



City of Kingston Finance and Audit Committee
Meeting Agenda
Monday, October 2, 2017

SPECIAL MEETING

Mayor Noble - Surplus Property Auction

[9.25.17 Surplus Property Comm. + Multi Family Structure List.pdf](#)

[9.25.2017 Surplus Property Sale Listing Vacant Land.pdf](#)

[Communication- Auction.pdf](#)

Joseph Chenier Re: Reconsider CR1 - Backhoe tradeins toward new purchase; and transfer of out of service poles to LEDs; and CR2 - Sewer Vehicle Maintenance

Suggested Action: Discuss and vote on 2 Committee Reports

[RE Communication .txt](#)

[Copy of Comm Report Backhoe-Electric-Sewer Veh Main Revised 9-21-17.pdf](#)

[Copy of Comm Report -Sewer Veh Main Revised 9-21-17.pdf](#)

[Copy of Revised Committee Reports 9-21-17.pdf](#)

Ralph Swenson Re: Rebid of Wastewater Treatment Procurement

[Noble_FEMA 3972704_Authorization to Award with Recommendation_092117.pdf](#)

[Resolution 154 of 2017_Authorizes Contract Awards_080217.pdf](#)

[Swenson email.txt](#)

CITY OF KINGSTON
SURPLUS STRUCTURE
COMMERCIAL & MULTI-FAMILY
2017

Updated 9/25/17

ADDRESS	ZONE	SEC/BLK/LOT	SIZE/DESCRIPTION	Taxes & Liens Updated 8/28/17	Length of Time City owned
20 Boulder Avenue	O-2	56.88-2-16	80' x 80' 2 Family	\$22,723.21	4/2017
458 Broadway	C-2	56.26-9-25	30' x 100' Attached Row Bldg.	\$70,455.38	4/2017
693 Broadway	C-2	56.92-3-20	32' x 102 Det. Row Building 2 nd bldg. – 1 apartment (former garage)	\$84,008.27	3/1/2016
54 Gill Street	R-2	56.36-4-17	95' x 100' 2 Family	\$21,132.62	4/2017
29 Grove Street	R-2	56.36-10-4	50' x 100' 2 Family	\$59,684.45	4/2017
144 Pine Street, Unit 144D	O-2	56.92-5-20.260	Professional Office	\$32,664.76	4/2017
13 Prince Street	R-2	56.26-6-10	42' x 93' 2 Family	\$86,452.91	4/2017
34 Smith Avenue	R-2	56.26-8-24	40' x 141' 2 Family	\$81,566.91	4/2017

CITY OF KINGSTON
SURPLUS VACANT LAND
Sale 2017

Updated 9/25/17

ADDRESS	ZONE	SEC/BLK/LOT	SIZE	TAXES& LIENS As of 8/28/17	Length of Time City owned
255 Abeel Street	RT	56.50-3-6	53' x 174'	\$19,766.74	3/20/2016
R 371-383 Boulevard	RRR	56.48-1-10	115' x 100' Flag lot	\$3,118.04	2/1994
323-325 First Avenue	RR	48.75-6-9.120	110' x 105'	\$4,968.75	3/2016
23-29 R. Florence St	R-1	48.82-6-71	50'x 88' LL/IRR	\$311.95	1/30/1987
64-68 R.Florence St.	R-1	48.82-6-74	27 x 90 LL/IRR	\$104.49	2/24/2004
99 Gage Street	R-1	48.82-2-19	35' x 148'	\$4,003.37	3/2016
35-37 Hanratty Street	R-1	56.35-6-10	50' x 120'	\$6,935.85	7/15/2014
R 10-24 Howland Avenue	R-1	48.78-2-6	192' x 50'	\$5,765.34	4/2017
36 Klingberg Avenue To be sold with R 36-42 Klingberg	RRR	56.40-2-14	33' x 100'	\$3,284.56	9/14/2012
R. 36-42 Klingberg Ave.	R-1	56.40-2-16	100' x 34' LL	\$878.40	2/24/1995
61 Klingberg Avenue To be sold with 63 Klingberg Ave.	RRR	56.40-2-24.100	31' x 85'	\$3,171.72	9/14/2012
63 Klingberg Avenue	RRR	56.40-2-24.2	0.40 Acres	\$6,247.00	7/15/2014
64 Klingberg Avenue	RRR	56.40-2-25	52' x 100'	\$3,766.83	7/15/2014
Mason Hill	M-2	56.57-1-21	100' x 100'	\$5,397.65	8/20/2013
30 Tompkins Street	R-2	56.36-2-28	25' x 60'	\$24,243.86	4/2017
291-303 W. O'Reilly St.	RRR	56.41-2-23	202' x 150'	\$11,082.53	4/2017
62-66 Wilbur Avenue	RRR	56.49-2-21	60' x 200'	\$6,234.10	8/20/2013

LL – Land locked

IRR - Irregular

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



September 25, 2017

Honorable James Noble, President
City of Kingston Common Council
420 Broadway
Kingston, N.Y. 12401

Dear President Noble,

As you are aware, the City of Kingston has accumulated a number of properties over the years due to unpaid property taxes. My staff has been working to develop our portfolio of properties and to secure any outstanding documents needed to sell each property. While this process has been burdensome, it is critical in order to ensure the successful and appropriate sale of current or future city-owned properties.

I am eager to hold an auction to sell city-owned properties that have been vetted for legal defects, reviewed by department staff for alternative uses, and cleared for sale. The attached list includes a total of eight commercial and multi-family surplus properties that we anticipate would perform well in a highly advertised auction. In addition, we have a total of 17 parcels of vacant land that could be auctioned as well. As previously discussed, city-owned single family residential properties will likely be renovated and sold through our Restore NY grant and/or the newly forming Kingston Land Bank.

While we initially proposed the auction to be facilitated by the Corporation Counsel's office, I believe the type of properties we are selling and the extent in which we wish to have them marketed for greatest success must be managed by a full auction service. As such, I have received a proposal from George Cole Auctioneers, a reputable local company with over 40 years of experience, to facilitate an auction within six weeks of approval by the Common Council.

I respectfully request that this matter be considered at the Special Finance Committee scheduled for Monday, October 2nd and that myself and George Cole be allocated time to present details of this proposal.

Thank you for your consideration.

Sincerely,

Steve Noble
Mayor

From: Tuey, John
Sent: Friday, September 15, 2017 8:57 AM
To: Chenier, Joseph; Maryann Mills
Cc: Johnson, Lynn; Koop, Douglas; Debra Brown; Schabot, Steven; Davis, Tony; Scott-Childress, Reynolds; Woltman, Brian
Subject: RE: Communication

The equipment trade-in is part of the bid for the purchase of the new equipment (not sold separately) and has been confirmed to me to be in compliance with the procurement policy. Please keep in mind that this transfer will put \$21,543 towards the new equipment (after trade-in). To the extent the cost of the new equipment exceeds that amount (\$20,000 to \$25,000 estimate per below), the excess will need to be charged to one of DPW's other equipment lines.

-----Original Message-----

From: Chenier, Joseph
Sent: Thursday, September 14, 2017 9:38 AM
To: Maryann Mills
Cc: Johnson, Lynn; Tuey, John; Koop, Douglas; Debra Brown; Schabot, Steven; Davis, Tony; Scott-Childress, Reynolds; Woltman, Brian
Subject: RE: Communication

Maryann and all-

The purchase is being handled by a competitive bid through the purchasing agent, Brian Woltman. I had a discussion with Brian this morning and he has confirmed that the procurement policy is being followed. The bid was publicly advertised. The equipment will be purchased from the lowest bidder. We anticipate the cost to be \$20,000 - 25,000 after trade-in.

Joseph A. Chenier, CPESC, CPMSM
Superintendent of Public Works
25 East 0th Reilly Street
Kingston, N.Y. 12401
jchenier@kingston-ny.gov

-----Original Message-----

From: Mair [mailto:mmills1299@aol.com]
Sent: Wednesday, September 13, 2017 10:25 PM
To: Chenier, Joseph <jchenier@kingston-ny.gov>
Cc: Johnson, Lynn <ljohnson@kingston-ny.gov>; Tuey, John <jtuey@kingston-ny.gov>; Koop, Douglas <dkoop@kingston-ny.gov>; Debra Brown <djbrown72@hotmail.com>; Schabot, Steven <:sschabot@kingston-ny.gov>; Davis, Tony <tdavis@kingston-ny.gov>; Scott-Childress, Reynolds <rscott-childress@kingston-ny.gov>
Subject: Communication

Hi Joe

This evening at Finance some questions came up in regard to your request for the trade in of older backhoes to purchase a newer 2012 backhoe.

What is the purchase price of the 2012 backhoe?

Where is the purchase from?

Did you check the NYS auction site for purchasing?

There is concern of trade in versus surplus property value/sale and the 10,000 cap, however, John indicated he has forwarded the related procurement guidelines to you for review.

Thank you

Maryann

Sent from my iPad

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	<u>XX</u>	Contingency Transfer	
Transfer		Authorization	
Budget Modification		Bonding Request	
Claims	Zoning	Other	

Department: <i>Public Works</i>	Date: <i>September 21, 2017</i>
	REVISED

A1	Transfer To:	A1	Transfer From:
5110 14 5211	<i>Street Maintenance Equipment</i> 21,543.00	5142 22 42665	<i>Sale of Used Equipment</i> 21,543.00
5182 14 5472	<i>Street Lighting Con. Service</i> 25,000.00	5182 14 5422	<i>Street Lighting Electric</i> 25,000.00
	<i>Total</i> 46,543.00		<i>Total</i> 46,543.00

***** *Purchase of used 2012 JCB Backhoe - trade in two older backhoes (1972 and 1995) for \$15,000 towards purchase price Out of service City vehicles sold at auction will make up difference in price. Transfer from revenue item to equipment line item for purchase.*

The equipment trade in is part of the bid for the purchase of the new equipment (not sold separately) and has been confirmed through the Comptroller's office to be in compliance with the procurement policy. This transfer will put \$21,543 towards the new equipment (after trade-in). If the purchase of the new equipment exceeds that amount the excess will need to be charged to one of the DPW's other equipment lines.

****** *Transfer conversion of out of service former Central Hudson poles to LED fixtures*

Estimated Financial Impact _____
Signature _____

Motion By _____

Seconded By _____

Action Required _____

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance _____

Conditioned Negative Declaration _____

Seek Lead Agency Status _____

Positive Declaration of Environmental Significance _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Steven Schabot, Ward 8		
Deborah Brown, Ward 9		

THE CITY OF KINGSTON COMMON COUNCIL

FINANCE AND ECONOMIC DEVELOPMENT

COMMITTEE REPORT

Internal Transfer	<u>XX</u>	Contingency Transfer	
Transfer		Authorization	
Budget Modification		Bonding Request	
Claims	<u>Zoning</u>	Other	
Department: <i>Public Works</i>		Date: <i>August 11, 2017</i>	
G1	Transfer To:	G1	Transfer From:
8120 14 5444	<i>Sewer Vehicle Maintenance</i> 20,000.00	8120 14 5487	<i>Sewer Construction Mater Supp</i> 20,000.00
Estimated Financial Impact _____		Signature _____	

Motion By _____

Seconded By _____

Action Required _____

SEQRA Decision:

Type I Action _____

Type II Action _____

Unlisted Action _____

Negative Declaration of Environmental Significance _____

Conditioned Negative Declaration _____

Seek Lead Agency Status _____

Positive Declaration of Environmental Significance _____

Committee Vote	Yes	No
Douglas Koop, Ward 2 Chairman		
Reynolds Scott-Childress, Ward 3		
Tony Davis, Ward 6		
Steven Schabot, Ward 8		
Deborah Brown, Ward 9		

Submitted to September Council meeting
Sent back for revision
Sent revision to Lynn Johnson on Sept 21

CITY OF KINGSTON
Office of the City Engineer
rswenson@kingston-ny.gov

Ralph E. Swenson, P.E., City Engineer



Steven T. Noble, Mayor

September 26, 2017

Mr. James L. Noble, Jr.
Alderman-At-Large
President of the Common Council
Kingston City Hall
420 Broadway
Kingston, New York 12401

RE: FEMA - Restore Kingston WWTP - #3972704
Contract No. 1H
NYSDEC Water Quality Improvement Program – Wastewater Treatment Plant Upgrades

Dear President Noble:

On Monday, August 21, 2017 Advertisement for Bids was published for the FEMA work related to the damage inflicted upon our WWTP as a result of Super Storm Sandy, including work that will mitigate damage due to future flooding events. Bids were received Thursday, September 14, 2017; see attached Bid Opening Report.

Previously the Council has provided funding for this work, and also an authorization to award the work to D & E Contractors and Plumbers. This work needed to be re-bid due to D & E Contractors and Plumbers inability to comply with the Apprenticeship Program requirements; since that time, the Council has created a second category under which this work is covered.

As a result of the re-bid for Contract No. 1H, I request authorization to award this construction contract to DJ Heating & Air Conditioning, Inc. DJ Heating & Air Conditioning, Inc. is the lowest responsible bidder; see attached Award Recommendation Letter by Arcadis. I also request that the Mayor be authorized to sign and administer all contracts and agreements associated with the work.

Please forward this communication to the next regularly scheduled Finance Committee for further discussion.

Should you have any questions, do not hesitate to contact me.

Respectfully,

Ralph Swenson
City Engineer

Cc: Steven T. Noble, Mayor
John Tuey, Comptroller
Douglas Koop, Chair, Finance Committee

Mr. Ralph Swenson
City Engineer
420 Broadway
Kingston, New York 12401

Subject:

**Restoration of the Kingston Wastewater Treatment Plant and
Generator Replacement Project
Recommendation of Contract Award
HVAC Construction Rebid
FEMA Project No. 3972704**

Arcadis of New York, Inc.
855 Route 146
Suite 210
Clifton Park
New York 12065
Tel 518 250 7300
Fax 518 250 7301
www.arcadis.com

Water

Dear Mr. Swenson:

Arcadis tabulated the Bids received by the City on September 14, 2017 for the Restoration of the Kingston Wastewater Treatment Plant and Generator Replacement Project, Contract No. 1H rebid. A total of two Bids were received.

The tabulated Bid results are enclosed for your convenience. The apparent low Bidder is listed below:

- Contract No. 1H – DJ Heating & Air Conditioning, Inc. \$149,426

We have reviewed the Bids and determined that the apparent low Bidder was generally responsive in accordance with the Bid instructions, except for a minor Bid informality. DJ Heating did not provide audited balance sheets as part of their Bid but have since provided this information.

Arcadis suggests that the City consider awarding Contract No. 1H to DJ Heating & Air Conditioning in the amount of \$149,426.

If you have any questions or concerns, please do not hesitate to contact me at 518.250.7316. convenience.

Sincerely,

Arcadis of New York, Inc.



Joshua LaPlante
Project Engineer

Enclosures

Date:

September 27, 2017

Contact:

Joshua LaPlante

Phone:

518.250.7316

Email:

joshua.laplante
@arcadis.com

Our ref:

05744027.0000

BID OPENING REPORT

[illegible]

Resolution 154 of 2017

**RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK,
AUTHORIZING CONTRACT AWARDS AND ADDITIONAL FUNDING FOR
RESTORATION OF THE WASTE WATER TREATMENT PLANT**

Sponsored By: Finance and Audit Committee: Aldermen: Koop,
Scott-Childress, J. Noble, Schabot, Brown

WHEREAS, bids for the restoration of the Kingston WasteWater Treatment Plant and generator replacement were received and it is requested that contract awards go to William Schutz Construction, Stilsing Electric and D & E Contractors & Plumbing; and

WHEREAS, the restoration of the WasteWater Treatment Plant is a project approved under FEMA and the generator replacement is a project approved under an EFC grant that also includes roof replacement and blower replacement. Work attributed to the generator replacement is currently adequately funded; and

WHEREAS, work under the FEMA Project amounts to \$2,028,000 for general construction, \$717,000 for electric repairs and upgrades and \$142,500 for HVAC improvements. An additional amount of \$100,000 for construction inspection beyond what has already been authorized and a contingency amount of 10% (\$288,750) is recommended for a total funding need of \$3,276,250; and

WHEREAS, the sum of \$1,904,452 was previously authorized under Resolution 93 of 2014, an additional amount of \$1,371,798 is requested.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KINGSTON, NEW YORK, AS FOLLOWS:

SECTION-1. That the Common Council authorizes the contract awards to William Schultz Construction for \$2,028,000, Stilsing Electric for \$1,047,000 and D & E Contractors & Plumbing for \$142,500 and authorizes the Mayor to enter into, execute and administer said contracts and agreements associated with the work.

SECTION-2. That the Common Council authorizes a contingency amount of 10% (\$288,750) for a total funding need of \$3,276,250 and authorizes the expenditure of the excess of \$1,371,798, and authorizing bonding for said amount.

SECTION-3. This resolution shall take effect immediately.

Submitted to the Mayor this 2nd day of

August, 2017



Carly Winnie, City Clerk

Adopted by Council on August 1, 2017

Approved by the Mayor this 2nd day of

August, 2017



Steven T. Noble, Mayor

From: Swenson, Ralph
Sent: Thursday, September 28, 2017 11:38 AM
To: Koop, Douglas; Johnson, Lynn
Cc: Swenson, Ralph
Subject: RE: Additional Agenda Item
Attachments: Resolution 154 of 2017_Authorizes Contract Awards_080217.pdf;
Noble_FEMA 3972704_Authorization to Award with
Recommendation_092117.pdf

Importance: High

It's in Granicus. The 1H Contract was bid previously but the bidder couldn't comply with the Apprenticeship Program, so it was re-bid. The re-bid resulted in similar pricing, so no funding adjustments needed, just the authorization for the Mayor to enter into contract.

Ralph

From: Koop, Douglas
Sent: Thursday, September 28, 2017 11:25 AM
To: Swenson, Ralph
Cc: Johnson, Lynn
Subject: FW: Additional Agenda Item

Ralph?

Sent from Mail for Windows 10

From: Johnson, Lynn
Sent: Thursday, September 28, 2017 11:22 AM
To: Koop, Douglas
Subject: RE: Additional Agenda Item

Is Ralph bringing his own documentation for this?....Lynn

Lynn Johnson
Legislative Assistant
Phone: 845-334-3966

From: Koop, Douglas
Sent: Wednesday, September 27, 2017 9:50 PM
To: Johnson, Lynn <ljohnson@kingston-ny.gov>
Subject: RE: Additional Agenda Item

Yes it is Oct. 2 and you're right about not adding anything more! This request came from the Alderman-at-Large.

Thanks,
Doug

Sent from Mail for Windows 10

From: Johnson, Lynn
Sent: Wednesday, September 27, 2017 5:29 PM
To: Koop, Douglas
Subject: RE: Additional Agenda Item

Think it's Oct.2nd, and we'd better not add too much more after this, don't you think?....Lynn

Lynn Johnson
Legislative Assistant
Phone: 845-334-3966

From: Koop, Douglas
Sent: Wednesday, September 27, 2017 4:32 PM
To: Johnson, Lynn <ljohnson@kingston-ny.gov>; Winnie, Carly <cwinnie@kingston-ny.gov>; Noble, James <jnoble@kingston-ny.gov>; swensonr@kingston-ny.gov
Subject: Additional Agenda Item

Lynn,

Would you please add the following item to the agenda for the special finance committee meeting on Oct. 1:

R. Swenson: Rebid of wastewater treatment facility procurement

Sent from Mail for Windows 10