



Meeting of the Village of Tivoli Board of Trustees

AGENDA

August 16, 2023 - 7:00 PM
The Historic Watts dePeyster Hall

- 1. Call Meeting to Order**
 - Pledge Allegiance to the Flag
 - Taconic Resources for Independence Presentation by Executive Director, Lisa Tarricone
- 2. Village Clerk's Report**
 - Schedule of Upcoming Events
- 3. Approve Minutes from previous meeting(s)**

July 19 Regular Meeting Minutes, August 2 Special Meeting Minutes, August 9 Workshop Minutes, and August 10 Special Meeting Minutes
- 4. Treasurer's Report**
 - Payment of Bills
- 5. Zoning Report**
- 6. Public Comment on Agenda items only**
- 7. Regular Business**
 - Discuss LOSAP Special Election
 - RESOLUTION Authorizing Award for Broadway Crosswalks Project

The next Board Meeting will be held Wednesday, September 20, 2023 at 7:00 PM (workshop 6:00 PM) at the Historic Watts dePeyster Hall. Regular Workshop: September 13, 2023 at 6:00 PM.

8. Committee Reports

9. Trustee Reports

B. Shilling

- LOSAP Coordinator, Fire Department, Solid Waste, and Buildings and Grounds

P. Baldino

- Justice Court, and Economic Development

E. Mangieri

-Landlord & Tenant Services, Celebrations, and Parks and Recreation

E. Majer

- Library, Architecture and Historical Resources, Natural Resources and Environment, Trail Development

J. Griffith

- Police and Law Enforcement, Riverfront Project, Climate Smart Communities Task Force, Tree Committee, Planning & Zoning, Senior & Veteran's Affairs, and All Municipal Departments

10. Other Business

11. Non-Agenda / Public Comment

12. Adjourn Meeting

* *Note – agenda is subject to change*



Crawford & Associates Engineering and Land Surveying, PC

Engineering Consultants, Planners, Geologists & Surveyors

Hudson Office – 4411 Route 9 Suite 200 • Hudson, NY 12534
Tel: (518) 828-2700 • Fax: (518) 828-2723 • www.crawfordandassociates.com

ASSOCIATES
Andrew P. Aubin, P.E., LEED
Daniel J. Russell, L.S.
Donna M. Verna, P.E.

PRESIDENT
Jennifer Crawford P.E.

PRINCIPAL EMERITUS
David J. Crawford, P.E.

VIA EMAIL: mayor@tivoliny.org

August 15, 2023

Village of Tivoli
86 Broadway PO Box 397
Tivoli, New York 12583
Attn: Mayor Joel Griffith

Re: Village of Tivoli-Broadway Crosswalk RFP
C&A # 4589.66C

Dear Mayor Griffith,

On August 10, 2023, a total of two (2) proposals for the above referenced project were received by Crawford and Associates. The base work for this project included all site work, including but not limited to installation of a new crosswalk at the intersection of Woods Road, repaving the intersection to allow for better access to the new crosswalk. The proposals also included a total of three (3) alternatives. Alternate 1 included repainting the crosswalk at Clay Hill/Broadway. Alternate 2 repainting the crosswalks at Broadway/North/Montgomery. Alternate 3 included repainting the crosswalk at Pine Street/Broadway. Below is a summary of the bid results.

Bidder	Base Work	Alt 1.	Alt 2.	Alt 3
Frank Vosburgh and Sons Inc.	\$19,300.00	\$1,900.00	\$9,300.00	\$1,900.00
Raja Contractors Inc.	\$55,000.00	\$4,400.00	\$12,600.00	\$4,400.00

Review of Bid Packages

C&A reviewed the proposals submitted by the two (2) contractors. The apparent low bidder is Frank Vosburgh and Sons Inc. C&A contacted Frank Vosburgh and Sons to confirm the contractor was comfortable with their proposal and the proposed project schedule which they confirmed would not be an issue.

Project Funding

As you are aware, the Village of Tivoli has been awarded a Community Development Block Grant from Dutchess County Planning and Development. Dutchess County Planning and Development has approved the new crosswalk at Woods Road to be covered under the funding of the grant. Any of the alternatives would need to be paid for by Village funds.

Summary

Based on C&A's review of the proposal submission, and discussion with the Village, C&A recommends that the Village award the project to Frank Vosburgh and Sons Inc. as the lowest responsible bidder, with the base scope for a total of \$19,300. C&A recommends that the Village provide a contingency fund of \$2,000, or ~10% of the contract amount for any unforeseen expenses during construction of the project.

Due to the alternatives not being covered under the grant funding it is recommended the board discuss prices. For reference the Village has obtained pricing for the painting of the crosswalks from other contractors in the past, the average price was around \$1,000 per crosswalk, however this did not include any traffic control by the contractor.

We trust this information serves your needs at this time. Should you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,

**Crawford & Associates Engineering
& Land Surveying, P.C.**

Ryan Loucks
Senior Engineer

CC:
Robin Bruno
Christine Chale Esq.
File

Village Clerk
Village Attorney

H:\WORK\4589.66 2022 CDBG Broadway Sidewalk Phase 4\Bidding\Crosswalk RFP\RFP Recommendation\2023.08.15 Village of Tivoli-Broadway Crosswalk RFP- Recommendation Letter.docx

VILLAGE OF TIVOLI
RESOLUTION NO. _____

RESOLUTION DATED AUGUST 16, 2023

**RESOLUTION AUTHORIZING AWARD FOR
BROADWAY CROSSWALKS PROJECT**

WHEREAS, the Village of Tivoli, Dutchess County, New York requested proposals for the “Tivoli Crosswalks Project”, consisting of crosswalk improvements in the Village of Tivoli (the “Project”) substantially in accordance with the specifications prepared by Crawford & Associates Engineering and Land Surveying, PC on file with the Village Clerk; and

WHEREAS, a portion of the funding for such project is expected to come from a CDBG grant administered by Dutchess County; and

WHEREAS, proposals for the Project were publicly opened and read on August 10, 2023 pursuant to the Village’s procurement policy, with proposals being received from the parties listed on the bid tabulation included in the Engineer’s letter of recommendation dated August 15, 2023; and

WHEREAS, after a review of the bids received, Crawford & Associates Engineering, PC has recommended approval of the bid of Frank Vosburgh & Sons, Inc. with a base bid of \$19,300.00, without award of alternates, and the Village Board of Trustees has determined this bid to be the lowest responsible bid for such work as specified in the specifications on file with the Clerk; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Village of Tivoli does hereby authorize the Mayor to accept the foregoing bid for the Project and execute a contract in such the form provided by the specifications, subject to the provision of a certificate of insurance and such further documentation as required by the specifications.

EXTRACT OF MINUTES

A regular meeting of the Village Board of the Village of Tivoli, Dutchess County, New York was convened in public session at the Village Hall, 86 Broadway, Tivoli, New York 12583 on August 16, 2023, at 7:00 p.m., local time.

The meeting was called to order by Mayor Griffith, and, upon roll being called, the following members were:

PRESENT:

Joel Griffith	Mayor
Emily Majer	Deputy Mayor
Peter Baldino	Trustee
Emily Mangieri	Trustee
D. William Shilling	Trustee

ABSENT:

The following persons were ALSO PRESENT:

The following resolution was offered by _____, seconded by _____, to wit;

**RESOLUTION NO. ____
RESOLUTION DATED AUGUST 16, 2023**

**RESOLUTION AUTHORIZING AWARD FOR
BROADWAY CROSSWALKS PROJECT**

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Joel Griffith	Voting ____
Emily Majer	Voting ____
Peter Baldino	Voting ____
Emily Mangieri	Voting ____
D. William Shilling	Voting ____

The foregoing resolution was thereupon declared duly adopted.

CERTIFICATE OF RECORDING OFFICER

The undersigned hereby certifies that:

(1) She is the duly qualified and acting Clerk of the Village of Tivoli, Dutchess County, New York (hereinafter called the "Village") and the custodian of the records of the Village, including the minutes of the proceedings of the Village Board of Trustees, and is duly authorized to execute this certificate.

(2) Attached hereto is a true and correct copy of a resolution duly adopted at a meeting of the Village Board held on the 16th day of August, 2023 and entitled:

RESOLUTION NO. _____
RESOLUTION DATED AUGUST 16, 2023

**RESOLUTION AUTHORIZING AWARD FOR
BROADWAY CROSSWALKS PROJECT**

(3) Said meeting was duly convened and held and said resolution was duly adopted in all respects in accordance with law and the regulations of the Village. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Board was present throughout said meeting, and a legally sufficient number of members voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under law, said regulations or otherwise incident to said meeting and the adoption of the resolution, including any publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

(4) The seal appearing below constitutes the official seal of the Village and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, the undersigned has hereunto set her hand this ____ day of August, 2023.

-SEAL-

Robin Bruno
Village Clerk