonie, Albany International Airport, Shaker Heritage Society, Albany County Executive, Albany County Legislature and executive and program staff at Soldier On. This experience on the site is unparalleled.

Furthermore, our extensive track record in results-oriented economic evaluations and action plans working with the firm of **Mathes Public Affairs** positions us ideally to deliver Albany County with a pre-development analysis of the 37.5 acres of underutilized properties that are potential areas for redevelopment. Capitalizing on our team's intimate knowledge of the criteria used by national and regional site selectors and

DELAWARE ENGINEERING, D.P.C.

expertise in conducting state-of-the-art evaluations of land base, infrastructure, land-use and zoning, Delaware Engineering and Mathes Public Affairs match market interests with sites that leads to actionable economic investment opportunities.

Sandy Mathes of Mathes Public Affairs offers unmatched knowledge of the site-based economic investment opportunities in Albany County having completed a Quality Greenfield, Urban Lot and Building Site Analysis Ranking and Assessment System for the County in 2022. This project involved detailed evaluation of the development potential of literally hundreds of sites across Albany County with a "shovel ready" lite/build objective and a regionally significant investment focus. The evaluation process was common sense, transparent and fact based to yield actionable, SEQRA-driven results. Greenfield, urban in-fill lots and buildings for redevelopment were evaluated, scored based on a scale of points and ranked for prioritization. Spec sheets were created for top ranked sites.

Review of our proposal further outlines our staff, project approach and experience in conducting similar work. Importantly, we encourage contact with our references and detailed inquiry into the quality of our work which is the best measure of the match between our team and the needs of Albany County with respect to the Airport Area Pre-Development Site Analysis.

The environmental and site analysis work conducted by Delaware Engineering, DPC at the Ann Lee Home site and the Site Analysis Ranking and Assessment project conducted by Mathes Public Affairs county-wide in 2022 render the team of Delaware Engineering, DPC and Mathes Public Affairs exclusive knowledge to develop the highest caliber Pre-Development Site Analysis for Albany County.

We look forward to an opportunity to discuss this exciting project in the near future. In the meantime, please contact us with questions or needs for additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mary Beth Bianconi".

Mary Beth Bianconi
Partner

C: Sandy Mathes, Mathes Public Affairs

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Airport Area Pre-Development Site Analysis
RFP Number: RFP-2022-140

THIS PROPOSAL IS SUBMITTED TO:

Pamela O Neill, 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	Number
December 27, 2022	#1

(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:

Mary Beth Bianconi, Partner

28 Madison Avenue Extension

Albany NY, 12203

Phone: 518-452-1290

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

SECTION I

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DELAWARE ENGINEERING, D.P.C.

CIVIL AND ENVIRONMENTAL ENGINEERING
ALBANY - ONEONTA - REDHOCK - MONTICELLO - GOSHEN

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Airport Area Pre-Development Site Analysis RFP# 2022-140
Albany County



DELAWARE ENGINEERING, D.P.C.

CIVIL AND ENVIRONMENTAL ENGINEERING

28 Madison Avenue Extension. Albany, NY 12203

518.452.1290 // DelawareEngineering.com

CONTACT:

Mary Beth Bianconi, Partner & Senior Project Manager

Phone: 518.452.1290

mbbianconi@delawareengineering.com

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DELAWARE ENGINEERING, D.P.C.

CIVIL AND ENVIRONMENTAL ENGINEERING
ALBANY - ONFOTA - REDHOOK - MONTICELLO - GOSHEN

DELAWARE ENGINEERING, D.P.C.

FIRM PROFILE

Delaware Engineering, D.P.C. is different from other professional engineering firms. Our deep respect for our clients, community, and colleagues sets us apart. Our achievements in supporting communities and industry through access to grants and low-cost financing also makes us unique.

Our clients are predominantly municipal entities with selected industry in our portfolio as well. We understand that municipal leaders come to government from all walks of life and bring unique perspectives, knowledge and experience that are to be respected and engaged in the process of governing. The functions of government are complex, and it is our role to provide facts and guidance to municipal decision-makers to ensure that the best interests of the public are achieved.

With respect to industry, we are keenly aware that infrastructure and regulatory compliance are non-core functions that in some cases distract from operating a successful, profitable business. Our role is to handle non-core infrastructure and regulatory functions so that business leaders can focus on core functions.

Our community is as broad as the locations in which we work. We serve clients in the Capital District, the Adirondack and North County region, the upper and lower Hudson Valley, the Southern Tier and Catskill Mountain regions.

Wherever we are engaged with municipalities or industry, we are engaged with community. We respect the unique character and nature of each community in developing customized solutions to water, wastewater, stormwater, municipal buildings, structural, special projects and economic development challenges. Because we take the time to get to know each community personally, we treat each person and each project with a commitment and passion as though it is our own hometown.

*Originally founded in 1987, **Delaware Engineering, D.P.C.** is a New York State Design Professional Corporation licensed to practice engineering with offices in Albany, Oneonta, Red Hook, Monticello, and Goshen, New York.*

PRACTICE AREAS:

Delaware Engineering, DPC provides civil and environmental engineering services in the following areas:

- Potable and Process Water
- Wastewater Collection and Treatment
- Stormwater Management
- Hydraulic Modeling
- Community Planning
- Economic Development Analysis
- Geographic Information Systems
- Environmental Studies
- Permitting and SEQR/NEPA
- Public Infrastructure Grant Writing
- Public and Industrial Buildings
- Construction Engineering and Inspection



DELAWARE ENGINEERING, D.P.C.

OUR STAFF AND CLIENTS

Delaware Engineering, D.P.C. has a diverse and growing client base of institutions, municipalities, and industry. We welcome opportunities to explore new relationships with clients, communities, and colleagues.

REPRESENTATIVE CLIENTS:

INSTITUTIONS:

- Public/Private Universities & Colleges
- County & State Correctional Facilities
- Religious Institutions
- Health Care Facilities

MUNICIPALITIES:

- Counties, Towns, Cities and Villages
- Industrial & Economic Development Agencies
- Water and Sewer Districts, Agencies, Public Authorities

INDUSTRY:

- Atlas Copco
- International Paper
- General Electric
- Chobani
- IBM
- GlaxoSmithKline

**\$400
MILLION**

IN GRANTS & LOW-COST LOANS
SECURED FOR OUR CLIENTS

Our colleagues are the engine that drives our business. Our professional and technical staff of over 70 engineers, scientists, planners and environmental technicians are each responsible for the well-being of our clients, our communities, and each other.

The engineering and professional staff at Delaware Engineering, D.P.C. have extensive experience as:

- Traditional consultants as an adjunct to clients' engineering/professional staff
- Extension of clients' staff, working at client facilities
- Term agreement managers and engineers for multi-year contracts with corporate and agency clients
- Representatives of clients before federal, state and local agencies

By encouraging personal connection and responsibility between our staff and their project work, clients benefit from the sincere dedication of our staff to a project's success. Our colleagues are driven by an intense desire to improve the world through everyday successes, and we see the firm's community service contributions as a small way to pay our accomplishments forward.

STAFFING BREAKDOWN

Civil Engineers:	35
Structural/Mechanical Engineers:	6
Electrical Engineers:	5
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QUALIFICATIONS & EXPERIENCE

With our main office in Albany, just a short drive from the Albany County Offices and the Albany International Airport and the conduct of the State Environmental Quality Review Act (SEQR) on behalf of Albany County regarding a proposed reuse of the former Ann Lee Nursing Home, **Delaware Engineering** is keenly aware of the opportunities presented for the Airport Area Pre-Development Site Analysis. The Airport Area offers a unique combination of prospects for intense economic growth that takes advantage of a prime location while respecting a celebrated history.

Furthermore, our extensive track record in results-oriented economic evaluations and action plans working with the firm of **Mathes Public Affairs** positions us ideally to deliver Albany County with a pre-development analysis of the 37.5 acres of underutilized properties that are potential areas for redevelopment. Capitalizing on our team's intimate knowledge of the criteria used by national and regional site selectors and expertise in conducting state-of-the-art evaluations of land base, infrastructure, land-use and zoning, Delaware Engineering and Mathes Public Affairs match market interests with sites that leads to actionable economic investment opportunities.

Delaware Engineering, is honored to have been entrusted by the County of Albany to provide planning, environmental and engineering services since 2010. **Particularly relevant to this project, in 2014, Delaware Engineering assisted the Albany County Legislature as Lead Agency in the conduct of a SEQR review of the former Ann Lee Albany County Nursing Home site which is within the 37.5-acre focus area of this project.** At the conclusion of the SEQR review, the County executed a long-term lease with the non-profit Soldier On, the purpose of which was to facilitate reuse of the Ann Lee site for housing and transitional support services for veterans. While Soldier On was unable to secure financing to conduct their project, in conducting the SEQR review,

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Sandy Mathes of Mathes Public Affairs offers unmatched knowledge of the site-based economic investment opportunities in Albany County having completed a Quality Greenfield, Urban Lot and Building Site Analysis Ranking and Assessment System for the County in 2022. This project involved detailed evaluation of the development potential of literally hundreds of sites across Albany County with a “shovel ready” lite/build objective and a regionally significant investment focus. The evaluation process was common sense, transparent and fact based to yield actionable, SEQRA-driven results. Greenfield, urban in-fill lots and buildings for redevelopment were evaluated, scored based on a scale of points and ranked for prioritization. Spec sheets were created for top ranked sites.

As a result of the environmental and site analysis work conducted by Delaware Engineering at the Ann Lee Home site and the site analysis ranking and assessment project conducted by Mathes Public Affairs county-wide, our team offers exclusive knowledge to develop the highest caliber Pre-Development Site Analysis for Albany County.

In addition to this work that directly applies to the Pre-Development Analysis, over the last twelve years, Delaware Engineering has provided engineering services to Albany County to survey facilities and design plans that improved operations of the North and

South Waste Water Treatment Plants. In March of 2010, Delaware prepared an engineering report to address the sludge pump replacements at the WWTPs. This study resulted in Delaware Engineering providing design, bid assistance, and construction management through completion of a successful replacement of four primary sludge pumps, five thickened transfer pumps, and six combined pumps. In 2014, we performed necessary electrical upgrades to both North and South WWTPs.

KEY PROJECT PERSONNEL

Mary Beth Bianconi, Partner & Senior Project Manager, Delaware Engineering, DPC
With 30 years of experience as a consultant to public and private entities with a focus on infrastructure and economic development. She applies her expertise to conceptualizing, permitting, and financing small and large-scale municipal infrastructure projects as well as providing assistance to community planning and zoning boards in conducting site plan, subdivision and variance reviews in conformance with local and state codes, the State Environmental Quality Review Act (SEQRA) and, if necessary, the National Environmental Policy Act.

Authorized to Bind

Mary Beth Bianconi, Partner & Senior Project Manager

Phone: 518.452.1290

mbbianconi@delawareengineering.com

*Subconsultant***Alexander “Sandy” Mathes, Jr.**, President, Mathes Public Affairs

With over fifteen years in both public and private economic development including "shovel ready" land/site preparation and innovative community/environmental approaches, sixteen plus years in State Legislature/Governmental leadership roles, and 30-plus years in local governmental/political positions/roles, Mr. Mathes brings a unique perspective to economic development and governmental leadership. His experience includes: small business owner including responsibilities for human resources, marketing, advertising and image management through creative marketing strategies and public relations. Sandy has led commercial/medical/retail/entertainment development, high tech attraction and upgrading local and regional economy with targeted workforce development. He advocates for small business creation and entrepreneurial activities through establishment of an education and training center as key tool in driving the overall job creation strategy.

Adam Yagelski, Senior Planner, Delaware Engineering, DPC

Mr. Yagelski is a Senior Planner with over 15 years of planning and community development experience in the private and public sectors. As Director of Planning and Zoning for the Town of East Greenbush, in Rensselaer County, he managed a bustling town planning office during a period of significant commercial and residential investment; concurrently leading the process to update the Town's comprehensive plan and land use regulations. He is experienced in a variety of planning initiatives, including the areas of long-range planning, strategic planning, and transportation. His work is informed by his technical background in land surveying. An experienced project manager, Mr. Yagelski has worked on public sector capital initiatives in the areas of wastewater, transportation, stormwater, and information technology.

Tracey Ledder, Senior Environmental Scientist

Ms. Ledder is a Senior Scientist with 30 years of experience in a wide variety of projects. Her experience ranges from water quality monitoring and laboratory analyses, environmental assessment, grant writing and administration, and project management, to public speaking, writing and editing. At Delaware Engineering, she assists senior engineers and management in many project aspects from SEQR documentation, NEPA review, permit applications, water and sewer rate restructuring and report preparation.

Brock Juusola, P.E. Senior Engineer, Delaware Engineering, DPC

Mr. Juusola is a Senior Project Manager with over 15 years of experience in a wide variety of water, wastewater and municipal engineering projects. His experience ranges from serving as the project engineer on a 43 million-gallon-per-day wastewater treatment plant upgrade to dealing with day-to-day construction challenges as a construction inspector. Mr. Juusola's experience in all phases of a project, from planning to design to construction, results in a broad outlook with a balanced and realistic approach. His areas of expertise include water and wastewater process engineering and optimizing and retrofitting existing infrastructure.

Jake Fogarty, P.E. Project Engineer, Delaware Engineering, DPC

Mr. Fogarty is a senior project engineer working in many roles for the successful completion of a wide variety of water, wastewater and municipal engineering projects. His experience ranges from project engineer to construction management. Mr. Fogarty also prepares design calculations, engineering plans, engineering reports, technical specifications and contract documents. He is experienced in all phases of engineering projects, from planning to design to construction.

Rachel Zevin, Environmental Scientist and GIS Specialist

Ms. Zevin is an Environmental Scientist specializing in Geographic Information Systems (GIS). Rachel has a strong background in climate adaptation, environmental

monitoring and modeling, and sustainable resource management. Much of her work has focused on riparian environments. Her knowledge and demonstration of GIS expertise has garnered her award-level recognition in New York State and nationally.

Prior to joining Delaware Engineering, Rachel assisted 15+ Southern Tier communities with climate-smart action planning. She also worked as a GIS Specialist for the Army Corp of Engineers New England Division.

Resumes provided on subsequent pages

INFRASTRUCTURE:

- Orange County Sewer District No. 1, Regional Approach to Wastewater Treatment Capacity, Orange County
- Saratoga County Sewer District No. 1, District Expansion and North Plant Planning, Saratoga County
- Guilderland – Rotterdam Water Interconnect, Albany County
- Town of East Greenbush Wastewater Treatment Plant Upgrade and Hampton Manor Water System Evaluation, Rensselaer County
- Village of Cooperstown Wastewater Treatment Plant Upgrade and Doubleday Field Improvements, Otsego County
- Town of Catskill Wastewater Collection System, Greene County
- Town of Duanesburg Wastewater Collection System, Schenectady County
- Town of New Baltimore Wastewater System Upgrades, Greene County
- Town of Germantown Wastewater Treatment Plant Upgrade, Columbia County
- The Association of Property Owners of Sleepy Hollow Lake Wastewater System Upgrades, Greene County
- Village of South Glens Falls Water and Wastewater System Improvements, Saratoga County
- Town of Hartwick Water System Improvements, Otsego County
- City of Hudson, ARRA Wastewater Treatment Plant Upgrade
- Village of Monroe Water Master Plan and Rate Restructuring, Orange County
- Water and Sewer Rate Analyses: Town of East Greenbush and Villages of Monroe, Canajoharie, Chatham, Fishkill and Stillwater, and Rensselaer, Orange, Montgomery, Columbia, Dutchess and Saratoga Counties
- Village of Cocksackie Water and Wastewater System Upgrades, Greene County
- Village of Liberty Water and Wastewater System Upgrade, Sullivan County
- Village of Canajoharie Wastewater Treatment Plant Efficiency Project, Montgomery County
- Town of Windham, NYCDEP New Infrastructure Program, Wastewater Facilities, Windham and Hensonville, Greene County
- Village of Hunter, NYCDEP New Infrastructure Program, Wastewater Facilities, Hunter, Greene County

PROFILE:

Mary Beth Bianconi is a Partner and Senior Project Manager with 30 years of experience as a consultant to public and private entities with a focus on infrastructure and economic development. She applies her expertise to conceptualizing, permitting and financing small and large scale municipal infrastructure projects as well as providing assistance to community planning and zoning boards in conducting site plan, subdivision and variance reviews in conformance with local and state codes, the State Environmental Quality Review Act (SEQRA) and, if necessary, the National Environmental Policy Act (NEPA).

EDUCATION:

MRP, Master of Regional Planning, State University of New York at Albany, 2011

BA, State University of New York at Geneseo, 1989

Hudson Valley Pattern for Progress Fellows Program 2016-2017

PROFESSIONAL AFFILIATIONS:

Hudson Valley Pattern for Progress Board of Directors, 2017; Executive Committee, 2019

Orange County Partnership Board of Directors, 2019

SELECTED SPEAKING ENGAGEMENTS:

- New York State Conference of Mayors and Municipal Officials (NYCOM) Public Works Training School Speaker:
 - 2018 – Drainage Districts
 - 2017 – Grants
 - 2016 – Infrastructure Plans of Finance
 - 2015 – Infrastructure Master Plans & Asset Management
- Dutchess County Planning Federation Speaker: How to Read a Site Plan, 2009 & 2016; Site Plan Review for Accessibility, 2017
- AIA Westchester Hudson Valley Speaker: Site Plan Review for Accessibility, 2017
- RPI Earth Week Speaker: Gray Vs. Green Infrastructure, 2016
- NYS Economic Development Council Speaker: Developing Shovel Ready Sites, 2016



SEQR & ECONOMIC DEVELOPMENT:

- Hyde Park Town Center Plan, Town of Hyde Park, Dutchess County, Funded by NYSDERDA Cleaner Greener Communities
- Oneonta Railyards, Economic Development Master Planning and Generic Environmental Impact Statement, County of Otsego Industrial Development Agency
- Soldier On Ann Lee Home Facility, Albany County
- Fountain Flats Commerce Park, Town of Coxsackie, Greene County, Economic Development Master Planning and Generic Environmental Impact Statement, Greene County Industrial Development Agency
- Exit 21B Destination Retail Project, Towns of Coxsackie and New Baltimore, Greene County, Generic Environmental Impact Statement, Greene County Industrial Development Agency
- Pony Farms Industrial Park Economic Development Master Planning and SEQR, Town of Oneonta, Otsego County, County of Otsego Industrial Development Agency
- Greene County Regional Infrastructure Inventory, County-wide, Funded by NYS Empire State Development
- Beekman Town Center Infrastructure Study, Town of Beekman, Dutchess County
- SEQR Review and Local Regulatory Review Assistance: Town of Thompson, Sullivan County; Town of Harpersfield, Delaware County; Towns of Catskill, Cairo, Coxsackie, Greenville, Hunter, and Windham and Villages of Coxsackie and Tannersville in Greene County; Town of Amsterdam, Montgomery County
- Hunter Mountain West Expansion, Peak Resorts, Hunter, Greene County
- Greene County New Jail, Greene County
- Planning Reviews and SEQR Support for Resorts World (Casino) and Thompson Education Center, Town of Thompson, Sullivan County
- Planning Reviews and SEQR Support for Commercial Solar Installations in Greene and Delaware Counties

SPECIAL PROJECTS:

- Greene County Emergency Communications Infrastructure
- Highway Garages, Town of Windham, Greene County and Town of Wawarsing, Ulster County
- Excess/Shared Parking, Catskill, Greene County
- Intermunicipal Agreements: Village of Castleton-on-Hudson/Town of Schodack; Town of Guilderland/Town of Rotterdam; Village of Catskill/Town of Catskill; Village of Coxsackie/Town of Coxsackie; Village of Coxsackie/Town of New Baltimore; Town of Amsterdam/ City of Amsterdam



PROFESSIONAL EXPERIENCE:

- **Land Use Planning & Zoning:** Experienced in working with diverse stakeholders during land development review process, including interpretation and updating of zoning laws and other land development regulations.
- **Comprehensive Planning:** Project Manager for a multi-year comprehensive plan, zoning, and GEIS update for the Town of East Greenbush, NY. Experienced in other long-range planning initiatives, including long-term recovery plans and farmland protection planning.
- **Infrastructure:** Conducted the planning, permitting, and design process to construct a program of infrastructure projects that supported significant industrial and residential development involving 3,500 feet of new town roadway and two upgraded sanitary pump stations.
- **Transportation Planning:** Proficient in NYSDOT operations, intermodal transportation planning and commercial vehicle safety, and management information systems. Trails and multi-modal planning experience.
- **SEQRA:** Experienced in the preparation and review of Environmental Impact Statements (EIS), and proficient with all stages of SEQRA review.
- **Grant Procurement & Administration:** Extensive federal aid grant experience, Consolidated Funding Application (CFA) grant management experience, and ESD and WQIP grant procurement.
- **Stormwater/MS4 Coordination:** Served as MS4 Coordinator for the Town of East Greenbush, NY. Well-versed in all aspects of MS4 permit compliance and reporting requirements. Successfully guided East Greenbush through an EPA MS4 program audit. Implemented GIS in support of inspection and compliance workflows.
- **Site Surveying and Development:** Experienced in conducting boundary, construction stakeout, and topographic surveys, and has a working knowledge of survey equipment and GPS data collectors.
- **Multi-level Governance Experience:** First-hand understanding of government from both public and private sector standpoints Experienced in both management and business process improvement for various levels of government.

PROFILE:

Mr. Yagelski is a Senior Planner with over 15 years of planning and community development experience in the private and public sectors. As Director of Planning and Zoning for the Town of East Greenbush, in Rensselaer County, he managed a bustling town planning office during a period of significant commercial and residential investment; concurrently leading the process to update the Town's comprehensive plan and land use regulations. He is experienced on a variety of planning initiatives, including the areas of long-range planning, strategic planning, and transportation. His work is informed by his technical background in land surveying. An experienced project manager, Mr. Yagelski has worked on public sector capital initiatives in the areas of wastewater, transportation, stormwater, and information technology. He has published chapters in the edited collections *Beyond the Fracking Wars: A Guide for Lawyers, Public Officials, Planners, and Citizens* and *Urban Agriculture: Urban Agriculture: Policy, Law, Strategy, and Implementation*.

EDUCATION:

MS, Regional Planning (MRP)
University at Albany, SUNY, Albany, NY

BA, Government
St. Lawrence University, Canton, NY

EMPLOYMENT HISTORY:

Town of East Greenbush, NY
Director of Planning & Zoning

NYS Department of Transportation
Main Office, Operations Division
Intermodal Transportation Specialist

Survey Technician/Party Chief
Dempsey Surveying; S.Y. Kim Land
Surveyor, PC; Maser Consulting



ECONOMIC DEVELOPMENT & SPECIAL PROJECTS:

- Asset Management and Capital Planning Project, City of Beacon, Dutchess County, Project Manager
- Oneonta Rail Yards Redevelopment, SEQR/Generic Environmental Impact Statement, City of Oneonta, Otsego County, Wetland Delineation/Technical Writer
- Town of Thompson Park Development, Town of Thompson, Sullivan County, Technical Writer

WASTEWATER:

- Wastewater Treatment Plant Upgrades, Town of Middleburgh, Schoharie County, Permit Application/Grant Writer
- Wastewater System Upgrades, Village of Fishkill, Dutchess County, SEQR Documentation/Permit Application
- Wastewater Permit Application preparation: Village of Suffern, Rockland County, NY
- Sewer District Consolidation, Town of Thompson, Sullivan County, Town of East Greenbush, Rensselaer County

WATER:

- Water District Consolidation, Town of New Baltimore, Greene County
- New Water Tank, Town of Greenville, Greene County, Wetland Delineation and SEQR Documentation
- Water System Improvements, Village of Fishkill, Dutchess County, SEQR Documentation

STORMWATER:

- Stormwater Management Program Plan, Village of Washingtonville, Orange County, Project Manager/Technical Writer
- Stormwater Management Program Plan, Town of Glenville, Schenectady County, Project Manager/Technical Writer
- Outfall Inspections and Stormwater Management Practice Inspections, Town of Glenville, Schenectady County, Project Manager/Field Work

PROFILE:

Ms. Ledder is a Senior Scientist with 30 years of experience in a wide variety of projects. Her experience ranges from water quality monitoring and laboratory analyses, environmental assessment, grant writing and administration, and project management, to public speaking, writing and editing.

At Delaware Engineering, she assists senior engineers and management in many project aspects from SEQR documentation, NEPA review, permit applications, water and sewer rate restructuring and report preparation.

EDUCATION:

Master of Science, Environmental Science and Engineering, Virginia Tech, 1991

Bachelor of Science, Biology, SUNY-Binghamton, 1988

EMPLOYMENT HISTORY:

Delaware Engineering, DPC, Albany, NY: 2018 - Present

NYS DOH, Bureau of Water Supply Protection, Albany, NY: Research Scientist

National Estuarine Research Reserve, Lake Superior, WI: Monitoring Coordinator

Wisconsin Department of Natural Resources, Great Lakes Bureau, Superior, WI: St. Louis River Area of Concern Coordinator

Bad River Tribe Natural Resources Department, Odanah, WI: Water Resources Coordinator

CERTIFICATIONS AND TRAINING:

ASFPD Certified Floodplain Manager

Certification of Erosion and Sediment Control Training

OSHA 10-Hour Construction Safety Training

AFFILIATIONS

Association of State Floodplain Managers

Hudson River Watershed Alliance Board of Directors



WATER:

- Tuxedo Reserve Water System, Town of Tuxedo, Orange County, Project Engineer/Manager
- Saratoga County Water Authority WTP Upgrades, Town of Moreau, Saratoga County, Project Engineer/Manager
- Water Storage, Pumping and Distribution Improvements, Town of Amsterdam, Montgomery County, Project Engineer/Manager
- Town of East Greenbush Joint Water System Improvements, Rensselaer County Water and Sewer Authority, Rensselaer County, Project Engineer
- West End Water District Extension, Town of Guiderland, Albany County, Project Engineer
- APO of Sleepy Hollow Lake Water Treatment and Distribution System, Greene County, Systems Engineer
- Water Distribution Upgrades, Town of Waterford, Saratoga County, Project Manager

WASTEWATER:

- Village of Coxsackie Wastewater Treatment Plant Upgrades, Village of Coxsackie, Greene County, Project Engineer
- Village of Castleton-on-Hudson Wastewater Treatment Plant Upgrades, Village of Castleton-on-Hudson, Rensselaer County, Project Engineer
- APO of Sleepy Hollow Lake Wastewater Treatment Plant Upgrades, Greene County, Project Engineer
- Kent Manor Wastewater Treatment Plant Construction, Town of Kent, Putnam County, Project Engineer/Manager
- Meadows at Deans Corners Wastewater Treatment Plant Construction, Town of Southeast, Putnam County
- Village of Canajoharie Wastewater Treatment Plant Upgrades, Project Engineer, Village of Canajoharie, Montgomery County, Project Engineer/Manager
- Tuxedo Reserve Wastewater Treatment Plant, Town of Tuxedo, Orange County, Project Engineer/Manager
- City of Hudson Wastewater Treatment Plant Upgrades, City of Hudson, Columbia County, Project Engineer/Manager
- Village of Athens Wastewater Treatment Plant Upgrades, Village of Athens, Greene County, Project Engineer/Manager

PROFILE:

Mr. Juusola is a Senior Project Manager with over 15 years of experience in a wide variety of water, wastewater and municipal engineering projects. His experience ranges from serving as the project engineer on a 43 million gallon per day wastewater treatment plant upgrade to dealing with day-to-day construction challenges as a construction inspector. Mr. Juusola's experience in all phases of a project, from planning to design to construction, results in a broad outlook with a balanced and realistic approach. His areas of expertise include water and wastewater process engineering and optimizing and retrofitting existing infrastructure.

EDUCATION:

BS, Civil Engineering, University of Minnesota, 2003

CERTIFICATIONS AND TRAINING:

Licensed Professional Engineer in New York (License #086662-1)

40-hour HAZWOPER Trained (40 CFR 1910.120) and Confined Space certification

PROFESSIONAL AFFILIATIONS:

American Society of Civil Engineers

New York Water Environmental Association

Water Environment Federation



WATER:

- Water Plant Expansion, Saratoga County Water Authority, Senior Project Engineer
- Guiderland/Rotterdam Municipal Water Interconnection, Town of Guiderland, Albany County, Senior Project Engineer
- Fort Hunter Water Tank Rehabilitation, Town of Guiderland, Albany County, Senior Project Engineer
- Water Treatment Plant Wellhead Modification Project, Town of Glenville, Schenectady County, Senior Project Engineer
- Route 50 Pressure Reducing Valve Project, Town of Glenville, Schenectady County, Senior Project Engineer
- Water Storage Facility, Town of East Greenbush, Rensselaer County, Design Engineer
- West End Water Extensions, Town of Guiderland, Albany County, Design Engineer
- Water Treatment Plant Intake Upgrades, Saint Regis Mohawk Tribe, Franklin County, Design Engineer
- Water Treatment Plant Chemical Feed and UV Disinfection Upgrades, Saint Regis Mohawk Tribe, Franklin County, Design Engineer

WASTEWATER:

- Brown's Brewing Wastewater Treatment Plant Relocation, Brown's Brewing Company, Senior Project Engineer
- APO of Sleepy Hollow Lake Wastewater Treatment Upgrades, Greene County, Senior Project Engineer
- Village of Castleton-on-Hudson Wastewater Treatment Plant Upgrades, Village of Castleton-on-Hudson, Rensselaer County, Project Engineer
- West Kill Brewing Wastewater Pretreatment, West Kill Brewing, Senior Project Engineer
- Wastewater Treatment Plant Upgrades, Town of East Greenbush, Rensselaer County, Project Engineer
- Wastewater Pump Station Upgrades/ Sewer System, Village of Stillwater, Saratoga County, Project Engineer
- New Wastewater Treatment Plant, GSK – Stiefel Labs, Greene County, Design Engineer
- Main Pump Station Upgrade, Saint Regis Mohawk Tribe, Franklin County, Design Engineer
- Saratoga County Sewer District No. 1, Wastewater Treatment Plant Improvements, Town of Halfmoon, Saratoga County, Design Engineer

PROFILE:

Mr. Fogarty is a senior project engineer working in many roles for the successful completion of a wide variety of water, wastewater and municipal engineering projects. His experience ranges from project engineer to construction management. Mr. Fogarty also prepares design calculations, engineering plans, engineering reports, technical specifications and contract documents. He is experienced in all phases of engineering projects, from planning to design to construction.

EDUCATION:

BS, Clarkson University, Civil Engineering with a Concentration in Environmental Engineering, May 2005

CERTIFICATIONS AND TRAINING:

Licensed Professional Engineer in New York (License #096696)

Troxler Certification

PROFESSIONAL EXPERIENCE:**Experience at Delaware Engineering:**

- Economic Development Water and Sewer Capacity Study, Town of Liberty
- WWTP Service Area Build-Out Analysis, Town of Fallsburg, Mountain Dale
- Water District Assessment, Town of Milton
- Water District Expansion, Town of Glenville
- Additional Water Resources, Clifton Park Water Authority
- New Fire Station Cost Impact Analysis, West Athens Lime Street Fire District

Previous Experience:

- **Climate Adaptation and Mitigation** Assisted over 15 NY Southern Tier communities with previous and ongoing climate-smart action planning including Government Greenhouse Gas Inventories, Climate Action Plans, and Natural Resource Inventories.
- **Health Analytics related to COVID:** Integration and management for COVID Response using hospital-reported data, to conceptualize uses of hospital data in management strategies such as ICU Capacity calculations, and projections of COVID hospital admissions. Reporting to State of California.
- **Watershed Conservation and Flood Control:** At USACE, gathered data to organize spatial databases and maintain 8,000+ acres of property encompassing 17 wetlands within the Charles River Watershed for conservation and flood control purposes.
- **Agriculture and Food Markets:** Organized and created geodatabases, map products and web applications for VT Agency of Agriculture and Food Markets.

RESEARCH EXPERIENCE:

- **Potential economic development** related to NYS outdoor recreation, guiding the state's decision to designate an Office of Outdoor Recreation.
- **Spatial Modeling:** the extent and intensity of beaver (*Castor canadensis*) impacts in Adirondack State Park, NY
- **Inventory and Geomorphic Assessment** Tree vigor for signs and symptoms of invasive pests; documentation streams for watershed management and planning decisions for the Winooski Natural Resources Conservation District.

PROFILE:

Ms. Zevin is an Environmental Scientist specializing in Geographic Information Systems (GIS). Rachel has a strong background in climate adaptation, environmental monitoring and modeling, and sustainable resource management. Much of her work has focused on riparian environments. Her knowledge and demonstration of GIS expertise has garnered her award-level recognition in New York State and nationally.

Prior to joining Delaware Engineering, Rachel assisted 15+ Southern Tier communities with climate-smart action planning. She also worked as a GIS Specialist for the Army Corp of Engineers New England Division.

EDUCATION:

MS, Environmental Science, SUNY College of Environmental Science and Forestry (ESF), 2022

MPA, Public Administration, Syracuse University, Maxwell School of Citizenship and Public Affairs, 2019

BS, Natural Resource Ecology and Geospatial Technologies, University of Vermont, 2015

EMPLOYMENT HISTORY:

Cornell Cooperative Extension, Tompkins, NY – Climate Adaptation & Mitigation Specialist

California Dept. of Public Health, Lead Hospital Data Analytics – COVID Crisis Management, Sacramento, CA

GIS Teaching Assistant, SUNY ESF

GIS Specialist, US Army Corps of Engineers, New England Division

GIS Specialist, Vermont Agency of Agriculture and Food Markets

ALEXANDER (SANDY) MATHES, JR.

mathes@mathespa.com cell: 518-925-5909

A dedicated, ethical and hard-working professional with highly-developed ability in the areas of dynamic leadership, project visioning, transformational economic and community development, governmental advocacy, communications and relationship-driven business development.

- | | |
|--|--|
| <ul style="list-style-type: none">▪ Direct Experience With:Project vision & strategic planningBusiness park development & site selectionGovernmental & regulatory processPublic relations & brandingOrganizational LeadershipIncentive analysis, public funding & deal-structuring | <ul style="list-style-type: none">▪ Unique Skill Set Includes:Economic development negotiationsEngaging communication & relationship building skillsMedia, marketing & publicity strategiesProgram & workforce developmentCommunity inspired visioning followed by collaborative implementationGrassroots network development with targeted deliverables |
|--|--|

PROFESSIONAL EXPERIENCE

PRESIDENT

July 2000 - present

Mathes Public Affairs - Upstate New York/Northeast

- Full-time, multi-faceted business focused on private sector and community economic development with overall vision of creating jobs and driving private investment
- Key areas of consulting include economic development management, strategic business park development and approvals, incentives/deal structuring, business development, communication, public relations, marketing, site selection, securing public funding support and overall relationship building and connection to identified markets
- Coordination of strategic goal development, community re-development visioning and implementation of action plans utilizing innovative marketing to drive success by meeting desired deliverables. Create the vision, engage the community, and make it happen!
- Statewide/regional participation on attraction/marketing to international business community
- Educate community leaders/business in developing plans to advance growth and community consensus building through visioning, branding and progressive planning
- Current & past clients include regional county ED agencies, construction and engineering companies, developers, and healthcare, educational and financial institutions

SENIOR VICE-PRESIDENT, COMMERCIAL DIVISION

March 2012 - January 2014

United Group - Northeast/Troy, New York

- Business development through identification and qualification of opportunities within a criteria that alligns with corporate structure and mission
- Develop strategic approaches by business sector to build virtual relationships, direct market to targeted companies and identify immediate or created project opportunities
- Research and determine the viability of the business opportunity and make recommendation to Corporate as to priority level, and going-forward action
- Upon project selection to proceed, develop project plan, define each component necessary to complete the project, action plan each component, and identify required team members with skill sets, duties and responsibilities. Manage/coordinate identified projects to completion. Coordinate sale and packaging of related financials of valued properties to NYS entity

EXECUTIVE DIRECTOR

Greene County Industrial Agency - Coxsackie, New York

May 2002 - June 2011

- Established and managed Greene IDA's first full-time office and coordinated county economic development vision, strategy and overall implementation
- Established two new greenfield business parks and other development locations, shepherding sites through extensive regulatory permitting and community approval process

EXECUTIVE DIRECTOR (Continued)

- Strategized and coordinated response to proposed closing of Glaxo Smith Kline facility in Greene County. Secured rate reversal of company decision, resulting in saved jobs, creation of new employment opportunities and designation of Center of Excellence For Consumer Products Manufacturing including over \$100 million of capital investment
- Created/saved/relocated over 1,100 jobs and drove private/public investment of over \$141 million
- Understood the complex governmental process and access points resulting in over \$6.6 million in federal and state grants being secured for project implementation
- Served as regional county representative with significant organizations such as NYS Economic Development Council (currently serving on the Board of Directors), Center for Economic Growth, Hudson Valley Economic Development Corporation, and Empire State Development - also with federal, state and local political leaders
- Improved/established presence as regional economic force, with technology/web, workforce development/education and training, innovative marketing concepts, historical re-use concepts, and progressive community environmental standards

PUBLIC INFORMATION SPECIALIST

New York State Unified Court System - Albany, New York

October 1998 - May 2002

- Multi-faceted position involving the development of outreach and education strategies, promotional materials, tools and delivery strategies
- Acted as liaison with community organizations, professional associations, government and schools
- Developed diverse Community Outreach and Education Initiative with targeted website
- Interacted with and built partnerships with employees at different levels of court structure, educators, and community groups

EXECUTIVE ASSISTANT

New York State Legislature - Albany, New York

March 1983 - September 1998

Office of Senator Charles D. Cook, New York State Senate

- Dedicated and trusted top-aide to well respected, Majority State Senator. Responsible for wide array of responsibilities and assignments
- Represented Senator at many levels including large, challenging assembly of constituents. Solved and responded to constituent problems and direct inquiries from the media and state and federal governmental entities
- Developed press releases, newsletters and issue summaries, cultivated news and editorial opportunities, and coordinated the development of important legislation and budget priorities

ELECTED GOVERNMENTAL POSITIONS

Greene County Legislature - Catskill, New York

January 1995 - December 2003

Thirteen-member elected governmental body

- Majority Leader serving on all committees and Chair of Economic Development Task Force
- Advised Chairman and County Administrator in partnership on general issues and public presentations regarding actions of the Legislature, budgeting strategies and related departments

Coxsackie Town Board - Coxsackie, New York

January 1990 - December 1993

Five-member elected governmental body

- Active Board Member with track record of progressive leadership, sound budgeting resulting in debt-free operations and dedicated capital funds

SMALL BUSINESS PART-OWNER AND OPERATOR

Reed's Landing Restaurant - Coxsackie, New York

May 1994 - December 1999

- Developed and implemented business plan to initiate operations
- Coordinated marketing, advertising, promotional strategies and HR function
- Managed numerous regulatory and business issues/challenges related to doing business in NYS

EDUCATION AND TRAINING

Bachelor of Arts, May 1982. State University of New York at Oswego . Major: Political Science. Minor: History.

Economic Development Training, Continuing Education, Certification Classes and Seminars include the following sampling:

- Business Retention and Expansion
- Real Estate Development and Reuse
- Technology-Led Economic Development
- Entrepreneurial and Small Business Development Strategies
- Site Selection and Acquisition
- Economic Development Marketing and Attraction
- Numerous IEDC, NEDA, IAMC, NYSEDC Conferences and IDA Section Seminars

ACCOMPLISHMENTS AND RECOGNITION

Paul Harris Fellowship Award
United Way Recognition Award
Columbia-Greene United Way Board of Directors
Coxsackie Chamber "Thinking Out of the Box" Award
Toughest County Ethics Law in New York State
County Highway Department Modernization

NYS Preservation League Award
Statewide Legislation Benefiting Special-Needs Children
Greene Chamber of Commerce Business of the Year
Leadership with YMCA Capital/Development Project
Community College Expansion/Modernization
Significant DRI & CFA Funding

PAST AND CURRENT AFFILIATIONS

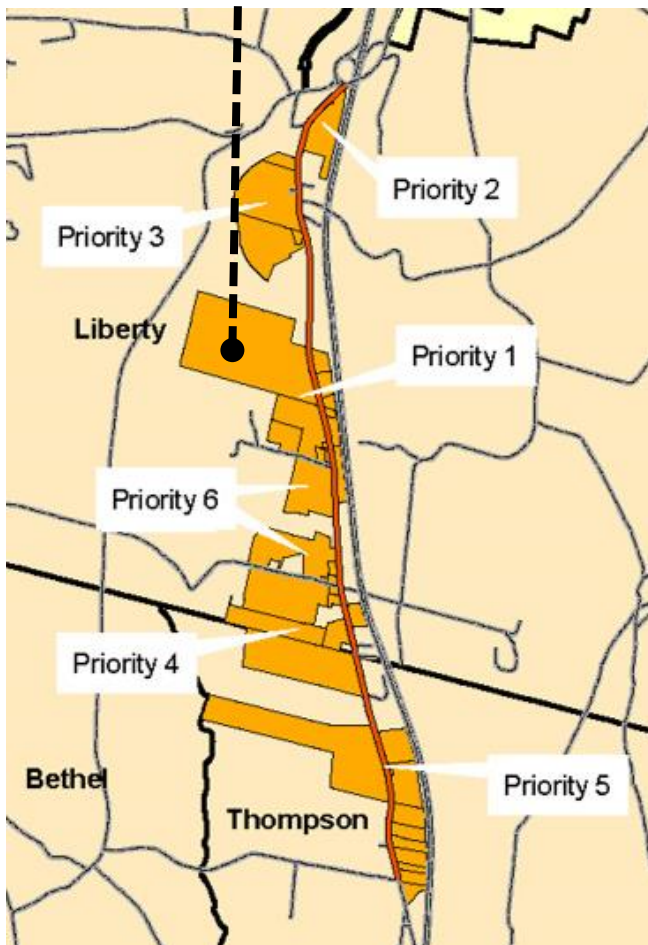
G-Tel Board of Directors
NYSEDC Board of Directors
IEDC
IAMC
CoreNet
NEDA
NYS Business Council

Center for Economic Growth
Hudson Valley EDC Chairman
Greene County Chamber of Commerce
Coxsackie-Athens Rotary Club
Catskill Elks #1341
Numerous Youth Sports Organizations



SULLIVAN COUNTY PARTNERSHIP

OLD ROUTE 17 ECONOMIC DEVELOPMENT CORRIDOR STUDY



This project involved identifying opportunities and constraints to economic development along the **Old Route 17 Corridor** in Sullivan County. The study area was comprised of nearly 200 individual parcels encompassing roughly 2,500 acres along a three and one-half mile stretch of Old Route 17 between the hamlets of Ferndale (Town of Liberty) and Harris (Town of Thompson).

The methodology for conducting the study involved the creation of numerous detailed GIS-based maps of parcel assemblages along Old Route 17 with environmental and ownership characteristics delineated. These maps were used during field survey work (conducted by an experienced economic development professional) to determine which parcels and groups of parcels offered the best development potential. From the field work, more detailed GIS-based analysis was conducted and additional field surveys were advanced to further refine the site selection process.

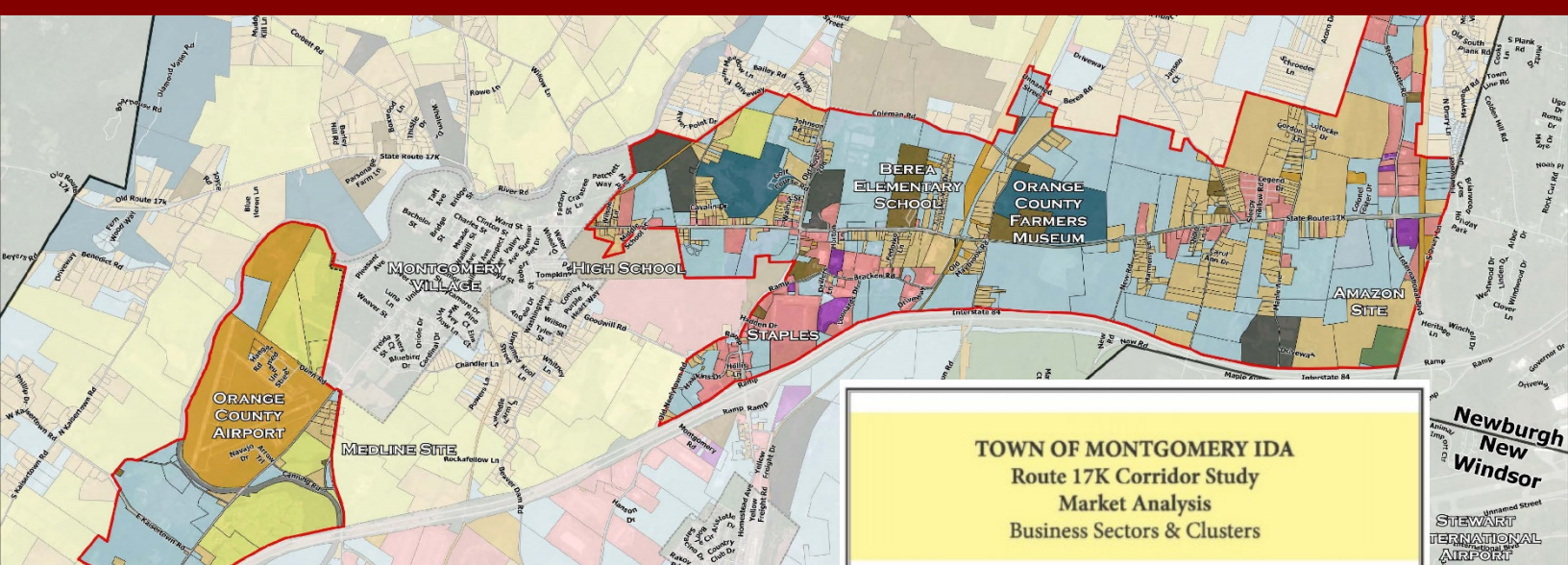
The study identified six potential locations for business parks and described in conceptual terms the environmental, regulatory and market backdrop for each site. Funding is currently being sought for the next phase of work, which would involve development of a **Generic Environmental Impact Statement (GEIS)**. Completion of a GEIS would result in sites that can be marketed with confidence, and removes the risk and uncertainty that may cause site selectors and developers to overlook or bypass these sites.

The project was spearheaded by the **Sullivan County Partnership for Economic Development**, and co-funded by the Sullivan County Industrial Development Agency, Town of Liberty and Town of Thompson.

Subconsultant: Sandy Mathes, MPA



TOWN OF MONTGOMERY IDA ROUTE 17K ECONOMIC DEVELOPMENT CORRIDOR STUDY



Delaware Engineering was hired by the **Town of Montgomery Industrial Development Agency** to prepare a corridor study for a portion of NYS Route 17K from the Town of Newburgh boundary to the Montgomery Village line.

The study identified the opportunities and constraints for economic investment in a transparent manner, with the goal of defining the potential location, scope and scale of development, together with design standards and community enhancements appropriate for the corridor.

The study was prepared on a parallel track with an update to the Town's Comprehensive Plan and a detailed analysis of municipal infrastructure capacity and needs. It contains an objective analysis of site development potential, environmental constraints, sectors attracted to the corridor, build-out scenarios and demand for likely investment value and employment opportunities, design guidelines, and an action plan.

TOWN OF MONTGOMERY IDA Route 17K Corridor Study Market Analysis Business Sectors & Clusters	
MEDIA/ENTERTAINMENT	ENVIRONMENTAL SERVICES & PRODUCT DEVELOPMENT
PROFESSIONAL/FINANCIAL & BUSINESS SERVICES	TECHNOLOGY-DRIVEN RESEARCH/MANUFACTURING & ASSEMBLY
BIO/PHARMA/HEALTHCARE & MEDICAL PRODUCTS SCALED MANUFACTURING & ASSEMBLY	REGIONAL WORKFORCE TRAINING CENTER
AGRICULTURAL MULTI-FACETED COMPLEX & EDUCATIONAL/ RESEARCH FUNCTION	DATA PROCESSING/STORAGE
NEW URBANISM/MIXED-USE	REGIONAL SPORTS COMPLEX
EVENTS CENTER/ OPEN-SPACE/PRESERVATION & RECREATION/HOSPITALITY	MULTI-MODEL LOGISTICS CENTER & E-COMMERCE/LAST MILE
CO-WORKING SPACE/ ENTREPRENEURIAL, START-UP BIZ INCUBATION	RENEWABLE & SUSTAINABLE ENERGY R & D
DIVERSE HOUSING MIX	CREATIVE ECONOMY CONNECTED TO COMMUNITY & REGIONAL ARTS VENUES WITH LIVE/WORK SPACE
	RETAIL/RESTAURANTS & CONSUMER GOODS

The corridor study will act as a springboard for grant applications and a tool to proactively guide focused, sustainable economic investment in the Route 17K corridor. This future investment would allow the Town to reap the benefits of an improved tax base and new employment, while still preserving and enhancing the quality of life of current residents and small businesses.

Subconsultant: Sandy Mathes, MPA



ORANGE COUNTY IDA SHOVEL READY SITE EVALUATION



Subject to appropriations in the Fiscal Year 2023 State Budget, Empire State Development (ESD) will invest up to \$200 million for FAST NY to prepare and develop shovel-ready sites across the state. With the federal government poised to invest billions of dollars, Orange County has an opportunity to strategically invest to further prepare existing sites and build a pipeline of new sites that can attract and expand key growth industries. Eligible projects will include infrastructure grants to improve the shovel-readiness of existing sites by investing in water infrastructure, sewer infrastructure, roads, power lines, electrical substations, and gas lines, as well as address predevelopment site planning and reviews to prepare an emerging pipeline of future shovel-ready sites.

Delaware Engineering was hired by the **Orange County Industrial Development Agency (OCIDA)** to prepare a **Shovel Ready Site Evaluation**. Orange County IDA has a need to create new sites for economic development to attract and support industry. Sites that are identified to be advanced to Shovel Read standing will provide crucial opportunities to expand the county's employment opportunities to stay aligned/ahead of the trending increase in population through in-migration within the region.

Delaware Engineering in collaboration with Mathes Public Affairs, is preparing an evaluation that includes gathering data, public participation survey, assessing environmental conditions, land use, infrastructure, GIS analysis, and report preparation. As part of this scope of services, the team will support applications to ESD for Fast NY or another suitable grant program to support the study.

Subconsultant: Sandy Mathes, MPA



Orange County IDA Community Survey

The Orange County IDA wants your help in guiding development and employment opportunities in our communities. We appreciate your time and value your input.

1. Do you live in Orange County?

☐ Yes

☐ No

2. If Yes, in which town do you live?



TOWN OF CAIRO – GREENE COUNTY IDA

ECONOMIC DEVELOPMENT CORRIDOR STUDY

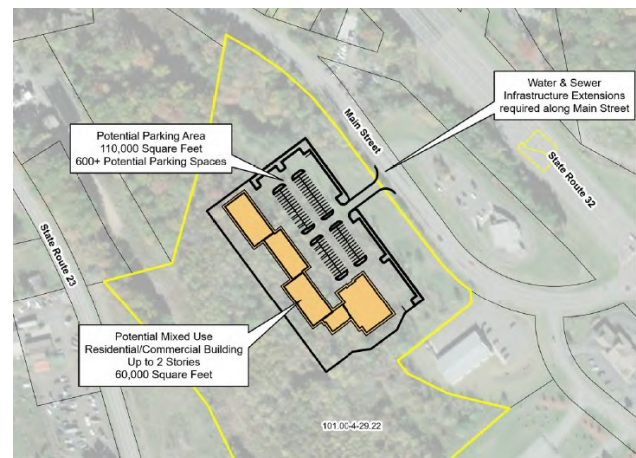
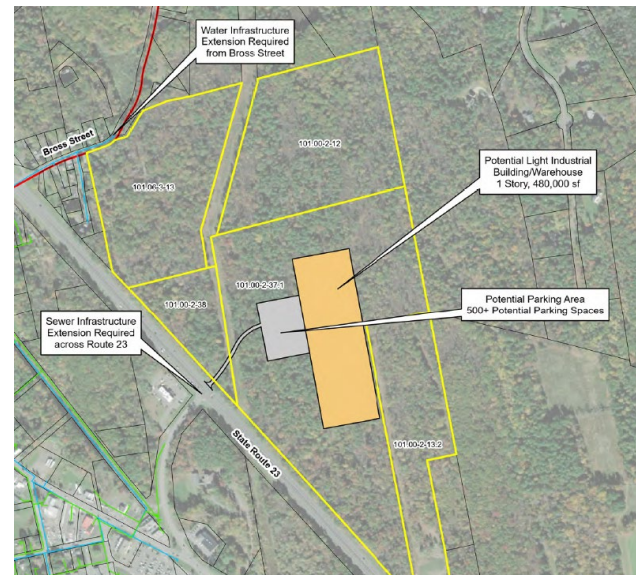
Delaware Engineering recently completed an economic development opportunity and constraints analysis for a portion of the NYS Route 23 corridor in the Town of Cairo (Greene County). The study was completed in partnership with the Town of Cairo and the Greene County IDA to further the county's goal of attracting development – particularly manufacturing and distribution companies -- to the corridor.

The study area was comprised of nearly 200 individual parcels with a total area of about 1,200 acres. Delaware used geographic information systems (GIS) to analyze ownership patterns, environmental constraints and infrastructure capacity to identify parcels with the greatest potential for development.

Site selection was narrowed down to three locations, and potential development scenarios were created for each. Proposed uses included housing, office, commercial, energy, distribution, manufacturing, warehousing, food processing, and agriculture.

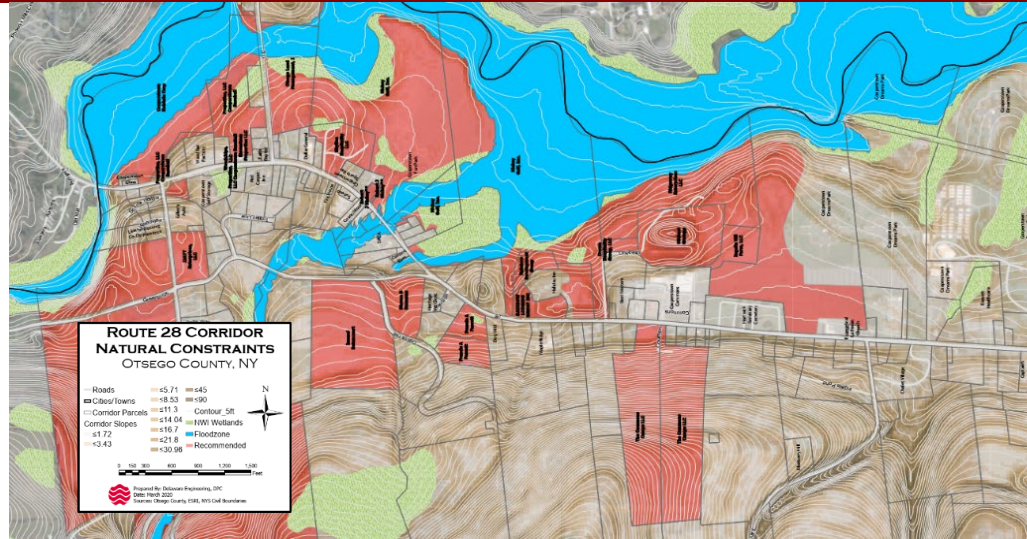
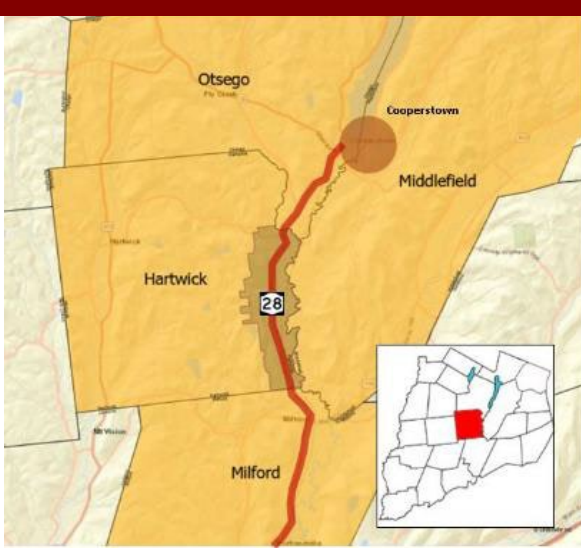
Delaware also evaluated the town's water and sewer infrastructure to determine its capacity to support the different development scenarios and meet the needs of potential new users. In particular, Delaware analyzed the potential for developing new capacity from existing town wells as water demand increases in the future.

The county and the Industrial Development Agency (Greene IDA) are now working with town officials to secure funding for the water & sewer extensions, and to obtain the land-use approvals necessary to market the parcels as "shovel ready" sites. Initial engineering cost estimates are approximately \$750,000 to extend water and sewer lines.





TOWN OF HARTWICK – OTSEGO COUNTY PLANNING ROUTE 28 CORRIDOR STUDY



Delaware Engineering was hired by the Otsego County Planning Department to prepare a Corridor Study for NYS Route 28 through the Town of Hartwick. The Town subsequently secured additional funding through USDA Rural Development to evaluate the feasibility of bringing centralized water and/or sewer to the corridor as a means to support rural economic development.

A significant portion of the Town of Hartwick is situated along the Route 28 corridor leading to the Village of Cooperstown and the National Baseball Hall of Fame. A flood of tourists each year has brought economic growth and challenges to the corridor, including the development of the Cooperstown Dreams Park, four large chain hotels, related commercial development and cabin colonies. With no Zoning Law in place, and no centralized infrastructure, development that has occurred over the past several years has been spread out along the corridor and has contributed to a sprawl-like land use pattern.

Delaware evaluated the opportunities and constraints along the Route 28 corridor with the goal of encouraging more rational, non-sprawl, low-density development. Extensive public outreach took place, including the development of an on-line survey.

The final study included an analysis of the built and natural features along the Route 28 Corridor, including existing patterns of land use, ownership, parcel configuration and development patterns. Recommended steps and initiatives to stimulate investment, increase employment and property values, and encourage affordable housing were also included, along with an evaluation of alternatives for providing water and sewer services to the corridor.

Finally, Delaware identified existing and potential policies that the Town and County might develop and adopt to enable denser, environmentally friendly development.

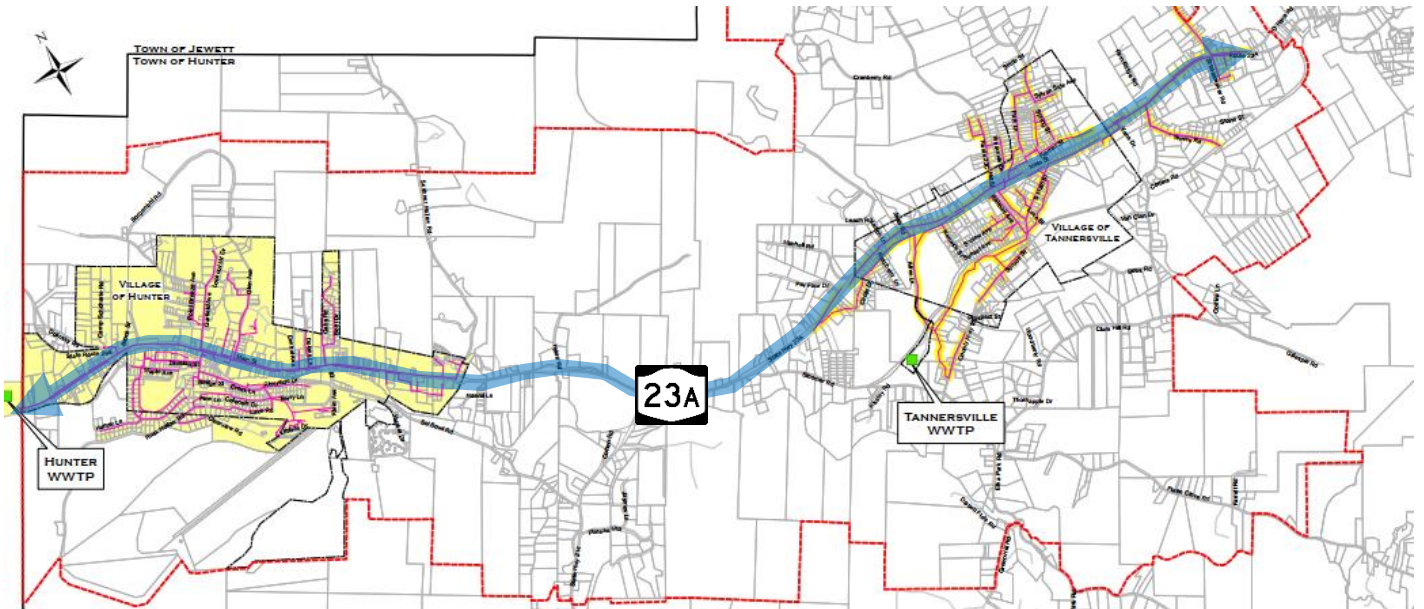
Download a copy of the final report here:

<https://bit.ly/HartwickRoute28>



TOWN & VILLAGE OF HUNTER

ROUTE 23A CORRIDOR REGIONAL PLANNING STUDY



Delaware Engineering worked with The Town of Hunter, and the Villages of Hunter and Tannersville (with assistance from Greene County) to prepare the **Hunter Corridor Regional Planning Study** – a comprehensive land use and development analysis for the NYS State Route 23A region.

The main purpose of the study was to assess the potential impacts from future development on environmental, community and infrastructure resources, and engage in intermunicipal discussions that would help guide future growth and development along the corridor. A secondary objective was to provide an analysis of environmental conditions and available infrastructure that could either constrain or support desired land uses.

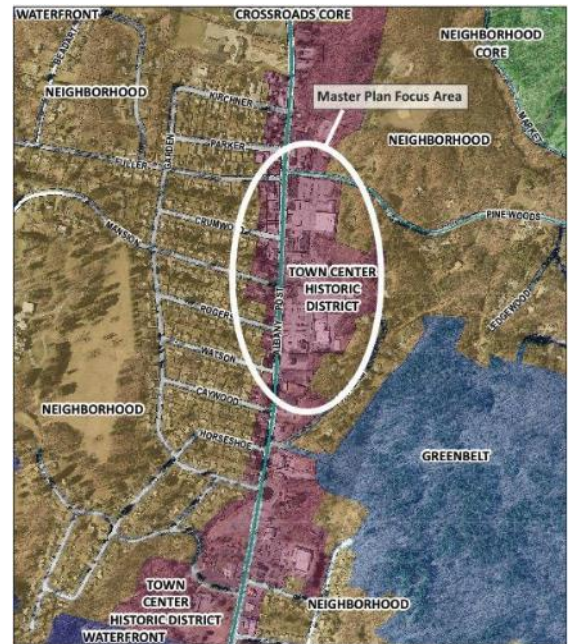
Delaware Engineering evaluated all applicable federal, state, regional and local regulations that would impact growth along the corridor, and identified planning tools and recommendations that, if implemented, could bring a shared vision of future development to fruition.

The study – completed in 2011 -- was made possible by a Technical Assistant grant from the Catskill Watershed Corporation's Schoharie Watershed Impact Studies program.





TOWN OF HYDE PARK TOWN CENTER CONCEPT PLAN



The Town of Hyde Park is a historic community located along the banks of the Hudson River in Dutchess County. During the 20th century the Town developed into an automobile-based suburb with residential neighborhoods surrounding the heavily travelled NYS Route 9 commercial corridor.

The Town was awarded a grant from the NYSEDA Phase II Cleaner, Greener Communities Program to create a Planning and Engineering Report for the Redevelopment of the Town Center. The goal is to revitalize the declining central business district into a vibrant, pedestrian-friendly Town Center which will also encourage new mixed-use development.

The Project Area is located at a key node along the NYS Route 9 commercial corridor at the Pine Woods Road intersection between Parker Avenue and Watson Place.

A project Steering Committee that included representatives from the Town of Hyde Park, Dutchess County Department of Planning and Development (DCDPD), Dutchess County Water and Wastewater Authority (DCWWA) and other agencies and stakeholders contributed to the project.

Delaware Engineering, as project manager and wastewater infrastructure specialists together with Elan Planning, Mathes Public Affairs, MJ Engineering and Studio A prepared a Planning and Engineering Report for the Redevelopment of the Town Center.

The major components included a market analysis, conceptual redevelopment plan, wastewater treatment feasibility study, transportation improvement design, and zoning code analysis. Extensive public input including individual stakeholder meetings were a critical activity in the development of the Plan.

Subconsultant: Sandy Mathes, MPA



OTSEGO COUNTY IDA ONEONTA RAILYARDS REDEVELOPMENT



Delaware Engineering acted as the primary consultant to the County of Otsego Industrial Development Agency (COIDA) for the preparation of a master plan and economic development strategy for the Oneonta Rail Yards, located within the City of Oneonta, New York.

The redevelopment of the Oneonta Rail Yards site, centered on Roundhouse Road and in the vicinity of Chestnut Street in the City of Oneonta, involves construction of access to the site which may include a bridge, as well as the extension of utility infrastructure (water, sewer, electric, and natural gas, as well as telecommunications) and site roadways. It is anticipated that future structures and parking areas will occupy the site.

The total potential project area consists of approximately 17 individual parcels and approximately 200 acres with access to public water and sewer systems as well as natural gas.

This project is intended to create a new industrial/commercial business park, utilizing locational advantages by being in close proximity to the railroad and Interstate 88, a major thoroughfare. Establishing a new industrial/commercial business park will provide additional markets for Otsego County, create new jobs, and add to the local tax base.

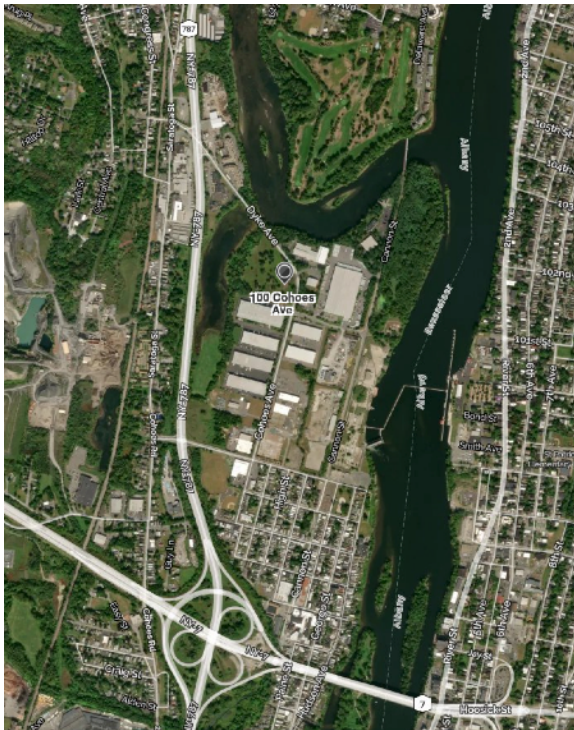
Delaware Engineering began by crafting a conceptual redevelopment master plan for project area, examining potential uses of the land and analyzing the most likely and most intensive commercial and industrial uses, in order to forecast the concomitant potential environmental impacts of redevelopment.

As a first step towards creating a shovel-ready site, Delaware prepared a Generic Environmental Impact Statement (GEIS). The final GEIS addressed all public comments and questions, and was adopted by the City of Oneonta's Board of Trustees in 2019.



**Quality Greenfield, Urban Lot
and Building Site Analysis Ranking
and Assessment System
Albany County, N.Y.**

Completion Date: 2022



Services:

- "Shovel Ready" Lite/Build Objective
- Common Sense Evaluation Process
- Transparent & Fact Based
- Regionally Significant Focus
- SEQRA Driven
- Scale Goals: Minimum 100,000 SF & Larger/25 Acres
- Greenfield, Urban Lots & Building Redevelopment Sites
- Develop County Wide Master List of Sites
- Point-based Scaled Rankings
- Extensive Site Analysis/Rankings
- Informative Spec Sheets

Reference:

Kevin O'Connor
Chief Executive Officer
Advance Albany County Alliance LDC &
Director of Albany County Economic Development
518-852-2209

Contact:

Alexander "Sandy" Mathes, Jr
Mathes Public Affairs
518-925-5909
mathes@mathespa.com





**Quality Greenfield, Urban Lot
and Building Site Analysis Ranking
and Assessment System
Broome County, N.Y.**

Completion Date: 2021

Services:

- "Shovel Ready" Lite/Build Objective
- Common Sense Evaluation Process
- Transparent & Fact Based
- Regionally Significant Focus
- SEQRA Driven
- Scale Goals:
 - Minimum 250,000 SF & Larger/50 Acres
 - Urban Lots
 - Building Redevelopment Opportunities
- Greenfield, Urban Lots & Building Redevelopment Sites
- Utilization of EPA Grants/Environmental Assessment
- Develop Regional Master List of Sites
- Point-based Scaled Rankings
- Extensive Phase II Analysis/Ranking Next Step
- Informative Spec Sheets/Phase II



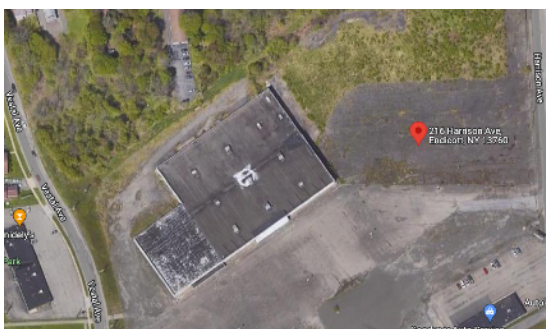
References:

Sub-consultant to
Lisa Nagle, Principal
Elan Planning, Design, Landscape Architecture PLLC
518-306-3702

Stacey Duncan, CEO
Leadership Alliance
Greater Binghamton Chamber of Commerce
The Agency Broome County IDA/LDC
607-584-9000

Contact:

Alexander "Sandy" Mathes, Jr
Mathes Public Affairs
518-925-5909
mathes@mathespa.com





**Quality Greenfield, Urban Lot
and Building Site Analysis Ranking
and Assessment System
Capital Region, N.Y.**

Completion Date: 2019



Services:

- "Shovel Ready" Lite/Build Objective
- Common Sense Evaluation Process
- Transparent & Fact Based
- Regionally Significant Focus
- SEQRA Driven
- Scale Goals: Minimum 250,000 SF & Larger/50 Acres
- Urban Core Opportunities
- Greenfield & Redevelopment Sites
- Develop Regional Master List of Sites
- Informative Spec Sheets



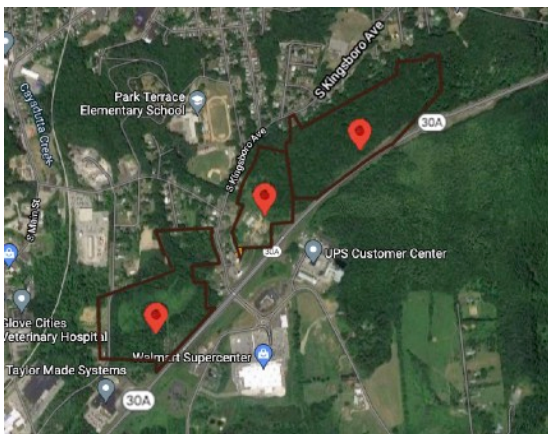
References:

Katie Newcombe
Chief Economic Development Officer
Center for Economic Growth
518-470-1576
*Economic Developer at National Grid during project



Contact:

Alexander "Sandy" Mathes, Jr
President
Mathes Public Affairs
518-925-5909
mathes@mathespa.com



Quality Greenfield, Urban Lot and Building Site Analysis Ranking and Assessment System Fulton County, N.Y.

Completion Date: 2022

Services:

- "Shovel Ready" Lite/Build Objective
- Common Sense Evaluation Process
- Transparent & Fact Based
- Regionally Significant Focus
- SEQRA Driven
- Scale Goals: Minimum 100,000 SF & Larger/25 Acres
- Greenfield, Urban Lots & Building Redevelopment Sites
- Utilization of EPA Grants/Environmental Assessment
- Develop County Wide Master List of Sites
- Point-based Scaled Rankings
- Extensive Site Analysis/Rankings
- Informative Spec Sheets

References:

Sub-consultant to
Lisa Nagle
Principal
Elan Planning, Design, Landscape Architecture PLLC
518-306-3702

Ron Peters
President & CEO
Fulton County Center for Regional Growth
518-725-7700

Contact:

Alexander "Sandy" Mathes, Jr
President
Mathes Public Affairs
518-925-5909
mathes@mathespa.com

IN THIS SECTION:
REFERENCES



REFERENCES



Marc Baez, President & CEO

196 Bridgeville Road, Suite 7, Monticello, NY 12701

marc@scpartnership.com

845.794.1110



Jeffrey D. Crist, Chairman, Member

110 Bracken Road, Montgomery, NY 12549

jeff@cristapples.com

845.745.0349



Kevin O'Connor, Chief Executive Officer; Director

Advance Albany County Alliance LDC; Albany County Economic Development

111 Washington Avenue, Suite 100, Albany, NY 12207

KOConnor@AdvanceAlbanyCounty.com

518.852.2209

SECTION IV

IN THIS SECTION:

PLAN IMPLEMENTATION



DELAWARE ENGINEERING, D.P.C.

CIVIL AND ENVIRONMENTAL ENGINEERING
ALBANY - ONFOTA - REDHOCK - MONTICELLO - GOSHEN

PLAN IMPLEMENTATION

4.1 PROJECT UNDERSTANDING AND BACKGROUND

It is our understanding that the County of Albany seeks an experienced consultant to conduct a comprehensive pre-development and market demand analysis for the County-owned Ann Lee Home site (875 Watervliet Shaker Road – Parcel 30.-2-15.1) and Heritage Park site (770 Albany Shaker Road – Parcel 30.-2-13) in the Town of Colonie. These 37.5 acres of underutilized property are adjacent to the Albany International Airport and other critical Albany County facilities. Their strategic location relative to the Airport presents opportunities for redevelopment that promotes economic growth while balancing the historic context of the sites.

Having conducted a detailed SEQR analysis and site planning for a proposed reuse of the Ann Lee Home site, Delaware Engineering has unique insights into the existing conditions and observations regarding prospects and impediments to redevelopment of the site. For instance, the 'road' west of the Home is not a dedicated road; rather, it is simply asphalt on the land, permitting a blank slate with respect to interior road placement. In terms of impediments, the Home sits on a raised area with the down slope land to the south in a flood plain. Delaware Engineering and Mathes Public Affairs will apply this and other knowledge gained through our previous work with the County to the Pre-Development Site Analysis.

4.2 EXISTING CONDITION

Delaware Engineering, DPC in association with Mathes Public Affairs (MPA) with the assistance of County Staff will assemble and verify all key site characteristics, including, but not limited to:

Parcel Size based on existing documentation:

- a. Ann Lee Home site (875 Watervliet Shaker Road – Parcel 30.-2-15.1) in the Town of Colonie
 - b. Heritage Park Site (770 Albany Shaker Road – Parcel 30.-2-13) in the Town of Colonie
2. Zoning - including current zoning, permissible development capacity, parking requirements, and similar development requirements and/or constraints.
3. Zoning Overlays - identification of all zoning overlays that apply to the sites, including a summary of each overlay and the anticipated impact on the proposed development.
4. Environmental Conditions – identification of wetlands (state or federal) and water course on the sites utilizing public available data, significant cultural resources based on prior detailed studies of the sites, significant ecological communities, and the presence of any known hazardous materials or conditions as documented in existing records for the sites.
5. Elevation & Floodplain Conditions – topography from digital public resources for each of the sites, as well as an analysis of the impact of FEMA's 100- and 500-year floodplains.
6. Geotechnical Conditions – current soil load-bearing capacity based on USGS or similar data, ability to redevelop, interventions that may be required (e.g. compaction, foundation support), and estimated cost of recommended interventions.
7. Utility Infrastructure - water, sewer, electric, gas, telecommunications/data, etc.
8. Quantify the size and capacity of each utility and note whether the utilities are on site or if connections will be required to facilitate the proposed development.
9. Access - develop a summary and clear graphics that illustrate access for multi-modal routes including:
 - a. cars,
 - b. trucks,

- c. bicycles,
 - d. pedestrians, and
 - e. transit (identifying specific modes/routes).
10. FAST-NY Documentation- Where applicable, Delaware Engineering will provide documentation to support FAST NY Certification and/or FAST NY Capital Infrastructure Improvements Grant applications.

4.3 SUMMARY OF CURRENT AND PLANNED DEVELOPMENT

Delaware Engineering and MPA will prepare a summary of current and planned development that is:

- (1) In close proximity to the sites, and
- (2) may positively and or negatively impact the development

The summary will include a brief of the project, estimated cost, projected timing, anticipated phasing, and whether each project is fully funded. The Delaware/MPA team will coordinate with County staff to identify the current and planned development projects in the area, including the Albany International Airport's Airport Master Plan Update.

4.4 CAPACITY TO SUPPORT DEVELOPMENT/MARKET DEMAND

In this task, Delaware/MPA will determine the capacity of the sites to support future redevelopment. In this evaluation, Delaware/MPA will identify all site characteristics that present feasibility and/or cost premium issues for redevelopment and prepare a narrative summary and cost estimate for each. Delaware will identify potential funding sources, including Empire State Development's RESTORE-NY and FAST NY Shovel-Ready Grant Program, which the County and/or a private developer may be able to utilize to address infrastructure deficits and/or site conditions that create extraordinary development costs.

4.5 THE EVALUATION WILL ADDRESS:

1. Site Access: In evaluating the capacity of the sites to support potential redevelopment Delaware will assess factors that may impact access to the site by employees, customers, and suppliers. This assessment includes, but is not limited to transit service, proposed parking counts and ratios, and truck access. To the extent that the Delaware identifies access challenges, we will formulate recommendations to address those challenges in the short-term and over time, with order of magnitude cost estimates for each recommended improvement.
2. Public Infrastructure & Utilities: Delaware will assess the capacity of existing public infrastructure and utilities to support redevelopment at the site. In the event that we identify deficiencies in public infrastructure and/or utilities that impede redevelopment, we will develop recommendations for resolving said deficiencies, including a narrative and/or graphic summary and cost estimate for each recommended improvement
3. Stormwater Management: Delaware Engineering will develop a holistic stormwater management approach for the sites that maximizes green stormwater infrastructure and enhances the appearance and functionality of the area. To achieve a consistent appearance, Delaware will recommend a set of stormwater management elements that can be used to successfully manage stormwater obligations.
4. Planning and Zoning: Delaware will evaluate and summarize all planning, zoning, environmental, and other regulatory requirements that will be necessary for site redevelopment.
5. Community Character: Understanding that the sites have a unique history and a diverse group of neighboring stakeholders including the Albany International Airport, the Shaker Place Rehabilitation & Nursing Center, and the Shaker Heritage Society; options will be evaluated to ensure that redevelopment at the sites is consistent with the current and planned activities in the area.

4.6. MARKET ANALYSIS

A Market Analysis will be completed by MPA that includes, at a minimum:

1. Development of market analysis and strategies including identification of target industries and their link to the region's economic development based the on available infrastructure and other site characteristics identified in sections 4.2 – 4.5.
2. Examination of how opportunity sites relate to the regional economy and further determine the appropriate positioning of these sites in order to compliment and advance the County's Economic Development Strategy and the economic vitality of the project area.
3. Development of market strategy containing action elements and lead agency(s) responsible for implementation and execution.
4. Potential job creation, wage expectations, and work force availability

4.7. CONCEPTUAL SITE PLANS AND RENDERINGS

Based on the information gathered in Sections 4.1–4.6, Delaware will develop two conceptual site layouts for Ann Lee Home site parcel and two conceptual site layouts for Heritage Park Site.

IN THIS SECTION:

COST PROPOSAL



DELAWARE ENGINEERING, D.P.C.

CIVIL AND ENVIRONMENTAL ENGINEERING
ALBANY - ONEONTA - REDHOOK - MONTICELLO - GOSHEN

SECT. I: COST PROPOSAL – NEGOTIATED 2/6/23

The team of Delaware Engineering, DPC, and Mathes Public Affairs proposes to conduct the scope of services outlined in Section 4 of this proposal on a lump sum basis with monthly payments based on progress as follows:

Task	Description	Lump Sum Fee	Anticipated Timeframe
4.2	Existing Condition	\$11,250	One Month
4.3	Summary of Current and Planned Development	\$5,000	Two Weeks
4.4 & 4.5	Capacity to Support Development	\$30,000	Two Months
4.6	Market Analysis	\$30,000	Two Months
4.7	Conceptual Site Plans and Renderings	\$21,250	One Month
		\$97,500	6 Months

COUNTY OF ALBANY

COST PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Airport Area Pre-Development Site Analysis
RFP Number: RFP-2022-140

COMPANY:	Delaware Engineering, DPC
ADDRESS:	28 Madison Avenue Extension
CITY, STATE, ZIP:	Albany, NY 12203
TEL. NO.:	518-452-1290
FAX NO.:	518-452-1335
FEDERAL TAX ID NO.:	16-1370126
REPRESENTATIVE:	Mary Beth Bianconi
E-MAIL:	mbbianconi@delawareengineering.com
SIGNATURE AND TITLE:	 Partner
DATE:	12/27/2022

SECT.V-2

IN THIS SECTION:

MANDATORY DOCUMENTATION

Attachment A: Non-Collusive Bidding Certificate

Attachment B: Acknowledgement by Proposer

Attachment C: Vendor Responsibility Questionnaire

Attachment D: Iranian Divestment Certification

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

Partner

Title

Delaware Engineering, D.P.C.

Company Name

12/27/2022

Date

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 New York)
COUNTY OF Albany) SS.:

On this 27th day of December, 2022, before me personally appeared Nary Beth Bianconi to me known, who, being by me sworn, did say that she resides at (give address) _____; that she is the (give title) Partner of the (name of corporation) Laurie Engineering, D.P.C., 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.

SUSAN E. OLIVARES
Notary Public, State of New York
No. 01016092326
Qualified in Albany County
Commission Expires May 19, 2023

Susan E. Olivares
Notary Public, State of New York

Qualified in Albany County

Commission Expires 5/19/23

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 20____, before me personally came _____ 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 _____ 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.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

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

1. VENDOR IS: ☐ PRIME CONTRACTOR Delaware Engineering, D.P.C.			
2. VENDOR'S LEGAL BUSINESS NAME Delaware Engineering, D.P.C.		3. IDENTIFICATION NUMBERS a) FEIN # 16-1370126 b) DUNS #	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) delawareengineering.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 28 Madison Ave. Extension, Albany, NY 12203		7. TELEPHONE NUMBER 518-452-1290	8. FAX NUMBER 518-452-1335
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 THE QUESTIONNAIRE Name Mary Beth Bianconi Title Partner Telephone Number 518-452-1290 Fax Number 518-452-1335 e-mail mbbianconi@delawareengineering.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS. David R. Ohman, President			
a) NAME John K. Brust	TITLE V. President	b) NAME Alan Tavenner	TITLE Secretary
c) NAME Brock Juusola	TITLE Treasurer	d) NAME Mary Beth Bianconi	TITLE Partner
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. ☐ Yes ☒ No			
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS: 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> ☐ Yes ☒ No 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> ☐ Yes ☒ No			

16.	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: a) 1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; ☐ Yes ☒ No 2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease; 3. entered into an agreement to a voluntary exclusion from bidding/contracting; 4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles; 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; 6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited; 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; 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 9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract. 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? ☐ Yes ☒ No c) been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of: ☐ Yes ☒ No 1. federal, state or local health laws, rules or regulations.
17.	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? ☐ Yes ☒ No 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."
18.	DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO: a) file returns or pay any applicable federal, state or city taxes? ☐ Yes ☒ No 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. b) file returns or pay New York State unemployment insurance? ☐ Yes ☒ No Indicate the years the vendor failed to file/pay the insurance and the current status of the liability. c) Property Tax ☐ Yes ☒ No Indicate the years the vendor failed to file.
19.	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? ☐ Yes ☒ No 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.
20.	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. ☐ Yes ☒ No

21.	IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES ¹ :	☐ Yes	☒ 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.

FEIN # 16-1370126

County of: Albany)

SECT.VI-6

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

Partner

Title

Delaware Engineering, DPC

Company Name

12/27/2022

Date

**IF YOU PLAN TO SUBMIT A PROPOSAL, YOU MUST RETURN
THIS FORM TO ENSURE THAT YOU WILL RECEIVE ALL
FURTHER COMMUNICATION REGARDING THIS RFP.**

Company Name: Delaware Engineering DPC
 Address: 28 Madison Ave. Extension
 City: Albany State: NY Zip Code: 12203
 Contact Person: Mary Beth Bianconi
 Title: Partner / Project Manager
 Phone Number: 518.452.1290 Fax Number: 518.452.1335 E-Mail: mbbianconi@delawareengineering.com

If a Bidders/Proposers meeting has been arranged for this Bid/RFP, please indicate if you plan to attend:
☒ Yes / ☐ No

I authorize the County of Albany to send further correspondence that the County deems to be of an
 urgent nature by the following method (check):

Fax Number: _____ E-Mail: ☒ mbbianconi@delawareengineering.com

STANDARD
OK
01
00:00:28
151844475588
12/27 10:30

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

SER.# : BROM6J584515
TEL : 8457917777
FAX : 8457944052
NAME : SOUTHERN TIER
TIME : 12/27/2022 10:30

TRANSMISSION VERIFICATION REPORT