



City of Kingston Finance and Audit Committee
Meeting Agenda
Monday, February 5, 2018

SPECIAL MEETING

Mayor Noble Re: Request for funding of Pike Plan repairs at 43-45 North Front Street
[Special Meeting Request- Pike Plan 1-26-18 \(002\).pdf](#)
[2017.12.15 Proposal - Design of Repairs to Canopy - 43-45 North Front St....pdf](#)

CITY OF KINGSTON

Office of the Mayor

mayor@kingston-ny.gov

Steven T. Noble
Mayor



January 26, 2018

Honorable James L. Noble, Jr., President
City of Kingston Common Council
City Hall
420 Broadway
Kingston, New York 12401

Dear President Noble,

As you are well aware, a number of sections along the "Pike Plan" (also known as the "Canopy") on North Front and Wall Streets are in significant disrepair. While we are vigorously seeking to hold accountable any eligible parties responsible for the state of these structures, we have not yet achieved the legal outcome with which we are seeking.

I am writing to you to request the urgent assistance of the Common Council to address the canopy in front of 43-45 North Front St. This section of the Pike Plan is severely damaged and poses a potential hazard which we are seeking to address. I am requesting that the Common Council authorize a bond in the amount of \$23,500 to pay for the design and engineering for repairs at 43-45 North Front St. This full design prepared by a certified engineer is required in order to ensure that the necessary and appropriate repairs are made. While each section of the Pike Plan is different, the design work completed for this urgent repair will likely give us insight into future potential costs associated with the repair of other sections of the Pike Plan.

Due to the rapid deterioration of this section, I am requesting that a special meeting of the Finance Committee be held prior to the Common Council's Caucus on Monday, February 5th.

Your immediate attention to this matter and the Common Council's swift action will be greatly appreciated.

Thank you for your consideration.

Respectfully Submitted,

Steven T. Noble
Mayor

C.T. MALE ASSOCIATES

Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.

50 Century Hill Drive, Latham, NY 12110
518.786.7400 FAX 518.786.7299 www.ctmale.com



December 15, 2017

Mr. Kevin Bryant
Corporation Counsel
City of Kingston
420 Broadway
Kingston, NY 12401

Re: *Proposal for Design of Repairs to Canopy*
43-45 North Front Street
Kingston, NY

Dear Mr. Bryant:

As requested, C.T. Male Associates Engineering, Surveying, Architecture & Landscape Architecture, D.P.C. (C.T. Male Associates) is please to submit this proposal for the design of repairs to the canopy in front of the building located at 43-45 North Front Street in the City of Kingston, NY. The intent of the repairs is to address and remediate the structural deficiencies of this one section of canopy that have been discovered and previously identified as part of our ongoing investigation of all of the canopies along North Front Street and Wall Street that were part of the Pike Plan Restoration Project. Our proposed scope of services is presented below.

Scope of Services

1. Conduct one (1) site visit to observe existing conditions and obtain measurements of the existing canopy and structural framing as required for design of the repairs. This site visit will be conducted after the existing ceiling is removed from beneath the entire canopy in front of this building by the City of Kingston (City) in order to expose the existing structural framing of the canopy. The City shall also remove existing fascia material and trim as required to expose the main support beam along North Front Street and the ledger beam against the building wall.
2. Based on our observations and measurements, design the required repairs to the canopy structure, which may include repair, reinforcement, and/or replacement of the following items:
 - a. Canopy roof framing.
 - b. Ledger beam and attachments to the building wall.
 - c. Main support beam along North Front Street.
 - d. Columns, piers, and footings.
 - e. Membrane and/or metal roofing, including flashing and trim as required to make the roof watertight.
 - f. New ceiling, fascia, trim, etc. on the underside of the canopy.
3. Develop and prepare construction drawings and technical specifications for the canopy repairs.

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4. At the 90% level of completion, submit drawings and technical specifications to the City for review and comment.
5. Attend one (1) meeting to review the 90% submission documents with the City in order to obtain any comments and/or approval of the documents prior to proceeding with completion of the documents.
6. Based on any comments received during the 90% submission review meeting, proceed with final design and completion of the construction documents.
7. Prepare and submit the completed construction drawings and technical specifications to the City for advertising and obtaining bids for the canopy repairs.

Assumptions, Clarifications, and Exclusions

1. This proposal assumes that the existing skylights, electrical light fixtures, gutters, and downspouts will remain in place. The design of repairs or replacement of these items is not included in our proposal.
2. The design of any repairs to the existing building wall or structure is not included in this proposal.
3. The design of repairs to the existing sidewalk, other than what is required to install the new column piers or footings, is not included in this proposal.
4. The following services are not included in the proposed scope of services, but can be provided for an additional fee if requested:
 - a. Preparation of bid documents and/or front-end specifications. This proposal assumes that these documents will be prepared by the City.
 - b. Bidding and construction phase services, such as attending pre-bid, pre-construction, or project meetings, reviewing contractor submittals and shop drawings, answering contractor questions, conducting site visits for observations during construction, and Special Inspections as defined by Chapter 17 of the Building Code of New York State.
 - c. Sampling or testing for lead-based paint, asbestos-containing materials, or any other hazardous substances.
 - d. Destructive testing or removal of existing finish materials to exposed concealed or subsurface conditions. This proposal assumes that this work will be performed by the City as required.
 - e. Geotechnical investigations.
 - f. Any other services not specifically identified in the Scope of Services.
5. Any additional requested services beyond the proposed scope of work would be billed at C.T. Male Associates Standard Billing Rates in effect at the time of service in addition to the quoted fee.

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Fee

C.T. Male Associates will provide the proposed scope of services for the lump sum fee of twenty three thousand five hundred dollars (\$23,500.00). Invoices for services will be submitted monthly based on the percentage of work completed.

If you have any questions or require additional information, please feel free to contact me at (518) 786-7437 or c.shaver@ctmale.com.

Sincerely,

C.T. MALE ASSOCIATES
Engineering, Surveying, Architecture & Landscape Architecture, D.P.C.

A handwritten signature in black ink, appearing to read 'C. Shaver', with a stylized, flowing script.

Christopher M. Shaver, P.E.
Managing Structural Engineer