



**AGENDA FOR BOARD OF TRUSTEES REGULAR MEETING
VILLAGE OF IRVINGTON, NY
MONDAY, APRIL 6, 2026 AT 7:00 PM**

** The Village Board Meeting will take place at 85 Main Street. Board members and staff will be present at 85 Main Street. The public may join in person or via Zoom **

<p>Join Zoom Webinar https://us02web.zoom.us/j/82035014046</p> <p>Webinar ID: 82035014046</p> <p>Use Computer Audio or Dial-in Audio: (646) 558-8656</p>

- 1. Call to order by Mayor Arlene Burgos**
- 2. Pledge of allegiance to the flag of the United States of America**
- 3. Announcements**
 - Arbor Day Proclamation - Tree City USA

- 4. Correspondence**

Any member of the public who wishes to have written communications delivered to the Village Board prior to a regular meeting must submit a paper copy to the Village Administrator’s Office by **noon on the Friday preceding the meeting**. The submission must be clearly labeled “Written Communications” in the subject line or title.

Alternatively, written communications may be submitted by email to writtencommunications@irvingtonny.gov by **noon on the Friday preceding the meeting**.

Written communications received by the deadline will be included in the Village Board agenda packet. Submissions received after the deadline will be included in the agenda packet for the next regular Village Board meeting.

Please note that written communications will **not** be read aloud during the meeting. However, members of the public who wish to speak about their submitted written communications may do so during the public comment portion of the meeting, either in **person or via Zoom**.

- Lauri Regan
 - Andrea Smith
- 5. Public comment (please limit comments to no more than 3 minutes)**

6. Consent Agenda

- a. Minutes of the Village Board from the Regular Meeting held on March 16, 2026 and Special Meeting held on March 25, 2026
- b. Appointment of part-time personnel for the Irvington Theater
- c. Acceptance of donation for the O'Hara Nature Center
- d. Acceptance of gift from the Greater Irvington Land Trust
- e. Appointment of personnel in Recreation & Parks Department
- f. Approval of filming permit for Coming of Age

7. Swearing in of Fire Department Lieutenant

8. Public Hearing on the 2026/27 Operating Budget

- a. Budget information
- b. 2026-27 Tentative Budget

9. Resolutions

- a. Promotions in the Department of Public Works
- b. Approval of consultant agreement with Kelley Deer Management
- c. Approval of agreement with Forest Management Solutions, LLC
- d. Approval of agreement with Matrix Consulting Group for a human resources study
- e. Approval of lease agreement with JAP Management Corporation
- f. Authorization of construction management services for the Fire Department renovation and expansion project (#2025-31)
- g. Approval of agreement with Axon Enterprise
- h. Renewal of agreement with Cloudpermit (#2026-29)
- i. Approval of professional service agreement with Tietjen Venegas Consulting Engineers, PLLC (#2026-30)

10. Reports of Boards, Standing Committees and Officers

- a. Trustee Liaisons reports
- b. Village Administrator's report
- c. Village Clerk-Treasurer's report
- d. Village Attorney's report

11. Public comment (please limit comments to no more than 3 minutes)

12. Review of action items

13. Adjournment



William Irvington

INCORPORATED 1872

ARLENE BURGOS
Mayor

Trustees

JOSIE BLOOM
KENT KLEIMAN

LARRY OGDONEK
DAVID ZWIEBEL

CHARLES G. HESSLER
Village Administrator

KATIE BUGNA
Village Clerk-Treasurer

MARIANNE STECICH
Village Attorney

PROCLAMATION

- WHEREAS,** In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and
- WHEREAS,** This holiday, called Arbor Day was first observed with the planting of more than a million trees in Nebraska; and
- WHEREAS,** Arbor Day is now observed throughout the nation and the world; and
- WHEREAS,** Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and
- WHEREAS,** Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and
- WHEREAS,** Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and
- WHEREAS,** Trees are a source of joy and spiritual renewal; and
- WHEREAS,** Irvington has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways,

NOW, THEREFORE

I, Arlene Burgos, Mayor of the Village of Irvington, do hereby proclaim April 24, 2026 as

ARBOR DAY

In the Village of Irvington and I urge all citizens to support efforts to care for our trees and woodlands and to support our community forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the wellbeing of present and future generations.

Arlene Burgos, Mayor

From: Lauri Regan <>
Date: March 24, 2026 at 11:12:53 AM EDT
To: Charles Hessler <chessler@irvingtonny.gov>
Subject: Letter to the Board of Trustees re antisemitism

To the Irvington Mayor and Board of Trustees -

For years I have asked the BOT to adopt the International Holocaust Remembrance Alliance's definition of antisemitism recognizing that the rise in global antisemitism is something that must be fought at all levels and that no community is immune from the Jew-hatred running rampant in this country. Instead, I have been yelled at, belittled, and ignored. I have been told repeatedly that hatred of LGBTQ individuals is far more prevalent and dangerous than hatred of Jews while you all ignore FBI hate crime statistics indicating that Jews are by far the most targeted with 68% of religious hate crimes directed at us. One Jewish member of the board yelled at me that I'm insane for sharing my concerns and asking the board to do something. I also asked that we recognize Jewish American Heritage month. In response, the town deemed it important to paint our streets in rainbow colors to once again support the gay and trans community while ignoring the towns' Jews. And in January of this year, on Holocaust Remembrance Day, in its infinite wisdom, the BOT decided to announce it would fly our flags at half-staff in honor of two individuals who lived thousands of miles away who were killed while impeding federal law enforcement officers. Holocaust Remembrance Day went unrecognized - two crazy anarchists who weren't even members of our community were honored instead (while you all also refused to lower our flags for the service members who were killed protecting your rights to make awful decisions).

Not surprisingly, antisemitism reared its ugly head in our town this week and now you all pretend to care?! You all should be embarrassed. You'll be happy to know that I will not be present at Wednesday's community meeting because I'm traveling to Florida where I'll be speaking to communities about antisemitism. Irvington ignored an expert on the subject and now is confronting it blindly. If the BOT actually cared about the issue, you'd reach out to me to discuss what can be done. I'm not holding my breath. But as I said, you all should be embarrassed. Adopt the IHRA definition of antisemitism, proudly fly Israeli flags the month of May, and treat Jewish community members, no matter their political ideology, with the same respect you show the LGBTQ community over whom you so weirdly obsess.

Lauri B. Regan
Vice President and treasurer, Scholars for Peace in the Middle East
Member of the Board of Governors, Middle East Forum
Board member, Polaris National Security
Founder and former chair of the American Zionist Movement's Antisemitism, Anti-Zionism and Holocaust Denial Project



SMITH Law Group LLP

Andrea J. Smith
Founding Partner

April 2, 2026

HON. DANIELLE S. FARBER
IRVINGTON JUSTICE COURT
85 MAIN STREET
IRVINGTON, NEW YORK 10533

Re: Letter of Recognition

Dear Hon. Judge:

As a fellow member of the New York State Bar, I wanted to take this opportunity to express how impressed I was by the way you, and your staff, conducted yourselves and the court proceedings.

The respect, consideration, and thoughtfulness you and your staff extended to all who appeared in your courtroom were both evident and greatly appreciated.

You exemplify the judicial temperament and professionalism that would be a welcome addition to the Supreme Court of New York.

I wish you many years of success in whatever path you choose to pursue, and I have no doubt that your integrity and dedication will continue to distinguish you.

Respectfully,

Andrea J. Smith

190 Signal Hill Road, Wilton, CT 06897

**REGULAR MEETING
OF THE MAYOR AND BOARD OF TRUSTEES
OF THE VILLAGE OF IRVINGTON, NY
HELD ON MONDAY, MARCH 16, 2026 AT 7PM**

** The meeting took place at 85 Main Street. Board members and staff were present at 85 Main Street.
The public joined in person**

PRESENT: Arlene Burgos, Mayor
 Josie Bloom, Trustee
 Kent Kleiman, Trustee
 Larry Ogrodnek, Trustee
 David Zwiebel, Trustee
 Charles G. Hessler, Village Administrator
 Katie Bugna, Clerk-Treasurer
 Marianne Stecich, Village Attorney

Mayor Burgos called the meeting to order and led those in attendance in the Pledge of Allegiance to the flag of the United States of America.

Mayor Burgos made the following announcements:

- a. Public Hearing – 2026/27 Operating Budget – Monday, April 6, 2026 at 7PM in Irvington Village Hall, 85 Main Street
- b. International Dark Sky Week Proclamation

Mayor Burgos presented the following for correspondence:

- a. Lauri Regan
- b. Irvington Housing Committee
- c. Peter Agovino
- d. Traffic Calming Committee – property owners’ responsibilities
- e. Traffic Calming Committee – South Broadway redesign

Written communications received by noon on the Friday preceding the meeting are included in the Village Board agenda packet. Written communications are not read aloud during the meeting.

Mayor Burgos opened the floor to public comment. Vesco Miloushev commented on points made in his letter submitted to correspondence as a member of the Traffic Calming Committee and said that he is available to answer any questions. Laurie Friedman commented that there have been traffic related incidents on Route 9, thanked the Board for declaring Dark Sky Week, and announced that there will be a stargazing event on April 17th at the O’Hara Nature Center.

Mayor Burgos offered the following resolutions, which were seconded by Trustee Bloom, and adopted:

RESOLVED to approve the Minutes of the Village Board Regular Meeting held on March 2, 2026.

**RESOLUTION 2026-053
APPROVAL OF OUT-OF-TOWN TRAVEL FOR POLICE DEPARTMENT**

RESOLVED to approve the following out-of-town travel for the Police Department:

1. Chief Pignatelli to attend the New York State Police Intelligence Summit being held March 24th-25th in Saratoga Springs, NY. Cost of the summit and hotel are being paid for by NYS. Additional cost for attending the summit not to exceed \$250.
2. PO Spatafore and PO Belles to attend the Officer Survival Tactics school being held April 14th-16th at the NYS Preparedness Center located in Oriskany, NY. NYS Department of Homeland Security and Emergency Services provides the course and lodging. Total additional cost for attending the course not to exceed \$800 for both officers.
3. PO Belles to attend the NYS Traffic Enforcement Conference being held April 26th- 28th in Saratoga Springs, NY. Total cost of the conference not to exceed \$500.
4. Sgt. Cappadora, Lt. Foley, and Chief Pignatelli to attend the New York State Association of Chiefs of Police Annual Conference being held May 17th-21st in Lake Placid, NY. Total cost for the conference not to exceed \$1,500 per officer.
5. Sgt. Eckert and YO DiNardo to attend the mandatory NY-CaresUP Grant meeting being held on May 20th in Albany, NY. Grants funds will cover hotel and fees. Additional cost for attending the meeting not to exceed \$150.
6. PO Montaruli and PO Burke to attend the Initial Response to Active Shooter Course being held June 8th-9th at the NYS Preparedness Center located in Oriskany, NY. NYS Department of Homeland Security and Emergency Services provides the course and lodging. Total additional cost for attending the course not to exceed \$600 for both officers.
7. Three Sergeants to attend the 2nd annual Sergeants Summit being held June 22nd- 24th in Saratoga Springs, NY. Total cost of the conference not to exceed \$1,400 per officer.

**RESOLUTION 2026-054
VOLUNTEER APPOINTMENTS**

RESOLVED to appoint the following the Village Board volunteer committee member:

<u>Board Name</u>	<u>Title</u>	<u>Name</u>	<u>Term to Expire December</u>
Architectural Review	Member	Gail Weiler	2030

Board

FURTHER RESOLVED to appoint the following Ad Hoc volunteer committee members:

<u>Board Name</u>	<u>Title</u>	<u>Name</u>	<u>Term to Expire December</u>
Irvington Woods Committee	Member	Anne Myers	2026

Member	Dan Brodhead	2026
Member	Meredith Carlisle	2026

**RESOLUTION 2026-055
RENEWAL OF AGREEMENT WITH TRAFFIC LOGIX CORPORATION**

RESOLVED to renew the agreement with Traffic Logic Corporation for Cloud access for the speed/radar signs from May 1, 2026 to May 1, 2027 in the amount of \$1,800.00 and authorize the Village Administrator to execute said agreement.

**RESOLUTION 2026-056
APPROVAL OF PROPOSAL FROM ABEV INTEGRATIONS**

RESOLVED, that the proposal for professional services with ABEV Integrations relating to the Irvington Laserfiche Emergency Response Form for one year of support with the option of support beyond one year on a per hour basis, is hereby approved; and

FURTHER RESOLVED, that the Village Administrator is authorized to execute said agreement on behalf of the Village and the expenses for this project are to be financed from 1.1325.456.

**RESOLUTION 2026-057
APPROVAL OF 2025-26 BUDGET TRANSFERS AND MODIFICATIONS**

RESOLVED, to adopt the following budget transfers and modifications for fiscal year 2025-26:

1. To transfer funds within DPW Operating Budget lines for the usage of the heavy equipment contract for snow removal.

Increase: Snow Removal- Professional Fees	1.5142.437	\$ 8,085
Decrease: Sidewalk/Road/Curb Maintenance	1.5010.406.2009	\$ 8,085

2. Budget Adjustment to reflect actual NYS DOT 2025-26 grant apportionment expenditures and reimbursements.

Decrease: Special State Aid	1.1.3091	\$ 14,913.74
Decrease: Consolidated Highway Aid	1.1.3501	\$ 24,389.33
Decrease: Street Maintenance Grants	1.5010.474	\$ 14,913.74
Decrease: CHIPS	1.5010.406	\$ 24,389.33

The vote resulted as follows:

AYES:	5	(Mayor Burgos, Trustees Bloom, Kleiman, Ogradnek and Zwiebel)
NAYS:	0	

**RESOLUTION 2026-058
APPOINTMENT OF SUPERINTENDENT OF PUBLIC WORKS**

Mayor Burgos offered the following resolution, which was seconded by Trustee Bloom, and adopted:

RESOLVED, to appoint Todd Smith to the provisional position of Superintendent of Public Works effective March 16, 2026 at an annual salary of \$159,000.00.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogrodnek and Zwiebel)
NAYS: 0

**RESOLUTION 2026-059
FORMATION OF BUDGET COMMITTEE**

Mayor Burgos offered the following resolution, which was seconded by Trustee Kleiman, and adopted:

RESOLVED, that the Board of Trustees hereby approves the formation of a standing Budget Committee for the purpose of reviewing matters related to the Village of Irvington budget, both the Capital and Operating Budget, and the budget process; and

BE IT HEREBY RESOLVED as follows:

- (1) The Budget Committee shall be comprised of seven members to be appointed by the Board of Trustees who shall serve a term of three years, each term to expire at the end of the official year of the Village, except for the initial appointments, three (3) shall be appointed to serve for one year, two (2) shall be appointed to serve for two years and two (2) shall be appointed to serve for three years. The members of the Committee shall serve without compensation. The Committee shall annually elect, from its own members, a Chairman and Vice-Chairman. Any vacancy on the Committee shall be filled for the unexpired term in the same manner in which the original appointment was made.

The Budget Committee shall meet and confer with the Village Administrator and the Board of Trustees and submit comments and recommendations on a periodic basis to the Board of Trustees for their consideration.

The following individuals shall be appointed to serve on the Budget Committee as noted:

Budget Committee

The mission of the Budget Committee is to provide support and guidance to the Mayor, Board of Trustees, Village Administrator, and Clerk-Treasurer in their endeavor to improve the quality of life in our Village while minimizing the financial burden by analyzing and recommending means and methods to:

- * Optimize programs and services
- * Identify cost savings opportunities
- * Generate revenues to offset costs
- * Identify value added opportunities

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogrodnek and Zwiebel)
NAYS: 0

**RESOLUTION 2026-060
AWARD OF CONTRACT FOR SHIRTS FOR THE IRVINGTON RECREATION & PARKS
DEPARTMENT (#2026-08)**

Mayor Burgos offered the following resolution, which was seconded by Trustee Ogrodnek, and adopted:

WHEREAS, six (6) bids were received for contract #2026-08 for the shirts for the Irvington Recreation & Parks Department as follows:

Company	<u>TOTAL PRICE</u>
1. Aces Custom Apparel 17664 Hillcrest Drive Grand Haven, MI 49417	\$17,609.89
2. Dot Designing 837 Route 33 West Monroe Township, NJ 08831	\$19,032.75
3. Tiadaghton Embroidering & Screenprinting 110 Charles Street Jersey Shore, PA 17740	\$23,607.31
4. Kenmar Shirts Inc. 1415 Blondell Avenue Bronx, NY 10461	\$27,853.00
5. Creative Color LLC 1414 Caroline Street Fredricksburg, VA 22401	\$39,299.01
6. Amaze Awards LLC 2501 Kresky Avenue NE, Suite F Chehalis, WA 98532	\$41,871.00

WHEREAS, the Village Administrator reviewed the bids submitted and determined that the lowest bidder is responsive to the specifications; and

RESOLVED to award a purchase contract #2026-08 for shirts for the Irvington Recreation & Parks Department in the amount of \$17,609.89 to Aces Custom Apparel and to authorize the Village Administrator to execute said contract.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogrodnek and Zwiebel)
NAYS: 0

**RESOLUTION 2026-061
APPROVAL OF CONTRACTOR AGREEMENT WITH GARY BREWER ARCHITECTS FOR
PROFESSIONAL SERVICES TO THE ARCHITECTURAL REVIEW BOARD**

Mayor Burgos offered the following resolution, which was seconded by Trustee Bloom, and adopted:

RESOLVED, that the contractor agreement for professional services with the firm of Gary Brewer Architects, to provide consulting services to the Irvington Architectural Review Board, is hereby approved; and

BE IT FURTHER RESOLVED, that the Village Administrator is authorized to execute said agreement on behalf of the Village.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogrodnek and Zwiebel)
NAYS: 0

RESOLUTION 2026-062

AUTHORIZING THE HIRING OF JOEL R. DICHTER OF DICHTER LAW LLC AS SPECIAL COUNSEL TO REPRESENT PARTICIPATING WESTCHESTER MUNICIPALITIES IN MONITORING THE CON EDISON RATE SETTLEMENT

Mayor Burgos offered the following resolution, which was seconded by Trustee Kleiman, and adopted:

WHEREAS, the Westchester Municipal Consortium including the Village of Irvington hired Joel R. Dichter of Dichter Law LLC to represent participating Westchester County municipalities in Con Edison's electric and gas rate case before the New York Public Service Commission; and

WHEREAS, the New York State Public Service Commission recently approved a three-year rate settlement with Con Edison starting January 1, 2026; and

WHEREAS, it is in the best interest of the Village of Irvington and the Westchester Municipal Consortium that the settlement be monitored for compliance with the terms agreed upon with the New York State Public Service Commission; and

WHEREAS, Joel R. Dichter of Dichter Law LLC has the necessary experience and expertise to represent the interests of the participating municipalities in this matter and has submitted a three-year monitoring proposal dated February 1, 2026; and

WHEREAS, the proposal includes monitoring submissions, respond thereto when necessary, participate in the WMC specific meetings, and provide periodic updates to the Westchester Municipal Consortium at a cost of \$1,250 per participating municipality per year.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Irvington, as follows:

- 1) that the Village of Irvington Board of Trustees hereby authorizes the hiring of Joel R. Dichter of Dichter Law LLC as special counsel to represent participating Westchester municipalities of the Westchester Municipal Consortium to monitor the approved New York State Public Service Commission settlement in accordance with the three-year proposal from Joel R. Dichter of Dichter Law LLC dated February 11, 2026; and

- 2) The participating municipalities shall share the cost of legal and related fees incurred by Joel R. Dichter of Dichter Law LLC, with the total annual amount of such representation not to exceed \$1,250 per participating municipality; and
- 3) The Mayor and Village Administrator are hereby authorized to take all necessary actions to execute agreements and related documents and make payments in furtherance of this resolution.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogradnek and Zwiebel)
 NAYS: 0

**RESOLUTION 2026-063
 AWARD OF CONTRACT #2026-11 FOR REARLOAD REFUSE TRUCK FOR DPW**

Mayor Burgos offered the following resolution, which was seconded by Trustee Bloom, and adopted:

WHEREAS, the Village of Irvington has scheduled a replacement for the 6 yard-dump body vehicle used by the Department of Public Works in the 2026-27 Capital budget; and,

WHEREAS, the Village of Irvington received a 50% grant match resulting in a real cost to the Village of \$92,891.25 after reimbursement; and,

WHEREAS, the Village Administrator has determined that the quote from Sanitation Equipment Corporation through Sourcewell for the new LEACH model Mini Gen II 8 cubic yard rearload refuse truck to be used for paper recycling, yard waste recycling, and the future food scrap pilot program is in order and responsive to the needs of the department; now therefore be it

RESOLVED to award contract #2026-11 for the purchase of a new truck for the Department of Public Works at the total price of \$185,783.25 and to authorize the Village Administrator to execute said contract.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogradnek and Zwiebel)
 NAYS: 0

**RESOLUTION 2026-064
 APPROVAL OF AGREEMENT WITH JAZZ FORUM ARTS**

Mayor Burgos offered the following resolution, which was seconded by Trustee Kleiman, and adopted:

RESOLVED, that the agreement for professional services with Jazz Forum Arts to book talent, produce and promote eight (8) free Thursday evening concerts of Jazz and World Music in Matthiessen Park from July 9, 2026 through August 27, 2026, is hereby approved; and

BE IT FURTHER RESOLVED, that the Village Administrator is authorized to execute said agreement on behalf of the Village.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogrodnek and Zwiebel)
 NAYS: 0

**RESOLUTION 2026-065
 AWARD OF CONTRACT FOR THE ERIE STREET AND LANGDON AVENUE WATER MAIN
 REPLACEMENT PROJECT (#2026-09)**

Mayor Burgos offered the following resolution, which was seconded by Trustee Bloom, and adopted:

WHEREAS, eleven bids were received for contract #2026-09 for the water main replacement project as follows:

Company	<u>TOTAL BASE BID</u>	<u>TOTAL BASE + ALTERNATE BID</u>
1. Legacy Supply LLC 14 Railroad Avenue Valhalla, NY 10595	\$325,000.00	\$322,988.00
2. Woodland Manor LLC 188 Haviland Drive Patterson, NY 12563	\$465,410.00	\$448,922.00
3. Peter J. Landi Inc. 13 Bradhurst Avenue Hawthorne, NY 10532	\$500,425.00	\$498,885.00
4. Scape-Tech Landscape Technology Inc. 19 Sunderland Lane Katonah, NY 10536	\$508,833.00	\$499,465.00
5. Paladino Concrete Creations Corporation 315 North MacQuesten Parkway Mount Vernon, NY 10550	\$542,670.00	\$537,835.00
6. 2XPC Corporation 26 Ganung Drive Ossining, NY 10562	\$585,276.00	\$580,442.16
7. MTS Infrastructure LLC 2 Byram Brooks Place Suite 202 Armonk, NY 10504	\$590,425.00	\$594,670.00
8. Kings Capital Construction Group Inc. 8 Gramercy Place Thornwood, NY 10594	\$628,140.00	\$629,575.00

9.	Aqua Works Inc. 645 North Broadway White Plains, NY 10603	\$723,875.00	\$728,433.00
10.	Gianfia Corporation 179 Brady Avenue Hawthorne, NY 10532	\$967,000.00	\$972,424.00
11.	Costas Construction 401 Saw Mill River Road Yonkers, NY 10701	\$1,010,575.00	\$1,008,275.00

WHEREAS, the Village Administrator reviewed the bids submitted and determined that the lowest bidder is in order and responsive to the specifications, now therefore be it

RESOLVED to award contract #2026-09 for the Erie Street and Langdon Avenue water main replacement project to the lowest bidder, Legacy Supply LLC, at \$325,000.00 for the Base Bid and \$322,988.00 for the Base Bid + Alternate 1 Bid and to authorize the Village Administrator to execute said contract.

The vote resulted as follows:

AYES: 5 (Mayor Burgos, Trustees Bloom, Kleiman, Ogradnek and Zwiebel)
NAYS: 0

Village Administrator Charles Hessler presented the 2025 MS4 Annual Report.

Clerk-Treasurer Katie Bugna provided a recap of the budget timeline and Mayor Burgos highlighted the following changes to be reflected in the tentative budget:

- 1.7610.123 Senior Citizen Program Labor- Reduce by \$9,159
- 1.7610.478 Senior Programs- Eliminated Bus Rentals of \$3,000
- 1.3410.410 Fire Department Supplies- Removed request of \$1K food for volunteers when on weather standby
- 1.3120.200 Police Department Equipment- Removed \$78K for the replacement vehicle (\$50K) and corresponding equipment (\$28K)
- 1.3620.410 Building Department Supplies- Reduced building department uniforms line by \$2,200 down from \$2,700 to \$500
- 1.1.2071 Theater Rental Revenues- Reduced by \$50K

1X Requests to be covered by Fund Balance-

- 1.3120.456 Police Department Repairs and Maintenance- \$35K for the one-time conversion/implementation fee to join onto Greenburgh's ADMIT/IMPACT system as a shared service to be covered by fund balance
- 1.7989.452 ONC Repairs and Maintenance of Buildings- \$21,600 to be covered with appropriation of fund balance

Trustee Kleiman provided a report on the Irvington School Board and gave updates from the Planning Board, Zoning Board, and ARB.

Trustee Bloom reported on the various activities of the DPW including their supervision of the construction work being done at the Fire Department, on the Green Team, and that RPAC is working on a community survey. She also read an e-mail from the Irvington Police Department recognizing Officer Belles for his assistance on a medical emergency call-out.

Trustee Ogrodnek reported on the various activities of the library including that the program room is now back in commission and gave programming updates. He also provided updates from the CAB meeting and the Tree Preservation Committee.

Trustee Zwiebel reported that a live online version of the Facilities Planning event is available. He also commented that the list of 11 applicants from the TOD Committee have been narrowed down to 4, on the Housing Committee letter, and on Nature Center activities.

Village Administrator Charles Hessler reported that the Village website refresh is set to launch March 25th, the new agenda management tool is being implemented, there will be an Ice Cream Social on June 25th from 4-7pm, and that the Theater Manager position has been posted.

Mayor Burgos opened the floor to public comment. There were no comments from the public.

After a review of action items and there being no further business, Mayor Burgos made a motion to adjourn the meeting. The motion was seconded by Trustee Bloom and unanimously approved.

Katie Bugna, Village Clerk-Treasurer

**SPECIAL MEETING OF THE MAYOR AND BOARD OF TRUSTEES
OF THE VILLAGE OF IRVINGTON, NY
HELD ON WEDNESDAY, MARCH 25, 2026 AT 7PM
AT VILLAGE HALL, 85 MAIN STREET, IRVINGTON, NY**

Present: Arlene Burgos, Mayor
 Josie Bloom, Trustee
 Larry Ogradnek, Trustee
 David Zwiebel, Trustee
 Charles Hessler, Village Administrator

Excused: Kent Kleiman, Trustee

Mayor Burgos called the meeting to order and led those in attendance in the Pledge of Allegiance to the flag of the United States of America.

**RESOLUTION 2026-066
APPOINTMENT OF POLICE OFFICERS IN THE IRVINGTON POLICE DEPARTMENT**

Mayor Burgos offered the following resolution, which was seconded by Trustee Bloom, and adopted:

RESOLVED, to appoint Charles Girven to the permanent position of Police Officer, Grade II, at an annual salary of \$91,736 effective March 25, 2026 subject to completion of a probationary period of not less than 12 weeks and not more than 52 weeks; and

FURTHER RESOLVED, to appoint Ashley Alvarez to the permanent position of Police Officer, Grade III, at an annual salary of \$87,933 effective March 25, 2026 subject to completion of a probationary period of not less than 12 weeks and not more than 52 weeks.

The vote resulted as follows:

AYES: 4 (Mayor Burgos, Trustees Bloom, Ogradnek and Zwiebel)
NAYS: 0

Mayor Burgos made a motion to end the meeting. The motion was seconded by Trustee Ogradnek and unanimously approved.

Charles G. Hessler, Village Administrator

**RESOLUTION 2026-XXX
APPOINTMENT OF PART-TIME PERSONNEL FOR THE IRVINGTON THEATER**

Trustee _____ offered the following resolution, which was seconded by Trustee _____, and adopted:

RESOLVED, to make the following part-time appointment in the Irvington Theater effective April 7, 2026:

<u>Name</u>	<u>Title</u>	<u>Rate</u>
Owen Mannion	Technical & Operations Manager	\$36.00 per hour

21 Ardsley Avenue East
Irvington, New York 10533

By Email

March 18, 2026

Board of Trustees
Village of Irvington
85 Main Street
Irvington, NY 10533

Re: Donation to the O'Hara Nature Center

Dear Board of Trustees:

In support of the work being done at the O'Hara Nature Center ("ONC") and, specifically, to further the range of research and inquiry being done by Village staff and the students in the Village's Changing Forest and in the Budding Naturalist Programs, we are pleased to donate two computers to the ONC.

As this Board is well aware, the ONC and the wider Irvington Woods are unique and special elements in our Village. The incredibly diverse habitat and complex ecosystems within Irvington Woods Park offers to Village residents and visitors alike beauty, recreation, and the opportunity to experience and learn about our natural world first-hand just minutes from our homes.

The ONC serves as the gateway for this incredible resource. More importantly, it operates as a center of learning and research about the plants, animals, and natural world that are part of our community. Over the last several years, these opportunities for learning have greatly expanded through the Changing Forest and the Budding Naturalist after-school programs, the outdoor programs lead by the Irvington Girl Scouts, and the work of the Irvington Woods Committee and community volunteers. Under the able guidance of the ONC staff, these programs have combined just having fun with a focus on the scientific rigor of observing, collecting and analyzing data, and synthesizing and reporting these results to the community.

We believe that an essential tool supporting these efforts is ensuring that the students and adults working at the ONC have adequate access to up-to-date technology that makes this collaborative scientific inquiry possible. Therefore, we are pleased to propose donating two additional MINISFORUM Venus UM790 Ryzen 9 computers, monitors and keyboards to the Village for use at the ONC. This equipment complements the technology currently at the ONC and will allow multiple students and adults to work simultaneously and collaboratively on projects. We have attached the order details for this equipment.

Board of Trustees
March 18, 2026

We thank the Board of Trustees and Village staff for their ongoing support of the ONC, the Irvington Woods, and our Village's natural resources.

If the Board of Trustees has any questions, please let us know.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized loop that extends to the right and then curves back down to the left, ending under the word 'Sincerely,'.

Heather Thomas &
Charles L. Kerr

Enclosure

cc: Charles Hessler (by email)
Maureen DePaoli (by email)
Katie Bugna (by email)
CJ Reilly (by email)

Deliver to Charles
Irvington 10533

All Search Amazon

Account & Lists Orders

All Rufus Show Delivery Method Price Item Buy Again



Your Account > Your Orders > Order Details

Order Details

Order placed March 14, 2026

[View invoice](#)

Ship to

Charles L. Kerr
21 Ardsley Avenue East
Irvington, New York 10533
United States

[Change shipping address](#)

Payment method

[View related transactions](#)

Order Summary

Item(s) Subtotal:	\$1,961.98
Shipping & Handling:	\$0.00
Total before tax:	\$1,961.98
Estimated tax to be collected:	\$164.32
Grand Total:	\$2,126.30

Arriving Monday

[Track package](#)



2 LG 27US500-W Ultrafine Monitor 27-Inch 4K UHD (3840x2160) HDR10 IPS Borderless Design Reader Mode Flicker Safe Switch App HDMI DisplayPort - White
Sold by: Amazon.com
\$247.00

[Buy it again](#)

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2 MINISFORUM Venus UM790 Pro Mini PC AMD Ryzen 9 7940HS up to 5.2 GHz 32 GB DDR5 512GB SSD with AMD Radeon 780M, 4X USB3.2, 2X USB4, 2xHDMI 2.1, 2X PCIe4.0, Wi-Fi 6E/BT5.3, RJ45 2.5 G
Sold by: MINISFORUM Store
\$709.00

[Buy it again](#)



2 Logitech MK270 Wireless Keyboard and Mouse Combo for Windows, 2.4 GHz Wireless, Compact Mouse, 8 Multimedia and Shortcut Keys, 2-Year Battery Life, for PC, Laptop - Black
Sold by: Amazon.com
\$24.99

[Buy it again](#)

**RESOLUTION 2026-XXX
ACCEPTANCE OF GIFT FROM THE GREATER IRVINGTON LAND TRUST**

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED, that the Village of Irvington hereby gratefully accepts a gift from the Greater Irvington Land Trust, which has been applied toward the purchase of material and equipment that supports field observation and research by students and adult volunteers as part of the swamp milkweed wet meadow being developed at the O'Hara Nature Center.



By Email

March 18, 2026

Board of Trustees
Village of Irvington
85 Main Street
Irvington, NY 10533

Re: Swamp Milkweed Wet Meadow

Dear Board of Trustees:

We are writing to update the Board of Trustees about the Swamp Milkweed Wet Meadow project in the Irvington Woods Park, just south of and adjacent to the O'Hara Nature Center ("ONC"). As the Board is aware, over the last year the Greater Irvington Land Trust ("GILT") and the Irvington Woods Committee ("IWC") have been working together to design and create this wet meadow and, thereby, to enhance the rich ecological diversity of the Irvington Woods.

We separately want to update the Board about the materials and equipment that will be provided to the Village and the ONC as part of this project, including items supporting ongoing research about the pollinators, plants, and other wildlife that make up this newly developed meadow.

In April of 2025, the Office of the New York State Attorney General and The New York Community Trust approved a one-year grant of \$16,000 from the New York Pollinator Conservation Fund to GILT for this project (the "Grant"). Under the terms of this Grant, GILT is required to

1. Turn a 0.5-acre wet meadow into monarch butterfly habitat by planting swamp milkweed and other pollinator plants;
2. Conduct pollinator surveys; and
3. Develop educational materials and public programming.

At the time it applied for this Grant, GILT identified additional funding sources for this project. Specifically, GILT contributed \$3,000 of its own funds, the Village contributed \$2,500, and community members collectively contributed \$3,500, which meant that, in aggregate, GILT received \$25,000 to use in support of this project.

Beginning in early May, GILT Board Members and members of the IWC spent over 80 volunteer hours clearing a 0.5-acre site between the ONC and the Hermit's wetland. This work involved cutting down several invasive Norway Maple Trees, moving piles of logs and brush away from the meadow area, clearing out old fencing, and removing by hand thousands of invasive plants. Working with the ONC Staff, on October 25, 2025, we held a community planting day and volunteers planted over eight hundred plants, plugs and shrubs. During November and December, GILT and IWC members constructed a deer enclosure that protects a substantial portion of the plants in the wet meadow from marauding wildlife.



Ongoing work to further develop this wet meadow is already planned for the Spring. Working with Peter Strom, we have purchased hundreds of additional native plants, shrubs, trees, ferns and grasses that will be planted in the wet meadow by community volunteers during April, May and June. We are also planning weekly sessions to remove invasives plants so that the newly planted native species in the meadow can flourish.

Obviously, these plantings and the newly installed fencing, all of which were paid for by GILT under this Grant, are now permanently part of the Irvington Woods.

In addition to creating the wet meadow itself, the Grant requires GILT and the IWC to develop public educational programming focusing on observation, data collection and scientific research about the plants and wildlife in and around the meadow. In thinking about and speaking to peer organizations about how to create these types of programming opportunities, it became clear that getting students and adults into and around the wet meadow to observe, survey, document and report on plants, pollinators, birds and other wildlife was key. This focus on field work dovetails well with the after-school programs and volunteer opportunities already underway through the ONC, specifically the Changing Forest and Budding Naturalist student programs.

To support this educational programming, GILT is using portions of its funds to purchase magnifying glasses and binoculars that students and others at the ONC can use to observe, track and record pollinators, invertebrates, birds, and other wildlife. GILT has also purchased a Haikubox Birdsong Identifier and a BirdWeather PUC that can record and track the wide diversity of birds drawn to this new meadow. (In less than a week, the Haikubox identified almost forty-five different species of birds in or near the meadow.) Finally, because of the importance of understanding and connecting temperature, wind, and cloud conditions to the presence of pollinators and plant bloom times, GILT has purchased an Ambient Weather WS-2000 weather station that will be installed on the ONC's grounds near the wet meadow.

A challenge of promoting this type of field work, however, is that the wet meadow is actually very wet and muddy much of the time. Therefore, GILT is also using its funding to purchase waders that both adults and students can use in the wet meadow while doing field work.

All of this equipment is being purchased to support the programming and work being done by the Village staff and community volunteers working at the ONC in the wet meadow and in the Irvington Woods generally. Because GILT has no ability to store or manage this equipment, the GILT Board proposes that it be donated to the ONC for use by the ONC staff for after school and community programs and to further the ongoing scientific study of the Irvington Woods.

We have listed in Exhibit A the plants, materials and equipment purchased through this grant funding to date, all of which GILT proposes be donated to the ONC.

Finally, we want to thank the staff of the ONC and members of the Irvington Woods Committee for their thoughtful guidance as we have worked to realize this important project for the Village.



If the Board of Trustees has any questions, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles L. Kerr", with a long horizontal flourish extending to the right.

Charles L. Kerr

Chair, The Greater Irvington Land
Conservancy Foundation, Inc.

cc: Charles Hessler (by email)
Maureen DePaoli (by email)
Katie Bugna (by email)
CJ Reilly (by email)
GILT Board Members (by email)

Irvington Woods Wet Meadow Project Spending by GILT

Date	Vendor	Invoice #	Amount	Balance of Funds
06/01/25	Total Funding Available			\$25,000.00
06/30/25	Form Plastic Supply, Inc. - Black Plastic Sheeting		\$551.36	\$24,448.64
10/17/25	Lowe's - Square Wood Stakes		\$8.67	\$24,439.97
10/30/25	Strom Horticulture LLC	25 WM 01	\$3,821.97	\$20,618.00
11/07/25	Critterfence -- Deer Fencing	Order #208427	\$4,299.31	\$16,318.69
11/18/25	Critterfence -- Anvil Order	Order # 208692	\$59.56	\$16,259.13
11/21/25	Loew's - Additional Hardware for fence		\$35.69	\$16,223.44
12/06/25	Critterfence -- Deer Fencing parts	Order # 209045	\$37.85	\$16,185.59
12/07/25	Critterfence -- Deer Fencing parts	Order # 209051	\$33.51	\$16,152.08
12/15/25	Strom Horticulture	25 WM 02	\$1,260.84	\$14,891.24
01/28/26	Native Plant Center	Order # 26013	\$933.85	\$13,957.39
02/12/26	Schichtel's Nursery, Inc.	Order # 0030344	\$4,755.00	\$9,202.39
03/03/26	Haikubox Birdsong Identifier	Order # 114-3204866- 1946660	\$291.53	\$8,910.86
03/03/26	Birdweather PUC	Order #11784	\$309.00	\$8,601.86
3/11/26	Critterfence -- fencing parts	Order #210919	\$56.92	\$8,544.94
3/11/26	Ambient Weather Station WS-2000	Order # 8000279603	\$368.45	\$8,176.49
3/15/26	4 Athlon Optics 8X42 Midas Binoculars Chest Waders for Kids - 4 Size 12/13, 2 Size 10/11, and 2 Size 8/9 Bootfoot Chest Wader for Adults - 2 Size 6, 4 Size 8, and 2 Size 11	Order # 111-3610966- 1032247	\$1,960.90	\$6,215.59
3/15/26	4 Vortex Optics Triumph 10X42 Binoculars	Order # 111-0739955- 7667411	\$429.16	\$5,786.43
3/18/26	Raybee Clothes Rack	Order # 111-3522791- 0826600	\$97.50	\$5,688.93
3/11/25	Strom Horticulture	26 WM 01	\$3,470.80	\$2,218.13

**RESOLUTION 2026-XXX
APPOINTMENT OF PERSONNEL IN RECREATION & PARKS DEPARTMENT**

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED to make the following part-time appointments effective April 1, 2026:

Name	Title	Rate
John Morano	Recreation Assistant	\$28.00 per hour
Stefanie Brinkerhoff	Recreation Supervisor (part-time)	\$26.00 per hour
Jeffrey Ruffler	Laborer (part-time)	\$29.00 per hour
Joseph Rooney	Senior Citizens bus driver (part-time)	\$28.00 per hour
Angel Montalvo	Recreation Assistant/Park Supervisor	\$25.00 per hour
Gloria Montes	Recreation Assistant/Park Supervisor	\$25.00 per hour
Vincent DelMastro	Recreation Assistant/Park Supervisor	\$27.00 per hour
Lawrence Quain	Recreation Assistant/Park Supervisor	\$27.00 per hour

RESOLUTION 2026-XXX
APPROVAL OF FILMING PERMIT FOR COMING OF AGE

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED to approve a filming permit for Coming of Age to film a commercial at 296 Riverview Road, Irvington, NY on Monday, April 6, 2026 from 9AM – 7PM. The permit fee is \$1,000.00.



VILLAGE OF IRVINGTON – FILMING PERMIT

Chapter 115 of the Village Code – <https://ecode360.com/11798438>

This permit is issued to the applicant to film or televise or take still photographs on streets or property subject to the jurisdiction of the Village of Irvington at the times and locations designated below. This permit must be in the possession of the applicant at all times while on location. For additional information, please call the Village Administrator’s office at (914) 591-4356.

APPLICANT INFORMATION:

Film or Videotape Company: Coming of Age

Address: 1633 N Edgemont St, 224, Los Angeles, CA, 90027

Office Telephone: _____
 Cellphone #: _____

Director: Lewis Atallah and Mattias Russo-Larsson

Title of Film: Black Ore Launch Video

Production Contact Person & Cellphone: Conrad Lenski, Producer,
 (available 24 hours a day)

FILM DESCRIPTION:

Place or Address Where Filming: 296 Riverview Rd, Irvington, NY 10533

Property Owner Name & Address: Robin Helman, 296 Riverview Rd, Irvington, NY 10533

Date(s) of Shoot: Monday, April 6, 2026

Time of Shoot: (start & finish time)
**allowed filming time – 8AM to 7PM* 9 AM - 7 PM

TYPE OF PRODUCTION:

Feature film _____ Student Film _____ TV Movie _____

TV Special _____ TV Series _____ Other **Commercial**

Please describe filming **in detail** (including if any structure – temporary or permanent – will be constructed on site):
Filming inside the house on private property an "office scene" of a man in his home office. Everything will be taking place inside. No stunts. No SFX. No construction whatsoever.

Expected adverse impacts on neighboring properties and their occupants as well as on public facilities and services (night lighting, noise, congestion, etc.):

Some potential street congestion as we will be driving 5 x vehicles to park upon arrival, and then again when we are leaving the property. Trucks will be parked in gated driveway of private property home.

Describe plan to notify neighbors:

Going door by door to notify neighbors and via homeowner, Robin, providing project information and production cell phone contacts and names. We are a small production with one camera here for one day, and promise to respect and prioritize the residents/neighbors.

CREW AND EQUIPMENT:

in Cast and Crew 25 cast and crew total

List of Production Equipment 6x tents, 8x folding tables, 20x folding chairs

of Vehicles 1

of Trucks and Vans and size 3 x 16ft truck 1 x 20ft truck 1 x 14ft van

of Other vehicles and size 0

of Generators and size 0

Lighting description Minimal lighting from inside the house

Music:

If yes, describe type and length of time **Yes** _____ **No** (No) _____

Use of Animals:

If yes, describe **Yes** _____ **No** (No) _____

Catering Services:

If yes, describe **Yes** (Yes) _____ **No** _____
Local catering/food from the town for crew

Street Closures:

If yes, describe **Yes** _____ **No** _____

Additional documents REQUIRED and to be submitted with this application.

- Detailed plans showing days, hours and parking plans during day/days of filming for vehicles, trucks, catering, etc.
- Props used for film shoot – i.e., explosives, weapons, etc.
- Certificate of Insurance naming the Village of Irvington, NY as an additional insured
Limits \$1,000,000/\$3,000,000.
- Hold Harmless and indemnification agreement.

PAYMENT: Fee due upon approval of permit

- * Daily permit fee charged for each day of set up, filming and wrap up
 - \$1,000 per day on private property
 - \$5,000 per day on public property
- * Should Police assistance be needed, an additional fee of \$194.00 will be charged per hour for each Police Officer at the site. This will be billed separately and due upon receipt.

ALL INFORMATION PROVIDED HEREIN IS TRUE AND CORRECT TO THE BEST OF THE APPLICANT'S KNOWLEDGE, INFORMATION AND BELIEF

Date 04/01/26 Signature of applicant: CL Print Name: Conrad Lenski
 Title: Producer

Date Submitted _____ Insurance received _____ Hold Harmless received _____ Fee paid _____
 Village Administrator approval _____ Police Chief approval _____
 Board of Trustees approval _____

The 2026/27 Tentative
Operating Budget can
be downloaded at:

<https://www.irvingtonny.gov/DocumentCenter/View/13940/2026-27-Tentative-Budget>

2026-27 Tentative Budget



Mayor
Arlene Burgos

Trustees
Josie Bloom
Kent Kleiman
Larry Ogradnek
David Zwiebel

Administrator
Charles G. Hessler

Clerk-Treasurer
Katie Bugna

VILLAGE OF IRVINGTON
NEW YORK



William Irving
INCORPORATED 1872

March 20, 2026

We are pleased to present the Tentative Budget for 2026-2027 for public review and comment. A public budget hearing will be held Monday, April 6th, 2026 at Village Hall and via zoom. Residents are encouraged to attend and participate in this important process. Comments may also be submitted by letter addressed to Charles Hessler, Village Administrator, 85 Main Street, Irvington, NY or by email to chessler@irvingtonny.gov.

The Tentative Budget for 2026-27 reflects a tax rate of **\$7.2806** per thousand of assessed valuation, a decrease of **\$.1908** per thousand, down **2.6%** from last year. It is important to note that this tax rate decrease will not necessarily result in lower taxes. According to the most current information from the Town of Greenburgh, assessed valuations for the Village have increased approximately 6.61% from 2,325,083,000 to 2,478,857,000. Of the 6.61% increase, 2.13% is attributable to newly issued certificates of occupancy and new construction. For a property owner with an assessed valuation of \$1.3 million and no change in assessed value, Village taxes would decrease by approximately \$248. However, if the same property's assessment increased by 4.48%, Village taxes would increase by approximately \$176.

The tax levy increased by \$675,919, or 3.89%. This change is primarily driven by a net rise in expenditures of \$894,078, partially offset by an increase in anticipated revenues of \$234,592. Additionally, \$16,433 less in fund balance was appropriated, resulting in a 2.6% decrease in the tax rate and maintaining compliance with the tax cap.

Since the inception of the tax cap legislation in New York State, the Village Board has been committed to keeping all tax levy increases below the limit. This year, we are \$95,300 below the maximum allowable increase of \$756,498. The Office of the State Comptroller has calculated the inflation rate for our budgetary period to be 2.63%. Although this is down from the 2025 inflation rate of 2.99%, the allowable tax levy cap growth remains capped at 2%. This posed significant challenges with this year's budget and department heads were asked to present well thought out budget requests, identify areas to cut costs, and carefully evaluate requested amounts line by line.

In aggregate, expenditures are up \$894,078. Personnel costs are the Village's largest expense and salaries make up 36% of the budget. Staffing continues to be the most critical resource for delivering services. Both the CSEA and PBA union contracts are set to expire on May 31, 2026 and no negotiations have been scheduled to date. The tentative budget reflects potential increases for CSEA, PBA, and non-union personnel in contingency.

Other major increases in the tentative budget are Hospital and Medical Insurance (\$302,646), New York State Retirement contributions (\$137,000), Legal Fees (\$80,000), Information Technology (\$30,800), Utilities (\$24,600), and General Liability Insurance (\$21,005). The single largest increase noted above is employee health insurance premiums. Health insurance costs continue to rise due to increasing premium rates, and when employees retire, the Village remains responsible for their coverage while also assuming the cost of insurance for newly hired replacements.

The second largest increase noted above is New York State Retirement contributions. The increase in retirement contributions is a result of the pension rates as established by the State Comptroller's office based on the performance of the State's pension fund, which is highly correlated to equity and debt market performance. The contribution rates released for the 2025-26 state fiscal year continue to show significant cost hikes. For the Village, ERS (Non-Police) tier 4 rates, which is still the largest payroll sector for the Village, increased from 19.5% to 21.3%. PFRS (Police and Fire Retirement) tier 6 contribution rates, which is now the largest payroll sector for PFRS members of the Village, increased from 28.5% to 31.9%. As long-time employees retire and new employees join, the newly hired employees are enrolled in Tier 6 which has a lower contribution rate for the Village.

The tentative budget includes several areas where expenses have decreased. The largest is the \$130,320 decrease in debt service costs. Payments on the borrowings for capital projects are what make up the debt service budget. The Village issued \$2,351,000 in bond anticipation notes in December 2025 at a 2.89% net interest rate. In addition, outstanding bond principal as of June 1, 2026 will be \$18,690,000. Debt Service Fund Balance will continue to be used to offset serial bond debt payments. The completion of many capital projects below budget in prior years, plus interest earned, and premiums received resulted in a surplus of funds that are required to be used to offset debt service. Amortization of the available fund balance allows for the appropriation of \$520,300 in the 2026-27 budget, which is largely due to the usage of the 2024 bond issuance premium. Serial Bond (permanent financing) payments due to the payoff schedule and use of debt service fund balance result in a \$130,320 decrease to the general fund budget and a \$19,471 decrease to the water fund budget. Additional areas of decreased expenses include Workers Compensation contributions of \$92,700 and the elimination of MTA Tax of \$29,000.

The budget includes increases to various revenues, which help reduce the tax increase. Recreation fee revenue is budgeted to increase by \$155,380, sales tax revenue by \$60,000, mortgage tax revenue by \$45,000, and utility tax revenue by \$22,000. Each of these revenue

categories are projected to favorably exceed this year's budget. Theater revenues are also budgeted to increase by \$153,500 due to the theater being open year-round, an increase in rentals, and additional productions such as concerts and readings. Areas where we plan to see decreased revenues include building permits by \$205,000, interest earnings by \$90,000, and cell tower revenues by \$36,000.

The Village will utilize a total of \$344,600 in surplus in this year's budget. The surplus represents property tax and other revenue from past years that exceeded our costs. At last fiscal year end, the Village had an unassigned fund balance of \$8.97 million or 39.0% of the subsequent year's budget. During the current fiscal year, \$1.42 million of these funds were used towards capital projects and an additional \$450,000 was used to hire the facilities planning consultant. If all else remains equal, our current unassigned fund balance is \$7.1 million or 30.9% of the estimated subsequent year's budget. We believe it is appropriate to return some of this to our taxpayers and retain some for future years' budgets and significant capital projects. I am very grateful that we continue to conservatively estimate both revenues and costs, and I would expect the surplus to stabilize, even with additional usage.

A 4% increase in both Water and Sewer revenues is needed to keep pace with the rising cost of water purchased through New York City and Town of Greenburgh. The wholesale cost of water purchased from New York City increased by 7% in July of 2025 and we anticipate that costs will rise again in July 2026. Water and Sewer rate increases are reflective of the cost of operations and allow the department to continue to provide quality service. The Village is in the process of reviewing its current water rate structure.

Despite rising costs, the Village did not have to make any permanent cuts to programming or operations. We are also able to invest more in our Police Department by the promotion of two Grade 1 Police Officers to Detective and the implementation of new software to integrate with the Town of Greenburgh's systems as a shared service. It also maintains the Village's level of support for IVAC and provides additional funding for the upkeep and maintenance of Fire Department apparatus and vehicles.

Through the reallocation of resources and identified efficiencies within the Department of Public Works, a full-time Laborer position has been added to support future projects at no additional cost. Our Parks & Recreation Department and Library continue to offer a wide range of programs and events for the residents, with expanded programming planned for the Theater and new outdoor stage at Matthiessen Park.

As in prior years, the budget prioritizes maintaining current service levels while investing in infrastructure, buildings, roads, and parks. With the collaboration of our Department Heads, this Tentative Budget remains fiscally responsible and sustainable over the long term.

Sincerely,
Arlene Burgos
Mayor

Village of Irvington 2026-27 Tentative Budget

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TAX RATE SUMMARY

<u>General Fund</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u> Tentative
Total Expenditures	19,126	19,449	20,689	22,242	23,018	23,912
Revenues	3,610	4,009	4,440	5,238	5,285	5,520
Appropriated Fund Balance	428	175	226	288	361	345
Tax Levy General Fund	15,087	15,266	16,024	16,717	17,372	18,048
Assessed Valuation	1,892,807	1,915,175	2,043,067	2,154,009	2,325,083	2,478,857
Tax Rate per \$1,000 of Assessed Valuation	7.9709	7.9709	7.8430	7.7607	7.4714	7.2806
Dollar Increase	0.1563	(0.0000)	(0.1279)	(0.0824)	(0.2893)	(0.1908)
Percentage Increase	2.00%	0.00%	-1.60%	-1.05%	-3.73%	-2.55%

Note: Total Expenditures, Revenues, Appropriated Fund Balance, Tax Levy, and Assessed Valuation numbers are reported in thousands.

**Village of Irvington
Property Tax Cap Calculation Worksheet
2026-27 Budget**

Prior year fiscal year tax levy			17,386,326
Tax base growth factor		X	<u>1.0213</u>
Sub-Total			17,756,654
PILOTs receivable prior FY		+	<u>16,000</u>
Sub-Total			17,772,654
Allowable levy growth factor		X	<u>1.0200</u>
Sub-total			18,128,108
PILOTs Receivable Current Year		-	(16,000)
Tax Levy Limit			18,112,108
Prior Year Carry Forward of Levy Limit		+	-
Exclusions:			
Judgments (over 5%)	NONE	+	-
Pension (over 2%)	ERS	+	-
Pension (over 2%)	Police and Fire	+	<u>30,716</u>
Tax Levy Limit Plus Exclusions			18,142,824
Projected Tax Levy 2026-27			<u>18,047,524</u>
Amount Under / (Over) Cap	Total Available		95,300

Assessment Year: 2025

Owner	Parcels Owned	Land Value	Assessed Value	County Taxable	Town Taxable	School Taxable
CONSOLIDATED EDISON CO	11	159,600	73,506,700	73,506,700	73,506,700	73,506,700
BRIDGE STREET COMMERCIAL LLC	3	7,081,900	43,711,200	43,711,200	43,711,200	43,711,200
ASTOR BUCK LLC	1	2,684,200	23,703,500	23,703,500	23,703,500	23,703,500
HALF MOON COOP APTS NORTH	6	10,154,000	21,898,200	21,253,287	21,420,416	21,366,404
HUDSON HOUSE TENANTS CORP	3	2,485,800	16,736,000	16,707,967	16,707,967	16,716,000
TOLL NORTHEAST V CORP.	27	9,283,500	14,237,400	14,237,400	14,237,400	14,237,400
HALF MOON COOP APTS SOUTH	2	4,408,200	14,353,400	13,988,986	14,013,198	14,082,656
WOODBROOK GARDENS CORP	1	5,992,400	14,173,500	13,929,412	13,929,412	13,977,646
120 NORTH BROADWAY TENANTS CORP	1	4,162,800	11,736,800	11,582,287	11,582,287	11,639,261
BERDAR EQUITIES LLC	1	4,364,800	10,125,300	10,125,300	10,125,300	10,125,300



**NYS BOARD OF REAL PROPERTY SERVICES
LOCAL GOVERNMENT EXEMPTION IMPACT REPORT**

RP-495 (9/08)

(for local use only – not to be filed with NYS Board of Real Property Services)

Date: 09/10/2025

Taxing Jurisdiction: 5526

Fiscal Year Beginning: 2025

Tax Authority: 552609 VILLAGE OF IRVINGTON

Total equalized value in taxing jurisdiction: 2,785,834,000

Equalization Rate: 100

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Total Equalized Value (Column E)	Percentage of Value Exempted (Column F)
12100	ST OWNED	RPTL 404(1)	2	1,003,300	0.04%
13100	CNTY OWNED	RPTL 406(1)	6	9,648,800	0.35%
13500	TOWN OWN	RPTL 406(1)	1	1,900	0.00%
13650	VILL OWNED	RPTL 406(1)	48	27,619,000	0.99%
13800	SCHL OWNED	RPTL 408	4	74,597,200	2.68%
14110	POST OFFIC	STATE L 54	1	1,286,600	0.05%
21600	CLERGY-RES	RPTL 462	2	2,723,600	0.10%
25110	RELIGIOUS	RPTL 420-a	12	44,412,300	1.59%
25120	EDUCATIONL	RPTL 420-a	5	77,593,200	2.79%
25130	CHARITABLE	RPTL 420-a	2	28,502,800	1.02%
25300	OTH NONPRF	RPTL 420-b	3	1,295,000	0.05%
26400	INC VOL FD	RPTL 464(2)	1	1,149,300	0.04%
27200	RR PROP.	RPTL 489-D&DD	8	18,830,300	0.68%
41001	CIL VETS	RPTL 458(1)	6	1,243,865	0.04%
41121	WAR VET	RPTL 458-A	28	1,829,310	0.07%
41131	COMBAT VET	RPTL 458-A	21	2,283,276	0.08%
41140	DSABLD VET	RPTL 458-A	1	35,135	0.00%
41141	DSABLD VET	RPTL 458-A	6	998,398	0.04%
41161	CW VET/CT	RPTL 458-B	10	620,167	0.02%
41171	CW VET DIS	RPTL 458-B	1	6,187	0.00%
41640	RPTL466_D	RPTL466C,D,E,F,G,H&	19	1,533,895	0.06%
41800	AGED-ALL	RPTL 467	13	3,486,577	0.13%
41801	AGED-CT	RPTL 467	4	1,600,649	0.06%
41803	AGED- T	RPTL 467	1	279,320	0.01%
41806	AGED- TS	RPTL 467	3	267,750	0.01%
41930	459-C ALL	RPTL 459-c	1	69,091	0.00%
Totals:			209	302,916,920	10.90%

The exempt amounts do not take into consideration any payments for municipal services.
Amount, if any, attributed to payments in lieu of taxes: \$ _____
(details contained on RP-495-PILOT)

Village of Irvington
2026-27 Tentative Budget

General Fund

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Budget Preparation Publication

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Account Description	2023 Actual	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 001	GENERAL FUND							
001.0001.1001 REAL PROPERTY TAXES	16,107,361.38	16,695,509.82	17,371,605.00	17,371,605.00	17,371,605.51	18,282,917.00	18,047,524.00	3.89%
001.0001.1081 OTH PAYMENTS IN LIEU OF TAXES	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	0.00%
001.0001.1090 INTEREST & PENALTIES ON TAXES	129,195.71	60,219.12	65,000.00	65,000.00	66,291.82	65,000.00	65,000.00	0.00%
001.0001.1120 NON-PROP. TAX DIST. BY COUNTY	1,794,074.00	1,807,803.00	1,800,000.00	1,800,000.00	949,553.00	1,860,000.00	1,860,000.00	3.33%
001.0001.1130 UTILITIES TAX	156,033.10	163,298.38	153,000.00	153,000.00	112,602.90	175,000.00	175,000.00	14.38%
001.0001.1170 CABLE T.V. FRANCHISE FEES	149,382.49	144,190.21	145,000.00	145,000.00	105,215.20	132,000.00	132,000.00	-8.97%
001.0001.1230 CLERK/TREASURER FEES	2,887.35	4,265.59	3,000.00	3,000.00	2,055.00	3,000.00	3,000.00	0.00%
001.0001.1289 OTHER DEPT INCOME - CC FEES	(3,228.42)	(2,799.85)	0.00	0.00	(1,971.25)	0.00	0.00	0.00%
001.0001.1520 POLICE FEES	2,520.00	1,368.00	2,500.00	2,500.00	940.00	2,500.00	2,500.00	0.00%
001.0001.1525 POLICE REIMBURSEMENTS	794,116.38	641,001.50	0.00	0.00	161,926.52	0.00	0.00	0.00%
001.0001.1720 AQUEDUCT PARKING	16,480.00	15,945.00	18,000.00	18,000.00	14,655.00	16,000.00	16,000.00	-11.11%
001.0001.1721 RAILROAD PARKING	55,409.76	55,912.76	55,000.00	55,000.00	59,008.12	55,000.00	55,000.00	0.00%
001.0001.1740 ARDSLEY PARKING	16,418.00	19,404.57	12,000.00	12,000.00	12,947.56	16,000.00	16,000.00	33.33%
001.0001.1789 EV CHARGER REVENUE	0.00	17,868.01	25,000.00	25,000.00	14,535.92	18,000.00	18,000.00	-28.00%
001.0001.2070 RECREATION FEES	750,899.69	826,769.98	767,500.00	777,240.00	734,246.80	887,880.00	922,880.00	20.24%
001.0001.2071 TOWN HALL THEATER	5,786.32	59,645.00	100,000.00	100,000.00	51,393.26	303,500.00	253,500.00	153.50%
001.0001.2110 ZONING FEES	4,750.00	4,300.00	3,500.00	3,500.00	3,100.00	3,500.00	3,500.00	0.00%
001.0001.2115 PLANNING BOARD FEES	19,592.50	18,050.00	15,000.00	15,000.00	34,858.80	15,000.00	15,000.00	0.00%
001.0001.2116 REIMBURSEMENT PLANNING BD.	83,907.60	123,210.96	48,600.00	-1 48,600.00	0.00	48,600.00	48,600.00	0.00%
001.0001.2165								

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Fund 001 GENERAL FUND								
001.0001.2165 E.T.P.A. CHARGES	80.00	(80.00)	0.00	0.00	0.00	0.00	0.00	0.00%
001.0001.2262 FIRE PROTECTION SERVICES	111,581.00	0.00	128,300.00	128,300.00	0.00	128,300.00	128,300.00	0.00%
001.0001.2302 SNOW REMOVAL	15,031.16	16,879.55	15,000.00	15,000.00	21,918.94	15,000.00	15,000.00	0.00%
001.0001.2376 REFUSE AND GARBAGE SERVICES	3,275.00	1,575.00	2,000.00	2,000.00	275.00	2,000.00	2,000.00	0.00%
001.0001.2401 INTEREST AND EARNINGS	497,189.36	743,262.23	510,000.00	510,000.00	400,614.66	420,000.00	420,000.00	-17.65%
001.0001.2410 CELL TOWER PROPERTY RENTAL	(23,284.73)	(34,283.61)	242,000.00	242,000.00	172,675.68	206,000.00	206,000.00	-14.88%
001.0001.2411 RENTAL OF 86 MAIN STREET	50,122.48	50,070.48	62,000.00	62,000.00	39,102.86	50,000.00	50,000.00	-19.35%
001.0001.2590 BUILDING PERMITS	863,969.14	746,741.27	605,000.00	605,000.00	499,847.00	373,793.00	400,000.00	-33.88%
001.0001.2591 ELECT. PERMITS	19,220.00	23,985.00	15,000.00	15,000.00	15,855.00	15,000.00	15,000.00	0.00%
001.0001.2592 PLUMB. PERMITS	25,948.00	27,885.00	15,000.00	15,000.00	19,340.00	15,000.00	15,000.00	0.00%
001.0001.2593 TREE PERMITS	3,250.00	1,900.00	1,200.00	1,200.00	1,630.00	1,200.00	1,200.00	0.00%
001.0001.2595 FILMING PERMITS	3,852.50	10,000.00	0.00	0.00	83,846.00	0.00	0.00	0.00%
001.0001.2596 STREET OPENING PERMITS	30,400.00	24,400.00	10,000.00	10,000.00	5,600.00	10,000.00	10,000.00	0.00%
001.0001.2610 FINES AND FORFEITURES	155,449.48	148,968.18	140,000.00	140,000.00	76,061.92	140,000.00	140,000.00	0.00%
001.0001.2655 MINOR SALES, OTHER	69,113.94	59,458.58	1,000.00	1,000.00	32,168.04	1,000.00	1,000.00	0.00%
001.0001.2680 INSURANCE RECOVERIES	35,638.51	135,089.27	0.00	0.00	25,672.55	0.00	0.00	0.00%
001.0001.2701 REFUNDS OF PRIOR YEARS EXPEND.	6,690.62	8,634.63	0.00	0.00	16,266.18	0.00	0.00	0.00%
001.0001.2705 GIFTS AND DONATIONS	0.00	0.00	0.00	1,200.00	1,200.00	0.00	0.00	0.00%
001.0001.2770 UNCLASSIFIED REVENUES	0.00	39.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.0001.3001								

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Fund 001	GENERAL FUND							
001.0001.3001 STATE AID PER CAPITA	35,941.00	35,941.00	35,941.00	35,941.00	35,941.00	35,941.00	35,941.00	0.00%
001.0001.3005 STATE AID MORTG. TAX	146,284.29	172,068.42	140,000.00	140,000.00	104,864.68	185,000.00	185,000.00	32.14%
001.0001.3089 STATE AID OTHER	145,660.96	26,323.09	0.00	15,000.00	47,052.69	2,514.00	2,514.00	100.00%
001.0001.3091 SPECIAL STATE AID	125,178.46	230,850.44	0.00	78,773.74	63,860.00	93,684.00	93,684.00	100.00%
001.0001.3501 CONSOLIDATED HIGHWAY AID	134,576.83	133,947.77	133,947.00	146,916.93	122,527.60	171,306.00	171,306.00	27.89%
001.0001.4795 SURPLUS	0.00	0.00	361,033.00	2,228,968.00	0.00	288,000.00	344,600.00	-4.55%
001.0001.4960 FED AID - EMERG DISASTER AID	1,426,690.77	8,588.15	0.00	0.00	(6,464.13)	0.00	0.00	0.00%
001.0001.4989 FEDERAL AID	0.00	3,763.56	0.00	0.00	17,449.14	0.00	0.00	0.00%
001.0001.5031 VILLAGE FUND	2,452.39	97,056.28	0.00	0.00	0.00	26,155.00	26,155.00	100.00%
Total Dept 0001								
REVENUE - GENERAL FUND	(23,985,897.02)	(23,345,025.34)	(23,018,126.00)	(25,003,744.67)	(21,506,268.97)	(24,079,790.00)	(23,912,204.00)	3.88%

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Fund 001	GENERAL FUND							
Dept 1010 LEGISLATIVE BOARD	31,700.00	19,757.06	25,600.00	51,100.00	50,100.00	13,600.00	13,600.00	-46.88%
Dept 1110 JUSTICE	162,750.75	167,365.08	177,121.00	182,425.00	139,272.53	179,434.00	179,434.00	1.31%
Dept 1210 MAYOR	0.00	0.00	5,200.00	5,200.00	1,769.96	5,200.00	5,200.00	0.00%
Dept 1230 MUNICIPAL EXECUTIVE	283,410.29	288,386.83	290,216.00	334,223.00	264,202.98	283,567.00	283,567.00	-2.29%
Dept 1320 AUDITOR	45,695.00	39,167.00	48,600.00	48,600.00	40,250.00	50,100.00	50,100.00	3.09%
Dept 1325 TREASURER OR CLERK-TREASURER	361,185.94	370,583.88	390,439.00	413,501.00	320,948.75	411,916.00	411,916.00	5.50%
Dept 1420 LAW	198,047.16	180,268.77	190,000.00	190,738.46	131,295.98	270,000.00	270,000.00	42.11%
Dept 1440 ENGINEER	169,541.59	173,209.13	178,306.00	184,053.00	81,169.22	173,100.00	173,100.00	-2.92%
Dept 1620 TOWN HALL	294,101.56	271,441.16	327,370.00	328,011.35	244,974.94	376,970.00	376,970.00	15.15%
Dept 1640 CENTRAL GARAGE	315,166.18	287,391.06	347,771.00	347,771.00	233,619.82	323,634.00	323,634.00	-6.94%
Dept 1660 LEASED PROPERTY	604.99	604.99	1,000.00	1,000.00	604.99	605.00	605.00	-39.50%
Dept 1910 INSURANCE	374,766.46	406,252.34	451,660.00	451,660.00	435,978.49	466,315.00	466,315.00	3.24%
Dept 1920 MUNICIPAL ASSOCIATION DUES								

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Fund 001	GENERAL FUND							
	13,017.16	8,741.59	29,365.00	29,365.00	28,115.44	14,410.00	14,410.00	-50.93%
Dept 1964 CERTIORARI	83,924.84	77,554.86	150,000.00	150,000.00	17,736.49	150,000.00	150,000.00	0.00%
Dept 1970 FIRE DEPT. CONTRIBUTIONS	39,053.00	44,919.00	44,900.00	44,900.00	0.00	44,900.00	44,900.00	0.00%
Dept 1980 MTA PAYROLL TAX	30,345.33	29,206.37	29,000.00	29,000.00	2,486.23	0.00	0.00	-100.00%
Dept 1989 LONGEVITY	99,986.53	48,841.68	52,550.00	98,902.00	90,901.96	49,050.00	49,050.00	-6.66%
Dept 1990 CONTINGENCY ACCOUNT	0.00	0.00	554,047.00	196,166.81	0.00	631,250.00	631,250.00	13.93%
Dept 3120 POLICE DEPARTMENT	4,791,947.78	4,779,911.76	4,633,591.00	4,671,119.30	3,750,788.95	4,679,147.00	4,591,447.00	-0.91%
Dept 3310 TRAFFIC CONTROL	11,139.88	10,156.25	14,000.00	15,800.00	7,812.50	17,000.00	17,000.00	21.43%
Dept 3320 PARKING	60,744.16	67,296.13	69,035.00	75,261.00	60,586.42	75,761.00	75,761.00	9.74%
Dept 3410 FIRE DEPARTMENT	261,203.61	278,666.18	289,467.00	292,607.36	226,346.02	351,560.00	315,198.00	8.89%
Dept 3620 SAFETY INSPECTION	440,494.58	516,788.75	483,233.00	514,963.00	400,465.48	530,013.00	524,813.00	8.60%
Dept 4030 COMMUNITY ADVISORY BOARD	1,435.75	1,263.74	2,500.00	2,500.00	1,072.10	1,500.00	1,500.00	-40.00%
Dept 4540 AMBULANCE	0.00	119,990.00	124,790.00	124,790.00	86,400.00	124,800.00	124,800.00	0.01%
Dept 5010								

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Fund 001 GENERAL FUND								
STREET ADMINISTRATION	1,398,516.73	1,478,124.66	1,381,422.00	1,422,734.34	1,047,886.44	1,563,857.00	1,563,857.00	13.21%
Dept 5142 SNOW REMOVAL								
Dept 5182 STREET LIGHT	101,075.63	143,371.34	213,500.00	213,500.00	238,142.99	213,500.00	213,500.00	0.00%
Dept 6410 PUBLICITY	74,428.02	93,618.31	97,800.00	97,800.00	67,266.66	102,800.00	102,800.00	5.11%
Dept 7140 PARKS DEPARTMENT	36,492.79	35,638.15	43,600.00	43,600.00	28,871.84	44,600.00	44,600.00	2.29%
Dept 7310 RECREATION	560,017.18	509,883.61	591,598.00	604,696.09	381,017.21	604,273.00	604,273.00	2.14%
Dept 7410 LIBRARY	1,172,465.50	1,158,415.61	1,187,387.00	1,232,339.92	910,161.09	1,296,595.00	1,284,595.00	8.19%
Dept 7510 HISTORIAN	1,053,195.00	1,056,788.00	1,077,992.00	1,077,992.00	0.00	1,147,917.00	1,147,917.00	6.49%
Dept 7550 CELEBRATIONS	26,200.00	10,200.00	10,500.00	29,500.00	10,200.00	10,500.00	10,500.00	0.00%
Dept 7610 SENIOR - CENTER & PROGRAM	59,845.06	42,740.58	40,500.00	41,000.00	32,569.99	40,500.00	40,500.00	0.00%
Dept 7989 IRVINGTON WOODS PARK	241,833.26	217,164.68	252,785.00	257,555.70	182,007.87	253,588.00	234,764.00	-7.13%
Dept 8010 ZONING BOARD	144,505.04	147,863.09	246,569.00	284,669.00	153,625.51	289,489.00	281,989.00	14.37%
Dept 8020 PLANNING BOARD	4,802.60	4,611.50	4,000.00	4,000.00	2,729.55	6,000.00	6,000.00	50.00%
Dept 8090	78,933.68	98,986.38	57,000.00	57,000.00	68,975.38	57,000.00	57,000.00	0.00%

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Fund 001 GENERAL FUND								
ENVIRONMENTAL CONTROL	73,977.83	67,963.19	71,450.00	76,450.00	47,239.18	71,450.00	71,450.00	0.00%
Dept 8160								
REFUSE COLLECTION AND DISPOSAL	524,679.02	534,689.59	613,702.00	615,196.00	473,064.65	581,976.00	581,976.00	-5.17%
Dept 8189								
RECYCLING COLLECTION	129,201.74	129,658.49	136,247.00	136,869.00	108,862.44	122,010.00	122,010.00	-10.45%
Dept 8560								
SHADE TREES	75,292.37	91,895.32	96,000.00	96,000.00	74,722.23	102,100.00	102,100.00	6.35%
Dept 8611								
ETPA	1,705.20	902.36	1,950.00	1,950.00	0.00	1,950.00	1,950.00	0.00%
Dept 8660								
86 MAIN STREET	62,588.29	84,860.13	59,500.00	59,500.00	43,347.44	60,500.00	60,500.00	1.68%
Dept 8989								
TOWN HALL THEATER	149,147.12	235,866.30	265,836.00	270,156.00	136,745.01	384,012.00	384,012.00	44.45%
Dept 9010								
STATE RETIREMENT	1,494,277.40	1,898,765.00	1,964,000.00	1,964,000.00	1,756,035.00	2,085,000.00	2,085,000.00	6.16%
Dept 9025								
LOCAL PENSION	125,276.00	125,927.83	143,000.00	143,000.00	116,517.00	135,000.00	135,000.00	-5.59%
Dept 9030								
SOCIAL SECURITY	622,126.24	613,247.11	645,000.00	645,000.00	507,058.96	645,000.00	645,000.00	0.00%
Dept 9040								
WORKERS COMPENSATION	339,763.63	320,390.28	325,500.00	325,500.00	316,632.51	233,500.00	233,500.00	-28.26%
Dept 9045								
LIFE INSURANCE	14,677.74	14,077.80	14,700.00	14,700.00	12,622.50	14,878.00	14,878.00	1.21%
Dept 9050								
UNEMPLOYMENT INSURANCE	65.22	8,946.17	12,000.00	12,000.00	3,922.16	12,000.00	12,000.00	0.00%
Dept 9060								

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Fund 001	GENERAL FUND							
HOSPITAL/MEDICAL INSURANCE	2,764,836.69	2,954,512.60	3,229,700.00	3,229,700.00	2,790,802.27	3,555,001.00	3,555,001.00	10.07%
Dept 9512								
TRANSFERS	1,338,095.00	829,404.00	1,325,127.00	1,325,127.00	0.00	997,322.00	997,322.00	-24.74%
Dept 9550								
TRANSFER TO CAPITAL PROJECTS	207,000.00	2,374,136.00	0.00	1,933,149.52	1,933,149.52	0.00	0.00	0.00%
Dept 9730								
BOND ANTICIPATION NOTES	482,127.15	724,724.25	0.00	0.00	0.00	223,640.00	223,640.00	100.00%
Total Fund 001								
GENERAL FUND	<u>21,427,409.67</u>	<u>24,195,135.94</u>	<u>23,018,126.00</u>	<u>24,998,341.85</u>	<u>18,061,074.65</u>	<u>24,079,790.00</u>	<u>23,912,204.00</u>	<u>3.88%</u>

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Fund 001	GENERAL FUND							
001.1010.0100 PERSONNEL SERVICES REGULAR	7,200.00	7,200.00	9,600.00	9,600.00	8,400.00	9,600.00	9,600.00	0.00%
001.1010.0435 TRAVEL & EDUCATION	0.00	65.00	1,000.00	1,000.00	0.00	4,000.00	4,000.00	300.00%
001.1010.0437 PROFESSIONAL FEES	24,500.00	12,492.06	15,000.00	40,500.00	41,700.00	0.00	0.00	-100.00%
Total Dept 1010 LEGISLATIVE BOARD	31,700.00	19,757.06	25,600.00	51,100.00	50,100.00	13,600.00	13,600.00	-46.88%

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Fund 001	GENERAL FUND							
001.1110.0100 PERSONNEL SERVICES REGULAR	116,993.10	121,036.12	124,536.00	128,720.00	104,557.67	127,928.00	127,928.00	2.72%
001.1110.0123 LABOR	33,418.98	33,343.40	34,015.00	35,135.00	26,102.91	35,136.00	35,136.00	3.30%
001.1110.0200 EQUIPMENT	0.00	866.24	250.00	250.00	0.00	250.00	250.00	0.00%
001.1110.0410 SUPPLIES	2,663.07	3,263.60	6,200.00	6,200.00	1,861.10	4,000.00	4,000.00	-35.48%
001.1110.0433 POSTAGE	838.00	1,842.37	1,000.00	1,000.00	44.40	1,000.00	1,000.00	0.00%
001.1110.0435 TRAVEL & EDUCATION	2,396.00	3,023.35	3,000.00	3,000.00	905.00	3,000.00	3,000.00	0.00%
001.1110.0437 PROFESSIONAL FEES	5,600.00	3,750.00	7,120.00	7,120.00	5,063.65	7,120.00	7,120.00	0.00%
001.1110.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	841.60	240.00	1,000.00	1,000.00	737.80	1,000.00	1,000.00	0.00%
Total Dept 1110 JUSTICE	162,750.75	167,365.08	177,121.00	182,425.00	139,272.53	179,434.00	179,434.00	1.31%

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Fund 001	GENERAL FUND							
001.1210.0100 PERSONNEL SERVICES REGULAR	0.00	0.00	4,800.00	4,800.00	1,600.01	4,800.00	4,800.00	0.00%
001.1210.0430 OFFICE SUPPLIES	0.00	0.00	400.00	400.00	169.95	400.00	400.00	0.00%
Total Dept 1210								
MAYOR	<u>0.00</u>	<u>0.00</u>	<u>5,200.00</u>	<u>5,200.00</u>	<u>1,769.96</u>	<u>5,200.00</u>	<u>5,200.00</u>	<u>0.00%</u>

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Fund 001								
GENERAL FUND								
001.1230.0100 PERSONNEL SERVICES REGULAR	273,589.92	283,166.00	283,166.00	327,173.00	262,466.15	276,217.00	276,217.00	-2.45%
001.1230.0200 EQUIPMENT	0.00	738.48	400.00	400.00	0.00	250.00	250.00	-37.50%
001.1230.0430 OFFICE SUPPLIES	290.37	162.35	650.00	650.00	501.83	650.00	650.00	0.00%
001.1230.0435 TRAVEL & EDUCATION	100.00	785.00	1,000.00	1,000.00	595.00	1,450.00	1,450.00	45.00%
001.1230.0437 PROFESSIONAL FEES	9,430.00	3,535.00	5,000.00	5,000.00	640.00	5,000.00	5,000.00	0.00%
Total Dept 1230 MUNICIPAL EXECUTIVE	283,410.29	288,386.83	290,216.00	334,223.00	264,202.98	283,567.00	283,567.00	-2.29%

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Fund 001	GENERAL FUND							
001.1320.0437 PROFESSIONAL FEES	45,695.00	39,167.00	48,600.00	48,600.00	40,250.00	50,100.00	50,100.00	3.09%
Total Dept 1320 AUDITOR	45,695.00	39,167.00	48,600.00	48,600.00	40,250.00	50,100.00	50,100.00	3.09%

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Fund 001								
GENERAL FUND								
001.1325.0100 PERSONNEL SERVICES REGULAR	269,507.25	284,994.57	285,039.00	299,265.00	241,668.81	299,266.00	299,266.00	4.99%
001.1325.0200 EQUIPMENT	6,167.03	706.64	1,500.00	1,500.00	0.00	1,500.00	1,500.00	0.00%
001.1325.0430 OFFICE SUPPLIES	12,499.86	12,940.44	17,000.00	17,000.00	8,259.42	15,000.00	15,000.00	-11.76%
001.1325.0433 POSTAGE AND FREIGHT	7,457.31	8,022.03	9,000.00	9,000.00	5,995.40	9,000.00	9,000.00	0.00%
001.1325.0435 TRAVEL & EDUCATION	1,544.96	2,565.84	4,000.00	4,000.00	1,420.00	4,000.00	4,000.00	0.00%
001.1325.0437 PROFESSIONAL FEES	17,174.16	15,830.02	18,000.00	20,000.00	15,337.03	22,400.00	22,400.00	24.44%
001.1325.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	10,335.32	7,002.68	12,000.00	12,000.00	7,126.00	9,450.00	9,450.00	-21.25%
001.1325.0456 REPAIRS AND MAINT - EQUIPMENT	36,500.05	38,521.66	43,900.00	50,736.00	41,142.09	51,300.00	51,300.00	16.86%
Total Dept 1325								
TREASURER OR CLERK-TREASURER	361,185.94	370,583.88	390,439.00	413,501.00	320,948.75	411,916.00	411,916.00	5.50%

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Fund 001								
GENERAL FUND								
001.1420.0100 PERSONNEL SERVICES REGULAR	24,255.00	21,455.00	30,000.00	30,000.00	15,295.00	30,000.00	30,000.00	0.00%
001.1420.0437 PROFESSIONAL FEES	173,792.16	158,813.77	160,000.00	160,738.46	116,000.98	240,000.00	240,000.00	50.00%
Total Dept 1420								
LAW	198,047.16	180,268.77	190,000.00	190,738.46	131,295.98	270,000.00	270,000.00	42.11%

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Fund 001	GENERAL FUND							
001.1440.0100 PERSONNEL SERVICES REGULAR	158,653.08	164,206.12	164,206.00	169,953.00	76,478.92	159,000.00	159,000.00	-3.17%
001.1440.0200 EQUIPMENT	29.99	309.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.1440.0410 SUPPLIES	72.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.1440.0430 OFFICE SUPPLIES	294.11	275.00	1,800.00	1,800.00	302.90	1,800.00	1,800.00	0.00%
001.1440.0437 PROFESSIONAL FEES	10,491.84	8,419.01	12,300.00	12,300.00	4,387.40	12,300.00	12,300.00	0.00%
Total Dept 1440 ENGINEER	169,541.59	173,209.13	178,306.00	184,053.00	81,169.22	173,100.00	173,100.00	-2.92%

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Fund 001	GENERAL FUND							
001.1620.0101 PERSONNEL SERVICES OVERTIME	0.00	0.00	1,000.00	1,000.00	1,575.10	1,000.00	1,000.00	0.00%
001.1620.0200 EQUIPMENT	0.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00%
001.1620.0410 SUPPLIES	10,272.91	9,836.44	8,000.00	8,000.00	5,645.32	8,000.00	8,000.00	0.00%
001.1620.0431 TELEPHONE	94,355.15	81,291.42	85,000.00	85,000.00	64,271.57	93,000.00	93,000.00	9.41%
001.1620.0451 CUSTODIAL SERVICES	16,535.53	18,615.00	23,200.00	23,200.00	15,870.00	25,000.00	25,000.00	7.76%
001.1620.0452 REPAIRS-BUILDING	61,295.24	29,165.11	54,670.00	58,056.35	28,062.02	55,670.00	55,670.00	1.83%
001.1620.0455 UTILITIES	43,835.10	65,788.46	61,000.00	61,000.00	57,813.67	70,000.00	70,000.00	14.75%
001.1620.0456 REPAIRS-EQUIPMENT	0.00	3,406.13	5,000.00	2,255.00	544.82	4,000.00	4,000.00	-20.00%
001.1620.0461 INFORMATION TECHNOLOGY	67,807.63	63,338.60	89,000.00	89,000.00	71,192.44	119,800.00	119,800.00	34.61%
Total Dept 1620 TOWN HALL	294,101.56	271,441.16	327,370.00	328,011.35	244,974.94	376,970.00	376,970.00	15.15%

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Fund 001	GENERAL FUND							
001.1640.0100 PERSONNEL SERVICES REGULAR	92,670.08	95,913.98	99,271.00	99,271.00	80,180.34	99,271.00	99,271.00	0.00%
001.1640.0101 PERSONNEL SERVICES OVERTIME	46,758.28	43,312.98	50,508.00	50,508.00	32,946.86	50,508.00	50,508.00	0.00%
001.1640.0200 EQUIPMENT	4,553.83	6,050.28	6,500.00	6,500.00	1,887.24	6,500.00	6,500.00	0.00%
001.1640.0410 SUPPLIES	22,548.61	22,266.49	23,000.00	23,000.00	13,341.99	23,000.00	23,000.00	0.00%
001.1640.0431 TELEPHONE	(1,539.98)	(419.99)	0.00	0.00	(49.99)	0.00	0.00	0.00%
001.1640.0450 FUELS	7,985.96	6,138.85	10,000.00	10,000.00	6,620.33	10,000.00	10,000.00	0.00%
001.1640.0452 REPAIRS-BUILDING	1,205.00	3,196.11	2,000.00	2,000.00	1,861.68	2,000.00	2,000.00	0.00%
001.1640.0456 REPAIRS AND MAINT - EQUIPMENT	453.50	8,244.82	2,000.00	2,000.00	300.00	2,000.00	2,000.00	0.00%
001.1640.0460 GASOLINE	136,632.54	98,825.57	150,000.00	150,000.00	93,358.33	125,000.00	125,000.00	-16.67%
001.1640.0473 MAINTENANCE OF VEHICLES	1,143.00	701.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
001.1640.0492 UNIFORMS	2,755.36	3,160.97	3,492.00	3,492.00	3,173.04	4,355.00	4,355.00	24.71%
Total Dept 1640								
CENTRAL GARAGE	315,166.18	287,391.06	347,771.00	347,771.00	233,619.82	323,634.00	323,634.00	-6.94%

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Fund 001								
GENERAL FUND								
001.1660.0400 OWNED OR LEASED PROPERTY	604.99	604.99	1,000.00	1,000.00	604.99	605.00	605.00	-39.50%
Total Dept 1660								
LEASED PROPERTY	604.99	604.99	1,000.00	1,000.00	604.99	605.00	605.00	-39.50%

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Fund 001	GENERAL FUND							
001.1910.0454 INSURANCE	374,766.46	406,252.34	451,660.00	451,660.00	435,978.49	466,315.00	466,315.00	3.24%
Total Dept 1910 INSURANCE	374,766.46	406,252.34	451,660.00	451,660.00	435,978.49	466,315.00	466,315.00	3.24%

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Fund 001								
GENERAL FUND								
001.1920.0435 TRAVEL & EDUCATION - BOARDS	6,082.92	49.00	2,000.00	2,000.00	40.00	2,000.00	2,000.00	0.00%
001.1920.0438 MEMBERSHIP DUES	6,934.24	8,692.59	27,365.00	27,365.00	28,075.44	12,410.00	12,410.00	-54.65%
Total Dept 1920								
MUNICIPAL ASSOCIATION DUES	<u>13,017.16</u>	<u>8,741.59</u>	<u>29,365.00</u>	<u>29,365.00</u>	<u>28,115.44</u>	<u>14,410.00</u>	<u>14,410.00</u>	<u>-50.93%</u>

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Fund 001	GENERAL FUND							
001.1964.0462 CERTIORARI	83,924.84	77,554.86	150,000.00	150,000.00	17,736.49	150,000.00	150,000.00	0.00%
Total Dept 1964 CERTIORARI	83,924.84	77,554.86	150,000.00	150,000.00	17,736.49	150,000.00	150,000.00	0.00%

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Fund 001	GENERAL FUND							
001.1970.0463 FIRE DEP. CONTRIBUTION	39,053.00	44,919.00	44,900.00	44,900.00	0.00	44,900.00	44,900.00	0.00%
Total Dept 1970								
FIRE DEPT. CONTRIBUTIONS	39,053.00	44,919.00	44,900.00	44,900.00	0.00	44,900.00	44,900.00	0.00%

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Fund 001	GENERAL FUND							
001.1980.0490 MTA TAX	30,345.33	29,206.37	29,000.00	29,000.00	2,486.23	0.00	0.00	-100.00%
Total Dept 1980								
MTA PAYROLL TAX	<u>30,345.33</u>	<u>29,206.37</u>	<u>29,000.00</u>	<u>29,000.00</u>	<u>2,486.23</u>	<u>0.00</u>	<u>0.00</u>	<u>-100.00%</u>

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Fund 001	GENERAL FUND							
001.1989.0133 LONGEVITY/UNUSED SICK	99,986.53	48,841.68	52,550.00	98,902.00	90,901.96	49,050.00	49,050.00	-6.66%
Total Dept 1989 LONGEVITY	99,986.53	48,841.68	52,550.00	98,902.00	90,901.96	49,050.00	49,050.00	-6.66%

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Fund 001	GENERAL FUND							
001.1990.0465 CONTINGENCY	0.00	0.00	554,047.00	196,166.81	0.00	631,250.00	631,250.00	13.93%
Total Dept 1990 CONTINGENCY ACCOUNT	0.00	0.00	554,047.00	196,166.81	0.00	631,250.00	631,250.00	13.93%

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Fund 001 GENERAL FUND								
001.3120.0100 PERSONNEL SERVICES REGULAR	3,348,745.16	3,343,021.41	3,692,577.00	3,707,250.00	2,822,457.07	3,706,554.00	3,706,554.00	0.38%
001.3120.0101 PERSONNEL SERVICES OVERTIME	1,001,556.99	928,105.86	419,000.00	419,000.00	520,423.09	419,000.00	419,000.00	0.00%
001.3120.0123 CROSSING GUARDS	40,064.36	43,245.21	51,984.00	53,808.00	37,891.32	53,808.00	53,808.00	3.51%
001.3120.0133 LONGEVITY/UNUSED SICK	144,935.58	127,184.09	79,050.00	79,050.00	97,184.65	73,100.00	73,100.00	-7.53%
001.3120.0200 EQUIPMENT	63,322.15	92,519.82	83,500.00	85,962.32	57,616.90	80,500.00	2,500.00	-97.01%
001.3120.0408 SUPPORT SERVICES	2,135.74	1,789.63	7,100.00	7,100.00	2,122.12	5,000.00	5,000.00	-29.58%
001.3120.0410 SUPPLIES	23,419.65	17,445.73	24,300.00	30,875.91	11,909.27	24,800.00	24,800.00	2.06%
001.3120.0430 OFFICE SUPPLIES	8,867.56	8,237.43	8,500.00	8,500.00	6,565.98	8,500.00	8,500.00	0.00%
001.3120.0433 POSTAGE	1,300.00	1,294.10	1,300.00	1,300.00	836.40	1,300.00	1,300.00	0.00%
001.3120.0435 TRAVEL & EDUCATION	24,964.48	30,989.01	40,400.00	40,400.00	30,433.22	40,400.00	40,400.00	0.00%
001.3120.0437 PROFESSIONAL FEES	3,975.00	4,093.00	3,000.00	3,000.00	1,070.00	3,000.00	3,000.00	0.00%
001.3120.0438 MEMBERSHIP DUES	1,270.54	2,605.54	4,200.00	4,200.00	3,610.97	4,200.00	4,200.00	0.00%
001.3120.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	6,333.09	1,769.87	5,100.00	5,100.00	1,059.74	5,100.00	5,100.00	0.00%
001.3120.0456 REPAIRS AND MAINT - EQUIPMENT	61,301.44	92,067.31	107,850.00	112,073.07	97,351.17	154,155.00	144,455.00	33.94%
001.3120.0461 INFORMATION TECHNOLOGY	19,565.00	43,939.11	54,730.00	54,730.00	28,883.56	48,730.00	48,730.00	-10.96%
001.3120.0473 MAINTENANCE OF VEHICLES	11,142.09	13,835.08	19,400.00	19,400.00	3,000.75	19,400.00	19,400.00	0.00%
001.3120.0492 UNIFORMS	29,048.95	27,769.56	31,600.00	39,370.00	28,372.74	31,600.00	31,600.00	0.00%
Total Dept 3120 POLICE DEPARTMENT	4,791,947.78	4,779,911.76	4,633,591.00	4,671,119.30	3,750,788.95	4,679,147.00	4,591,447.00	-0.91%

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Fund 001								
GENERAL FUND								
001.3310.0410 SUPPLIES	577.38	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
001.3310.0437 PROFESSIONAL FEES	10,562.50	10,156.25	13,000.00	14,800.00	7,812.50	13,000.00	13,000.00	0.00%
001.3310.0456 REPAIRS AND MAINT - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00	100.00%
Total Dept 3310								
TRAFFIC CONTROL	<u>11,139.88</u>	<u>10,156.25</u>	<u>14,000.00</u>	<u>15,800.00</u>	<u>7,812.50</u>	<u>17,000.00</u>	<u>17,000.00</u>	<u>21.43%</u>

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Fund 001	GENERAL FUND							
001.3320.0100 PARKING ENFORCEMENT SALARIED	59,047.92	64,935.02	64,935.00	71,161.00	57,476.16	71,161.00	71,161.00	9.59%
001.3320.0410 SUPPLIES	632.81	1,201.11	2,000.00	2,000.00	2,234.22	2,500.00	2,500.00	25.00%
001.3320.0456 REPAIRS-EQUIPMENT	605.00	660.00	1,600.00	1,600.00	876.04	1,600.00	1,600.00	0.00%
001.3320.0492 UNIFORMS	458.43	500.00	500.00	500.00	0.00	500.00	500.00	0.00%
Total Dept 3320 PARKING	60,744.16	67,296.13	69,035.00	75,261.00	60,586.42	75,761.00	75,761.00	9.74%

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Fund 001 GENERAL FUND								
001.3410.0100 PERSONNEL SERVICES REGULAR	59,381.15	56,259.41	62,067.00	64,135.00	47,626.56	97,310.00	63,948.00	3.03%
001.3410.0200 EQUIPMENT	17,343.76	35,734.43	31,000.00	41,255.00	26,514.94	36,000.00	36,000.00	16.13%
001.3410.0408 SUPPORT SERVICES	3,969.19	4,144.40	5,000.00	5,000.00	1,826.40	0.00	0.00	-100.00%
001.3410.0410 SUPPLIES	4,721.43	6,871.85	10,500.00	9,572.36	7,812.23	13,500.00	10,500.00	0.00%
001.3410.0423 FIRE DEPT. INSPECTIONS	1,070.00	815.00	1,000.00	1,000.00	360.00	1,000.00	1,000.00	0.00%
001.3410.0433 POSTAGE	417.75	1,363.40	50.00	50.00	0.00	50.00	50.00	0.00%
001.3410.0435 TRAVEL & EDUCATION	5,545.74	9,534.95	10,000.00	10,000.00	6,317.22	15,000.00	15,000.00	50.00%
001.3410.0437 PROFESSIONAL FEES	12,272.66	18,494.09	13,000.00	13,000.00	1,382.00	13,000.00	13,000.00	0.00%
001.3410.0450 HEATING OIL / NATURAL GAS	11,718.14	12,240.09	15,000.00	15,000.00	11,219.97	14,000.00	14,000.00	-6.67%
001.3410.0452 REPAIRS-BUILDING	1,888.79	5,540.26	8,000.00	8,000.00	1,995.00	8,000.00	8,000.00	0.00%
001.3410.0453 RENTAL OF BUILDINGS	0.00	0.00	5,700.00	0.00	0.00	5,700.00	5,700.00	0.00%
001.3410.0454 INSURANCE	39,857.70	42,809.70	48,150.00	48,150.00	50,296.12	54,500.00	54,500.00	13.19%
001.3410.0455 UTILITIES	9,749.54	10,502.38	12,500.00	12,500.00	9,088.46	13,500.00	13,500.00	8.00%
001.3410.0456 REPAIRS AND MAINT. -EQUIPMENT	42,323.84	21,559.11	31,500.00	23,945.00	24,497.87	34,000.00	34,000.00	7.94%
001.3410.0473 MAINTENANCE OF VEHICLES	44,204.42	47,405.11	30,000.00	35,000.00	33,555.29	40,000.00	40,000.00	33.33%
001.3410.0492 UNIFORMS	6,739.50	5,392.00	6,000.00	6,000.00	3,853.96	6,000.00	6,000.00	0.00%
Total Dept 3410 FIRE DEPARTMENT	261,203.61	278,666.18	289,467.00	292,607.36	226,346.02	351,560.00	315,198.00	8.89%

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Fund 001								
GENERAL FUND								
001.3620.0100 PERSONNEL SERVICES REGULAR	421,275.64	434,833.25	434,833.00	449,563.00	363,288.25	449,563.00	449,563.00	3.39%
001.3620.0101 PERSONNEL SERVICES OVERTIME	0.00	0.00	0.00	12,500.00	967.25	18,000.00	15,000.00	100.00%
001.3620.0123 LABOR	0.00	0.00	25,000.00	12,500.00	4,250.00	22,750.00	22,750.00	-9.00%
001.3620.0200 EQUIPMENT	0.00	49,476.74	500.00	500.00	2,340.10	2,500.00	2,500.00	400.00%
001.3620.0410 SUPPLIES	1,531.56	1,949.50	6,500.00	6,500.00	2,835.25	5,200.00	3,000.00	-53.85%
001.3620.0435 TRAVEL & EDUCATION	1,350.00	1,590.00	2,700.00	2,700.00	3,635.31	2,300.00	2,300.00	-14.81%
001.3620.0437 PROFESSIONAL FEES	6,280.18	3,805.79	3,200.00	3,200.00	1,095.01	3,200.00	3,200.00	0.00%
001.3620.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	9,436.20	25,123.47	7,800.00	24,800.00	22,044.31	23,800.00	23,800.00	205.13%
001.3620.0469 OTHER OPER.& MAINT. EXPENSES	0.00	0.00	1,200.00	1,200.00	0.00	1,200.00	1,200.00	0.00%
001.3620.0473 MAINTENANCE OF VEHICLES	621.00	10.00	1,500.00	1,500.00	10.00	1,500.00	1,500.00	0.00%
Total Dept 3620 SAFETY INSPECTION	440,494.58	516,788.75	483,233.00	514,963.00	400,465.48	530,013.00	524,813.00	8.60%

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Fund 001	GENERAL FUND							
001.4030.0410 SUPPLIES	1,435.75	1,263.74	2,500.00	2,500.00	1,072.10	1,500.00	1,500.00	-40.00%
Total Dept 4030								
COMMUNITY ADVISORY BOARD	<u>1,435.75</u>	<u>1,263.74</u>	<u>2,500.00</u>	<u>2,500.00</u>	<u>1,072.10</u>	<u>1,500.00</u>	<u>1,500.00</u>	<u>-40.00%</u>

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Fund 001	GENERAL FUND							
001.4540.0408 SUPPORT SERVICES	0.00	119,990.00	124,790.00	124,790.00	86,400.00	124,800.00	124,800.00	0.01%
Total Dept 4540 AMBULANCE	0.00	119,990.00	124,790.00	124,790.00	86,400.00	124,800.00	124,800.00	0.01%

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Fund 001 GENERAL FUND								
001.5010.0100 PERSONNEL SERVICES REGULAR	472,162.05	508,174.66	539,970.00	539,970.00	439,957.91	605,332.00	605,332.00	12.10%
001.5010.0101 PERSONNEL SERVICES OVERTIME	113,756.84	120,496.33	135,344.00	135,344.00	89,116.81	105,685.00	105,685.00	-21.91%
001.5010.0123 LABOR	89,362.34	94,705.20	97,811.00	100,529.00	86,506.52	90,550.00	90,550.00	-7.42%
001.5010.0200 EQUIPMENT	3,382.46	52,717.38	10,000.00	10,000.00	8,329.40	5,000.00	5,000.00	-50.00%
001.5010.0406 CHIPS	134,628.15	133,947.77	133,947.00	146,916.93	122,527.60	171,306.00	171,306.00	27.89%
001.5010.0406.2009 SIDEWALK/ROAD/CURB MAINTENANCE - CAPITAL IMPROVEMENTS	287,026.60	269,645.00	241,000.00	182,458.12	108,828.64	265,200.00	265,200.00	10.04%
001.5010.0410 SUPPLIES	82,247.65	68,837.01	95,000.00	95,000.00	43,387.83	95,000.00	95,000.00	0.00%
001.5010.0435 TRAVEL & EDUCATION	25.00	0.00	550.00	550.00	400.00	550.00	550.00	0.00%
001.5010.0437 PROFESSIONAL FEES	21,790.64	27,116.82	11,000.00	11,100.00	16,415.39	11,000.00	11,000.00	0.00%
001.5010.0452 REPAIRS AND MAINT BUILDINGS	1,992.37	1,864.76	2,000.00	6,633.00	6,833.80	2,000.00	2,000.00	0.00%
001.5010.0455 UTILITIES	28,412.28	41,108.88	43,000.00	43,000.00	21,376.70	43,000.00	43,000.00	0.00%
001.5010.0456 REPAIRS AND MAINT - EQUIPMENT	1,251.62	2,833.62	2,800.00	2,800.00	3,547.75	2,800.00	2,800.00	0.00%
001.5010.0473 MAINTENANCE OF VEHICLES	55,628.26	69,405.23	60,000.00	60,659.55	28,954.58	63,000.00	63,000.00	5.00%
001.5010.0474 GRANTS	100,444.00	78,657.44	0.00	78,773.74	63,860.00	93,684.00	93,684.00	100.00%
001.5010.0492 UNIFORMS	6,406.47	8,614.56	9,000.00	9,000.00	7,843.51	9,750.00	9,750.00	8.33%
Total Dept 5010 STREET ADMINISTRATION	1,398,516.73	1,478,124.66	1,381,422.00	1,422,734.34	1,047,886.44	1,563,857.00	1,563,857.00	13.21%

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Fund 001								
GENERAL FUND								
001.5142.0101 PERSONNEL SERVICES OVERTIME	35,503.86	49,624.28	100,500.00	100,500.00	101,758.42	100,500.00	100,500.00	0.00%
001.5142.0200 EQUIPMENT	1,378.08	12,200.91	5,000.00	5,000.00	7,961.79	5,000.00	5,000.00	0.00%
001.5142.0410 SUPPLIES	48,253.27	74,665.44	90,000.00	90,000.00	105,998.80	90,000.00	90,000.00	0.00%
001.5142.0437 PROFESSIONAL FEES	0.00	0.00	0.00	0.00	8,084.38	0.00	0.00	0.00%
001.5142.0456 REPAIRS AND MAINT - EQUIPMENT	15,940.42	6,880.71	18,000.00	18,000.00	14,339.60	18,000.00	18,000.00	0.00%
Total Dept 5142								
SNOW REMOVAL								
	101,075.63	143,371.34	213,500.00	213,500.00	238,142.99	213,500.00	213,500.00	0.00%

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Fund 001	GENERAL FUND							
001.5182.0200 EQUIPMENT	0.00	972.57	5,000.00	5,000.00	1,456.72	5,000.00	5,000.00	0.00%
001.5182.0455 UTILITIES	70,042.29	84,245.45	85,000.00	85,000.00	62,869.94	90,000.00	90,000.00	5.88%
001.5182.0456 REPAIRS AND MAINT - EQUIPMENT	4,385.73	8,400.29	7,800.00	7,800.00	2,940.00	7,800.00	7,800.00	0.00%
Total Dept 5182 STREET LIGHT	74,428.02	93,618.31	97,800.00	97,800.00	67,266.66	102,800.00	102,800.00	5.11%

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Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 001								
GENERAL FUND								
001.6410.0123 LABOR	2,221.49	3,336.89	2,000.00	2,000.00	2,440.88	2,000.00	2,000.00	0.00%
001.6410.0434 PUBLICITY AND PRINTING	0.00	880.00	3,000.00	3,000.00	2,766.93	3,000.00	3,000.00	0.00%
001.6410.0437 PROFESSIONAL FEES	8,952.49	4,279.56	8,000.00	8,000.00	1,662.25	8,000.00	8,000.00	0.00%
001.6410.0443 WEB HOSTING AND SERVICES	25,318.81	27,141.70	30,600.00	30,600.00	22,001.78	31,600.00	31,600.00	3.27%
Total Dept 6410 PUBLICITY	36,492.79	35,638.15	43,600.00	43,600.00	28,871.84	44,600.00	44,600.00	2.29%

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Fund 001								
GENERAL FUND								
001.7140.0100 PERSONNEL SERVICES REGULAR	161,848.88	136,233.70	170,878.00	170,878.00	138,016.72	170,878.00	170,878.00	0.00%
001.7140.0101 PERSONNEL SERVICES OVERTIME	54,985.19	30,983.07	51,000.00	51,000.00	29,921.57	52,500.00	52,500.00	2.94%
001.7140.0123 LABOR	126,815.48	91,852.00	94,000.00	94,000.00	45,807.50	96,375.00	96,375.00	2.53%
001.7140.0200 EQUIPMENT	15,230.01	17,518.04	23,800.00	27,652.94	10,758.87	28,000.00	28,000.00	17.65%
001.7140.0403 BEAUTIFICATION COMMITTEE	3,291.85	9,196.66	16,900.00	16,900.00	8,891.07	14,900.00	14,900.00	-11.83%
001.7140.0410 SUPPLIES	27,521.57	30,530.96	30,000.00	30,620.00	20,886.16	30,000.00	30,000.00	0.00%
001.7140.0435 TRAVEL & EDUCATION	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	100.00%
001.7140.0437 PROFESSIONAL FEES	22,720.00	40,894.65	43,000.00	48,250.00	35,017.38	32,600.00	32,600.00	-24.19%
001.7140.0455 UTILITIES	63,493.78	76,417.63	80,000.00	80,000.00	62,091.23	91,000.00	91,000.00	13.75%
001.7140.0456 REPAIRS-EQUIPMENT	17,227.99	17,349.01	20,000.00	20,000.00	6,667.98	20,000.00	20,000.00	0.00%
001.7140.0469 OTHER OPER.& MAINT. EXPENSES	65,428.29	58,157.89	60,520.00	63,895.15	22,245.43	65,520.00	65,520.00	8.26%
001.7140.0492 UNIFORMS	1,454.14	750.00	1,500.00	1,500.00	713.30	1,500.00	1,500.00	0.00%
Total Dept 7140 PARKS DEPARTMENT	560,017.18	509,883.61	591,598.00	604,696.09	381,017.21	604,273.00	604,273.00	2.14%

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Fund 001	GENERAL FUND							
001.7310.0100 PERSONNEL SERVICES REGULAR	466,397.54	387,242.95	401,204.00	420,247.00	339,639.83	434,697.00	434,697.00	8.35%
001.7310.0101 PERSONNEL SERVICES OVERTIME	2,229.05	1,844.16	1,500.00	1,500.00	439.50	1,500.00	1,500.00	0.00%
001.7310.0123 LABOR	126,180.88	94,066.25	144,000.00	144,000.00	88,394.60	82,900.00	82,900.00	-42.43%
001.7310.0160 CAMP P/T	194,981.28	186,379.57	190,000.00	190,000.00	165,752.85	206,000.00	206,000.00	8.42%
001.7310.0161 TEENScape P/T	33,694.79	33,797.01	39,000.00	39,000.00	34,270.76	40,760.00	40,760.00	4.51%
001.7310.0200 EQUIPMENT	3,982.23	51,943.72	12,000.00	16,000.00	4,217.29	4,000.00	4,000.00	-66.67%
001.7310.0410 SUPPLIES	19,984.70	13,282.52	20,000.00	20,601.22	11,318.56	20,000.00	20,000.00	0.00%
001.7310.0433 POSTAGE	0.00	32.02	0.00	0.00	82.43	0.00	0.00	0.00%
001.7310.0434 PUBLICITY AND PRINTING	3,759.94	3,528.44	4,500.00	4,500.00	2,526.69	4,500.00	4,500.00	0.00%
001.7310.0435 TRAVEL & EDUCATION	2,369.07	2,702.76	3,500.00	3,500.00	3,137.96	3,500.00	3,500.00	0.00%
001.7310.0437 PROFESSIONAL FEES	289.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00%
001.7310.0437.0009 MERCY POOL RENTAL FEES	0.00	0.00	0.00	2,960.00	2,960.00	4,800.00	4,800.00	100.00%
001.7310.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	3,475.27	4,353.80	4,295.00	4,295.00	2,799.00	4,295.00	4,295.00	0.00%
001.7310.0451 CUSTODIAL SERVICES	9,295.00	9,133.24	10,000.00	10,000.00	6,750.00	10,000.00	10,000.00	0.00%
001.7310.0455 UTILITIES	10,846.42	12,444.79	13,700.00	13,700.00	8,750.06	12,300.00	12,300.00	-10.22%
001.7310.0456 PROGRAM ANNUAL MAINT./SUBSCRIPTIONS	7,059.60	7,163.50	7,588.00	7,588.00	7,126.00	7,588.00	7,588.00	0.00%
001.7310.0458 SPECIAL EVENTS	26,466.98	19,448.15	33,500.00	33,500.00	18,203.09	37,000.00	25,000.00	-25.37%
001.7310.0459 SUMMER CAMP	67,026.04	63,451.39	73,000.00	73,000.00	52,885.17	76,000.00	76,000.00	4.11%
001.7310.0461 INFORMATION TECHNOLOGY	277.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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Fund 001								
GENERAL FUND								
001.7310.0469 OTHER OPER.& MAINT. EXPENSES	1,876.89	54,075.37	10,000.00	10,000.00	3,863.37	16,480.00	16,480.00	64.80%
001.7310.0473 REC MAINTENANCE OF VEHICLES	1,786.75	405.56	6,000.00	6,000.00	725.77	6,000.00	6,000.00	0.00%
001.7310.0486 TEENSCAPE	69,848.16	66,893.96	72,000.00	73,742.90	64,974.70	79,800.00	79,800.00	10.83%
001.7310.0489 ADULT SOFTBALL/BASEBALL	28,640.85	21,521.13	30,000.00	30,000.00	12,975.30	25,475.00	25,475.00	-15.08%
001.7310.0498 YOUTH PROGRAMS	88,838.41	117,883.88	109,000.00	116,605.80	67,195.58	161,000.00	161,000.00	47.71%
001.7310.0499 ADULT PROGRAMS	3,158.66	6,821.44	2,600.00	11,600.00	11,132.58	58,000.00	58,000.00	2130.77%
Total Dept 7310 RECREATION	1,172,465.50	1,158,415.61	1,187,387.00	1,232,339.92	910,161.09	1,296,595.00	1,284,595.00	8.19%

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Fund 001	GENERAL FUND							
001.7410.0900 TRANSFERS	1,053,195.00	1,056,788.00	1,077,992.00	1,077,992.00	0.00	1,147,917.00	1,147,917.00	6.49%
Total Dept 7410								
LIBRARY	<u>1,053,195.00</u>	<u>1,056,788.00</u>	<u>1,077,992.00</u>	<u>1,077,992.00</u>	<u>0.00</u>	<u>1,147,917.00</u>	<u>1,147,917.00</u>	<u>6.49%</u>

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Fund 001	GENERAL FUND							
001.7510.0469 OTHER OPER.& MAINT. EXPENSES	26,200.00	10,200.00	10,500.00	29,500.00	10,200.00	10,500.00	10,500.00	0.00%
Total Dept 7510								
HISTORIAN	<u>26,200.00</u>	<u>10,200.00</u>	<u>10,500.00</u>	<u>29,500.00</u>	<u>10,200.00</u>	<u>10,500.00</u>	<u>10,500.00</u>	<u>0.00%</u>

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Fund 001	GENERAL FUND							
001.7550.0424 MEMORIAL DAY	5,464.44	5,302.43	0.00	0.00	0.00	0.00	0.00	0.00%
001.7550.0426 JULY 4TH	31,104.08	30,863.18	30,000.00	30,000.00	29,460.57	30,000.00	30,000.00	0.00%
001.7550.0429 VETERAN'S DAY	400.00	919.99	0.00	0.00	0.00	0.00	0.00	0.00%
001.7550.0437 PROFESSIONAL FEES	22,876.54	5,654.98	10,500.00	11,000.00	3,109.42	10,500.00	10,500.00	0.00%
Total Dept 7550 CELEBRATIONS	59,845.06	42,740.58	40,500.00	41,000.00	32,569.99	40,500.00	40,500.00	0.00%

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Fund 001	GENERAL FUND							
001.7610.0100 PERSONNEL SERVICES REGULAR	12,956.44	13,960.96	13,961.00	14,450.00	11,670.96	0.00	0.00	-100.00%
001.7610.0123 LABOR	153,164.99	136,441.88	149,744.00	152,044.00	106,541.20	154,088.00	138,264.00	-7.67%
001.7610.0410 SUPPLIES	6,054.20	4,654.50	7,000.00	7,000.00	5,565.42	8,000.00	8,000.00	14.29%
001.7610.0430 OFFICE SUPPLIES	406.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.7610.0450 HEATING OIL / NATURAL GAS	6,988.73	4,329.57	5,000.00	5,000.00	4,817.33	5,000.00	5,000.00	0.00%
001.7610.0451 CUSTODIAL SERVICES	10,705.27	12,000.00	12,000.00	12,000.00	10,000.00	12,000.00	12,000.00	0.00%
001.7610.0452 REPAIRS AND MAINT BUILDINGS	16,373.22	22,280.84	19,580.00	21,361.70	21,331.28	26,500.00	26,500.00	35.34%
001.7610.0473 MAINTENANCE OF VEHICLES	310.24	114.66	8,000.00	8,000.00	3,245.69	8,000.00	8,000.00	0.00%
001.7610.0478 SENIOR PROGRAMS	34,873.64	23,382.27	37,500.00	37,700.00	18,835.99	40,000.00	37,000.00	-1.33%
Total Dept 7610 SENIOR - CENTER & PROGRAM	241,833.26	217,164.68	252,785.00	257,555.70	182,007.87	253,588.00	234,764.00	-7.13%

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Fund 001	GENERAL FUND							
001.7989.0100 PERSONNEL SERVICES REGULAR	77,499.66	16,526.52	84,119.00	84,119.00	59,934.72	84,119.00	84,119.00	0.00%
001.7989.0101 PERSONNEL SERVICES OVERTIME	20,399.49	667.29	17,500.00	17,500.00	9,827.37	17,500.00	10,000.00	-42.86%
001.7989.0123 ONC - LABOR	1,800.00	0.00	0.00	0.00	1,750.00	25,570.00	25,570.00	100.00%
001.7989.0200 EQUIPMENT	4,635.36	3,163.86	8,500.00	8,500.00	3,518.14	8,500.00	8,500.00	0.00%
001.7989.0410 SUPPLIES	5,084.40	3,725.53	4,400.00	4,400.00	3,832.86	4,400.00	4,400.00	0.00%
001.7989.0437 PROFESSIONAL FEES	12,679.73	97,684.82	76,050.00	76,050.00	59,292.52	77,800.00	77,800.00	2.30%
001.7989.0445 TRAILS EVENTS	5,333.16	1,000.18	0.00	0.00	0.00	0.00	0.00	0.00%
001.7989.0451 CUSTODIAL SERVICES	0.00	2,490.00	3,000.00	3,000.00	1,700.00	3,000.00	3,000.00	0.00%
001.7989.0452 REPAIRS AND MAINT BUILDINGS	9,558.57	11,886.11	30,000.00	68,100.00	8,677.88	51,600.00	51,600.00	72.00%
001.7989.0455 ELECTRIC & GAS	491.01	566.70	8,000.00	8,000.00	530.98	2,000.00	2,000.00	-75.00%
001.7989.0478 NATURE CENTER PROGRAMS	7,023.66	10,152.08	15,000.00	15,000.00	4,561.04	15,000.00	15,000.00	0.00%
Total Dept 7989								
IRVINGTON WOODS PARK	144,505.04	147,863.09	246,569.00	284,669.00	153,625.51	289,489.00	281,989.00	14.37%

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Fund 001								
GENERAL FUND								
001.8010.0437 PROFESSIONAL FEES	4,802.60	4,611.50	4,000.00	4,000.00	2,729.55	6,000.00	6,000.00	50.00%
Total Dept 8010								
ZONING BOARD	4,802.60	4,611.50	4,000.00	4,000.00	2,729.55	6,000.00	6,000.00	50.00%

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Fund 001	GENERAL FUND							
001.8020.0100 PERSONNEL SERVICES REGULAR	1,636.18	1,515.96	2,500.00	2,500.00	1,243.44	2,500.00	2,500.00	0.00%
001.8020.0200 EQUIPMENT	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
001.8020.0410 SUPPLIES	850.00	30.42	1,300.00	1,300.00	50.69	1,300.00	1,300.00	0.00%
001.8020.0437 PROFESSIONAL FEES	76,447.50	97,440.00	52,200.00	52,200.00	67,681.25	52,200.00	52,200.00	0.00%
Total Dept 8020 PLANNING BOARD	78,933.68	98,986.38	57,000.00	57,000.00	68,975.38	57,000.00	57,000.00	0.00%

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Fund 001								
GENERAL FUND								
001.8090.0410 E.C.B. SUPPLIES	1,977.83	2,722.42	6,200.00	6,200.00	2,264.18	6,200.00	6,200.00	0.00%
001.8090.0437 SUSTAINABILITY COORDINATOR	72,000.00	65,240.77	65,250.00	70,250.00	44,975.00	65,250.00	65,250.00	0.00%
Total Dept 8090								
ENVIRONMENTAL CONTROL	73,977.83	67,963.19	71,450.00	76,450.00	47,239.18	71,450.00	71,450.00	0.00%

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Fund 001 GENERAL FUND								
001.8160.0100 PERSONNEL SERVICES REGULAR	275,885.70	270,132.38	294,439.00	294,439.00	236,898.51	303,053.00	303,053.00	2.93%
001.8160.0101 PERSONNEL SERVICES OVERTIME	2,738.04	3,786.40	3,923.00	3,923.00	3,629.16	3,923.00	3,923.00	0.00%
001.8160.0123 LABOR	39,684.31	40,890.70	42,640.00	44,134.00	32,472.94	0.00	0.00	-100.00%
001.8160.0410 SUPPLIES	7,537.25	7,773.53	12,200.00	12,200.00	9,610.59	7,500.00	7,500.00	-38.52%
001.8160.0428 ORGANIC TIPPING FEES	22,565.57	22,932.49	45,000.00	45,000.00	13,642.64	45,000.00	45,000.00	0.00%
001.8160.0432 BRIDGE TOLLS	4,695.28	3,642.94	4,200.00	4,200.00	3,419.22	4,200.00	4,200.00	0.00%
001.8160.0437 PROFESSIONAL FEES	104,317.10	102,451.62	147,800.00	147,800.00	105,513.21	147,800.00	147,800.00	0.00%
001.8160.0450 FUELS	6,851.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.8160.0452 REPAIRS-BUILDING	0.00	1,641.55	1,500.00	1,500.00	175.00	1,500.00	1,500.00	0.00%
001.8160.0473 MAINTENANCE OF VEHICLES	56,238.70	81,437.98	62,000.00	62,000.00	67,703.38	69,000.00	69,000.00	11.29%
001.8160.0492 UNIFORMS	4,165.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Dept 8160 REFUSE COLLECTION AND DISPOSAL	524,679.02	534,689.59	613,702.00	615,196.00	473,064.65	581,976.00	581,976.00	-5.17%

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Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 001								
GENERAL FUND								
001.8189.0100 PERSONNEL SERVICES REGULAR	112,666.60	112,620.70	118,480.00	118,480.00	95,227.25	122,010.00	122,010.00	2.98%
001.8189.0101 PERSONNEL SERVICES OVERTIME	0.00	0.00	0.00	0.00	104.78	0.00	0.00	0.00%
001.8189.0123 RECYCLING PART-TIME	16,535.14	17,037.79	17,767.00	18,389.00	13,530.41	0.00	0.00	-100.00%
Total Dept 8189 RECYCLING COLLECTION	129,201.74	129,658.49	136,247.00	136,869.00	108,862.44	122,010.00	122,010.00	-10.45%

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Fund 001								
GENERAL FUND								
001.8560.0410 SUPPLIES	35,290.93	51,000.00	51,000.00	22,000.00	20,572.20	23,100.00	23,100.00	-54.71%
001.8560.0437 PROFESSIONAL FEES	40,001.44	40,895.32	45,000.00	74,000.00	54,150.03	79,000.00	79,000.00	75.56%
Total Dept 8560								
SHADE TREES	<u>75,292.37</u>	<u>91,895.32</u>	<u>96,000.00</u>	<u>96,000.00</u>	<u>74,722.23</u>	<u>102,100.00</u>	<u>102,100.00</u>	<u>6.35%</u>

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Fund 001	GENERAL FUND							
001.8611.0485 AFFORDABLE HOUSING	1,705.20	902.36	1,950.00	1,950.00	0.00	1,950.00	1,950.00	0.00%
Total Dept 8611 ETPA	1,705.20	902.36	1,950.00	1,950.00	0.00	1,950.00	1,950.00	0.00%

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Fund 001								
GENERAL FUND								
001.8660.0123 LABOR	6,000.00	6,000.00	6,000.00	6,000.00	5,000.00	6,000.00	6,000.00	0.00%
001.8660.0452 REPAIRS AND MAINT BUILDINGS	18,844.88	42,061.46	9,000.00	9,000.00	3,652.64	9,000.00	9,000.00	0.00%
001.8660.0455 UTILITIES	9,207.80	8,366.15	12,000.00	12,000.00	7,996.30	12,000.00	12,000.00	0.00%
001.8660.0491 REAL ESTATE TAX	28,535.61	28,432.52	32,500.00	32,500.00	26,698.50	33,500.00	33,500.00	3.08%
Total Dept 8660								
86 MAIN STREET	<u>62,588.29</u>	<u>84,860.13</u>	<u>59,500.00</u>	<u>59,500.00</u>	<u>43,347.44</u>	<u>60,500.00</u>	<u>60,500.00</u>	<u>1.68%</u>

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Fund 001	GENERAL FUND							
001.8989.0100 PERSONNEL SERVICES REGULAR	88,537.05	91,636.22	91,636.00	94,843.00	40,419.34	94,000.00	94,000.00	2.58%
001.8989.0123 LABOR	31,712.85	65,925.73	86,720.00	87,833.00	63,503.18	102,736.00	102,736.00	18.47%
001.8989.0200 EQUIPMENT	0.00	4,485.33	4,500.00	4,500.00	717.77	10,788.00	10,788.00	139.73%
001.8989.0410 SUPPLIES	503.27	2,604.45	2,500.00	2,500.00	2,302.62	2,500.00	2,500.00	0.00%
001.8989.0430 OFFICE SUPPLIES	267.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.8989.0433 POSTAGE AND FREIGHT	0.00	0.00	500.00	500.00	0.00	0.00	0.00	-100.00%
001.8989.0434 PUBLICITY AND PRINTING	1,872.06	6,829.63	7,500.00	7,500.00	4,086.15	12,533.00	12,533.00	67.11%
001.8989.0437 PROFESSIONAL FEES	21,611.99	22,140.00	22,805.00	22,805.00	14,469.00	140,275.00	140,275.00	515.11%
001.8989.0443 WEB HOSTING AND SERVICES	473.17	1,185.28	1,600.00	1,600.00	508.90	0.00	0.00	-100.00%
001.8989.0451 CUSTODIAL SERVICES	3,000.00	16,830.00	35,775.00	35,775.00	9,540.00	8,880.00	8,880.00	-75.18%
001.8989.0452 REPAIRS-BUILDING	560.21	5,125.41	4,500.00	4,500.00	503.05	4,500.00	4,500.00	0.00%
001.8989.0456 REPAIRS AND MAINT - EQUIPMENT	609.49	19,104.25	7,800.00	7,800.00	695.00	7,800.00	7,800.00	0.00%
Total Dept 8989								
TOWN HALL THEATER	149,147.12	235,866.30	265,836.00	270,156.00	136,745.01	384,012.00	384,012.00	44.45%

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Fund 001	GENERAL FUND							
001.9010.0801 STATE RETIREMENT	1,494,277.40	1,898,765.00	1,964,000.00	1,964,000.00	1,756,035.00	2,085,000.00	2,085,000.00	6.16%
Total Dept 9010 STATE RETIREMENT	<u>1,494,277.40</u>	<u>1,898,765.00</u>	<u>1,964,000.00</u>	<u>1,964,000.00</u>	<u>1,756,035.00</u>	<u>2,085,000.00</u>	<u>2,085,000.00</u>	<u>6.16%</u>

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Fund 001								
GENERAL FUND								
001.9025.0826 SERVICE AWARD PROGRAM	116,788.00	118,577.83	133,000.00	133,000.00	107,918.00	125,000.00	125,000.00	-6.02%
001.9025.0827 AMBULANCE SERVICE AWARD	8,488.00	7,350.00	10,000.00	10,000.00	8,599.00	10,000.00	10,000.00	0.00%
Total Dept 9025								
LOCAL PENSION	125,276.00	125,927.83	143,000.00	143,000.00	116,517.00	135,000.00	135,000.00	-5.59%

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Fund 001	GENERAL FUND							
001.9030.0802 SOCIAL SECURITY	622,126.24	613,247.11	645,000.00	645,000.00	507,058.96	645,000.00	645,000.00	0.00%
Total Dept 9030 SOCIAL SECURITY	622,126.24	613,247.11	645,000.00	645,000.00	507,058.96	645,000.00	645,000.00	0.00%

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Fund 001	GENERAL FUND							
001.9040.0803 WORKERS COMPENSATION	334,818.35	315,470.70	320,000.00	320,000.00	313,015.32	228,000.00	228,000.00	-28.75%
001.9040.0810 DISABILITY INSURANCE	4,945.28	4,919.58	5,500.00	5,500.00	3,617.19	5,500.00	5,500.00	0.00%
Total Dept 9040 WORKERS COMPENSATION	339,763.63	320,390.28	325,500.00	325,500.00	316,632.51	233,500.00	233,500.00	-28.26%

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Fund 001	GENERAL FUND							
001.9045.0804 LIFE INSURANCE	14,677.74	14,077.80	14,700.00	14,700.00	12,622.50	14,878.00	14,878.00	1.21%
Total Dept 9045 LIFE INSURANCE	14,677.74	14,077.80	14,700.00	14,700.00	12,622.50	14,878.00	14,878.00	1.21%

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Fund 001	GENERAL FUND							
001.9050.0805 UNEMPLOYMENT INSURANCE	65.22	8,946.17	12,000.00	12,000.00	3,922.16	12,000.00	12,000.00	0.00%
Total Dept 9050 UNEMPLOYMENT INSURANCE	65.22	8,946.17	12,000.00	12,000.00	3,922.16	12,000.00	12,000.00	0.00%

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Fund 001	GENERAL FUND							
001.9060.0807 HOSPITAL & MEDICAL INSURANCE	2,668,762.83	2,864,823.39	3,132,000.00	3,132,000.00	2,717,266.27	3,455,272.00	3,455,272.00	10.32%
001.9060.0808 DENTAL INSURANCE	81,826.40	76,537.79	83,200.00	83,200.00	62,519.42	84,987.00	84,987.00	2.15%
001.9060.0809 VISION INSURANCE	14,247.46	13,151.42	14,500.00	14,500.00	11,016.58	14,742.00	14,742.00	1.67%
Total Dept 9060								
HOSPITAL/MEDICAL INSURANCE	2,764,836.69	2,954,512.60	3,229,700.00	3,229,700.00	2,790,802.27	3,555,001.00	3,555,001.00	10.07%

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Fund 001	GENERAL FUND							
001.9512.0900 TRANSFERS	863,095.00	829,404.00	1,325,127.00	1,325,127.00	0.00	997,322.00	997,322.00	-24.74%
001.9512.0901 TRANSFER TO WATER FUND	400,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
001.9512.0902 TRANSFER TO SEWER FUND	75,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Dept 9512 TRANSFERS	1,338,095.00	829,404.00	1,325,127.00	1,325,127.00	0.00	997,322.00	997,322.00	-24.74%

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Fund 001	GENERAL FUND							
001.9550.0900 TRANSFERS	207,000.00	2,374,136.00	0.00	1,933,149.52	1,933,149.52	0.00	0.00	0.00%
Total Dept 9550								
TRANSFER TO CAPITAL PROJECTS	207,000.00	2,374,136.00	0.00	1,933,149.52	1,933,149.52	0.00	0.00	0.00%

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Fund 001	GENERAL FUND							
001.9730.0600 BAN PRINCIPAL	314,850.00	463,650.00	0.00	0.00	0.00	136,000.00	136,000.00	100.00%
001.9730.0700 BAN INTEREST	167,277.15	261,074.25	0.00	0.00	0.00	87,640.00	87,640.00	100.00%
Total Dept 9730								
BOND ANTICIPATION NOTES	<u>482,127.15</u>	<u>724,724.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>223,640.00</u>	<u>223,640.00</u>	<u>100.00%</u>
Total Fund 001								
GENERAL FUND	<u>21,427,409.67</u>	<u>24,195,135.94</u>	<u>23,018,126.00</u>	<u>24,998,341.85</u>	<u>18,061,074.65</u>	<u>24,079,790.00</u>	<u>23,912,204.00</u>	<u>3.88%</u>

Village of Irvington
2026-27 Tentative Budget

Library Fund

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Fund 003 LIBRARY								
003.0003.2082 LIBRARY CHARGES	2,999.66	3,363.10	3,000.00	3,000.00	2,284.60	3,000.00	3,000.00	0.00%
003.0003.2680 INSURANCE RECOVERIES	0.00	19,310.73	0.00	18,257.00	18,257.14	0.00	0.00	0.00%
003.0003.2701 REFUNDS OF PRIOR YEARS EXPEND.	1,081.60	175.00	0.00	0.00	54.52	0.00	0.00	0.00%
003.0003.2705 BOOK SALE DONATIONS	548.00	553.00	500.00	500.00	357.00	500.00	500.00	0.00%
003.0003.2770 UNCLASSIFIED REVENUES	390.11	863.97	500.00	500.00	706.41	500.00	500.00	0.00%
003.0003.2801 INTERFUND REVENUES	1,053,195.00	1,056,788.00	1,077,992.00	1,077,992.00	0.00	1,147,917.00	1,147,917.00	6.49%
003.0003.3091 SPECIAL STATE AID	1,828.01	2,284.05	2,000.00	2,000.00	1,892.00	2,000.00	2,000.00	0.00%
Total Dept 0003 REVENUE - LIBRARY FUND	<u>(1,060,042.38)</u>	<u>(1,083,337.85)</u>	<u>(1,083,992.00)</u>	<u>(1,102,249.00)</u>	<u>(23,551.67)</u>	<u>(1,153,917.00)</u>	<u>(1,153,917.00)</u>	<u>6.45%</u>

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Fund 003 LIBRARY								
Dept 1990 CONTINGENCY ACCOUNT	0.00	0.00	26,000.00	14,760.00	0.00	26,000.00	26,000.00	0.00%
Dept 7410 LIBRARY	837,082.07	858,657.22	814,453.00	843,950.00	646,835.00	861,243.00	861,243.00	5.74%
Dept 9010 STATE RETIREMENT	40,289.00	49,759.00	57,000.00	57,000.00	62,430.00	73,000.00	73,000.00	28.07%
Dept 9030 SOCIAL SECURITY	40,562.82	41,119.42	42,100.00	42,100.00	33,881.81	43,100.00	43,100.00	2.38%
Dept 9040 WORKERS COMPENSATION	2,928.00	2,425.36	2,500.00	2,500.00	2,425.36	1,800.00	1,800.00	-28.00%
Dept 9045 LIFE INSURANCE	534.60	712.80	740.00	740.00	653.40	740.00	740.00	0.00%
Dept 9060 HOSPITAL/MEDICAL INSURANCE	104,857.54	96,785.89	102,300.00	102,300.00	103,054.91	109,135.00	109,135.00	6.68%
Dept 9512 TRANSFERS	39,662.00	184,031.00	38,899.00	38,899.00	0.00	38,899.00	38,899.00	0.00%
Total Fund 003 LIBRARY	1,065,916.03	1,233,490.69	1,083,992.00	1,102,249.00	849,280.48	1,153,917.00	1,153,917.00	6.45%

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Fund 003								
LIBRARY								
003.1990.0465 CONTINGENCY	0.00	0.00	26,000.00	14,760.00	0.00	26,000.00	26,000.00	0.00%
Total Dept 1990								
CONTINGENCY ACCOUNT	0.00	0.00	26,000.00	14,760.00	0.00	26,000.00	26,000.00	0.00%

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Fund 003 LIBRARY								
003.7410.0100 PERSONNEL SERVICES REGULAR	289,587.15	299,723.58	299,723.00	310,213.00	250,556.67	310,213.00	310,213.00	3.50%
003.7410.0123 LABOR	243,227.20	241,236.47	231,390.00	231,390.00	192,190.89	253,000.00	253,000.00	9.34%
003.7410.0133 LONGEVITY/UNSUSED SICK	3,875.00	3,200.00	4,900.00	5,650.00	4,850.00	5,850.00	5,850.00	19.39%
003.7410.0200 EQUIPMENT	4,475.86	17,424.36	2,000.00	2,000.00	752.55	2,500.00	2,500.00	25.00%
003.7410.0410 SUPPLIES	7,019.98	7,389.22	9,000.00	9,000.00	8,707.67	9,000.00	9,000.00	0.00%
003.7410.0411 BOOKS	73,121.24	81,069.75	80,000.00	80,000.00	58,160.16	80,000.00	80,000.00	0.00%
003.7410.0420 SUBSCRIPTIONS	6,779.13	7,322.42	11,500.00	11,500.00	11,520.30	11,500.00	11,500.00	0.00%
003.7410.0433 POSTAGE AND FREIGHT	18.98	11.69	200.00	200.00	47.40	200.00	200.00	0.00%
003.7410.0434 PUBLICITY AND PRINTING	2,687.73	4,151.47	3,410.00	3,410.00	3,653.76	3,410.00	3,410.00	0.00%
003.7410.0435 TRAVEL & EDUCATION	0.00	0.00	250.00	250.00	0.00	250.00	250.00	0.00%
003.7410.0436 CONTRACT WITH OTHER LIBRARIES	50,946.14	35,983.54	25,000.00	25,000.00	21,493.45	25,000.00	25,000.00	0.00%
003.7410.0437 PROFESSIONAL FEES	10,020.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
003.7410.0438 MEMBERSHIP DUES	1,755.00	830.00	1,250.00	1,250.00	1,500.00	1,800.00	1,800.00	44.00%
003.7410.0439 RENT,REPAIR/MAINT.OFFICE EQUIP	3,139.65	3,344.81	2,580.00	2,580.00	2,824.77	3,400.00	3,400.00	31.78%
003.7410.0451 CUSTODIAL SERVICES	14,092.47	13,097.00	14,000.00	14,000.00	11,510.00	14,700.00	14,700.00	5.00%
003.7410.0452 REPAIRS AND MAINT BUILDINGS	85,230.36	82,256.97	66,250.00	84,507.00	32,919.20	67,900.00	67,900.00	2.49%
003.7410.0455 UTILITIES	40,416.26	46,909.78	51,000.00	51,000.00	35,913.18	57,000.00	57,000.00	11.76%
003.7410.0456 REPAIRS AND MAINT - EQUIPMENT	0.00	566.40	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00%
003.7410.0461 INFORMATION TECHNOLOGY	689.92	14,139.76	11,000.00	11,000.00	10,235.00	14,520.00	14,520.00	32.00%

Total Dept 7410

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Fund 003 LIBRARY								
LIBRARY	837,082.07	858,657.22	814,453.00	843,950.00	646,835.00	861,243.00	861,243.00	5.74%

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Fund 003								
LIBRARY								
003.9010.0801 STATE RETIREMENT	40,289.00	49,759.00	57,000.00	57,000.00	62,430.00	73,000.00	73,000.00	28.07%
Total Dept 9010								
STATE RETIREMENT	40,289.00	49,759.00	57,000.00	57,000.00	62,430.00	73,000.00	73,000.00	28.07%

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Fund 003								
LIBRARY								
003.9030.0802								
SOCIAL SECURITY	40,562.82	41,119.42	42,100.00	42,100.00	33,881.81	43,100.00	43,100.00	2.38%
Total Dept 9030								
SOCIAL SECURITY	40,562.82	41,119.42	42,100.00	42,100.00	33,881.81	43,100.00	43,100.00	2.38%

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Fund 003								
LIBRARY								
003.9040.0803 WORKERS COMPENSATION	2,928.00	2,425.36	2,500.00	2,500.00	2,425.36	1,800.00	1,800.00	-28.00%
Total Dept 9040 WORKERS COMPENSATION	2,928.00	2,425.36	2,500.00	2,500.00	2,425.36	1,800.00	1,800.00	-28.00%

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Fund 003								
LIBRARY								
003.9045.0804 LIFE INSURANCE	534.60	712.80	740.00	740.00	653.40	740.00	740.00	0.00%
Total Dept 9045								
LIFE INSURANCE	534.60	712.80	740.00	740.00	653.40	740.00	740.00	0.00%

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Fund 003 LIBRARY								
003.9060.0807 HOSPITAL & MEDICAL INSURANCE	99,689.80	91,487.29	96,500.00	96,500.00	97,386.43	103,335.00	103,335.00	7.08%
003.9060.0808 DENTAL INSURANCE	4,443.00	4,331.88	4,800.00	4,800.00	4,862.88	4,800.00	4,800.00	0.00%
003.9060.0809 VISION INSURANCE	724.74	966.72	1,000.00	1,000.00	805.60	1,000.00	1,000.00	0.00%
Total Dept 9060 HOSPITAL/MEDICAL INSURANCE	104,857.54	96,785.89	102,300.00	102,300.00	103,054.91	109,135.00	109,135.00	6.68%

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Fund 003								
LIBRARY								
003.9512.0900 TRANSFERS	39,662.00	184,031.00	38,899.00	38,899.00	0.00	38,899.00	38,899.00	0.00%
Total Dept 9512 TRANSFERS	39,662.00	184,031.00	38,899.00	38,899.00	0.00	38,899.00	38,899.00	0.00%
Total Fund 003 LIBRARY	1,065,916.03	1,233,490.69	1,083,992.00	1,102,249.00	849,280.48	1,153,917.00	1,153,917.00	6.45%

Village of Irvington
2026-27 Tentative Budget

Debt Service Fund

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Fund 004 DEBT SERVICE								
004.0004.2402 INTEREST ON BANS OR BONDS	216,465.79	242,902.21	0.00	0.00	0.00	0.00	0.00	0.00%
004.0004.2710 PREMIUM ON OBLIGATIONS	49,525.63	416,102.20	0.00	0.00	26,155.00	0.00	0.00	0.00%
004.0004.4795 SURPLUS	0.00	0.00	276,402.00	276,402.00	0.00	662,292.00	662,292.00	139.61%
004.0004.5031 VILLAGE FUND	863,095.00	829,404.00	1,325,127.00	1,325,127.00	0.00	997,322.00	997,322.00	-24.74%
004.0004.5033 WATER FUND	229,796.00	223,905.00	371,969.00	371,969.00	0.00	326,098.00	326,098.00	-12.33%
004.0004.5034 CAPITAL FUND	0.00	110,787.05	0.00	0.00	0.00	0.00	0.00	0.00%
004.0004.5035 LIBRARY FUND	39,662.00	39,031.00	38,899.00	38,899.00	0.00	38,899.00	38,899.00	0.00%
Total Dept 0004 REVENUE - DEBT SERVICES	(1,398,544.42)	(1,862,131.46)	(2,012,397.00)	(2,012,397.00)	(26,155.00)	(2,024,611.00)	(2,024,611.00)	0.61%

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Fund 004 DEBT SERVICE								
Dept 9710								
DEBT SERVICE - SERIAL BOND	1,335,131.28	1,296,521.90	2,012,397.00	2,012,397.00	1,862,003.03	1,998,456.00	1,998,456.00	-0.69%
Dept 9901								
INTERFUND TRANSFER DEBT SVC.	0.00	49,525.63	0.00	0.00	0.00	26,155.00	26,155.00	100.00%
Total Fund 004 DEBT SERVICE	1,335,131.28	1,346,047.53	2,012,397.00	2,012,397.00	1,862,003.03	2,024,611.00	2,024,611.00	0.61%

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Fund 004								
DEBT SERVICE								
004.9710.0600								
DEBT SERVICE - PRINCIPAL	935,000.00	935,000.00	1,275,000.00	1,275,000.00	1,275,000.00	1,315,000.00	1,315,000.00	3.14%
004.9710.0700								
DEBT SERVICE - INTEREST	400,131.28	361,521.90	737,397.00	737,397.00	587,003.03	683,456.00	683,456.00	-7.32%
Total Dept 9710								
DEBT SERVICE - SERIAL BOND	<u>1,335,131.28</u>	<u>1,296,521.90</u>	<u>2,012,397.00</u>	<u>2,012,397.00</u>	<u>1,862,003.03</u>	<u>1,998,456.00</u>	<u>1,998,456.00</u>	<u>-0.69%</u>

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Fund 004	DEBT SERVICE							
004.9901.0900 TRANSFERS	0.00	49,525.63	0.00	0.00	0.00	26,155.00	26,155.00	100.00%
Total Dept 9901								
INTERFUND TRANSFER DEBT SVC.	<u>0.00</u>	<u>49,525.63</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26,155.00</u>	<u>26,155.00</u>	<u>100.00%</u>
Total Fund 004								
DEBT SERVICE	<u>1,335,131.28</u>	<u>1,346,047.53</u>	<u>2,012,397.00</u>	<u>2,012,397.00</u>	<u>1,862,003.03</u>	<u>2,024,611.00</u>	<u>2,024,611.00</u>	<u>0.61%</u>

Village of Irvington
2026-27 Tentative Budget

Water Fund

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Fund 008 WATER FUND								
008.0008.1230 CLERK/TREAS FEES- BOUNCED CHECKS	525.00	300.00	0.00	0.00	525.00	0.00	0.00	0.00%
008.0008.2140 METERED WATER SALES TO PUBLIC	2,585,757.22	3,126,724.40	3,381,306.00	3,381,306.00	2,474,214.73	3,503,864.00	3,503,864.00	3.62%
008.0008.2148 PENALTIES	16,064.38	14,540.43	13,000.00	13,000.00	17,624.01	13,000.00	13,000.00	0.00%
008.0008.2625 SALE AND REPAIR OF METERS	7,723.00	7,475.50	6,000.00	6,000.00	11,152.00	6,000.00	6,000.00	0.00%
008.0008.2655 MINOR SALES, OTHER	0.00	17,723.00	0.00	0.00	1,595.21	0.00	0.00	0.00%
008.0008.2680 INSURANCE RECOVERIES	0.00	3,295.62	0.00	0.00	0.00	0.00	0.00	0.00%
008.0008.2770 UNCLASSIFIED REVENUES	0.00	9,332.07	0.00	0.00	0.00	0.00	0.00	0.00%
008.0008.4795 SURPLUS	0.00	0.00	34,000.00	34,000.00	0.00	0.00	0.00	-100.00%
008.0008.5031 VILLAGE FUND	400,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
008.0008.5059 FINAL READINGS	2,640.00	3,280.00	2,500.00	2,500.00	2,720.00	2,500.00	2,500.00	0.00%
Total Dept 0008 REVENUE - WATER FUND	(3,012,709.60)	(3,182,671.02)	(3,436,806.00)	(3,436,806.00)	(2,507,830.95)	(3,525,364.00)	(3,525,364.00)	2.58%

VILLAGE OF IRVINGTON

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Account Description	2023 Actual	2024 Actual	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 008								
WATER FUND								
Dept 1910								
INSURANCE	28,500.00	30,162.00	35,200.00	35,200.00	35,288.01	38,000.00	38,000.00	7.95%
Dept 1980								
MTA PAYROLL TAX	1,872.86	2,003.89	2,000.00	2,000.00	179.49	0.00	0.00	-100.00%
Dept 1989								
LONGEVITY	9,778.50	9,034.02	11,350.00	11,350.00	8,314.04	12,500.00	12,500.00	10.13%
Dept 1990								
CONTINGENCY ACCOUNT	0.00	0.00	100,000.00	89,207.00	0.00	110,000.00	110,000.00	10.00%
Dept 8310								
WATER ADMINISTRATION	133,170.78	133,525.71	140,847.00	145,893.00	113,654.04	140,129.00	140,129.00	-0.51%
Dept 8320								
SOURCE OF SUPPLY	1,472,904.83	1,760,678.01	1,731,300.00	1,731,300.00	1,038,937.85	1,793,000.00	1,793,000.00	3.56%
Dept 8340								
TRANSMISSION & DISTRIBUTION	626,433.07	751,607.62	743,900.00	753,619.42	610,778.17	759,147.00	759,147.00	2.05%
Dept 9010								
STATE RETIREMENT	51,421.00	64,625.00	73,000.00	73,000.00	72,893.00	84,200.00	84,200.00	15.34%
Dept 9030								
SOCIAL SECURITY	41,974.57	45,092.59	44,500.00	44,500.00	36,093.14	46,300.00	46,300.00	4.04%
Dept 9040								
WORKERS COMPENSATION	22,461.00	20,674.69	21,000.00	21,000.00	20,674.69	15,000.00	15,000.00	-28.57%
Dept 9045								
LIFE INSURANCE	498.96	712.80	720.00	720.00	653.40	720.00	720.00	0.00%
Dept 9060								
HOSPITAL/MEDICAL INSURANCE	159,907.29	168,457.36	161,020.00	161,020.00	149,567.80	173,870.00	173,870.00	7.98%
Dept 9730								
BOND ANTICIPATION NOTES								

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Fund 008								
WATER FUND								
Dept 9950	118,569.43	161,153.12	0.00	0.00	0.00	26,400.00	26,400.00	100.00%
TRANSFER TO DEBT SERVICE	240,893.00	223,905.00	371,969.00	371,969.00	0.00	326,098.00	326,098.00	-12.33%
Total Fund 008								
WATER FUND	2,908,385.29	3,371,631.81	3,436,806.00	3,440,778.42	2,087,033.63	3,525,364.00	3,525,364.00	2.58%

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Fund 008								
WATER FUND								
008.1910.0454 INSURANCE	28,500.00	30,162.00	35,200.00	35,200.00	35,288.01	38,000.00	38,000.00	7.95%
Total Dept 1910 INSURANCE	28,500.00	30,162.00	35,200.00	35,200.00	35,288.01	38,000.00	38,000.00	7.95%

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Fund 008								
WATER FUND								
008.1980.0490 MISC.	1,872.86	2,003.89	2,000.00	2,000.00	179.49	0.00	0.00	-100.00%
Total Dept 1980								
MTA PAYROLL TAX	1,872.86	2,003.89	2,000.00	2,000.00	179.49	0.00	0.00	-100.00%

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Fund 008	WATER FUND							
008.1989.0133 LONGEVITY/UNUSED SICK	9,778.50	9,034.02	11,350.00	11,350.00	8,314.04	12,500.00	12,500.00	10.13%
Total Dept 1989 LONGEVITY	9,778.50	9,034.02	11,350.00	11,350.00	8,314.04	12,500.00	12,500.00	10.13%

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Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 008								
WATER FUND								
008.1990.0465 CONTINGENCY	0.00	0.00	100,000.00	89,207.00	0.00	110,000.00	110,000.00	10.00%
Total Dept 1990								
CONTINGENCY ACCOUNT	0.00	0.00	100,000.00	89,207.00	0.00	110,000.00	110,000.00	10.00%

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Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 008								
WATER FUND								
008.8310.0100 PERSONNEL SERVICES REGULAR	117,405.18	122,771.23	122,727.00	127,773.00	103,246.74	127,772.00	127,772.00	4.11%
008.8310.0410 SUPPLIES	0.00	0.00	500.00	500.00	0.00	500.00	500.00	0.00%
008.8310.0437 PROFESSIONAL FEES	15,765.60	10,754.48	17,620.00	17,620.00	10,407.30	11,857.00	11,857.00	-32.71%
Total Dept 8310								
WATER ADMINISTRATION	133,170.78	133,525.71	140,847.00	145,893.00	113,654.04	140,129.00	140,129.00	-0.51%

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Fund 008	WATER FUND							
008.8320.0455 UTILITIES	30,362.27	40,752.28	38,000.00	38,000.00	25,366.45	38,000.00	38,000.00	0.00%
008.8320.0476 NYC EXCESS CHARGES	230,576.03	343,130.99	361,000.00	361,000.00	235,164.42	345,000.00	345,000.00	-4.43%
008.8320.0477 PURCHASE OF WATER GREENBURGH	51,916.04	26,383.53	32,000.00	32,000.00	21,601.71	32,000.00	32,000.00	0.00%
008.8320.0497 RUMBROOK PUMP STATION	1,160,050.49	1,350,411.21	1,300,300.00	1,300,300.00	756,805.27	1,378,000.00	1,378,000.00	5.98%
Total Dept 8320								
SOURCE OF SUPPLY	1,472,904.83	1,760,678.01	1,731,300.00	1,731,300.00	1,038,937.85	1,793,000.00	1,793,000.00	3.56%

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Fund 008								
WATER FUND								
008.8340.0100 PERSONNEL SERVICES REGULAR	352,036.60	364,224.41	374,050.00	379,797.00	304,511.17	379,797.00	379,797.00	1.54%
008.8340.0101 PERSONNEL SERVICES OVERTIME	78,857.84	101,857.99	90,000.00	90,000.00	59,884.22	90,000.00	90,000.00	0.00%
008.8340.0123 LABOR	6,400.00	6,144.00	9,000.00	9,000.00	6,840.00	9,000.00	9,000.00	0.00%
008.8340.0200 EQUIPMENT	14,927.72	12,995.46	17,500.00	17,500.00	7,198.46	17,500.00	17,500.00	0.00%
008.8340.0410 SUPPLIES	45,156.47	56,790.94	60,000.00	60,000.00	48,968.24	60,000.00	60,000.00	0.00%
008.8340.0433 WATER POSTAGE	5,392.71	6,004.12	5,500.00	5,500.00	3,885.22	5,500.00	5,500.00	0.00%
008.8340.0435 TRAVEL & EDUCATION	924.95	1,370.68	1,500.00	1,500.00	0.00	1,500.00	1,500.00	0.00%
008.8340.0437 PROFESSIONAL FEES	77,084.47	152,560.77	110,100.00	110,100.00	134,776.37	120,100.00	120,100.00	9.08%
008.8340.0450 FUELS	5,146.94	4,964.18	6,000.00	6,000.00	3,833.75	5,500.00	5,500.00	-8.33%
008.8340.0469 OTHER OPER.& MAINT. EXPENSES	35,413.54	35,232.36	65,000.00	68,972.42	36,663.36	65,000.00	65,000.00	0.00%
008.8340.0473 MAINTENANCE OF VEHICLES	2,841.83	7,212.71	3,000.00	3,000.00	2,766.84	3,000.00	3,000.00	0.00%
008.8340.0492 UNIFORMS	2,250.00	2,250.00	2,250.00	2,250.00	1,450.54	2,250.00	2,250.00	0.00%
Total Dept 8340								
TRANSMISSION & DISTRIBUTION	626,433.07	751,607.62	743,900.00	753,619.42	610,778.17	759,147.00	759,147.00	2.05%

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Fund 008								
WATER FUND								
008.9010.0801								
STATE RETIREMENT	51,421.00	64,625.00	73,000.00	73,000.00	72,893.00	84,200.00	84,200.00	15.34%
Total Dept 9010								
STATE RETIREMENT	51,421.00	64,625.00	73,000.00	73,000.00	72,893.00	84,200.00	84,200.00	15.34%

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Fund 008	WATER FUND							
008.9030.0802 SOCIAL SECURITY	41,974.57	45,092.59	44,500.00	44,500.00	36,093.14	46,300.00	46,300.00	4.04%
Total Dept 9030 SOCIAL SECURITY	41,974.57	45,092.59	44,500.00	44,500.00	36,093.14	46,300.00	46,300.00	4.04%

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Fund 008								
WATER FUND								
008.9040.0803 WORKERS COMPENSATION	22,461.00	20,674.69	21,000.00	21,000.00	20,674.69	15,000.00	15,000.00	-28.57%
Total Dept 9040								
WORKERS COMPENSATION	22,461.00	20,674.69	21,000.00	21,000.00	20,674.69	15,000.00	15,000.00	-28.57%

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Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 008								
WATER FUND								
008.9045.0804 LIFE INSURANCE	498.96	712.80	720.00	720.00	653.40	720.00	720.00	0.00%
Total Dept 9045								
LIFE INSURANCE	498.96	712.80	720.00	720.00	653.40	720.00	720.00	0.00%

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Fund 008								
WATER FUND								
008.9060.0807 HOSPITAL & MEDICAL INSURANCE	154,266.53	159,900.10	152,850.00	152,850.00	141,481.08	165,700.00	165,700.00	8.41%
008.9060.0808 DENTAL INSURANCE	4,964.08	7,590.54	7,200.00	7,200.00	7,281.12	7,200.00	7,200.00	0.00%
008.9060.0809 VISION INSURANCE	676.68	966.72	970.00	970.00	805.60	970.00	970.00	0.00%
Total Dept 9060								
HOSPITAL/MEDICAL INSURANCE	159,907.29	168,457.36	161,020.00	161,020.00	149,567.80	173,870.00	173,870.00	7.98%

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Fund 008								
WATER FUND								
008.9730.0600 BAN PRINCIPAL WATER FUND	48,625.00	75,625.00	0.00	0.00	0.00	20,000.00	20,000.00	100.00%
008.9730.0700 BAN INTEREST WATER FUND	69,944.43	85,528.12	0.00	0.00	0.00	6,400.00	6,400.00	100.00%
Total Dept 9730								
BOND ANTICIPATION NOTES								
	118,569.43	161,153.12	0.00	0.00	0.00	26,400.00	26,400.00	100.00%

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Fund 008	WATER FUND							
008.9950.0900 TRANSFERS	240,893.00	223,905.00	371,969.00	371,969.00	0.00	326,098.00	326,098.00	-12.33%
Total Dept 9950								
TRANSFER TO DEBT SERVICE	<u>240,893.00</u>	<u>223,905.00</u>	<u>371,969.00</u>	<u>371,969.00</u>	<u>0.00</u>	<u>326,098.00</u>	<u>326,098.00</u>	<u>-12.33%</u>
Total Fund 008								
WATER FUND	<u>2,908,385.29</u>	<u>3,371,631.81</u>	<u>3,436,806.00</u>	<u>3,440,778.42</u>	<u>2,087,033.63</u>	<u>3,525,364.00</u>	<u>3,525,364.00</u>	<u>2.58%</u>

Village of Irvington
2026-27 Tentative Budget

Sewer Fund

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Account Description	2023 Actual	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009	SEWER FUND							
009.0009.2120 SEWER RENTS	176,018.70	233,427.24	219,386.00	219,386.00	165,570.87	236,396.00	236,396.00	7.75%
009.0009.2122 SEWER SERVICE CHARGES	0.00	22,747.39	11,300.00	11,300.00	0.00	11,900.00	11,900.00	5.31%
009.0009.2128 INT & PENALTIES/SEWER RENTS	1,058.64	1,104.38	900.00	900.00	1,234.81	900.00	900.00	0.00%
009.0009.5031 VILLAGE FUND	75,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
009.0009.5059 OTHER REVENUE	163,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Dept 0009 REVENUE - SEWER FUND	(415,077.34)	(257,279.01)	(231,586.00)	(231,586.00)	(166,805.68)	(249,196.00)	(249,196.00)	7.60%

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Account Description	2023 Actual	2024 Actual	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009 SEWER FUND								
Dept 1910 INSURANCE	6,000.00	4,480.00	4,950.00	4,950.00	3,445.94	3,700.00	3,700.00	-25.25%
Dept 1950 TAX ON VILLAGE PROPERTY	14,147.81	15,810.47	18,000.00	18,000.00	0.00	18,000.00	18,000.00	0.00%
Dept 1980 MTA PAYROLL TAX	299.73	313.81	315.00	315.00	24.98	0.00	0.00	-100.00%
Dept 1990 CONTINGENCY ACCOUNT	0.00	0.00	10,500.00	10,500.00	0.00	11,000.00	11,000.00	4.76%
Dept 8120 SEWAGE DISPOSAL	130,443.16	110,927.64	121,044.00	121,044.00	126,410.20	132,904.00	132,904.00	9.80%
Dept 9010 STATE RETIREMENT	15,566.00	19,528.00	21,985.00	21,985.00	23,112.00	27,000.00	27,000.00	22.81%
Dept 9030 SOCIAL SECURITY	6,742.27	7,059.46	7,050.00	7,050.00	5,817.24	7,050.00	7,050.00	0.00%
Dept 9040 WORKERS COMPENSATION	3,207.00	2,190.69	2,500.00	2,500.00	2,190.69	1,600.00	1,600.00	-36.00%
Dept 9045 LIFE INSURANCE	178.20	178.20	200.00	200.00	163.35	200.00	200.00	0.00%
Dept 9060 HOSPITAL/MEDICAL INSURANCE	41,094.98	42,437.07	45,042.00	45,042.00	40,251.44	47,742.00	47,742.00	5.99%
Dept 9550 TRANSFER TO CAPITAL PROJECTS	163,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Fund 009 SEWER FUND	380,679.15	202,925.34	231,586.00	231,586.00	201,415.84	249,196.00	249,196.00	7.60%

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Fund 009	SEWER FUND							
009.1910.0454 INSURANCE	6,000.00	4,480.00	4,950.00	4,950.00	3,445.94	3,700.00	3,700.00	-25.25%
Total Dept 1910 INSURANCE	6,000.00	4,480.00	4,950.00	4,950.00	3,445.94	3,700.00	3,700.00	-25.25%

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Fund 009								
SEWER FUND								
009.1950.0491 TOWN TAX	14,147.81	15,810.47	18,000.00	18,000.00	0.00	18,000.00	18,000.00	0.00%
Total Dept 1950								
TAX ON VILLAGE PROPERTY	14,147.81	15,810.47	18,000.00	18,000.00	0.00	18,000.00	18,000.00	0.00%

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Fund 009								
SEWER FUND								
009.1980.0490 MISC.	299.73	313.81	315.00	315.00	24.98	0.00	0.00	-100.00%
Total Dept 1980								
MTA PAYROLL TAX	299.73	313.81	315.00	315.00	24.98	0.00	0.00	-100.00%

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Fund 009								
SEWER FUND								
009.1990.0465 CONTINGENCY	0.00	0.00	10,500.00	10,500.00	0.00	11,000.00	11,000.00	4.76%
Total Dept 1990 CONTINGENCY ACCOUNT	0.00	0.00	10,500.00	10,500.00	0.00	11,000.00	11,000.00	4.76%

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Fund 009								
SEWER FUND								
009.8120.0100 PERSONNEL SERVICES REGULAR	88,090.03	92,229.11	92,044.00	92,044.00	76,006.15	92,044.00	92,044.00	0.00%
009.8120.0200 EQUIPMENT	26,299.93	0.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00	0.00%
009.8120.0410 SUPPLIES	76.70	1,521.25	4,000.00	4,000.00	62.98	4,000.00	4,000.00	0.00%
009.8120.0437 PROFESSIONAL FEES	1,270.24	6,890.00	10,000.00	10,000.00	34,333.61	20,000.00	20,000.00	100.00%
009.8120.0455 UTILITIES	12,971.82	10,287.28	12,000.00	12,000.00	16,007.46	12,860.00	12,860.00	7.17%
009.8120.0456 REPAIRS-EQUIPMENT	1,734.44	0.00	1,000.00	1,000.00	0.00	2,000.00	2,000.00	100.00%
Total Dept 8120 SEWAGE DISPOSAL	130,443.16	110,927.64	121,044.00	121,044.00	126,410.20	132,904.00	132,904.00	9.80%

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Fund 009	SEWER FUND							
009.9010.0801 STATE RETIREMENT	15,566.00	19,528.00	21,985.00	21,985.00	23,112.00	27,000.00	27,000.00	22.81%
Total Dept 9010								
STATE RETIREMENT	15,566.00	19,528.00	21,985.00	21,985.00	23,112.00	27,000.00	27,000.00	22.81%

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Fund 009	SEWER FUND							
009.9030.0802 SOCIAL SECURITY	6,742.27	7,059.46	7,050.00	7,050.00	5,817.24	7,050.00	7,050.00	0.00%
Total Dept 9030 SOCIAL SECURITY	6,742.27	7,059.46	7,050.00	7,050.00	5,817.24	7,050.00	7,050.00	0.00%

Date Prepared: 03/19/2026 01:07 PM
 Report Date: 03/19/2026
 Account Table: EXPNOCAP
 Alt. Sort Table:

VILLAGE OF IRVINGTON Budget Preparation Publication

BUD4050 1.0
 Page 89 of 93
 Prepared By: KBUGNA

Fiscal Year: 2026 Period From: 6 To: 5

Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009	SEWER FUND							
009.9040.0803 WORKERS COMPENSATION	3,207.00	2,190.69	2,500.00	2,500.00	2,190.69	1,600.00	1,600.00	-36.00%
Total Dept 9040 WORKERS COMPENSATION	3,207.00	2,190.69	2,500.00	2,500.00	2,190.69	1,600.00	1,600.00	-36.00%

Date Prepared: 03/19/2026 01:07 PM
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VILLAGE OF IRVINGTON

Budget Preparation Publication

BUD4050 1.0
 Page 90 of 93
 Prepared By: KBUGNA

Alt. Sort Table:

Fiscal Year: 2026 Period From: 6 To: 5

Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009								
SEWER FUND								
009.9045.0804								
LIFE INSURANCE	178.20	178.20	200.00	200.00	163.35	200.00	200.00	0.00%
Total Dept 9045								
LIFE INSURANCE	178.20	178.20	200.00	200.00	163.35	200.00	200.00	0.00%

Date Prepared: 03/19/2026 01:07 PM
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VILLAGE OF IRVINGTON Budget Preparation Publication

BUD4050 1.0
 Page 91 of 93
 Prepared By: KBUGNA

Fiscal Year: 2026 Period From: 6 To: 5

Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009								
SEWER FUND								
009.9060.0807 HOSPITAL & MEDICAL INSURANCE	39,066.54	40,408.63	43,000.00	43,000.00	38,229.76	45,700.00	45,700.00	6.28%
009.9060.0808 DENTAL INSURANCE	1,786.76	1,786.76	1,800.00	1,800.00	1,820.28	1,800.00	1,800.00	0.00%
009.9060.0809 VISION INSURANCE	241.68	241.68	242.00	242.00	201.40	242.00	242.00	0.00%
Total Dept 9060								
HOSPITAL/MEDICAL INSURANCE								
	41,094.98	42,437.07	45,042.00	45,042.00	40,251.44	47,742.00	47,742.00	5.99%

Date Prepared: 03/19/2026 01:07 PM
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VILLAGE OF IRVINGTON Budget Preparation Publication

BUD4050 1.0
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 Prepared By: KBUGNA

Fiscal Year: 2026 Period From: 6 To: 5

Account Description	2023 Actual Per 6-5	2024 Actual Per 6-5	Original 2025 Budget	Adjusted 2025 Budget	2025 Actual	2026 REQUESTED Stage	2026 TENTATIVE Stage	Var/Orig To TENTATIVE Stage
Fund 009								
SEWER FUND								
009.9550.0900 TRANSFERS	163,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Dept 9550								
TRANSFER TO CAPITAL PROJECTS	163,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Fund 009								
SEWER FUND	380,679.15	202,925.34	231,586.00	231,586.00	201,415.84	249,196.00	249,196.00	7.60%

**RESOLUTION 2026-XXX
PROMOTIONS IN THE DEPARTMENT OF PUBLIC WORKS**

Trustee offered the following resolution, which was seconded by Trustee and
adopted:

RESOLVED to appoint Timothy Brennen to the position of General Foreman at an annual salary of \$103,185.00 effective April 6, 2026; and

FURTHER RESOLVED to appoint Craig Smith to the position of Assistant General Foreman at an annual salary of \$100,073.00 effective April 6, 2026.

VILLAGE OF IRVINGTON
DEPARTMENT OF PUBLIC WORKS



Memo

TO: Charles Hessler, Village Administrator
FROM: Todd Smith, Superintendent of Public Works
DATE: March 31, 2026
RE: **Request to Promote to General Foreman**

In order to fill the vacancies within the Department of Public Works, I respectfully request to promote Timothy Brennen to General Foreman, Department of Public Works with an annual salary of \$103,185.00

Employment Applications / Resumes on file @ DPW Office

CC: Katie Bugna, Village Clerk/Treasurer
Karen Buccheri, Secretary to the Village Administrator

VILLAGE OF IRVINGTON
DEPARTMENT OF PUBLIC WORKS



Memo

TO: Charles Hessler, Village Administrator
FROM: Todd Smith, Superintendent of Public Works
DATE: March 30, 2026
RE: **Request to Promote to Assistant General Foreman**

In order to fill the vacancies within the Department of Public Works, I respectfully request to promote Craig Smith to Assistant General Foreman, Department of Public Works with an annual salary of \$100,073.00

Employment Applications / Resumes on file @ DPW Office

CC: Katie Bugna, Village Clerk/Treasurer
Karen Buccheri, Secretary to the Village Administrator

**RESOLUTION 2026-XXX
APPROVAL OF CONSULTANT AGREEMENT WITH KELLEY DEER MANAGEMENT
(#2026-24)**

Trustee _____ offered the following resolution, which was seconded by Trustee _____, and adopted:

RESOLVED to approve the consultant agreement with Kelley Deer Management (#2026-24) in the amount of \$48,880.00 for consulting services relative to the deer management project and authorize the Village Administrator to execute said agreement.

Kelley Deer Management
118 Croton Ave
Mt. Kisco, NY 10549
kelleystudio@gmail.com
914-462-6020



2026 Deer Management Proposal

Irvington Woods Deer Management Proposal

Kelley Deer Management offers data-driven, adaptive, low-pressure, low-presence, high-harvest deer management programs designed to reduce deer density and support long-term forest regeneration within Irvington Woods.

Program Components

Scouting

- Digital scouting using maps and satellite imagery.
- On-site assessment of terrain, vegetation, access, and deer sign.

Mapping Deer and Property

- Map deer trails, food sources, bedding areas, and sanctuaries using GPS and mapping software.
- Identify high-use deer areas and strategic management locations.
- Use inverse human trail mapping to identify low-pressure deer sanctuaries.
- Provide hunter location maps for transparency with Irvington Woods leadership.

Cellular Trail Cameras

- Deploy cameras in strategic locations to monitor deer activity in real time.
- Adjust camera placements based on changing deer movement patterns.
- Monitor transition corridors from neighboring properties.
- Use camera data to guide adaptive management decisions.

Data Analysis

- Analyze trail camera data to track deer patterns and behavior.
- Maintain spreadsheets to support data-driven decision making.

Environmental Analysis

- Overlay deer movement data with wind and weather patterns.
- Assess how environmental conditions influence deer behavior.

Management Strategy

- Plan optimal management locations, timing, and conditions based on collected data.
- Minimize disturbance through strategic hunter entry and exit routes.

Harvest and Management Tracking

- Map hunter locations and deer harvests for coordination and future planning.

Deer Density Survey (\$1,508)

- Recommended component conducted prior to program implementation.
- 28-day deer density survey using strategically placed trail cameras.
- Analyze camera data to estimate deer density across the management area.

Program Options and Pricing

Basic Program (\$41,600)

- Supports 1 hunt per week.
- Includes deer removal and donations.

Moderate Program (\$48,880)

- Supports approximately 1–2 hunts per week.
- Includes end-of-season report.
- Includes deer removal and donations.

Moderate Plus Program (\$50,960)

- Supports approximately 1–2 hunts per week.
- Includes one additional volunteer hunter.
- Includes end-of-season report.
- Includes deer removal and donations.

Aggressive Program (\$59,280)

- Supports a minimum of 2+ hunts per week with additional volunteer hunters.
- Includes meetings and an end-of-season report.
- Includes deer removal and donations.

Thank you for considering Kelley Deer Management for your deer management needs. We look forward to continuing our work with Irvington Woods to support long-term forest regeneration and reduced deer pressure.

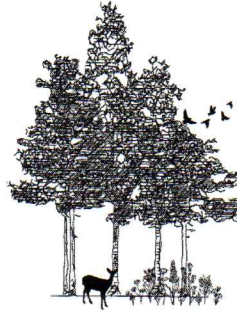
RESOLUTION 2026-XXX

APPROVAL OF PROPOSAL FROM FOREST MANAGEMENT SOLUTIONS, LLC (#2026-25)

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED, that the proposal for professional services with Forest Management Solutions, LLC (#2026-25) relating to data analysis and interpretation of Irvington Woods forest plot monitoring data from 2024 – 2026 in the amount of \$3,600.00, is hereby approved; and

FURTHER RESOLVED, that the Village Administrator is authorized to execute said agreement on behalf of the Village.



FOREST MANAGEMENT
SOLUTIONS, LLC

Work Proposal

Project: Deer Management Assessment Report

Description of Work: Data analysis and interpretation of Irvington Woods forest plot monitoring data from 2024-2026, including a summary report of ecological conditions in response to two years of deer management.

Goal: Support the Village of Irvington in their efforts to improve tree regeneration and overall forest health in the Irvington Woods.

Cost Breakdown

Description	Fee
Site Visit	Included
Data Analysis (2 days) Includes data checking, curation, graphing, and summary statistics	\$1,600
Data Interpretation and Report Writing (3 days) Includes details/photos from the site visit	\$2,000
TOTAL	\$3,600

RESOLUTION 2026-XXX

CONSIDERING A JOINT AGREEMENT BETWEEN THE VILLAGE OF IRVINGTON, VILLAGE OF RYE BROOK, VILLAGE OF ELMSFORD, VILLAGE OF DOBBS FERRY, VILLAGE OF TUCKAHOE AND MATRIX CONSULTING GROUP FOR A HUMAN RESOURCES STUDY (#2026-26)

Trustee _____ offered the following resolution, which was seconded by Trustee _____, and adopted:

WHEREAS, the Village of Irvington wishes to better streamline Human Resources related functions; and

WHEREAS, the Village of Irvington was jointly awarded a \$25,000.00 grant from the New York Department of State with the Village of Rye Brook, Village of Elmsford, Village of Dobbs Ferry, and Village of Tuckahoe to help offset the cost of a Human Resources study to assist the villages with determining best practices for each individual municipality; and

WHEREAS, the Village of Rye Brook Administrator put out Request for Proposals for to conduct the Human Resources study; and

WHEREAS, the Village of Irvington, Village of Rye Brook, Village of Elmsford, Village of Dobbs Ferry, and Village of Tuckahoe interviewed several candidates and agreed to select Matrix Consulting Group to conduct the Human Resources study; and

WHEREAS, under the proposed agreement with Matrix Consulting Group the Village of Rye Brook, Village of Elmsford, Village of Dobbs Ferry, Village of Irvington, and Village of Tuckahoe will each pay up to \$5,000.00 dollars for a total agreement cost of up to \$50,000.00; and

WHEREAS, the Village of Irvington is interested in accepting the proposed joint agreement with Matrix Consulting Group.

NOW THEREFORE BE IT RESOLVED, the Village of Irvington Board of Trustees hereby approves the proposed joint agreement between the Village of Irvington, Village of Rye Brook Village of Elmsford, Village of Dobbs Ferry, and Village of Tuckahoe at a cost of up to \$5,000.00 dollars per municipality for a Human Resource study, subject to modification by counsel; and

BE IT FURTHER RESOLVED, that the Village Administrator are authorized to execute and deliver all documents necessary to accomplish the purposes of this resolution.

CONSULTING SERVICES AGREEMENT

AGREEMENT TO PROVIDE PROFESSIONAL CONSULTING SERVICES TO THE VILLAGES OF RYE BROOK, DOBBS FERRY, ELMSFORD, IRVINGTON, AND TUCKAHOE, NEW YORK.

THIS AGREEMENT, entered this __ day of February 2026 and effective immediately by and between Matrix Consulting Group (hereinafter called the "CONSULTANT" and the Villages of Rye Brook, Dobbs Ferry, Elmsford, Irvington, and Tuckahoe, New York (hereinafter called "**the Villages**"), WITNESSETH THAT,

WHEREAS, the Villages desire to engage the CONSULTANT to conduct a Shared Human Resources Operations Assessment,

NOW, THEREFORE, the parties hereto mutually agree as follows:

- (1) **Employment of Consultant.** The Villages agree to engage the CONSULTANT and the CONSULTANT hereby agrees to perform the services described in CONSULTANT'S Proposal dated December 30, 2025, and incorporated into this Agreement as **Attachment A**, the RFP Issued by the VILLAGES which included the NYSDOS LGE work plan for the engagement, incorporated as **Attachment B**.
- (2) **Time of Performance.** All services to be performed hereunder by the CONSULTANT shall be completed within one hundred eighty (180) days of the project start date unless this Agreement is modified or terminated earlier as provided for herein.
- (3) **Compensation.** The Villages agree to pay the CONSULTANT a sum not to exceed **FORTY-NINE THOUSAND AND FIVE HUNDRED DOLLARS** (\$49,500). CONSULTANT agrees to complete the project and all services provided herein for said sum.
- (4) **Method of Payment.** The CONSULTANT shall bill monthly for hours completed to date as described in the CONSULTANT'S Price Proposal. Total payments shall not exceed the amount shown in Section (3), Compensation, above. The Villages shall pay invoices within thirty (30) days of receipt. All invoices will be submitted to the Village of Rye Brook who will submit all payments due under this agreement on behalf of the Villages.
- (5) **Changes.** The VILLAGES may, from time to time, require changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, which are mutually agreed upon by and between the VILLAGES and the CONSULTANT, shall be incorporated in a written amendment to this Agreement that is signed by both parties.
- (6) **Services and Materials to be Furnished by the VILLAGES.** The VILLAGES shall furnish the CONSULTANT with all available necessary, non-confidential information, data, and material

pertinent to the execution of this Agreement. The VILLAGES shall cooperate with the CONSULTANT in carrying out the work herein and shall provide adequate staff for liaison with the CONSULTANT.

- (7) **Termination of Agreement.** If, for any cause, the CONSULTANT shall fail to fulfill in timely and proper manner his obligation under this agreement, the VILLAGES shall thereupon have the right to terminate this Agreement by giving written notice to the CONSULTANT of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination.
- (8) **Records and Inspections.** CONSULTANT shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of one (1) year after the completion of the project or other time period as required by the VILLAGES. The VILLAGES shall have free access at all proper times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings, and activities.
- (9) **Completeness of Contract.** This Agreement to Provide Professional Consulting Services contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this contract or any part thereof shall have any validity or bind any of the parties hereto.
- (10) **Insurance.** Consultant agrees to maintain insurance during the term of this Agreement as follows: comprehensive general liability in the amount of \$2,000,000 per occurrence and \$4,000,000 in aggregate; automobile liability insurance in the amount of \$1,000,000; workers' compensation insurance in the amount of \$1,000,000 and professional liability in the amount of \$1,000,000 per occurrence and \$3,000,000 in aggregate. CONSULTANT shall provide the VILLAGES with an insurance certificate which names the VILLAGES as an additionally insured entity under the foregoing coverages.
- (11) **Assignability.** The parties hereby agree that Consultant may not assign, convey, or transfer its interest, rights and duties in this Agreement without the prior written consent of the VILLAGES.
- (12) **Notices.** Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties by private courier (e.g., FedEx, UPS, etc.) or in the United States mail, postage paid to the addresses noted below:

Chris Bradbury, Village Administrator
Village of Rye Brook
938 King Street
Rye Brook, NY 10573

Alan Pennington, President
Matrix Consulting Group, Ltd.
1875 S Grant Street, Suite 960
San Mateo, CA 94402

- (13) **Force Majeure.** The obligations of the parties under this Agreement shall be excused during such time and to the extent that performance is prevented by any occurrence or actions beyond their reasonable control and not due to the intentional fault or negligence of the parties, including without limitation, the acts of the elements, riots, fire, war, and Acts of God.

(14) **Severability.** In the event that any provision of this Agreement shall be invalid, illegal or unenforceable in any respect, such a provision shall be considered separate and severable from the remaining provisions of this Agreement, and the validity, legality or enforceability of any of the remaining provisions of this Agreement shall not be affected or impaired by such provision in any way.

(15) **Independent Contractor.** No agency, employment, partnership, or joint venture relationship exists between the parties. Neither party is an affiliate of the other, neither party shall have the authority to act for or bind the other and neither shall make any representation that would indicate an apparent agency, employment, partnership or joint venture relationship.

This Agreement is not intended to constitute, create, give rise to, or otherwise recognize a joint venture agreement or relationship, partnership, or formal business organization of any kind, and the rights and obligations of the parties shall be only those expressly set forth in this Agreement.

The parties agree that no persons provided by CONSULTANT in the performance of its obligations under this Agreement are considered to be VILLAGES employees and that no rights to VILLAGES benefits, retirement or personnel rules accrue to such persons. CONSULTANT shall have total responsibility for all salaries, wages, bonuses, retirement withholdings, workers' compensation, other employee benefits and all taxes and premiums appurtenant thereto concerning such persons and shall save and hold the VILLAGES harmless with respect thereto. It is expressly understood that all persons employed by CONSULTANT, its subcontractors or agents are considered employees of those entities, and not employees of the VILLAGES.

(16) **Governing Law.** The terms and conditions of this Agreement shall be governed by and construed in accordance with the laws of the State of New York.

(17) **Execution in Counterparts.** This Agreement may be executed with counterpart signature pages or in two or more counterparts (including facsimile transmissions of such signature pages), all of which shall be considered one and the same agreement and each of which shall be deemed an original.

IN WITNESS WHEREOF, the VILLAGES and the CONSULTANT have executed this agreement as of the date first written above.

MATRIX CONSULTING GROUP, LTD.

VILLAGE OF RYE BROOK, NEW YORK

By:

By:

Title: President

Title:

Date:

Date:

VILLAGE OF DOBBS FERRY, NEW YORK

By:

Title:

Date:

VILLAGE OF ELMSFORD, NEW YORK

By:

Title:

Date:

VILLAGE OF IRVINGTON, NEW YORK

By:

Title:

Date:

VILLAGE OF TUCKAHOE, NEW YORK

By:

Title:

Date:



PROPOSAL TO CONDUCT A FEASIBILITY STUDY FOR SHARED HUMAN RESOURCES OPERATIONS

DECEMBER 30, 2025

VILLAGES OF RYE BROOK, DOBBS FERRY,
ELMSFORD, IRVINGTON, & TUCKAHOE, NY

MATRIX
CONSULTING GROUP

Christopher J. Bradbury, Village Administrator
Village of Rye Brook
938 King Street
Rye Brook, NY 10573

Dear Mr. Bradbury,

Matrix Consulting Group, Ltd. is pleased to provide the Village of Rye Brook with this proposal to conduct a Feasibility Study for Shared Human Resource Operations. Our proposal is based on our review of the RFQ/RFP and our national experience conducting similar studies for local governments. We are uniquely qualified for the following reasons:

- **A Focus on Local Government Consulting:** Our primary market and service focus is on assisting public sector entities, primarily local governments, with operational, organizational, feasibility, and staffing assessments.
- **Tailored Services to Meet Your Unique Organizational Needs:** We understand that each municipal organization has a unique organizational culture, service portfolio, and expectations regarding service levels. As a result, we develop a highly customized approach for each client to support and advance their goals and objectives.
- **A Highly Experienced Analytical Team:** We have proposed a team composed of members who have previously served in local government, including in Human Resources executive roles, and career consultants with experience conducting similar studies.
- **Innovative Solutions.** We take pride in developing customized recommendations that address each client's unique challenges and needs, helping them overcome complex organizational and operational issues. We have a proven track record of successful implementation, with approximately 85% of our recommendations implemented within three years of our study's completion.
- **Extensive Human Resources Department Experience.** We have conducted over 130 evaluations of Human Resources Departments and related operations, either as stand-alone HR Department assessments or as part of organization-wide studies. Our studies provide a detailed analysis and implementation roadmaps for transformational improvements in structure and performance.
- **Prior New York Experience:** We have completed significant work in New York, including operational and staffing assessments spanning various service areas. Select clients have included: Albany, Corning, Erie County, Ithaca, Lockport, Mamaroneck, Monroe County, New Rochelle, Schoharie County, Syracuse, University at Albany, Westchester County, and White Plains.

We have proposed a comprehensive approach in the attached document outlining our service delivery. Our approach can be summarized in the following points:

- **Extensive data collection and interviews with staff** from all municipal organizations to understand the current work environment, workloads, and existing processes utilized in providing Human Resources services.
- **Utilization of surveys** to provide an opportunity for key stakeholders from each organization to provide input into the study regarding current strengths and improvement opportunities related to the current and desired state of human resources services for their organization.
- **Comparing existing practices against local government human resources best practices** to identify where improvements are needed to align with or fully implement the best practices. A benchmarking assessment to compare the Villages' organizational structure, staffing allocation, and processes against those used by comparable local governments.
- **Detailed analysis of existing operations** to develop recommendations to enhance operational efficiency or effectiveness, streamline processes, and fully utilize available technology.
- **Evaluation of the feasibility of joint-sharing human resources functions**, including services and staffing, as well as governance and cost allocation.
- **A final report and implementation plan** that provides not only a business case for the recommended change but also a clear roadmap for implementation, including implementation costs or identified cost savings.

Our approach is comprehensive and collaborative, providing multiple opportunities for input and comment on each interim deliverable throughout the process.

As the firm's President, I am authorized to represent the firm contractually and execute any service agreement. I can be reached at 650.858.0507 or via email at apennington@matrixcg.net.



ALAN D. PENNINGTON

President

Matrix Consulting Group, Ltd.

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STATEMENT OF UNDERSTANDING

PROJECT UNDERSTANDING

The participating municipalities in this project are seeking a comprehensive feasibility study to develop a Shared Human Resources Operation. This study covers the following Villages: Dobbs Ferry, Elmsford, Irvington, Rye Brook, and Tuckahoe. None of these organizations currently has a dedicated Human Resources function, resulting in critical service gaps and challenges with essential HR services, including updating handbooks, policies, and procedures; training; onboarding; resolving employee issues; and supervisory support.

The scope includes assessing existing HR functions, structures, staffing levels, policies, and compliance issues for each Village. The Feasibility Study will explore the opportunities, challenges, and potential benefits of different alternatives for the provision of Human Resources services. A primary focus is to evaluate the feasibility of consolidating or sharing HR services across the five participating municipalities or their subgroups, but other models will also be considered. We will provide a full breakdown of all risks associated with each alternative model and provide an implementation roadmap for the municipalities.

APPROACH

The cornerstone of our philosophy in conducting organization and management studies is rooted in our project management philosophy and our principled approach to our work:

- 1 A principal of the firm is involved in every aspect of each study. For this engagement, Alan Pennington, President, will serve as the project manager.
- 2 We approach our projects by gaining a firm grounding in formal and fact-based analytical methodologies.
- 3 Our projects are defined by extensive input and interaction between the consultants and client staff, management, policy makers, and other stakeholders.
- 4 We recognize that successfully serving clients requires more than simply providing the right answers. We provide clients with practical solutions for implementation.
- 5 We engage regularly with our clients to ensure that the project remains on time, the schedule is maintained, and we are accessible when needed.

This approach has provided our clients with assistance and advice on meeting the needs of their communities.

PROJECT MANAGEMENT

We strongly believe in managing each consulting engagement effectively and applying formal project management techniques in our studies. These techniques include:

- Use of **project management software** to create timelines, track utilization, and communicate.
- Project team and client expectations and results are managed weekly through **formal project schedules and reporting tools**.
- All project work activities are defined in advance and tied to each project team member, deliverables, schedule, and budget.
- The project manager and lead analysts develop general and **project-specific data collection plans and interview guides** for all our staff.
- At project initiation, we will schedule a series of **progress meetings** with the project steering committee and other key stakeholders, as needed, to review interim deliverables and findings as they are developed. This collaborative approach throughout the engagement ensures there are no surprises and maximizes buy-in at all levels.
- The **project manager designs and personally reviews all interim and final products** before they are delivered to the client.

These project management approaches have enabled us to deliver all our projects on time and to a high standard. All of our projects are completed within budget – we have never requested additional funding to complete the contracted scope of work. We are recognized for the depth and insight of our analysis and our responsiveness to clients.

STATEMENT OF QUALIFICATIONS

Matrix Consulting Group, Ltd. is a public-sector management consulting firm that provides organizational, operational, staffing, and financial evaluations, as well as training services, to public-sector entities, primarily local government entities. Our firm is summarized as follows:

- We were incorporated in 2003 in California and have provided local government management consulting services continuously for the past 23 years. Our firm headquarters office is in San Mateo (CA), and we have regional offices in Irvine (CA), Charlotte (NC), Dallas (TX), Edwardsville (IL), the Tampa (FL) area, and Nova Scotia, Canada. It should be noted that we are authorized to conduct business in the State of New York.
- We employ 32 full-time and 7 part-time, highly experienced management consultants specializing in public-sector management consulting. We have subject matter experts in virtually all major areas of local government operations.
- While we work with all types of public sector entities, our primary focus is on local government entities, which constitute over 95% of our client base each year.

Our expertise across all areas of local government services provides unique insights into the human resources requirements of local governments. This experience will be critical in providing recommendations on how best to meet the human resource needs of the five participating municipalities.

ASSESSMENTS PERFORMED

Since our founding, we have worked with over 1,800 public sector entities, determining appropriate staffing and resource needs, streamlining processes, assessing service-delivery approaches, and developing organizational structures that align functions to enhance interdepartmental collaboration and service delivery. More specific details of our experience relevant to the requested scope of services are located in the Client List and Conflicts Disclosure section of our response.

SERVICE AREAS

Our firm provides a full range of services to public sector organizations, including organizational and management studies, performance audits, cost-of-service and user-fee studies, and targeted reviews of specific issues, such as fleet management. We have dedicated subject matter experts in each of these areas. The following table outlines the core services provided by our firm:

Law Enforcement

Staffing analysis
 Patrol scheduling and deployment
 Patrol beat redesign
 Community policing
 Management studies

Financial Services

Full cost allocation plans
 Super Circular cost plans
 Cost of services
 User fees
 Development impact / Nexus

Fleet Management

Utilization reviews
 Fleet replacement planning
 Fleet asset management
 Maintenance operations
 Sustainability

Consolidation feasibility
Contract compliance audits
Overtime audits
Projections and growth impact

Fire and EMS

Master and strategic plans
Station location planning
Staffing analysis
Scheduling and deployment
Standard of coverage
Amalgamation feasibility
Management studies
Contract compliance audits

Emergency Communications

Staffing analysis
Operations analysis
Consolidation feasibility
Implementation assistance

Diversity, Equity, and Inclusion

Best practices assessments
Organizational culture
Employee Health and Wellness
DEIB Training

Billable/hourly rates
Internal controls audits

Community Development

Permit streamlining
Organization and staffing
Permitting software decisions
Customer service

Administrative and HR

Organizational assessments
Diversity, Equity and Inclusion
Performance management
Shared services analysis
Compliance audits
Information technology
Process improvement
Strategic planning

Public Works and Utilities

Organizational assessments
Staffing analysis
Infrastructure assessments
Preventive maintenance needs
Facilities management
Sustainability

Parks, Recreation and Libraries

Master and strategic planning
Staffing and program analysis
Customer service
Park condition assessments

Citywide and Countywide

Organizational assessments
Strategic planning
Staffing analysis
Management analysis
Customer service
Shared services

Higher Education

Administrative services
Campus security
Organization and staffing
University-city contract services

State

Administrative services
Organization and staffing

STAFFING PLAN

We have proposed a highly qualified and experienced project team for this engagement, including senior consultants and individuals with significant prior Human Resources Department evaluation experience. Before joining the firm, our assigned Project Manager, Alan Pennington, served for over 10 years as a local government Human Resources professional. Additionally, he has been involved in all HR assessments conducted by the firm in the last 15 years. The composition of our project team is shown below.



Resumes for each team member are provided on the following pages.



Alan Pennington
President

Alan Pennington is the firm President and also leads our General Consulting practice area which includes Human Resources studies. He has served as the Project Manager on over 400 local government studies including all assessments covering Human Resources operations since joining the firm.

EXPERIENCE HIGHLIGHTS:

POLK COUNTY, FLORIDA: HR DEPARTMENT REVIEW

Alan was the Project Manager on two studies conducted for Polk County evaluating their HR function. The 2017 study evaluated all aspects of HR operations including staffing, organizational structure, resources, technology, and policies and procedures. Key recommendations included embedding HR Analysts within external divisions, establishing clear approval levels for HR transactions, implementing the use of performance standards and KPIs, and thoroughly documenting all HR policies and procedures. The follow-up study in 2024 evaluated the organizations implementation of the prior report and provided updated recommendations to address continuing deficiencies.

MADISON AREA TECHNICAL COLLEGE: HR ASSESSMENT

Alan was the Project Manager on this comprehensive review of the Human Resources Department assessing processes, staffing, best practices evaluation, and a comparative assessment. MATC has several satellite campuses served from a centralized HR operation and the service delivery model was evaluated. Recommendations were made to revise the recruitment process, enhance engagement with the College’s shared governance model, and establish service levels for core functions. Organizational and staffing modifications included redefined roles for HR specialist positions, and additional staff.

CORNING, NY: HR ANALYSIS

Alan served as the Project Manager on this study for the City of Corning, New York. The City did not have a formal HR program in place, and HR services were being offered in a semi-decentralized manner by executive and managerial personnel in addition to their existing duties.

ROLE IN THIS ENGAGEMENT:

Alan will serve as Project Manager.

RELEVANT CLIENTS:

- AK, Ketchikan
- CA, Albany
- CA, Riverside
- CO, Greeley
- FL, Polk County
- FL, St. Cloud
- IA, Cedar Rapids
- IL, Highland Park
- IL, Lake County
- NH, Carroll County
- NH, Portsmouth
- MD, Takoma Park
- MO, Joplin
- MO, Jefferson City
- NH, Carroll County
- NH, Rockingham County
- NV, Reno
- NV, Washoe County
- OR, Clackamas County
- OR, Tigard
- TX, Austin
- TX, Schertz
- UT, Salt Lake City
- VT, Montpelier
- WA, Clackamas County
- WA, Vancouver
- WV, WVU

YEARS OF EXPERIENCE:

- 20 consulting
- 13 local government

EDUCATION:

BA, Public Management,
MPA, University of Maine

PROFESSIONAL ASSOCIATIONS:

Public Sector HR Association (PSHRA)

International City-County Management Association (ICMA)

Government Finance Officers Association (GFOA)



AMY SUE MABEY, MPA
Manager

Amy Mabey is an analyst with extensive experience in public administration, policy analysis, community development, public outreach, and emergency management. Her experience in large and small municipalities provides a multi-faceted understanding of city governance, resource allocation, and community engagement. As a consultant, she leverages this perspective with a focus on collaboration and evidence-based practices to deliver sustainable, impactful results.

EXPERIENCE HIGHLIGHTS:

PLEASANT VIEW, UT: CITY ADMINISTRATOR

- **Municipal Operations & Leadership.** Administered all city operations, including budgeting, development, engineering, finance, justice court, planning, police, public works, and recreation, in alignment with the directives of the Mayor and City Council.
- **Personnel Policy Update.** Led committee review, rewrite, and updates to the city's personnel policies, ensuring legal compliance, best practices, and meeting the evolving needs of city staff/operations.
- **Staff Training & Development.** Designed and implemented a staff training program to enhance employee skills, encourage unity, ensure compliance with city policies, and promote professional development.

OGDEN, UT: POLICY ANALYST AND COMMUNICATION MANAGER

- **Policy and Budget Analysis.** Provided extensive review and analysis of ordinance amendments along with assisting in development of proactive legislation. Created new budget analysis templates to enhance clarity in presenting financial data.
- **Technology Transitions.** Coordinated transition to paperless processes and initiated use of social media – drafting and implementing policy solutions to enhance efficiency, accessibility, and transparency while considering budget, staffing and legal limitations.

ROLE IN THIS ENGAGEMENT:

Amy will serve as a Senior Analyst.

YEARS OF EXPERIENCE:

15

EDUCATION:

MPA, University of Utah

Emphasis in Local Government Management and Major Research Project for Civility in Government

BS, Utah State University Political Science

University research contributor for the costs and services of local government

PROFESSIONAL ASSOCIATIONS:

Utah City and County Management Association (UCMA)

Member and Board Member

Utah League of Cities and Towns (ULCT)

Member and Legislative Policy Committee Voting Member

International City Management Association (ICMA)

CERTIFICATIONS:

Emergency Management Institute (EMI)

Advanced Public Information Officer

All Hazards Emergency Management Trainer



JOE MCDONALD, PSHRA-CP
Senior Consultant

Joe McDonald works in our General Consulting practice and has served as an analyst on several engagements with focuses on human resources, administrative services, community development, and public works. Joe specializes in employee/community engagement efforts, data and staffing analyses, process optimization, and technical documentation development.

EXPERIENCE HIGHLIGHTS:

CORNING, NY: HR ANALYSIS

Joe served as a Lead Analyst on this study for the City of Corning, New York. The City did not have a formal HR program in place, and HR services were being offered in a semi-decentralized manner by executive and managerial personnel in addition to their existing duties. The project team identified the benefits of a formal HR function through user feedback (survey) as well as through an analysis of best practices. The final report for this project outlined a comprehensive implementation approach for building a formal HR function within the City, for which the firm was hired to assist in drafting personnel policies, job descriptions, and assisting in the acquisition of an HRIS.

SCHOHARIE COUNTY, NY: ORG-WIDE STUDY

Joe worked as an Analyst on an organizational study of all Schoharie County departments, working directly with the Office of Personnel and Civil Service. In his analysis, Joe identified opportunities to implement performance tracking measures, document practices, and integrate technology systems used by the Office.

CLACKAMAS COUNTY, OR: HUMAN RESOURCES EFFICIENCY STUDY

During this assessment of the County's Human Resources Department, Joe took the lead on assessing Workforce Planning and Development and Workforce Data Management divisions; supported project team members working with other divisions in an analytical capacity; process mapping exercises to develop diagrams of key HR functions to identify opportunities to streamline processes via consolidation of duties and/or better utilization of technology; and external engagement efforts.

ROLE IN THIS ENGAGEMENT:

Joe will serve as an analyst.

RELEVANT CLIENTS:

- CA, Rocklin
- CA, SJRRC
- CA, EBRPD
- CA, SDCWA
- CA, Thousand Oaks
- CO, Greeley
- FL, Bradenton
- FL, Clearwater
- FL, Dunedin
- FL, Polk County
- FL, Palmetto Bay
- FL, Seminole Tribe
- NY, Corning
- NY, Schoharie Co.
- OR, Clackamas Co.
- TX, Prosper
- TN, Knoxville
- VT, Burlington
- WA, Issaquah
- WA, Snohomish Co.

YEARS OF EXPERIENCE:

4

EDUCATION:

BA – Professional and Technical Communications – University of South Florida

PROFESSIONAL ASSOCIATIONS:

- Public Sector HR Association (PSHRA)
- International City/County Management Association (ICMA)

CERTIFICATIONS:

Public Sector HR Association Certified Practitioner (PSHRA-CP)



JAYMEE WESTOVER, CGFM
Senior Consultant

Jaymee Westover is an analyst in the Financial Services group. She works primarily on cost allocations plan, user fee, development impact fee, and cost-of-service engagements.

Jaymee's relevant experience includes:

- Over 20 cost-of-service and cost allocation studies for clients across the United States.
- Financial data analysis, including narrative analysis; comparative studies; and legal and regulatory compliance.

EXPERIENCE HIGHLIGHTS:

CHARLOTTE, NC: COST ALLOCATION PLAN

Jaymee served as a project analyst on this engagement. She participated in interviews to understand client needs and collect relevant metrics. She worked with the project team to input data into an internally developed cost allocation model and develop an OMB-Compliant Cost Allocation Plan for the City.

THOUSAND OAKS, CA: COST ALLOCATION PLAN AND FEE STUDY

Jaymee supported senior staff in collecting and analyzing data for both a cost allocation plan and a fee study, including estimates of effort. She also input information into fee models to develop hourly rates and clarify the cost of providing selected services for the City. As part of this effort, she researched legal restrictions on specified fees to ensure compliance.

DALLAS, TX: COST ALLOCATION PLAN AND INDIRECT COST RATE PROPOSAL

Jaymee works extensively with the project team annually to collect, clean, and input data into the internal cost allocation model for both a full-cost and an OMB-compliant cost plan. Using data from the OMB-compliant plan, she updates the City's indirect cost rate proposal for each new fiscal year.

ROLE IN THIS ENGAGEMENT:

Jaymee will serve as an analyst primarily focused on cost allocation and financial evaluation for developed alternatives.

RELEVANT CLIENTS:

AK, Juneau
AZ, Scottsdale
CA, Banning
CA, Butte Co.
CA, Elk Grove
CA, Monterey Co.
CA, Orange
CA, Palo Alto
CA, Piedmont
CA, Port of LA
CA, Poway
CA, Santa Clara Co.
CA, Sonoma
CA, Thousand Oaks
FL, Alachua Co.
FL, Miami Beach
FL, Osceola Co.
HI, Maui Co.
NC, Charlotte
TX, Dallas

YEARS OF EXPERIENCE:

3

EDUCATION:

B.A., Vanderbilt University,
Political Science

M.A., University of
Tennessee – Knoxville,
Public Policy and
Administration

PROFESSIONAL ASSOCIATIONS:

Association of
Governmental
Accountants (AGA)

CLIENT LIST AND CONFLICTS DISCLOSURE

The following sections detail specific clients for whom we conducted human resources and shared services assessments.

HUMAN RESOURCES DEPARTMENT STUDIES

Our experience conducting dedicated studies to evaluate Human Resources functions includes:

Austin, TX (2x)	Madison Area Tech College, WI	Seattle City Light, WA
Carroll County, NH	MO Dept. of Conservation, MO	University at Albany, SUNY
Cedar Rapids, IA	Polk County, FL (2x)	University of Maryland, Univ. College
Clackamas County, OR	Portsmouth, NH	Washoe County, NV
Corning, NY	Reno, NV	West Virginia University, WV
Gallup, NM	Riverside, CA	West Covina, CA
Highland Park, IL	Rockingham County, NH	Whatcom County, WA
Imperial Irrigation Dist., CA	Salt Lake City, UT	Vancouver, WA
Ketchikan, AK	Sarasota County, FL	Virginia Beach, VA
Lake County, IL	San Joaquin Reg. Comm., CA	Volusia County TPO, FL

These studies covered all facets of typical human resources services, including benefits administration, classification and compensation, employee and labor relations, onboarding, recruitment and retention, risk management, training, etc.

ORGANIZATION-WIDE STUDIES

Our firm conducted over 100 organization-wide studies, including assessments of human resources departments. Select clients include:

Albuquerque, NM	Gulf Shores, AL	Portage, MI
Augusta, GA	Half Moon Bay, CA	Raymore, MO
Avon, CT	Jefferson City, MO	Roseville, CA
Barstow, CA	Johnson County, KS	Salt Lake County, UT
Coventry, RI	Joplin, MO	Schoharie County, NY
CPS HR Consulting	Monroe County, MI	St. Cloud, FL
DeKalb County, GA	Montgomery County, MD	Sunnyvale, CA
Dunedin, FL	Montpelier, VT	Takoma Park, MD
Franklin Township, NJ	Orland Park, IL	Tigard, OR
Grand County, UT	Palos Verdes Estates, CA	University at Albany, SUNY
Greenbelt, MD	Peoria County, IL	Vermont Secretary of State

In addition to the projects listed above, we are currently conducting a Finance and Human Resources Assessment for the City of Royal Oak, Michigan.

NEW YORK LOCAL GOVERNMENT EXPERIENCE

The following table summarizes key studies that we have conducted in the State of New York:

Year	Client	Study Focus
2010	Albany County, NY	911 Consolidation
2020	Albany, NY	911 Study
2017	Albany, NY	911 Study
2015	Albany, NY	Building Study
2014	Bedford, NY	Fire Study
2010	Broome County, NY	Law Enforcement Study
Current	Dutchess County	Jail Staffing
Current	Erie County	Jail Needs Assessment
2025	Erie County	Jail Scheduling
2007	Canandaigua, NY	Fire Study
2024	Corning, NY	Human Resources Study
2021	Ithaca, NY	Police Patrol Study
2017	Mamaroneck, NY	Building Study
2021	Monroe County, NY	Sheriff's Office Study
2017	New Rochelle, NY	Fire Study
2017	New Rochelle, NY	Fire Fleet Study
2013	Newburgh, NY	Police
2012	Onondaga County, NY	Sheriff's Study
2020	Ossining, NY	Police Bias Study
2005	Scarsdale, NY	Solid Waste
2024	Schoharie County, NY	Organizational Study
2008	Steuben County, NY	911 Study
2011	SUNY Albany	Administrative Review
2023	Syracuse, NY	Staffing and Operations
2011	United Nations	Facility Maintenance Study
2005	Washington County, NY	Public Works Consolidation Feasibility
2023	Westchester County, NY	Feasibility Study
2014	White Plains, NY	Public Works Study

Details about any project listed above are available upon request, and references have been provided later in this proposal.

SHARED SERVICES FEASIBILITY EXPERIENCE

Matrix Consulting Group has extensive experience evaluating feasibility studies for shared services across a range of municipal services nationwide. The following table summarizes our experience.

Service	Agencies	Study Type
Admin. Services	Massachusetts Planning Council	Admin. and Financial Functions

Service	Agencies	Study Type
	Avon (CT)	Admin. and Maintenance
Communications	Albany County (NY) Falmouth (MA) Jackson County (OR) Placer County (CA) Plymouth County (MA) San Mateo County (CA) Snohomish County (WA) Westchester County (NY)	Consolidation of 9 PSAPs Consolidation of Police & Fire Consolidation Consolidation of Two Centers Consolidation of 27 PSAPs Consolidation Consolidation Consolidation Feasibility
Fire and EMS	Albemarle County (VA) Desert Hot Springs (CA) Lincoln (RI) Monterey County (CA) Placer County (CA) Seminole County (FL) West Des Moines (IA)	City / County Fire Merger Contracting Feasibility District Consolidation Consolidation Consolidation Joint Service / Merger Consolidation
Human Resources	Reno & Washoe County (NV) Newport Beach (CA)	Joint HR Study Regional WC Pool
Information Systems	Albany (NY) Reno & Washoe County (NV) Brea (CA)	MIS Contracting Joint IT Study IT Contracting
Jurisdictional	Truro/Provincetown (MA)	Comprehensive Shared Services
Law Enforcement	Broome County (NY) College Park (MD) Danville, Lafayette, Orinda (CA) Lauderdale Lakes (FL) Orange County (CA)	Consolidation and Contracting Consolidation and Contracting Consolidation and Contracting Consolidation Consolidation
Maintenance	Greenwich (CT) Irvine (CA)	Town-School Jt. Maintenance City-School Jt. Maintenance
Planning	Albany (NY)	City and County Building Merger
Public Works	Salt Lake City (UT) San Diego County (CA) Washington Co. and 3 Towns (NY)	Regional Alternatives Joint Maintenance Shared Services

Service	Agencies	Study Type
Purchasing	Franklin County (OH) Marin County (CA) Reno & Washoe County (NV)	Regional Purchasing Regional Joint Police Purchases Joint Purchasing Study
Water and Sewer	Dublin-San Ramon (CA) SacSan/Regional San	Consolidation Independent Authority Feasibility

CONFLICTS DISCLOSURE

Matrix Consulting Group has no conflicts of interest with any of the Villages to disclose.

SCOPE OF WORK, PHASES, AND TIMELINE

This section of our proposal outlines the scope of this engagement and a proposed project schedule.

WORK PLAN

The following work plan outlines our approach to providing the requested services. We acknowledge that we will conduct the study in accordance with the work plan submitted to the State as part of the NYS Department of State (NYSDOS) Local Government Efficiency (LGE) program.

TASK 1: PROJECT INITIATION

We will begin this engagement with a formal kickoff meeting that includes key representatives from each municipality. We will use this meeting to communicate the project schedule, identify key stakeholders for the study, and outline data collection requirements. Additionally, we will use this meeting to identify current HR service gaps, compliance issues, and areas where service levels do not meet the needs of the participating organizations.

In the next task, initial data efforts will focus on identifying key individuals for interviews, primarily Village leadership and staff involved in providing HR services. Additionally, we will discuss key data elements that will be required for the assessment, including, but not limited to:

- Organizational charts for each municipal organization with identification of staff currently providing existing HR services.
- Any existing HR handbooks, policies, and procedures for each organization.
- Existing financial and operational data related to HR services, including detailed budgets.
- Any existing HR performance metrics or service level expectations for the participating municipalities.

Following this initial meeting, we will provide a detailed data collection list outlining all required data to conduct the study. Additionally, we will provide a comprehensive work plan and communication plan for the engagement. We will also use this kick-off meeting to establish a project steering committee and meeting schedule. This group will serve as a point of contact between our project team and the agencies involved in this study and will review all interim deliverables.

TASK RESULT

Establishment of a project steering committee, provision of an initial data collection list, a revised project plan, and a communications plan.

TASK 2: DEVELOP A CURRENT STATE ASSESSMENT

We will develop a comprehensive understanding of how each Village currently administers its respective Human Resources programs. To do so, we will conduct detailed and structured interviews with staff from each Village who provide or support HR services to identify key roles and responsibilities, strengths, and challenges from their perspective. Interviews will also be conducted with Municipal leadership to gather their input on each organization's HR needs.

These interviews will focus on identifying and documenting the following:

- We will document the specific departments and/or individual positions responsible for providing each key HR function and duty.
- Existing HR processes and policies (such as recruitment, onboarding, benefits administration, employee relations, etc.). The project team will also collect any documentation memorializing HR policies and procedures.
- Key issues facing the HR function include staffing constraints, limited access to technology, and/or insufficient policy documentation.
- Key legal requirements related to human resources for the Villages, an understanding of current bargaining approaches, and overall handling of employee relations.
- Technology systems (such as an HR Management System) used to deliver HR services, the functionalities currently employed, how they are being utilized in the Village, and any gaps or problems associated with the technology.

We will also review and summarize data collected, including:

- Review of existing employee handbooks, HR policies, and procedures, if any.
- Document existing HR service costs for each Village.
- Document and summarize key workload measures for each Village, including items such as the average annual number of recruitments, promotions, transfers, and separations; personnel transactions; disciplinary or complaints actions; trainings provided, etc.
- Summary of key HR technologies available in each organization.

Following completion of this process, we will develop a current-state assessment of each organization's HR function, organized by municipality. This will serve as a descriptive summary of each organization's approach to HR services, including staffing, existing policies, technology systems, and costs. Findings from each organization's survey results will also be included as part of this report. This document will confirm our understanding of current HR practices and identify each organization's specific HR needs before conducting any analysis.

TASK RESULT

Current state assessment outlining existing Human Resources service approaches, staff involved in HR activities, workload, and a summary of the current state of internal documentation, policies, and procedures.

TASK 3: HUMAN RESOURCES SERVICES SURVEY

To broaden our understanding of each Village's individual need for Human Resources services, we will administer a survey to identify current service strengths and gaps from each organization's perspective. Ideally, this survey would be distributed to all employees in each Village to ensure a complete understanding of every employee's perspective, but it could be limited to only managerial and supervisory personnel. However, the specific distribution would be discussed and agreed upon with the steering committee.

The survey will be administered through SurveyMonkey and distributed electronically. The survey would focus on gathering employee input on internal support needs from Human Resources and identifying current strengths within each organization. Once the survey is completed, a summary of key findings by organization will be developed and shared with the project steering committee.

TASK RESULT

A detailed summary, by Village, of key findings from the survey.

TASK 4: BEST PRACTICES ASSESSMENT

The purpose of this task is to evaluate the Villages' human resources services against recognized best practices and public-sector management standards in the human resources profession. The best practices analysis will include both quantitative and qualitative measures, drawing on resources from professional organizations such as SHRM, IPMA, ICMA, and other relevant associations, supplemented by the project team's extensive experience with human resources programs nationwide over the past two decades.

The best practices assessment would examine leading trends and effective practices in the following areas (and others identified in earlier tasks): recruitment and selection, onboarding, classification management, employee relations training programs, training, policy and procedure enforcement, development, and compliance. This exercise will compare specific HR policies, practices, functions, and services currently in place at each municipality against industry standards. Where a practice is (or is not) met, the project team will highlight this as a strength or as an opportunity for further improvement. This exercise will be performed separately for each municipal organization to provide municipal-specific needs assessment reports. The findings from this effort will inform our understanding of each

organization's HR service needs and will be summarized in a Best Practices Assessment report document.

Once the results are compiled, the Matrix Consulting Group will use them to create an issue list that highlights potential issues and improvement opportunities.

TASK RESULT

A detailed best practices assessment that compares each Village's HR operations against public sector HR industry standards and prevailing practices for local government.

TASK 5: ALTERNATIVES ANALYSIS AND COST ALLOCATION

After identifying the strengths and challenges facing each organization from an HR perspective, we will begin to identify operational commonalities across the entities and develop a feasibility assessment for a shared services approach. The specific analysis and recommendations resulting from this task will vary depending on the outcome of previous tasks, but could include:

- Analyzing necessary staffing requirements, specifically the feasibility of a shared HR management position. We would also identify needs for any contracted human resource services.
- Identifying practices already in use by one organization that could be implemented in the other organizations.
- Identifying technological needs to support the provision and management of shared HR services.
- Assessing the current physical infrastructure associated in each organization to accommodate HR staffing and needs in a shared services approach.
- Evaluation of cost savings or efficiencies gained from a shared services model. These findings will be developed at both the overall level and for each participating municipality.

The project team will investigate how a shared services approach may affect the provision of HR services across organizations. This will begin with developing a standardized approach to HR, including a roles and responsibilities matrix that identifies core services needed for all organizations, along with options outlining what each municipality will be responsible for internally versus what will be handled through a unified HR staffing structure or an outsourced arrangement. We will develop several alternatives, including one in which all five Villages participate in the shared services model, as well as variations that include subsets of the Villages.

Following this, we will analyze the costs associated with each recommended alternative, clearly outlining the annual contribution for each participating Village for each alternative, and compare these costs to the current costs incurred by each organization. This will be based on several factors, including staffing, technology acquisition, contracted services, and other service elements. Before calculating the initial cost-sharing options, the project team will discuss with the project steering committee the methodologies for calculating the cost-sharing amounts, including their advantages and disadvantages.

These options would include approaches based on employee counts, annual workload for various HR transactions, and/or service levels for each Village.

Governance and decision-making are important factors in this analysis. We will evaluate and present several alternatives to ensure that differences and commonalities are recognized and addressed in a new shared services approach.

We will compile all of our analysis, findings, and recommendations from this task in an interim Operational Analysis report to be provided to the project steering committee. We aim to engage in discussions with the committee and other stakeholders from each municipality to ensure our recommendations meet each organization's needs and to refine our findings as needed.

TASK RESULT

An Operational Analysis document containing current strengths and challenges related to HR service delivery, a summary of commonalities between each organization, a framework for a shared HR services approach with multiple alternatives provided, and a cost allocation for each Village for each alternative.

TASK 6: FINAL REPORT

After finalizing our recommendations through conversations with each organization in the preceding task, we will begin compiling our final report. This report will include the final versions of the interim deliverables supplemented with detailed analysis and supporting narrative for each recommendation and alternative. It will consist of the following elements:

- An **executive summary** that summarizes the significant findings of the study.
- A description of the **study methodology**.
- A comprehensive summary of the **survey findings** regarding desired HR services and service levels.
- A **detailed evaluation of the alternative HR models**, with pros and cons identified for each alternative, with a clear recommended approach for providing the needed and desired Human Resources services.
- A **costing analysis** clearly delineating the cost for each participating Village for each of the proposed alternatives.
- Identification of **critical regulatory changes** necessary to Village ordinances, policies, procedures, or regulations to implement the recommended approach and improve HR service delivery.
- Identification of **technology needs or modifications** necessary to support the Human Resources Operation and manage the provision of services in a timely and efficient manner.

- A **comprehensive list of recommendations**, including a **detailed implementation plan** that can be used to guide implementation, which organizes all recommendations into a logical timeline, providing a strategic plan and roadmap to the organization’s transformation.

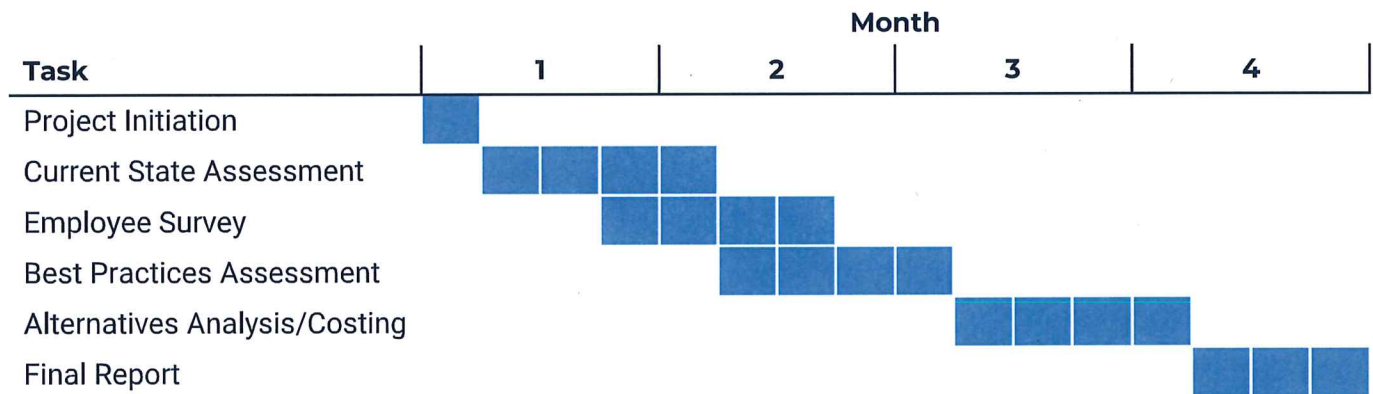
The draft final report and implementation plan will be reviewed with the project steering committee for input. Once this review is complete, the project team will review all comments received, edit, and finalize the report.

TASK RESULT

Draft and final reports and implementation plan.

PROJECT SCHEDULE

We propose a four-month project schedule, as shown below, to complete this engagement.



We are amenable to alternative schedules that best meet the needs of the Villages.

COMPENSATION

As shown in the project budget below, which outlines hours by task and consultant role, we propose to complete this engagement for a fixed price of **\$49,500**.

	Project Manager	Senior Analyst	Analyst	Cost
Project Initiation	2	2	2	\$1,290
Current State Assessment	4	16	32	\$9,160
Employee Survey	2	2	24	\$4,810
Best Practices Assessment	4	8	24	\$6,480
Alternatives Analysis/Costing	8	24	64	\$16,920
Final Report	4	16	24	\$7,880
Total Hours	24	68	170	
Hourly Rate	\$310	\$175	\$160	
Total Time Cost				\$46,540
Expenses				\$2,960
Total Cost				\$49,500

We typically bill monthly for actual time and expenses incurred.

REFERENCES

References for recent relevant projects are listed below. These references all included specific components directly related to the scope of work requested by the Villages.

CORNING, NY



Human Resources Analysis

Mark Rykman
City Manager
607.329.6004
corningcm@cityofcorniny.gov
ingny.gov

Our firm conducted a comprehensive analysis of the City's current Human Resources functions. At the time of project initiation, the City did not have a formal HR department and instead utilized a heavily decentralized model of HR service delivery. We assessed the efficacy of this approach by surveying City personnel on their level of satisfaction with HR services as well as by identifying the workload associated with the current decentralized approach. Recommendations were provided to implement a dedicated HR Manager, enhance HR processes and increase employee engagement and satisfaction through modified HR practices.

Our final report for this project provided the City with a roadmap towards implementing a formal HR department and enhancing policies and procedures to align with public sector HR industry standards. We are under contract to provide implementation assistance including development of a job description for the HR Manager position and development of a comprehensive personnel manual for the City.

SCHOHARIE COUNTY, NY



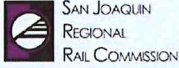
Countywide Staffing & Organizational Assessment

C.J. Smith
County Personnel
Officer
518.295.8374
carmella.smith@co.sc.ny.us
hoharie.ny.us

The Matrix Consulting Group was part of a team that completed a classification, compensation, staffing, and organizational assessment for Schoharie County. The primary focus of our project team was to evaluate the workload, staffing, and organizational structure needs of all County departments (excluding the Sheriff's Office). Key human resource recommendations made as part of this study included:

- Formalizing key performance indicators and workload metrics for all departments.
- Modify approaches to supervisor span of controls across all departments for greater consistency.
- Develop standardized opportunities for employee feedback for Personnel and Civil Service operations.
- Modify job classifications to better align with job responsibilities.
- As part of the new ERP system implementation, modify functions specific to HR/Civil Service functions and utilize this system to improve processes, workflows, and data capture/monitoring.

**SAN JOAQUIN
REGIONAL RAIL
COMMISSION, CA**



**Human Resources
Functional
Assessment**

Nila Cordova

Director of
Administration

209.944.6275

Nila@acerail.com

During this assessment, the Matrix Consulting Group conducted a comprehensive assessment of the human resources and payroll operations of the San Joaquin Regional Rail Commission. In addition to reviewing operational practices and organizational needs, the project team developed a staffing model to enable the HR function to handle an expansion of the employee count projected to double in the next five years.

Key recommendations included reallocation of duties among existing staff, establishment of new positions (HR Manager and HR Coordinator) to expand the level of professionally trained HR staff within the organization and the expansion of services provided by HR. Other key operational recommendations included development of an HR Strategic Plan, implementation of a new HRIS, completion of the personnel manual update, and increase in training program provided and coordinated by HR staff.

RESOLUTION 2026-XXX

APPROVAL OF LEASE AGREEMENT WITH JAP MANAGEMENT CORPORATION (#2026-27)

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED to authorize the Village Administrator to sign an agreement with JAP Management Corporation for rental of garage #1 located at 11 South Eckar Street, Irvington, NY 10533 from May 1, 2026 through October 31, 2026 at a rent of \$200 per month.

GARAGE LEASE AGREEMENT

This Lease Agreement ("Lease") is entered by and between JAP Management Corp ("Landlord") and Village of Irvington ("Tenant"). Landlord and Tenant may collectively be referred to as the "Parties."

The Parties agree as follows:

PREMISES: Landlord hereby leases garage #1 located at 11 South Eckar Street, Irvington, NY 10533

LEASE TERM: The lease will start on May 1, 2026, and will end on October 31, 2026.

LEASE PAYMENTS: Tenant agrees to pay to Landlord as rent for the Premises the amount of \$200.00 each month on or before the first day of each month at: 81 Main Street, Irvington, NY 10533. Direct deposit may also be utilized if so desired by Tenant.

SECURITY DEPOSIT: There is no security deposit.

DEFAULTS: If Tenant fails to perform or fulfill any obligation under this Lease, Tenant shall be in default of this Lease. Subject to any statute, ordinance or law to the contrary, Tenant shall have seven (7) days from the date of notice of default by Landlord to cure the default. In the event Tenant does not cure a default, Landlord may at Landlord's option (a) cure such default and the cost of such action may be added to Tenant's financial obligations under this lease; or (b) declare Tenant in default of the Lease. In the event of default, Landlord may also, as permitted by law, re-enter the Premises and re-take possession of the Premises. Landlord may, at its option, hold Tenant liable for any difference between the rent that would have been payable under this Lease during the balance of the unexpired term, if this Lease had continued in force and any rent paid by any successive Tenant if the Premises are re-let. In the event Landlord is unable to re-let the Premises during any remaining term of this Lease, after default by Tenant, Landlord may at its option hold Tenant liable for the balance of the unpaid rent under this Lease if this Lease had continued in force. The failure of Tenants or their guests or invitees to comply with any term of this Lease is grounds for termination of the tenancy, with appropriate notice to Tenants and procedures as required by law.

POSSESSION AND SURRENDER OF PREMISES: Tenant shall be entitled to possession of the Premises on the first day of the Lease Term. At the expiration of the Lease, Tenant shall peaceably surrender the Premises to Landlord or Landlord's agent in good condition, as it was at the commencement of the Lease, reasonable wear and tear expected.

ASSIGNMENT AND SUBLEASE: Tenant shall not assign or sublease any interest in this Lease without prior written consent of the Landlord.

DANGEROUS MATERIALS: Tenant shall not keep or have on or around the Premises any item of a dangerous, flammable or explosive nature that might unreasonably increase



the risk of fire or explosion on or around the Premises or that might be considered hazardous by any responsible insurance company.

ALTERATIONS AND IMPROVEMENTS: Tenant agrees not to make any improvements or alterations to the Premises without prior written consent of the Landlord. If any alterations, improvements or changes are made to or built on or around the Premises, with the exception of fixtures and personal property that can be removed without damage to the Premises, they shall become the property of Landlord and shall remain at the expiration of the Lease, unless otherwise agreed in writing.

MAINTENANCE AND REPAIR: Tenant will, at Tenant's sole expense, keep and maintain the Premises in good, clean and sanitary condition and repair during the term of this Lease and any renewal thereof.

SECURITY AND RESPONSIBILITY FOR LOSS: Tenant understands that Landlord does not provide any security alarm system or other security for the Premises. Tenant's vehicle or other possessions will occupy the garage entirely at the risk of the Tenant. Tenant releases Landlord from any loss, damage, claim or injury resulting from any casualty.

SEVERABILITY: If any part or parts of this Lease shall be held unenforceable for any reason, the remainder of this Lease shall continue in full force and effect. If any provision of this Lease is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

BINDING EFFECT: The covenants and conditions contained in the Lease shall apply to and bind the parties and the heirs, legal representatives, successors and permitted assignees of the parties.

GOVERNING LAW: This Lease shall be governed by and construed in accordance with the laws of the State of New York.

ENTIRE AGREEMENT: This Lease constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Lease. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Lease. This Lease may be modified in writing and must be signed by both Landlord and Tenant.

NOTICE: Any notice required or otherwise given pursuant to this Lease shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service to the following addresses:

CUMULATIVE RIGHTS: Landlord's and Tenant's rights under this Lease are cumulative and shall not be construed as exclusive of each other unless otherwise required by law.

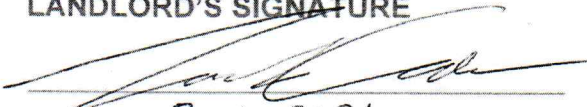
WAIVER: The failure of either party to enforce any provisions of this Lease shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel



strict compliance with every provision of this Lease. The acceptance of rent by Landlord does not waive Landlord's right to enforce any provisions of this Lease.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed the day and year first written above.

LANDLORD'S SIGNATURE


3.16.2026
Joseph Galano-JAP Management Corp

TENANT'S SIGNATURE

Charles Hessler-Village of Irvington



**RESOLUTION 2026-XXX
AUTHORIZATION OF CONSTRUCTION MANAGEMENT SERVICES FOR FIRE
DEPARTMENT RENOVATION AND EXPANSION PROJECT (#2025-31)**

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED, that the Village Administrator is hereby authorized to enter into an agreement with Calgi Construction Company, Inc. to serve as Construction Manager for the Irvington Fire Department Renovation and Expansion Project, which includes the construction of a decontamination room and stabilization of the apparatus bay floor, at a cost not to exceed \$25,950; and be it further

RESOLVED, that the costs associated with this work shall be funded from appropriated funds in the Village's 2025–2026 Capital Budget.



AIA[®] Document C132[®] – 2019

Standard Form of Agreement Between Owner and Construction Manager as Adviser

AGREEMENT made as of the day of in the year
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

Village of Irvington
85 Main Street
Irvington, NY 10533

and the Construction Manager:
(Name, legal status, address, and other information)

Calgi Construction Company, Inc.
56 Lafayette Avenue, Suite 350
White Plains, NY 10603

for the following Project:
(Name, location, and detailed description)

Irvington Fire Department Facility Renovation and Expansion

The Architect:
(Name, legal status, address, and other information)

N/A

The Owner and Construction Manager agree as follows.

ADDITIONS AND DELETIONS:
The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Documents A132™–2019, Standard Form of Agreement Between Owner and Contractor, Construction Manager as Adviser Edition; A232™–2019, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition; and B132™–2019, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition.

AIA Document A232™–2019 is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

TABLE OF ARTICLES

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- 2 CONSTRUCTION MANAGER'S RESPONSIBILITIES
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- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
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- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
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ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

As per Exhibit A – RFP for Professional Services–Construction Management Irvington Fire Department Facility Renovation and Expansion

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

See Exhibit A

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

See Exhibit A

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

.2 Construction commencement date:

.3 Substantial Completion date or dates:

.4 Other milestone dates:

§ 1.1.5 INTENTIONALLY DELETED

§ 1.1.6 The Owner's requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction are set forth below:

(Identify any requirements for fast-track scheduling or phased construction and, if applicable, list number and type of bid/procurement packages.)

The Project will be subject to New York General Municipal Law Section 101 (more commonly known as the WICK's law), which will require separate prime contracts/bids. The extent to which phased construction will be needed is to be determined in consultation with the Construction Manager

§ 1.1.7 The Owner's anticipated Sustainable Objective for the Project:

(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

N/A

§ 1.1.7.1 If the Owner identifies a Sustainable Objective, the Owner and Construction Manager shall complete and incorporate AIA Document E235™–2019, Sustainable Projects Exhibit, Construction Manager as Adviser Edition, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E235–2019 is incorporated into this Agreement, the Owner and Construction Manager shall incorporate the completed E235–2019 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.8 Other Project information:

(Identify special characteristics or needs of the Project not provided elsewhere.)

§ 1.1.9 The Owner identifies the following representative in accordance with Section 5.5:

(List name, address, and other contact information.)

§ 1.1.10 The persons or entities, in addition to the Owner's representative, who are required to review the Construction Manager's submittals to the Owner are as follows:

(List name, address, and other contact information.)

§ 1.1.11 The Owner shall retain the following consultants and Contractors:

(List name, legal status, address, and other contact information.)

- .1 Land Surveyor:
- .2 Geotechnical Engineer:
- .3 Civil Engineer:
- .4 Contractors, as defined in Section 1.4:
- .5 Separate Contractors, as defined in Section 1.4:
- .6 Other, if any:
(List any other consultants retained by the Owner.)

§ 1.1.12 The Construction Manager identifies the following representative in accordance with Section 2.5:
(List name, address, and other contact information.)

Dominic Calgi, President
Calgi Construction Company, Inc.
56 Lafayette Avenue, Ste 350
White Plains, NY 10603

§ 1.1.13 The Construction Manager's staffing plan as required under Section 3.3.3 shall include:
(List any specific requirements and personnel to be included in the staffing plan, if known.)

§ 1.1.14 The Construction Manager's consultants retained under Basic Services, if any:
(List name, legal status, address, and other contact information of any consultants.)

§ 1.1.15 The Construction Manager's consultants retained under Supplemental Services:

§ 1.1.16 Other Initial Information on which this Agreement is based:

§ 1.2 The Owner and Construction Manager may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Construction Manager shall appropriately adjust the Construction Manager's services, schedule for the Construction Manager's services, and the Construction Manager's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon written protocols governing the transmission and use of, and reliance on,

Instruments of Service or any other information or documentation in digital form.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

§ 1.4 The term "Contractors" refers to persons or entities who perform Work under contracts with the Owner that are administered by the Construction Manager and Architect. The term "Contractors" is used to refer to such persons or entities, whether singular or plural. The term does not include the Owner's own forces, or Separate Contractors, which are persons or entities who perform construction under separate contracts with the Owner not administered by the Construction Manager and Architect.

ARTICLE 2 CONSTRUCTION MANAGER'S RESPONSIBILITIES

§ 2.1 The Construction Manager shall provide the services as set forth in this Agreement.

§ 2.2 The Construction Manager shall perform its services consistent with the skill and care ordinarily provided by construction managers practicing in the same or similar locality under the same or similar circumstances. The Construction Manager shall perform its services as expeditiously as is consistent with such skill and care and the orderly progress of the Project.

§ 2.3 The Construction Manager shall provide its services in conjunction with the services of an Architect as described in AIA Document B132™–2019, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition. The Construction Manager shall not be responsible for actions taken by the Architect.

§ 2.4 The Construction Manager shall coordinate its services with those services provided by the Owner, the Architect, the Contractors, and the Owner's other consultants and Separate Contractors. The Construction Manager shall be entitled to rely on, and shall not be responsible for, the accuracy and completeness of services and information furnished by the Owner, the Architect, and the Owner's other consultants and Separate Contractors. The Construction Manager shall provide prompt written notice to the Owner if the Construction Manager becomes aware of any error, omission, or inconsistency in such services or information.

§ 2.5 The Construction Manager shall identify a representative authorized to act on behalf of the Construction Manager with respect to the Project.

§ 2.6 The Construction Manager, as soon as practicable after execution of the Agreement, shall notify the Owner in writing of the names and qualifications of its proposed key staff members. Within 14 days of receipt of the names and qualifications of the Construction Manager's proposed key staff members, the Owner may reply to the Construction Manager in writing, stating (1) whether the Owner has reasonable objection to a proposed key staff member or (2) that the Owner requires additional time to review. Failure of the Owner to reply within the 14-day period shall constitute notice of no reasonable objection. The Construction Manager shall not staff any employees on the Project to whom the Owner has made reasonable and timely objection. The Construction Manager shall not change its key staff members without the Owner's consent, which shall not be unreasonably withheld or delayed.

§ 2.7 Except with the Owner's knowledge and consent, the Construction Manager shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Construction Manager's judgment with respect to this Project.

§ 2.8 The Construction Manager shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Construction Manager normally maintains, the Owner shall pay the Construction Manager as set forth in section 11.7.

§ 2.8.1 Commercial General Liability with policy limits of not less One Million Dollars (\$ 1,000,000) for each occurrence Two Million Dollars (\$ 2,000,000) in the aggregate for bodily injury and property damage.

§ 2.8.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Construction Manager with policy limits of not less One Million Dollars (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along

with any other statutorily required automobile coverage.

§ 2.8.3 The Construction Manager may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.8.1 and 2.8.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.8.4 Workers' Compensation at statutory limits and Employers Liability with policy limits not less One Million Dollars (\$ 1,000,000) each accident, One million Dollars (\$ 1,000,000) each employee, One Million Dollars (\$ 1,000,000) policy limit.

§ 2.8.5 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less One Million Dollars (\$1,000,000) per claim Two Million Dollars (\$ 2,000,000) in the aggregate.

§ 2.8.6 Additional Insured Obligations. To the fullest extent permitted by law, the Construction Manager shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Construction Manager's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.8.7 The Construction Manager shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.8.

§ 2.9 The Construction Manager shall assist the Owner, Architect, and other Project participants in establishing written protocols for the development, use, transmission, reliance, and exchange of digital data, including building information models for the Project.

§ 2.10 A centralized electronic document management system will be used on the Project, and the Construction Manager shall be responsible for managing and maintaining the centralized electronic document management system. The centralized electronic document management system shall include the following:
(List any items that are to be included in the centralized electronic management system.)

§ 2.11 The Construction Manager shall retain all Project related documents and information it receives, and the Owner and Architect shall have access to the documents and information. The Construction Manager shall transmit the documents and information to the Owner at final completion.

ARTICLE 3 SCOPE OF CONSTRUCTION MANAGER'S BASIC SERVICES

§ 3.1 Definition

The Construction Manager's Basic Services consist of those described in this Article 3, and include usual and customary Preconstruction and Construction Phase Services. Services not set forth in this Article 3 are Additional Services. The Owner, Construction Manager, and Contractors may agree, in consultation with the Architect, for the Construction Phase to commence prior to completion of the Preconstruction Phase, in which case, both phases will proceed concurrently.

§ 3.2 Preconstruction Phase

§ 3.2.1 The Construction Manager shall review the program furnished by the Owner and any evaluation of the Owner's program provided by the Architect, to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the Owner and Architect.

§ 3.2.2 The Construction Manager shall provide a preliminary evaluation of the Owner's program, schedule and construction budget requirements, each in terms of the other.

§ 3.2.3 The Construction Manager shall prepare, and deliver to the Owner, for the Owner's approval, a written Construction Management Plan that includes, at a minimum, the following: (1) preliminary evaluations required in Section 3.2.2, (2) a Project schedule, (3) cost estimates, (4) recommendations for Project delivery method, and (5)

Contractors' scopes of Work. The Construction Manager shall periodically update the Construction Management Plan, for the Owner's approval, over the course of the Project.

§ 3.2.4 The Construction Manager shall prepare and periodically update the Project schedule included in the Construction Management Plan for the Architect's review and the Owner's acceptance. The Construction Manager shall obtain the Architect's approval for the portion of the Project schedule relating to the performance of the Architect's services. The Project schedule shall coordinate and integrate the Construction Manager's services, the Architect's services, other Owner consultants' services, and the Owner's responsibilities and highlight items that affect the Project's timely completion.

§ 3.2.5 The Construction Manager shall update the Project schedule to include the components of the Work, including phasing of construction, times of commencement and completion required of each Contractor, ordering and delivery of products, including those that must be ordered in advance of construction, obtaining the required reviews and approvals of authorities having jurisdiction over the Project, and the occupancy requirements of the Owner.

§ 3.2.6 Based on the preliminary design and information prepared or provided by the Architect and other Owner consultants, the Construction Manager shall prepare, for the Architect's review and Owner's approval, preliminary estimates of the Cost of the Work or the cost of program requirements using area, volume or similar conceptual estimating techniques, including the establishment of sufficient contingency to reasonably anticipate the development of the Project's design documents.

§ 3.2.7 The Construction Manager shall review design documents during their development and advise the Owner and Architect on proposed site use and improvements, selection of materials, building systems, and equipment. The Construction Manager shall also provide recommendations to the Owner and Architect, consistent with the Project requirements, on constructability; availability of materials and labor; sequencing for phased construction; time requirements for procurement, installation and construction; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions.

§ 3.2.8 The Construction Manager shall review recommendations for systems, materials, or equipment for the impact upon cost, schedule, sequencing, constructability, and coordination among the Contractors. The Construction Manager shall discuss its findings with the Owner and the Architect, and coordinate resolution, as necessary, of any such impacts.

§ 3.2.9 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall prepare and update, at appropriate intervals agreed to by the Owner, Construction Manager and Architect, an estimate of the Cost of the Work with increasing detail and refinement. The Construction Manager shall include in the estimate those costs to allow for further development of the design, bidding or negotiating, price escalation, and market conditions. The estimate shall be provided for the Architect's review and the Owner's approval. The Construction Manager shall inform the Owner and Architect in the event that the estimate of Cost of the Work exceeds the latest approved Project budget, and make recommendations for corrective action.

§ 3.2.10 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall consult with the Owner and Architect and make recommendations whenever the Construction Manager determines that the design, or details, adversely affect cost, scope, schedule, constructability, or quality of the Project.

§ 3.2.11 The Construction Manager shall provide recommendations and information to the Owner and Architect regarding the assignment of responsibilities for temporary Project facilities and equipment, materials and services for common use of the Contractors. The Construction Manager shall verify that such requirements and assignment of responsibilities are included in the proposed Contract Documents.

§ 3.2.12 The Construction Manager shall provide recommendations and information to the Owner regarding the allocation of responsibilities for safety programs among the Contractors.

§ 3.2.13 The Construction Manager shall provide recommendations to the Owner on the division of the Project into individual contracts for the construction of various categories of Work, including the method to be used for

selecting Contractors and awarding Contracts for Construction. The Construction Manager shall review the Drawings and Specifications and make recommendations as required to provide that (1) the Work of the Contractors is coordinated, (2) all requirements for the Project are assigned to the appropriate Contract, (3) the likelihood of jurisdictional disputes is minimized, and (4) proper coordination is provided for phased construction.

§ 3.2.14 The Construction Manager shall make recommendations about, and coordinate the ordering and delivery of, materials in support of the schedule, including those that must be ordered in advance of construction.

§ 3.2.15 The Construction Manager shall assist the Owner in selecting, retaining, and coordinating the professional services of surveyors, geotechnical engineers, special consultants, and construction materials testing required for the Project.

§ 3.2.16 The Construction Manager shall provide an analysis of the types and quantities of labor required for the Project and review the availability of appropriate categories of labor required for critical phases. The Construction Manager shall make recommendations for actions designed to minimize adverse effects of labor shortages.

§ 3.2.17 The Construction Manager shall assist the Owner in obtaining information regarding applicable requirements for equal employment opportunity programs, and other programs as may be required by governmental and quasi-governmental authorities for inclusion in the Contract Documents.

§ 3.2.18 Following the Owner's approval of the Drawings and Specifications, the Construction Manager shall update and submit the latest estimate of the Cost of the Work and the Project schedule for the Architect's review and the Owner's approval.

§ 3.2.19 The Construction Manager, in consultation with the Owner, shall develop bidders' interest in the Project and establish bidding schedules. The Construction Manager shall assist the Owner and the Architect with the development of the Bidding Documents, which consist of bidding requirements and proposed Contract Documents. The Construction Manager, with the assistance of the Architect, shall issue Bidding Documents to bidders and conduct pre-bid conferences with prospective bidders. The Construction Manager shall issue the current Project schedule with each set of Bidding Documents. The Construction Manager shall assist the Architect with regard to questions from bidders and with the issuance of addenda.

§ 3.2.20 The Construction Manager shall submit a list of prospective bidders for the Architect's review and the Owner's approval.

§ 3.2.21 The Construction Manager, with the assistance of the Architect, shall review bids, and prepare bid analyses, and make recommendations to the Owner for the Owner's award of Contracts for Construction or rejection of bids.

§ 3.2.22 The Construction Manager, with the assistance of the Architect, shall assist the Owner in preparing Contracts for Construction. The Construction Manager shall advise the Owner on the acceptability of Subcontractors and material suppliers proposed by Contractors.

§ 3.2.23 The Construction Manager shall assist the Owner in obtaining building permits and special permits for permanent improvements, except for permits required to be obtained directly by the Contractors. The Construction Manager shall verify that the Owner has paid applicable fees and assessments. The Construction Manager shall assist the Owner and Architect in connection with the Owner's responsibility for filing documents required for the approvals of governmental authorities having jurisdiction over the Project.

§ 3.2.24 If the Owner identified a Sustainable Objective in Article 1, the Construction Manager shall fulfill its Preconstruction Phase responsibilities as required in AIA Document E235™–2019, Sustainable Projects Exhibit, Construction Manager as Adviser Edition, attached to this Agreement.

§ 3.3 Construction Phase

§ 3.3.1 The Construction Manager shall provide on-site administration of the Contracts for Construction in cooperation with the Architect as set forth below and in AIA Document A232™–2019, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition. If the Owner and Contractor modify AIA Document A232–2019, those modifications shall not affect the Construction Manager's services under this Agreement unless the Owner and the Construction Manager amend this Agreement.

§ 3.3.2 Subject to Section 4.2 and except as provided in Section 3.3.30, the Construction Manager's responsibility to provide Construction Phase Services commences with the award of the initial Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.3.3 The Construction Manager shall provide a staffing plan to include one or more representatives who shall be in attendance at the Project site whenever the Work is being performed.

§ 3.3.4 The Construction Manager shall provide administrative, management and related services to coordinate scheduled activities and responsibilities of the Contractors with each other and with those of the Construction Manager, the Owner and the Architect. The Construction Manager shall coordinate the activities of the Contractors in accordance with the latest approved Project schedule and the Contract Documents.

§ 3.3.5 The Construction Manager shall review and analyze the construction schedules provided by the Contractors to update the Project schedule, incorporating the activities of the Owner, Architect, and Contractors on the Project, including activity sequences and durations, allocation of labor and materials, processing of Shop Drawings, Product Data and Samples, and delivery and procurement of products, including those that must be ordered in advance of construction. The Project schedule shall include the Owner's occupancy requirements showing portions of the Project having occupancy priority. The Construction Manager shall update and reissue the Project schedule as required to show current conditions. If an update indicates that the previously approved Project schedule may not be met, the Construction Manager shall recommend corrective action to the Owner and Architect.

§ 3.3.6 The Construction Manager shall schedule and conduct meetings to discuss matters such as procedures, progress, coordination, and scheduling of the Work, and to develop solutions to issues identified. The Construction Manager shall prepare and promptly distribute minutes to the Owner, Architect and Contractors.

§ 3.3.7 In accordance with the Contract Documents and the latest approved Project schedule, and utilizing information from the Contractors, the Construction Manager shall review, analyze, schedule and coordinate the overall sequence of construction and assignment of space in areas where the Contractors are performing Work.

§ 3.3.8 The Construction Manager shall coordinate all tests and inspections required by the Contract Documents or governmental authorities, observe the on-site testing and inspections, and arrange for the delivery of test and inspection reports to the Owner and Architect.

§ 3.3.9 The Construction Manager shall endeavor to obtain satisfactory performance from each of the Contractors. The Construction Manager shall recommend courses of action to the Owner when requirements of a Contract are not being fulfilled.

§ 3.3.10 The Construction Manager shall monitor and evaluate actual costs for activities in progress and estimates for uncompleted tasks and advise the Owner and Architect as to variances between actual costs and budgeted or estimated costs. If a Contractor is required to submit a Control Estimate, the Construction Manager shall meet with the Owner and Contractor to review the Control Estimate. The Construction Manager shall promptly notify the Contractor if there are any inconsistencies or inaccuracies in the information presented. The Construction Manager shall also report the Contractor's cost control information to the Owner.

§ 3.3.11 The Construction Manager shall develop cash flow reports and forecasts for the Project and include them in the Construction Manager's progress reports.

§ 3.3.12 The Construction Manager shall maintain accounting records on authorized Work performed under unit costs, additional Work performed on the basis of actual costs of labor and materials, and other Work requiring accounting records.

§ 3.3.12.1 The Construction Manager shall develop and implement procedures for the review and processing of Applications for Payment by Contractors for progress and final payments.

§ 3.3.12.2 Not more frequently than monthly, the Construction Manager shall review and certify the amounts due the respective Contractors as follows:

- .1 Where there is only one Contractor responsible for performing the Work, the Construction Manager shall, within seven days after the Construction Manager receives the Contractor's Application for Payment, review the Application, certify the amount the Construction Manager determines is due the Contractor, and forward the Contractor's Application and Certificate for Payment to the Architect.
- .2 Where there is more than one Contractor responsible for performing different portions of the Project, the Construction Manager shall, within seven days after the Construction Manager receives each Contractor's Application for Payment: (1) review the Applications and certify the amount the Construction Manager determines is due each Contractor; (2) prepare a Summary of Contractors' Applications for Payment by summarizing information from each Contractor's Application for Payment; (3) prepare a Project Application and Certificate for Payment; (4) certify the total amount the Construction Manager determines is due all Contractors collectively; and (5) forward the Summary of Contractors' Applications for Payment and Project Application and Certificate for Payment to the Architect.

§ 3.3.12.3 The Construction Manager's certification for payment shall constitute a representation to the Owner, based on the Construction Manager's evaluations of the Work and on the data comprising the Contractors' Applications for Payment, that, to the best of the Construction Manager's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractors are entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion; (2) results of subsequent tests and inspections; (3) correction of minor deviations from the Contract Documents prior to completion; and (4) specific qualifications expressed by the Construction Manager. The issuance of a Certificate for Payment shall further constitute a recommendation to the Architect and Owner that the Contractor be paid the amount certified.

§ 3.3.12.4 The certification of an Application for Payment or a Project Application for Payment by the Construction Manager shall not be a representation that the Construction Manager has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, procedures, or sequences for a Contractor's own Work; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate each Contractor's right to payment; or (4) ascertained how or for what purpose that Contractor has used money previously paid on account of the Contract Sum.

§ 3.3.13 The Construction Manager shall obtain and review the safety programs developed by each Contractor solely and exclusively for purposes of coordinating the safety programs with those of the other Contractors and for making recommendations for any additional safety measures to be considered in the Work of the Contractors. The Construction Manager's responsibilities for coordination of safety programs shall not extend to direct control over or charge of the acts or omissions of the Contractors, Subcontractors, agents or employees of the Contractors or Subcontractors, or any other persons performing portions of the Work and not directly employed by the Construction Manager.

§ 3.3.14 The Construction Manager shall determine in general that the Work of each Contractor is being performed in accordance with the requirements of the Contract Documents and notify the Owner, Contractor and Architect of defects and deficiencies in the Work. The Construction Manager shall have the authority to reject Work that does not conform to the Contract Documents and shall notify the Architect about the rejection. The failure of the Construction Manager to reject Work shall not constitute acceptance of the Work. The Construction Manager shall record any rejection of Work in its daily log and include information regarding the rejected Work in its progress reports to the Architect and Owner pursuant to Section 3.3.22.1. Upon written authorization from the Owner, the Construction Manager may require and make arrangements for additional inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed, and the Construction Manager shall give timely notice to the Architect of when and where the tests and inspections are to be made so that the Architect may be present for such procedures.

§ 3.3.15 The Construction Manager shall advise and consult with the Owner and Architect during the performance of its Construction Phase Services. The Construction Manager shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Construction Manager shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work of each of the Contractors, since these are solely the Contractor's

rights and responsibilities under the Contract Documents. The Construction Manager shall not be responsible for a Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Construction Manager shall be responsible for the Construction Manager's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractors, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 3.3.16 The Construction Manager shall transmit to the Architect requests for interpretations, and requests for information of the meaning and intent of the Drawings and Specifications, and provide its written recommendation. The Construction Manager shall assist in the resolution of questions that may arise.

§ 3.3.17 The Construction Manager shall review requests for changes, assist in negotiating Contractors' proposals, submit recommendations to the Architect and Owner, and, if the proposed changes are accepted or required by the Owner, prepare Change Orders or Construction Change Directives that incorporate the Architect's modifications to the Contract Documents.

§ 3.3.18 The Construction Manager shall assist the Initial Decision Maker in the review, evaluation and documentation of Claims, subject to Section 4.2.2.7.

§ 3.3.19 Utilizing the submittal schedules provided by each Contractor, the Construction Manager shall prepare, and revise as necessary, a Project submittal schedule incorporating information from the Owner, Owner's consultants, Owner's Separate Contractors and vendors, governmental agencies, and participants in the Project under the management of the Construction Manager. The Project submittal schedule and any revisions shall be submitted to the Architect for approval.

§ 3.3.20 The Construction Manager shall promptly review all Shop Drawings, Product Data, Samples, and other submittals from the Contractors for compliance with the submittal requirements of the Contract, coordinate submittals with information contained in related documents, and transmit to the Architect those that the Construction Manager recommends for approval. The Construction Manager's actions shall be taken in accordance with the Project submittal schedule approved by the Architect, or in the absence of an approved Project submittal schedule, with such reasonable promptness as to cause no delay in the Work or in the activities of the Contractors, the Owner, or the Architect.

§ 3.3.20.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractors by the Contract Documents, the Construction Manager shall review those submittals for sequencing, constructability, and coordination impacts on the other Contractors. The Construction Manager shall discuss its findings with the Owner and the Architect, and coordinate resolution, as necessary, of any such impacts.

§ 3.3.21 The Construction Manager shall keep a daily log containing a record of weather, each Contractor's Work on the site, number of workers, identification of equipment, Work accomplished, problems encountered, and other similar relevant data as the Owner may require.

§ 3.3.21.1 The Construction Manager shall collect, review for accuracy, and compile the Contractors' daily logs; and include them in the Construction Manager's reports prepared and submitted in accordance with section 3.3.21.2.

§ 3.3.21.2 The Construction Manager shall record the progress of the Project. On a monthly basis, or otherwise as agreed to by the Owner, the Construction Manager shall submit written progress reports to the Owner and Architect, showing percentages of completion and other information identified below:

- .1 Work completed for the period;
- .2 Project schedule status;
- .3 Submittal schedule and status report, including a summary of remaining and outstanding submittals;
- .4 Request for information, Change Order, and Construction Change Directive status reports;
- .5 Tests and inspection reports;
- .6 Status report of nonconforming and rejected Work;
- .7 Daily logs;
- .8 Summary of all Contractors' Applications for Payment;
- .9 Cumulative total of the Cost of the Work to date including the Construction Manager's compensation and reimbursable expenses at the job site, if any;

- .10 Cash-flow and forecast reports;
- .11 Photographs to document the progress of the Project; and
- .12 Status reports on permits and approvals of authorities having jurisdiction; and

§ 3.3.21.3 In addition, for Projects constructed on the basis of the Cost of the Work, the Construction Manager shall include the following additional information in its progress reports:

- .1 Contractors' work force reports;
- .2 Equipment utilization report; and
- .3 Cost summary, comparing actual costs to updated cost estimates; and

§ 3.3.22 Utilizing the documents provided by the Contractors, the Construction Manager shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Owner, Architect, and Contractors. Upon completion of the Project, the Construction Manager shall deliver them to the Owner.

§ 3.3.23 The Construction Manager shall arrange for the delivery, storage, protection and security of Owner-purchased materials, systems and equipment that are a part of the Project until such items are incorporated into the Work.

§ 3.3.24 With the Owner's maintenance personnel, the Construction Manager shall observe the Contractors' final testing and start-up of utilities, operational systems and equipment and observe any commissioning as the Contract Documents may require.

§ 3.3.25 When the Construction Manager considers each Contractor's Work or a designated portion thereof substantially complete, the Construction Manager shall, jointly with that Contractor, prepare for the Architect a list of incomplete or unsatisfactory items and a schedule for their completion. The Construction Manager shall assist the Architect in conducting inspections to determine whether the Work or designated portion thereof is substantially complete.

§ 3.3.26 When the Work of all of the Contractors, or designated portion thereof, is substantially complete, the Construction Manager shall prepare, and the Construction Manager and Architect shall execute, a Certificate of Substantial Completion. The Construction Manager shall submit the executed Certificate to the Owner and Contractors. The Construction Manager shall coordinate the correction and completion of the Work. Following issuance of a Certificate of Substantial Completion of the Work or a designated portion thereof, the Construction Manager shall perform an inspection to confirm the completion of the Work of the Contractors and make recommendations to the Architect when the Work of all of the Contractors is ready for final inspection. The Construction Manager shall assist the Architect in conducting the final inspection.

§ 3.3.27 The Construction Manager shall forward to the Owner, with a copy to the Architect, the following information received from the Contractors: (1) certificates of insurance ; (2) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (3) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (4) any other documentation required of the Contractors under the Contract Documents, including warranties and similar submittals.

§ 3.3.28 The Construction Manager shall coordinate receipt, and delivery to the Owner, of other items provided by the Contractors, such as keys, manuals, and record drawings. The Construction Manager shall forward to the Architect a final Project Application for Payment and Project Certificate for Payment, or a final Application for Payment and final Certificate for Payment, upon the Contractors' compliance with the requirements of the Contract Documents.

§ 3.3.29 Duties, responsibilities and limitations of authority of the Construction Manager as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Construction Manager, Architect, and Contractors. Consent shall not be unreasonably withheld.

§ 3.3.30 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Construction Manager shall, without additional compensation, conduct a meeting with the Owner and Architect to review the facility operations and performance.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 INTENTIONALLY DELETED

§ 4.2 Construction Manager's Additional Services

§ 4.2.1 The Construction Manager may provide Additional Services after execution of this Agreement, without invalidating this Agreement. Except for services required due to the fault of the Construction Manager, any Additional Services provided in accordance with this Section 4.2 shall entitle the Construction Manager to compensation pursuant to Section 11.3.

§ 4.2.2 Upon recognizing the need to perform the following Additional Services, the Construction Manager shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Construction Manager shall not proceed to provide the following Additional Services until the Construction Manager receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method, or bid packages in addition to those listed in Section 1.1.6. Services necessitated by sections 6.4 and 6.6 shall not be considered additional services;
- .2 Services necessitated by the enactment or revision of codes, laws, regulations or official interpretations after the date of this Agreement;
- .3 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's other consultants or contractors;
- .4 Preparation of documentation for alternate bid or proposal requests proposed by the Owner;
- .5 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .6 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Construction Manager is party thereto;
- .7 Consultation concerning replacement of Work resulting from fire or other cause during construction and furnishing services required in connection with the replacement of such Work; or
- .8 Assistance to the Initial Decision Maker.

§ 4.2.3 To avoid delay in the Construction Phase, the Construction Manager shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Construction Manager's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Construction Manager of the Owner's determination. The Owner shall compensate the Construction Manager for the services provided prior to the Construction Manager's receipt of the Owner's notice:

- .1 Providing assistance to the Initial Decision Maker in evaluating an extensive number of Claims submitted by a Contractor or others in connection with the Work.
- .2 Services required in an emergency to coordinate the activities of a Contractor or Contractors in the event of risk of personal injury or serious property damage, consistent with Section 3.3.15.

§ 4.2.4 Except for services required under Section 3.3.30, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work, or (2) the anticipated date of Substantial Completion identified in the Initial Information, whichever is earlier, shall be compensated as Additional Services to the extent the Construction Manager incurs additional cost in providing those Construction Phase Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the

Work as defined in Section 6.1; (2) the Owner's other costs; and (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Construction Manager and Architect. The Owner and the Architect, in consultation with the Construction Manager, shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner acknowledges that accelerated, phased, or fast-track design and construction provides a benefit, but also carries with it the risk of additional costs. If the Owner selects accelerated, phased or fast-track scheduling, the Owner agrees to include in the budget for the Project sufficient contingencies to cover such costs.

§ 5.4 The Owner shall retain an Architect to provide services, duties and responsibilities as described in AIA Document B132–2019, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition. The Owner shall provide the Construction Manager with a copy of the scope of services in the agreement executed between the Owner and Architect, and any further modifications to the Architect's scope of services in the agreement.

§ 5.5 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions pertaining to documents the Construction Manager submits in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Construction Manager's services.

§ 5.6 Unless provided by the Construction Manager, the Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries, and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.7 Unless provided by the Construction Manager, the Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.8
INTENTIONALLY DELETED

§ 5.9 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E235™–2019, Sustainable Projects Exhibit, Construction Manager as Adviser Edition, attached to this Agreement.

§ 5.10 The Owner shall coordinate the services of its own consultants with those services provided by the Construction Manager. Upon the Construction Manager's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Construction Manager in this Agreement, or authorize the Construction Manager to furnish them as an Additional Service, when the Construction Manager requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.11 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.12 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.13 The Owner shall provide prompt written notice to the Construction Manager and Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the

Architect's Instruments of Service or any fault or defect in the Construction Manager's services.

§ 5.14 The Owner reserves the right to perform construction and operations related to the Project with the Owner's own forces, and to award contracts in connection with the Project which are not part of the Construction Manager's responsibilities under this Agreement. The Construction Manager shall notify the Owner if any such independent action will interfere with the Construction Manager's ability to perform the Construction Manager's responsibilities under this Agreement. When performing construction or operations related to the Project, the Owner agrees to be subject to the same obligations and to have the same rights as the Contractors.

§ 5.15 The Owner shall communicate with the Contractors and the Construction Manager's consultants through the Construction Manager about matters arising out of or relating to the Contract Documents. The Owner and Construction Manager shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Construction Manager otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.16 Before executing the Contracts for Construction, the Owner shall coordinate the Construction Manager's duties and responsibilities set forth in the Contracts for Construction with the Construction Manager's services set forth in this Agreement. The Owner shall provide the Construction Manager a copy of the executed agreements between the Owner and Contractors, including the General Conditions of the Contracts for Construction.

§ 5.17 The Owner shall provide the Construction Manager access to the Project site prior to commencement of the Work and shall obligate the Contractors to provide the Construction Manager access to the Work wherever it is in preparation or progress.

§ 5.18 Within 15 days after receipt of a written request from the Construction Manager, the Owner shall furnish the requested information as necessary and relevant for the Construction Manager to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include the Contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work includes the compensation of the Construction Manager and Construction Manager's Consultants during the Construction Phase only, including compensation for reimbursable expenses at the job site, if any. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2 and 6.4. Evaluations of the Owner's budget for the Cost of the Work, and the estimates of the Cost of the Work prepared by the Construction Manager, represent the Construction Manager's judgment as a person or entity familiar with the construction industry. It is recognized, however, that neither the Construction Manager nor the Owner has control over the cost of labor, materials; or equipment; the Contractors' methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Construction Manager cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Construction Manager.

§ 6.3 INTENTIONALLY DELETED

§ 6.4 If the Construction Manager's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Construction Manager, in consultation with the Architect, shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Construction Manager and Architect in making such adjustments.

§ 6.5 If the Construction Manager's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Owner shall

- .1** give written approval of an increase in the budget for the Cost of the Work;

- .2 terminate in accordance with Section 9.5;
- .3 in consultation with the Construction Manager and Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .4 implement any other mutually acceptable alternative.

§ 6.6 If the Owner chooses to revise the Project program, scope, or quality to reduce the Cost of the Work pursuant to Section 6.5.3, or if the bids or proposals received from the prospective Contractors, in the aggregate, exceed the Owner's budget for the Cost of the Work, and the Owner chooses to revise the Project program, scope, or quality to reduce the Cost of the Work, the Construction Manager shall cooperate with the Owner and Architect to develop the necessary revisions, update the cost estimate, and obtain additional bids. The Construction Manager will perform the services described in Sections 6.4 and 6.6 without additional compensation.

ARTICLE 7 COPYRIGHTS AND LICENSES

The Construction Manager and the Construction Manager's consultants, if any, shall not own or claim a copyright in the Instruments of Service. The Construction Manager, the Construction Manager's consultants, if any, and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Construction Manager shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Construction Manager waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Construction Manager waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A232–2019, General Conditions of the Contract for Construction. The Owner or the Construction Manager, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Construction Manager shall indemnify and hold the Owner and the Owner's officers and employees harmless from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts or omissions of the Construction Manager, its employees and its consultants in the performance of professional services under this Agreement. The Construction Manager's obligation to indemnify and hold the Owner and the Owner's officers and employees harmless does not include a duty to defend. The Construction Manager's duty to indemnify the Owner under this Section 8.1.3 shall be limited to the available proceeds of the insurance coverage required by this Agreement.

§ 8.1.4 The Construction Manager and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Construction Manager's services, the Construction Manager may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Construction Manager shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect

on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other: *(Specify)*

If the Owner and Construction Manager do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 8.3 INTENTIONALLY DELETED

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Construction Manager in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Construction Manager's option, cause for suspension of performance of services under this Agreement. If the Construction Manager elects to suspend services, for this reason the Construction Manager shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Construction Manager shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Construction Manager all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Construction Manager's services. The Construction Manager's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Construction Manager shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Construction Manager shall be compensated for expenses incurred in the interruption and resumption of the Construction Manager's services. The Construction Manager's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Construction Manager, the Construction Manager may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Construction Manager terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Construction Manager for services performed prior to the effective date of the termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Construction Manager's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Construction Manager terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Construction Manager the following termination fee:
(Set forth below the amount of any termination fee, or the method for determining any termination fee.)

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A232-2019, General Conditions of the Contract for Construction, except for purposes of this Agreement, the term "Work" shall include the work of all Contractors under the administration of the Construction Manager and the Architect.

§ 10.3 The Owner and Construction Manager, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Construction Manager shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Construction Manager by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Construction Manager to execute certificates, the proposed language of such certificates shall be submitted to the Construction Manager for review at least 14 days prior to the requested dates of execution. If the Owner requests the Construction Manager to execute consents reasonably required to facilitate assignment to a lender, the Construction Manager shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Construction Manager for review at least 14 days prior to execution. The Construction Manager shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Construction Manager.

§ 10.6 Unless otherwise required in this Agreement, the Construction Manager shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Construction Manager shall have the right to include photographic or artistic representations of the design of the Project among the Construction Manager's promotional and professional materials. The Construction Manager shall provide professional credit for the Architect and the Contractors in the Construction Manager's promotional materials for the Project. The Construction Manager shall be given reasonable access to the completed Project to make such representations. However, the Construction Manager's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Construction Manager in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Construction Manager in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Construction Manager or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Construction Manager's Basic Services described under Article 3, the Owner shall compensate the Construction Manager as follows:

§ 11.1.1 For Preconstruction Phase Services in Section 3.2:
(Insert amount of, or basis for, compensation, including stipulated sums, multiples or percentages.)

See Exhibit B Calgi Proposal dated January 30, 2026

§ 11.1.2 For Construction Phase Services in Section 3.3:
(Insert amount of, or basis for, compensation, including stipulated sums, multiples or percentages.)

§ 11. For any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Construction Manager as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Construction Manager as follows:
(Insert amount of, or basis for, compensation.)

See Exhibit B Calgi Proposal dated January 30, 2026

§ 11.4 Compensation for Additional Services of the Construction Manager's consultants when not included in Sections 11.2 or 11.3, shall be the amount invoiced to the Construction Manager plus ten percent (10 %), or as follows:
(Insert amount of, or basis for computing, Construction Manager's consultants' compensation for Supplemental or Additional Services.)

§ 11.5 The hourly billing rates for services of the Construction Manager and the Construction Manager's consultants are set forth below. The rates shall be adjusted in accordance with the Construction Manager's and Construction Manager's consultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

See Exhibit B Calgi Proposal dated January 30, 2026

Employee or Category

Rate (\$0.00)

§ 11.6 Compensation for Reimbursable Expenses

§ 11.6.1 Reimbursable Expenses are in addition to compensation for Basic, and Additional Services and include expenses incurred by the Construction Manager and the Construction Manager's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Professional photography, and presentation materials requested by the Owner;
- .8 If required by the Owner, and with the Owner's prior written approval, the Construction Manager's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Construction Manager's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.6.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Construction Manager and the Construction Manager's consultants plus percent (%) of the expenses incurred.

§ 11.7 **Construction Manager's Insurance.** If the types and limits of coverage required in Section 2.8 are in addition to the types and limits the Construction Manager normally maintains, the Owner shall pay the Construction Manager for the additional costs incurred by the Construction Manager for the additional coverages as set forth below.

(Insert the additional coverages the Construction Manager is required to obtain in order to satisfy the requirements set forth in Section 2.8, and for which the Owner shall reimburse the Construction Manager.)

§ 11.8 Payments to the Construction Manager

§ 11.8.1 Initial Payment

§ 11.8.1.1 An initial payment of (\$) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.8.2 Progress Payments

§ 11.8.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Construction Manager's invoice. Amounts unpaid () days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Construction Manager.

(Insert rate of monthly or annual interest agreed upon.)

%

§ 11.8.2.2 The Owner shall not withhold amounts from the Construction Manager's compensation to impose a penalty or liquidated damages on the Construction Manager, or to offset sums requested by or paid to Contractors for the cost of changes in the Work, unless the Construction Manager agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.8.2.3 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 INTENTIONALLY DELETED

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Construction Manager and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Construction Manager.

§ 13.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document C132™-2019, Standard Form Agreement Between Owner and Construction Manager as Adviser

.2
INTENTIONALLY DELETED

.3 Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)

AIA Document E235™-2019, Sustainable Projects Exhibit, Construction Manager as Adviser Edition, dated as indicated below:
(Insert the date of the E235-2019 incorporated into this agreement.)

Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits identified in Section 4.1.2.)

Exhibit A – RFP for Professional Services-Construction Management Irvington Fire Department Facility Renovation and Expansion
Exhibit B Calgi Proposal dated January 30, 2026
Exhibit C Insurance Certificates

.4 Other documents:
(List other documents, if any, forming part of the Agreement.)

This Agreement is entered into as of the day and year first written above.

OWNER (Signature)

BY: Village of Irvington

(Printed name and title)



CONSTRUCTION MANAGER (Signature)

BY: Dominic Calgi, President

(Printed name and title)

EXHIBIT A

**Village of Irvington
Request for Proposals No. RFP-2025-31**



**Professional Services- Construction Management
Irvington Fire Department Facility Renovation and Expansion**

January 7, 2026

**Village of Irvington
85 Main Street
Irvington, NY 10533**

PROPOSALS DUE NO LATER THAN 12:00 P.M. ON January 30, 2025

Definitions

Village – The Village of Irvington, New York.

RFP – This Request for Proposals.

Construction Manager (CM) – The firm submitting a proposal to provide professional construction management services.

Project – The Irvington Fire Department Facility Renovation & Expansion Project.

Proposal – All materials submitted by a respondent in response to this RFP.

Background

The Village of Irvington is soliciting proposals from qualified and experienced Construction Management firms to provide professional construction management services for the renovation and expansion of the Irvington Fire Department Headquarters, located at 90 Main Street, Irvington, New York.

The Project will include building renovation, selective demolition, structural repairs, building system upgrades, firefighter health and safety improvements, and construction of new or reconfigured operational spaces. The Construction Manager will act as the Village's representative during pre-construction, bidding, construction, and closeout to ensure the Project is delivered on schedule, within budget, and in compliance with contract documents.

Scope of Work

The Irvington Fire Department operates from a headquarters facility that no longer meets current operational needs or best-practice safety standards. Although not limited to these items, the Scope of Work includes working with designated Village Architectural / Engineering (A/E) firms and/or Village staff. The CM is expected to address the following key elements:

1. The creation of a dedicated Firefighter Decontamination Area within the firehouse to reduce carcinogen exposure, improve post-incident hygiene, and support emerging best-practice standards (NFPA 1581, 1582, and 1851). The design provides firefighters with a functional, efficient, and safe workflow for on-scene and post-incident decontamination, turnout gear handling, and equipment cleaning.
2. Stabilization of the apparatus bay floor supporting Engine 178. The apparatus bay floor has shown signs of structural wear consistent with long-term loading, moisture migration, settlement, and concrete degradation. Given the critical operational role of Engine 178, the floor must remain structurally sound and capable of supporting heavy emergency apparatus without risk of failure or damage.

Pre-Construction Phase:

1. Consult with the A/E and the Village regarding the project program, budget, timetable and advise on various bidding options.
2. With A/E, prepare and finalize the final site plan and facility design inclusive of appropriate green/sustainable building elements.
3. Assist the Village and /or the A/E in selecting consultants (i.e., testing, inspection labs, etc.) where appropriate.
4. Report regularly to the Village on progress of design and preparation of construction documents, budgets, and schedule.
5. Work with the A/E and Village to prepare the project specifications' "Front End" documentation consisting of: General Supplementary Conditions, Summary of Multiple Prime Scope of Work, etc. tailored for each project scope of work and consult with the Village Attorney and Risk Manager for compliance regarding "Front End" requirements, contract agreements, insurance, etc.
6. Prepare and provide complete itemized cost estimates based on current market / construction costs along with a complete summary of probable costs at each of the following design phases:

A. Schematic Design Phase

B. Design Development Phase

C. Construction Document / Pre-bid Phase

7. Prepare and provide complete project schedules (Primavera or equal) at each of the above design phases.
8. Review construction documents for compliance with relevant building codes, regulations, quality standards, etc.
9. Review construction documents and provide recommendations and value engineering options (depending on overall budget) prior to release for public bidding.
10. Provide recommendations and package the documents into sub-divisions by prime contractor category in the contract documents.
11. Solicit bidders and generate interest in the industry among contractors, sub-contractors, and suppliers.
12. Conduct pre-bid conference.

13. Assist the A/E in the processing of bidder's RFI's and the issuance of Addenda.
14. Assist the Village in the public opening of the bids. Perform an analysis of the bids received.
15. Conduct a pre-award interview with each of the apparent successful bidders for each prime contract to review their understanding of the construction documents, the full scope of work, the project schedule, the capacity to meet schedule, and the intended project team.
16. Conduct a full vetting of each of the apparent successful bidders including references, bonding company rating and compliance with contract requirements, insurance compliance, etc.
17. Prepare and issue to the Village award recommendation letters for each successful bidder.
18. Prepare and issue Letters of Intent.
19. Receive, review, and advise Village on each of the Prime Contractor's compliance with required bonds and Certificate of Insurance.
20. Work with Village Corporation Counsel in the preparation of Contract Agreements.
21. Convene a Pre-Construction Kick-Off Conference with the Village, A/E and Prime Contractors.

Construction Phase:

1. Provide Full or Part-time - On -Site Construction / Project Manager to manage, coordinate, and oversee the work of the prime contractors and any other Village Contractor / Vendor involved on the projects.
2. Notify the A/E of any deviation from the contract documents.
3. Coordinate with the various utility companies and regulatory agencies, as necessary.
4. Ensure that the prime contractors follow all applicable laws, statutes, codes and regulations during construction.
5. Coordinate all site stored material locations and contractor staging areas.
6. Coordinate all contractors' activities.
7. Function as liaison between prime contractors, the Village, and their designated representatives.
8. Monitor the quality of the work and verify compliance with the contract documents. Identify inferior quality and non-conforming work for correction by responsible prime contractor.

9. To the extent feasible, prevent unauthorized visitors from entering the sites.
10. Review prime contractors' safety procedure on an on-going basis. Receive and keep in the CM Construction Office / Trailer a copy of each prime contractor's safety manual.
11. Assist in maintaining good relations with the surrounding community, monitor and enforce prime contractor's efforts regarding control of dust, noise, roads, lighting, and odor, etc.as required by the contract documents to minimize disturbances.
12. Solicit and review Construction Schedules and Two (2) week Look Aheads at every weekly project job meeting.
13. With A/E review process each prime contractor's payment applications with all necessary back up information and requirements as set forth in the contract specifications.
14. Review and validate any work performed on a Time and Material basis.
15. Perform initial review of prime contractor's change order requests and proposals. With A/E finalize review and make recommendations to the Village.
16. Monitor the construction schedule and initiate corrective actions with the prime contractors to remain on schedule and require recovery schedules from the particular prime contractor(s).
17. Maintain a master schedule to be updated at weekly project meeting.
18. Log, monitor and review all requests for information (RFI's).
19. The CM shall use project management software package to maintain project submittals, meeting minutes, RFI's etc. (Auto-Desk or equal)
20. Facilitate and expedite submission of all submittal and shop drawings and, if not required of the A/E, maintain accurate logs showing the status of all submittals and shop drawings showing the status of each.
21. Maintain a daily log of activities on the jobsites, including but not limited to listing visitors to the jobsites.
22. Maintain a log of weather conditions and descriptions of occurrences at the job sites.
23. Coordinate and monitor all required site and material testing during construction. Receive and review all test reports. Provide / recommend response to any test results failing to meet applicable specifications and standards.
24. Notify A/E in advance of any required construction and testing observations that are to be witnessed by the A/E.

25. Conduct weekly project meetings with all of the prime contractors, A/E and other Village Consultants that may be warranted. Prepare and distribute minutes of all meetings to all parties.

26. Attend all required meetings with the Village and the A/E.

27. Prepare and provide for the Board of Trustees monthly Executive Reports highlighting the projects' status, i.e.: Progress narrative, relative progress photos, RFI status, Shop Drawing / Submittal status, Change Order status, Conflicts / Disputes, Project Financial status.

28. Maintain a file of all project documentation to be given to the Village at project completion.

Project Close-Out Phase:

1. Prepare a preliminary Punch List of all remaining work and / or corrective work by prime contractor responsibility.

2. With A/E prepare a final Punch List of all remaining work and / or corrective work by prime contractor responsibility.

3. Coordinate Punch List inspections and verify execution of punch list items, with final acceptance and sign off indicating compliance with the contract documents.

4. Coordinate with A/E all required inspections and reports.

5. Assist and schedule all Village personnel in attending all systems training and operations including scheduling of instructional sessions by applicable prime contractor / vendor as required per the contract documents.

6. With A/E, receive, review, and provide the Village with all close-out documentation: M&O manuals, guarantees, warranties, As-builts, keys, etc.

7. Receive and review with A/E all prime contractor final payment requisitions. Issue to Village recommendations for final payment.

The Project will be designed by a separately procured Architectural & Engineering (A/E) team. The Construction Manager will coordinate closely with the Village, Fire Department, A/E team, and contractors.

Construction Delivery Method

The Village anticipates utilizing a **Construction Manager as Agent (CMa)** delivery method. The CM will not self-perform construction work and will not hold trade contracts unless expressly authorized by the Village. All construction contracts will be held directly by the Village.

Proposal Submission Requirements

Proposals shall include the following sections:

- Cover Letter (signed by an authorized principal)
- Firm Profile & Qualifications
- Years in business
- Office location(s)
- Relevant municipal and public safety facility experience
- Relevant Project Experience
- At least three (3) comparable fire, police, EMS, or municipal projects
- Proposed Project Team
 - Project executive, project manager, on-site representative
 - Resumes and relevant experience
- Project Approach & Methodology
 - Pre-construction approach
 - Cost control strategies
 - Phasing and coordination with active fire operations
- Schedule Management Approach
- Fee Proposal (separate sealed envelope or separate electronic file)
- References (minimum of three)

Fee Proposal

The fee proposal shall clearly identify:

- Pre-construction services fee
- Construction phase services fee
- On-site staffing assumptions
- Reimbursable expenses (if any)

The Village reserves the right to negotiate fees with the selected firm.

Walkthrough/Site Visit

A non-mandatory site walkthrough will be scheduled to allow proposers to familiarize themselves with existing conditions. Attendance is encouraged.

Location: Irvington Fire Headquarters, 90 Main Street, Irvington, NY

Date: __ January 16, 2026 _____

Time: __ 9 AM _____

Questions arising from the walkthrough must be submitted in writing in accordance with Question and Addenda Section

Questions and Addenda

All questions must be submitted in writing by: __ January 23, 2026 _____

Questions shall be sent to: __chessler@irvingtonny.gov_____ (email)

Responses will be issued by written addendum. No verbal interpretations shall be relied upon.

Evaluation and Selection Criteria

In selecting the firm to provide the construction management services as outlined in the RFP, the following factors will be considered:

- i. Experience with similar projects
- ii. ii. Qualifications of the individual(s) who will be assigned to this project as well as the firm's overall qualifications.
- iii. iii. The value to the Village of the services to be provided.
- iv. iv. The cost

Proposals will be reviewed and then a limited number of firms may be asked to interview and present their proposals to the Village Administrator and the Fire Chief or Designee. Firms should be prepared to answer detailed questions regarding their proposals and the projects at the interview. After careful and thorough consideration by the Village Administrator and Fire Chief and/or Designee a recommendation will be made to the Village Board and the successful CM firm will be notified. It is anticipated that the Village and the selected CM will enter into a master agreement with sub-agreements based upon the master agreement for each of the projects. Work on the projects is expected to begin upon execution of the master agreement and sub-agreement(s).

The Village may invite selected firms to interviews prior to final selection.

The CM will work under the direction of the Village Administrator and Fire Chief as well as designated staff/volunteer members. The CM will be involved on these projects in every phase and must be available to begin work immediately with the Village and the project's A/E firm.

Once construction begins, it is anticipated that a part-time project manager field time will be determined at the time of the agreement who will monitor the construction on-site. The CM will ensure that the prime contractors are meeting all quality, functional, and any other requirements at the completion of the project to the satisfaction of the Village.

The total estimated time frame for the construction and close-out phases of these projects will be determined prior to a project specific CM sub-agreement is executed.

Insurance Requirements

The Village should be included as an additional insured on a primary and non-contributory basis with a waiver of subrogation applying in favor of the Village.

	VENDOR CLASSIFICATION	Management Services
	CHECK APPROPRIATE BOX (cont'd on next page	
	Type of Insurance	
A	Commercial General Liability (CGL) Each Occurrence	(9)
	General Liability	\$1,000,000
	Personal & Adv Injury	\$1,000,000
	Med Expense Any One Person	\$5,000
	Damage to Rented Premises	\$50,000
	General Aggregate	\$2,000,000
	Products-Comp / Op Aggregate	\$1,000,000
B	Auto Liability – Incl BI and PD (AL)	(2)
	Combined Single Limit per accident	
	Any Auto	\$1,000,000
	Or	
	All Owned	\$1,000,000
	All Hired	\$1,000,000

	All Non-Owned	\$1,000,000
C	Excess / Umbrella Liability	
	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
D	Workers Compensation and Employers Liability	(3)
	Each Employee	Statutory
	Each Accident	Statutory
E	Disability Benefits	(3)
	Each Employee	Statutory
F	Other Professional Liability or Errors and Omissions	(4)
	Per Claim	\$1,000,000
*	All Other Insurances as Required by Law	
	Village to be named as Additional Insured on these coverages	GL-AL-Excess

Terms and Conditions

The Village reserves the right to reject any or all proposals

The Village may waive informalities or minor irregularities

The Village is not responsible for proposal preparation costs

This RFP does not obligate the Village to award a contract

FOIL Disclosure

All proposals are subject to disclosure under the New York State Freedom of Information Law, except for proprietary information properly identified and justified.

Non-Collusion and Disbarment Affidavit

A signed Affidavit of Non-Collusion and certification of non-suspension or debarment are required with each proposal.

In accordance with Section 103-d General Municipal Law, effective September 1, 1966, every bid or proposal hereafter made to a political subdivision of the State or any public department, agency or official thereof or to a fire district or any agency or official thereof for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed to by the bidder and affirmed by such bidder as true under the penalties or perjury; non-collusive bidding certification.

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 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 any competitor.

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

b. The person signing this bid or proposal certifies that he has fully informed himself regarding the accuracy of the statements contained in this certification, and under the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder, as well as the person signing in its behalf.

c. That attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signature of this bid or proposal in behalf of the corporate bidder.

RESOLUTION

Resolved that _____ be

(Name of Corporation)

authorized to sign and submit the bid or proposal of this corporation for the following project

(Describe Project)

and to include in such bid or proposal the certificate as to non-collusion required by section one-hundred-three-d (103-d) of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or mis-statements in such certificate this corporate bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by _____ corporation at a meeting of the Board of Directors held on the _____ day of ,20____.

(SEAL OF THE CORPORATION)

Laws of New York, 1965 Ch. 751, Sec. 103-d, as amended effective September 1, 1965

(Secretary)

Addendum A-Apparatus Bay Stabilization Project – Engine 178 Bay

Project Overview

The apparatus bay floor supporting Engine 178 has shown signs of structural wear consistent with long-term loading, moisture migration, settlement, and concrete degradation. Given the critical operational role of Engine 178, the floor must remain structurally sound and capable of supporting heavy emergency apparatus without risk of failure or damage.

This project proposes a comprehensive stabilization, repair, and reinforcement plan to ensure the apparatus bay remains safe, load-rated, and serviceable for decades to come.

Project Objectives

- Restore the structural integrity of the floor slab beneath Engine 178.
- Address causes of deterioration, including moisture, sub-base weakness, or material failure.
- Provide long-term reinforcement capable of supporting heavy fire apparatus.
- Improve safety and prevent future cracking, settlement, or structural instability.
- Bring the area into compliance with engineering standards for heavy-vehicle load-bearing surfaces.

Final Testing & Certification

- Engineer sign-off confirming the slab meets or exceeds required load-bearing standards.
- Warranty documentation for materials and workmanship.

Project Timeline

Estimated timeline (subject to engineering findings):

Total Estimated Duration: 3–4 weeks (including curing).

Impact on Fire House Operations

- Alternative parking or staging for Engine 178 will be required during construction.
- If conducted during the winter months, Engine 178 will require storage in a heated facility.
- Noise and dust during demolition phases.
- Access to adjacent areas may be temporarily limited.
- Work to be coordinated to minimize operational disruption.

Budget Considerations

The final budget will reflect engineering recommendations but may include:

- Engineering & structural testing
- Concrete demolition and disposal
- Reinforcement materials (rebar, steel plates, geogrid, etc.)
- Concrete mix (standard or high-strength depending on engineering requirements)
- Moisture barrier installation
- Labor and equipment for excavation, pouring, and finishing
- Protective coating and markings
- Inspection and certification fees

A detailed itemized cost estimate can be produced once engineering evaluation is complete.

Conclusion

Stabilizing and rebuilding the apparatus bay under Engine 178 is essential to ensure firefighter safety, apparatus longevity, and uninterrupted emergency response capability. This project will restore full structural capacity, prevent future deterioration, and upgrade the bay to modern load-bearing and safety standards.

The Irvington Fire Department will benefit from a long-lasting, resilient, and professionally engineered apparatus bay floor capable of supporting its mission-critical equipment.

Addendum B- Decontamination Room Construction

Executive Summary

This proposal outlines the creation of a dedicated Firefighter Decontamination Area within the firehouse to reduce carcinogen exposure, improve post-incident hygiene, and support emerging best-practice standards (NFPA 1581, 1582, and 1851). The design provides firefighters with a functional, efficient, and safe workflow for on-scene and post-incident decontamination, turnout gear handling, and equipment cleaning.

Purpose and Objectives

The primary objectives of the decontamination area are:

- Reduce harmful carcinogenic exposures from contaminated gear and equipment.
- Establish a clear “hot–warm–cold” zone pathway from fireground return to clean living spaces.
- Improve cleaning efficiency for PPE, tools, SCBA, and hose.
- Provide proper ventilation and drainage compliant with modern decon standards.

Support firefighter long-term health and cancer prevention initiatives.

Capital Budget allocated

Funding for this project has been allocated in the Village’s 2025–2026 Capital Budget in the amount of \$140,000. This amount represents a portion construction/project budget only and does not include soft costs, such as professional services, permitting, design, testing, or other ancillary expenses, which will be addressed separately.

Implementation Timeline

Proposers must include a detailed implementation timeline as part of their proposal. The timeline should clearly outline all major phases, tasks, milestones, dependencies, and deliverables associated with the project, from contract execution through final completion. Proposals should identify anticipated start and completion dates for each phase, key decision points, and any required participation by Village staff. The timeline will be evaluated for feasibility, clarity, and alignment with the proposed approach and project objectives.

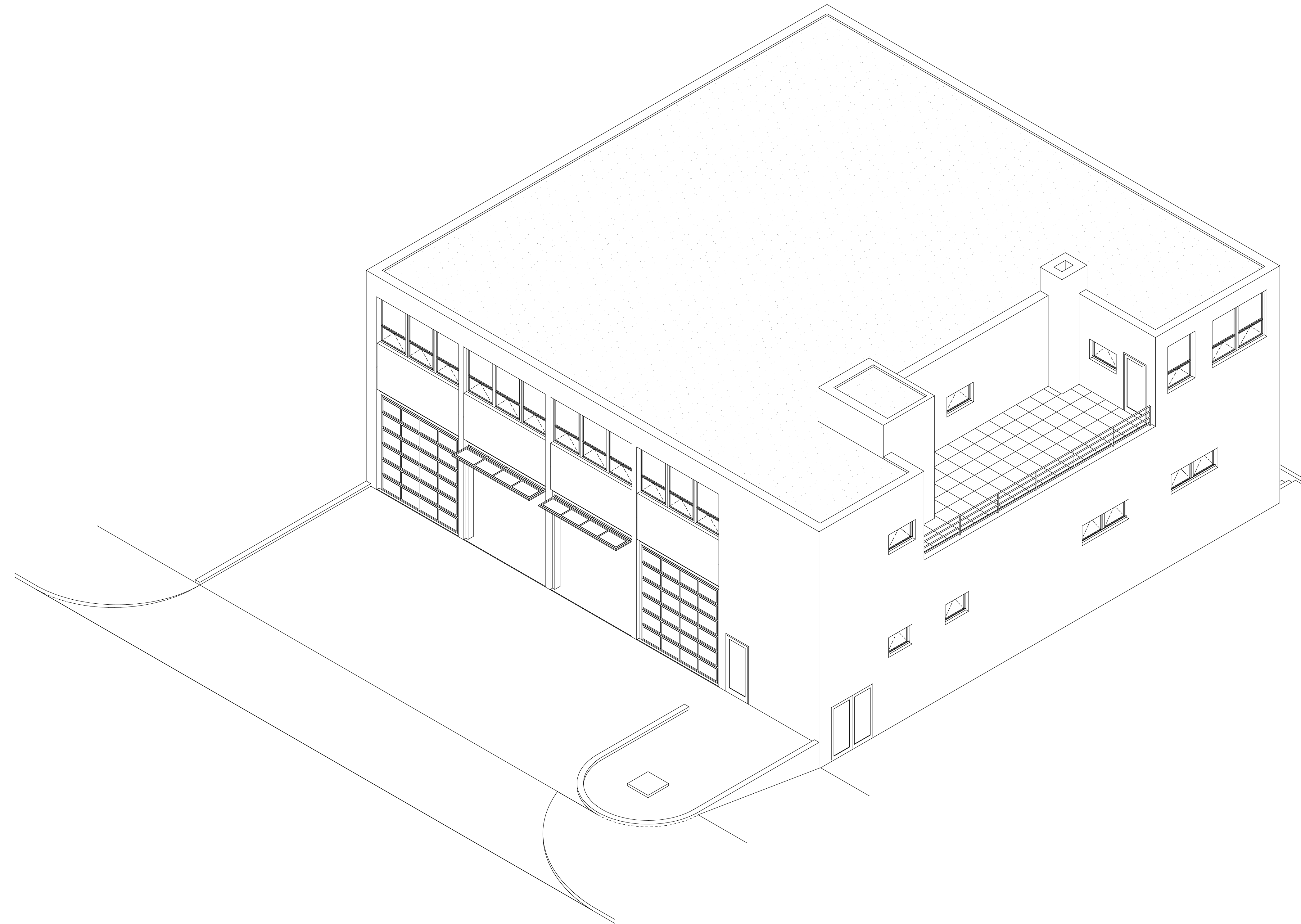
Benefits

- Reduces firefighter cancer risks significantly.
- Creates separation between contaminated and clean spaces.
- Improves morale and professional readiness.
- Supports NFPA compliance and modern best practices.
- Enhances longevity of PPE and SCBA equipment.

Conclusion

A dedicated firehouse decontamination area is a critical investment in firefighter health, operational readiness, and long-term safety. The proposed layout provides a modern, efficient, and scalable solution that aligns with national fire service standards and cancer-prevention initiatives.

NOTES:



PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

COVER SHEET

DRAWING INFO:

DRAWING LIST

SPC-1 GENERAL NOTES & SPECIFICATIONS
SPC-2 GENERAL NOTES & SPECIFICATIONS
SPC-3 GENERAL NOTES & SPECIFICATIONS
A1 SITE PLAN
A2.1 BASEMENT DEMOLITION PLAN
A2.2 BASEMENT CONSTRUCTION PLAN

A2.3 BASEMENT FINISH PLAN
A3.1 FIRST FLOOR DEMOLITION PLAN
A3.2 FIRST FLOOR CONSTRUCTION PLAN
A3.3 FIRST FLOOR FINISH PLAN
A4.1 SECOND FLOOR DEMOLITION PLAN
A4.2 SECOND FLOOR CONSTRUCTION PLAN

A4.3 SECOND FLOOR FINISH PLAN
A5.1 SECOND FLOOR FRAMING PLAN
A5.2 ROOF FRAMING PLAN
A6 ELEVATIONS
A7 ELEVATIONS
A8 SECTIONS

A9 WINDOW ELEVATIONS
A10 WINDOW DETAILS
A11 DOOR DETAILS
A12 ROOF DETAILS

COV

AS NOTED

30 June, 09

9907

NOTES:

PROJECT INFORMATION:

Irvington fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV.#/DATE: DESCRIPTION:

DRAWING TITLE:

GENERAL NOTES & SPECIFICATIONS

DRAWING INFO:

SPC-1

NO SCALE

30 June 2009

0917
0917-spc-002

I. ALL WORK AND MATERIALS SHALL COMPLY WITH THE FOLLOWING:
A. THE BUILDING CODE OF NY STATE
B. THE ENERGY CONSERVATION CONSTRUCTION CODE OF NY STATE
C. THE AMERICAN CONCRETE INSTITUTE
D. THE VILLAGE OF IRVINGTON ZONING CODE
E. THE NATIONAL BOARD OF FIRE UNDERWRITERS
F. THE NATIONAL FIRE PROTECTION ASSOCIATION

GENERAL CONTRACTOR IS TO SECURE ALL APPROVALS, PERMITS, TESTS, INSPECTIONS AND CERTIFICATES OF COMPLIANCE FROM ALL PUBLIC AGENCIES (BUILDING DEPARTMENT, ETC.) HAVING JURISDICTION OVER THE WORK AND SHALL PAY ALL FEES ASSOCIATED WITH THE WORK. THE GENERAL CONTRACTOR IS TO COORDINATE ALL TESTS AND INSPECTIONS REQUIRED BY LOCAL CODES.

II. ALL WORK SHALL COMPLY WITH STATE, AND LOCAL BUILDING CODES AND ALL OTHER AGENCIES HAVING JURISDICTION OVER THE WORK

III. THE GENERAL CONTRACTOR IS TO SUBMIT TO THE ARCHITECT AND THE OWNER THE FOLLOWING ITEMS:
• ALL NECESSARY INSURANCE FORMS AND AFFIDAVITS
• NAMES, ADDRESSES AND PHONE NUMBERS OF ALL CONTRACTORS, SUBCONTRACTORS AND SUPPLIERS
• CONSTRUCTION SCHEDULE
• ITEMIZED BREAKDOWN BY TRADE OF CONSTRUCTION COST (A.I.A. FORM)

IV. ALL CONSTRUCTION WORK SHALL COMPLY WITH THE CONSTRUCTION CRITERIA OF THE VILLAGE OF IRVINGTON, INCLUDING HOURS OF WORK AND ALLOWABLE TASKS, INCLUDING CONSTRUCTION DEBRIS REMOVAL, ETC.

V. CONTRACTOR SHALL GIVE THE OWNER A WRITTEN GUARANTEE COVERING ALL EQUIPMENT, MATERIALS AND WORKMANSHIP FOR A PERIOD OF ONE (1) YEAR FROM DATE OF FINAL ACCEPTANCE BY THE OWNER (CONFIRMED IN WRITING), AND HE SHALL, UPON NOTICE, PROMPTLY MAKE GOOD AT HIS OWN EXPENSE ALL DEFECTS IN MATERIAL AND WORKMANSHIP DURING THIS PERIOD WITHOUT ANY COST TO THE OWNER.

VI. THE GENERAL CONTRACTOR SHALL CHECK BUILDING OPENING CLEARANCES FOR DELIVERY OF EQUIPMENT AND/OR MATERIALS.

VII. THE GENERAL CONTRACTOR SHALL ARRANGE FOR HOISTING FACILITIES FOR THEIR MATERIALS.

VIII. THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES, FIELD CONDITIONS OR DIMENSIONAL INCONSISTENCIES OR NEED FOR CLARIFICATION PRIOR TO OR DURING CONSTRUCTION.

IX. UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE FINISHED DIMENSIONS.

X. ARCHITECT TO VERIFY FLOOR TRACK LAYOUT OF METAL STUD PARTITIONS PRIOR TO SHEET ROCK INSTALLATIONS. ALLOW ARCHITECT 48 HOURS NOTICE FOR FIELD INSPECTION.

XI. THE GENERAL CONTRACTOR SHALL PROVIDE ALL NECESSARY PROTECTION AGAINST DIRT AND DAMAGE, AND SHALL BE RESPONSIBLE FOR KEEPING ALL AREAS OUTSIDE OF THE PROJECT LIMIT INCLUDING CORRIDORS CLEAN AND FREE OF MATERIALS AT ALL TIMES. ADDITIONALLY THE GENERAL CONTRACTOR IS TO INSTALL 1/4" THICK MASONRY PANELS TO ALL ACCESS CORRIDOR WALLS AND FLOOR. THESE PROTECTIVE PANELS ARE TO BE ADEQUATELY SECURED TO THE WALLS AND FLOORS WITH TAPE AND TAPED TO EACH OTHER.

XII. THE GENERAL CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN TEMPORARY DUST BARRIERS/PARTITIONS AND OTHER ITEMS REQUIRED FOR PROPER PROTECTION OF AREAS ADJACENT TO THE WORK. BARRICADES, IF REQUIRED, ARE TO MEET THE STANDARDS OF THE VILLAGE OF IRVINGTON.

XIII. ALL PERTINENT PRECAUTIONS FOR ACCIDENT PREVENTION RECOMMENDED BY THE ASSOCIATED GENERAL CONTRACTORS OF AMERICA, INC., OSHA, OR BY STATE AND LOCAL LAWS AND REGULATIONS, SHALL BE CONSIDERED TO FORM A PART OF THE CONTRACT WORK.

XIV. ALL WOOD BLOCKING, GROUNDS, CABINET WORK, WOOD DOORS, ETC. ARE TO BE CONSTRUCTED IN THEIR ENTIRETY USING "FIRE RETARDANT" LUMBER AND/OR PLYWOOD. EACH WOOD MEMBER SHALL HAVE THE U.L. APPROVED UNDERWRITERS' STAMP INDICATING ITS ACCEPTANCE FOR USE IN NEW YORK.

XV. VERIFY FLOOR/ROOF/WALL CONDITIONS FOR ANY SIGNS OF LEAKAGE BEFORE PROCEEDING WITH THE WORK CONTRACTOR TO NOTIFY ARCHITECT AND THE OWNER'S REPRESENTATIVE.

XVI. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR HAVING ALL SUB-CONTRACTORS COORDINATE THEIR WORK WITH THE WORK OF THE OTHER TRADES. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE COORDINATION, DIRECTION AND HOOK-UPS OF ALL TRADES AND WORK.

XVII. CONTRACTOR SHALL PROVIDE TEMPORARY LIGHT, POWER, TELEPHONE AND WATER AS REQUIRE, AND SHALL REMOVE ALL TEMPORARY WORK PRIOR TO COMPLETION OF THE JOB.

XVIII. CONTRACTOR SHALL KEEP A FULL SET OF COMPLETE UP-TO-DATE PLANS AVAILABLE AT THE JOB.

XIX. THE GENERAL CONTRACTOR IS TO INFORM AND ALERT THE OWNER OF ALL UTILITY AND METER REQUIREMENTS AND SUBMIT NAMES, ADDRESSES, TELEPHONE NUMBERS AND APPLICATIONS FOR UTILITY SERVICES AT THE BEGINNING OF THE JOB.

XX. USE OF PREMISES:
A. CONFINE APPARATUS, STORAGE, MATERIALS AND CONSTRUCTION OPERATIONS TO THE LIMITS OR THE SITE. DO NOT UNREASONABLY ENCUMBER THE PREMISES WITH MATERIALS.
B. DO NOT CLOSE OR OBSTRUCT WALKWAYS, PASSAGEWAYS OR STAIRWAYS. DO NOT STORE OR PLACE MATERIALS IN PASSAGEWAYS, STAIRS OR OTHER MEANS OF EGRESS. CONDUCT OPERATIONS WITH A MINIMUM OF INTERFERENCE.
C. DO NOT LOAD OR PERMIT ANY PART OF ANY STRUCTURE TO BE LOADED TO SUCH AN EXTENT AS TO ENDANGER ITS SAFETY
D. ENFORCE ALL REQUIREMENTS REGARDING SIGNS, SECURITY, FIRES, DANGER SIGNALS, BARRICADES OR SMOKING

XXI. PROTECTION:
A. MAKE SUCH EXPLORATIONS AND PROBES AS ARE NECESSARY TO ASCERTAIN ANY REQUIRED PROTECTIVE MEASURES BEFORE PROCEEDING WITH MINOR DEMOLITION OR CUTTING AND REMOVAL. GIVE PARTICULAR ATTENTION TO SHORING AND BRACING REQUIREMENTS SO AS TO PREVENT ANY DAMAGE TO EXISTING CONSTRUCTION.
B. PROVIDE, ERECT AND MAINTAIN TEMPORARY DUST BARRIERS, WEATHER PROTECTION, WARNING SIGNS AND OTHER ITEMS AS REQUIRED FOR PROPER PROTECTION OF THE PUBLIC, AND WORKMEN ENGAGED IN CONSTRUCTION OPERATIONS.
C. PROVIDE AND MAINTAIN TEMPORARY PROTECTION OF THE EXISTING STRUCTURE DESIGNATED TO REMAIN WHERE MINOR DEMOLITION, CUTTING OR REMOVAL AND NEW WORK IS BEING DONE, CONNECTIONS MADE, MATERIALS HANDLED OR EQUIPMENT MOVED.
D. TAKE NECESSARY PRECAUTIONS TO PREVENT DUST FROM RISING BY WETTING DEMOLISHED MASONRY, CONCRETE, PLASTER AND SIMILAR DEBRIS. PROTECT UNALTERED PORTIONS OF THE EXISTING BUILDING ADJACENT TO THIS OPERATION BY DUST PROOF PARTITIONS AND OTHER ADEQUATE MEANS.
E. BE RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING STRUCTURE OR CONTENTS BY REASON OF THE INSUFFICIENCY OF PROTECTION PROVIDED.
F. PROVIDE ADEQUATE FIRE PROTECTION IN ACCORDANCE WITH LOCAL FIRE DEPARTMENT REGULATIONS.

XXII. EXAMINATION OF EXISTING PREMISES:
A. THE GENERAL CONTRACTOR SHALL VISIT THE BUILDING AND EXAMINE THE WORK TO BE DEMOLISHED, ALTERED AND ADJOINING AREAS TO DETERMINE THE EXTENT THAT HIS CONTRACT MAY BE AFFECTED BY EXISTING CONDITIONS. HE SHALL THOROUGHLY EXAMINE THE BUILDING FOR ACCESSIBILITY THERETO AND FOR OBSTRUCTIONS THEREIN, FOR AVAILABILITY OF STORAGE SPACE AND FOR ANY OTHER CONDITIONS WHICH MAY AFFECT THE PERFORMANCE OF THE WORK.
B. VERIFY FLOOR/ROOF WALL CONDITIONS FOR ANY SIGNS OF LEAKAGE BEFORE PROCEEDING WITH THE WORK. CONTRACTOR TO NOTIFY ARCHITECT AND MALL MANAGEMENT OF SUCH.

XXIII. INSURANCE REQUIREMENTS:
A. THE CONTRACTOR SHALL PURCHASE AND MAINTAIN INSURANCE OF A FORM AND WITH COMPANIES SATISFACTORY TO THE OWNER, AND THE ARCHITECT.
B. BEFORE COMMENCEMENT OF WORK, THE GENERAL CONTRACTOR AT HIS EXPENSE, SHALL FURNISH TO THE OWNER CERTIFICATE OF WORKER'S COMPENSATION INSURANCE AND CERTIFICATES OF COMPREHENSIVE LIABILITY AND PROPERTY DAMAGE INSURANCE INCLUDING CONTRACTUAL ON AN OCCURRENCE BASIS, ISSUED BY AN INSURANCE CARRIER APPROVED BY THE OWNER COVERING ALL PERSONNEL EMPLOYED IN THE EXECUTION OF THE ALTERATION INCLUDING THOSE EMPLOYED BY ALL SUBCONTRACTORS.

XXIV. SCHEDULING:
A. BEFORE STARTING ANY WORK RELATING TO EXISTING UTILITIES (ELECTRICAL, HEAT, GAS, ETC.) THAT WILL TEMPORARILY DISCONTINUE OR DISRUPT SERVICES TO THE BUILDING, NOTIFY THE CLIENT 24 HOURS IN ADVANCE AND OBTAIN THEIR APPROVAL IN WRITING BEFORE PROCEEDING WITH THIS PHASE OF THE WORK.

XXV. DEMOLITION REMOVALS - CUTTING - PROTECTION:
A. DO ALL WORK SO AS NOT TO ENDANGER BUILDING STRUCTURE. PROVIDE TEMPORARY BRACES AND OTHER SUPPORTS AS MAY BE REQUIRED TO ASSURE THE SAFETY OF THE EXISTING CONSTRUCTION. WORKMEN, OCCUPANTS AND FINISHES DO SUCH REQUIRED WORK WITH CARE INCLUDING SHORING, BRACING, DUST PROTECTION, ETC. BE RESPONSIBLE FOR ANY DAMAGE WHICH MAY BE CAUSED BY SUCH WORK TO ANY PART OR PARTS OF EXISTING STRUCTURES OR ITEMS DESIGNATED FOR REUSE. PERFORM PATCHING, RESTORATION AND NEW WORK AS REQUIRED.
B. BEFORE STARTING ANY WORK RELATING TO EXISTING UTILITIES (ELECTRICAL, HVAC, WATER, ETC.) THAT WILL TEMPORARILY DISCONTINUE OR DISRUPT SERVICES TO THE EXISTING BUILDING, NOTIFY THE MALL MANAGEMENT 24 HOURS IN ADVANCE AND OBTAIN THEIR APPROVAL IN WRITING. DO NOT OBSTRUCT WALKWAYS, PASSAGEWAYS OR STAIRWAYS. DO NOT STORE OR PLACE MATERIALS IN PASSAGEWAYS, STAIRS OR OTHER MEANS OF EGRESS. CONDUCT OPERATIONS WITH A MINIMUM OF INTERFERENCE. SEE NOTE NO. XXV FOR UTILITY SHUT DOWNS.
C. DO NOT LOAD OR PERMIT ANY PART OF ANY STRUCTURE TO BE LOADED TO SUCH AN EXTENT AS TO ENDANGER ITS SAFETY.
D. ENFORCE ALL REQUIREMENTS REGARDING SIGNS, SECURITY, FIRES, DANGER SIGNALS, BARRICADES, SAFETY LIGHTING OR SMOKING.
E. MAINTAIN CONTINUOUS UNOBSTRUCTED PUBLIC ACCESS TO MAIN BUILDING CORRIDORS AND ELEVATORS.
F. PROVIDE AND MAINTAIN TEMPORARY PROTECTION OF THE EXISTING STRUCTURE DESIGNATED TO REMAIN WHERE DEMOLITION AND NEW WORK IS BEING DONE, CONNECTIONS BEING MADE, MATERIALS HANDLED OR EQUIPMENT MOVED.
G. PROVIDE ADEQUATE FIRE PROTECTION IN ACCORDANCE WITH LOCAL FIRE DEPARTMENT REGULATIONS.
H. BE RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING STRUCTURE OR CONTENTS BY REASON OF THE INSUFFICIENCY OF PROTECTION PROVIDED.
I. NO STRUCTURAL PARTS OF THE EXISTING BUILDING SHALL BE DAMAGED. ANY DAMAGE TO FIREPROOFING IN THE EXISTING STRUCTURE SHALL BE REPAIRED WITH SIMILAR MATERIALS AS THE ORIGINAL FIREPROOFING, AND IMPART A FIRE RATING EQUIVALENT TO THE ORIGINAL FIREPROOFING.
J. MAINTAIN CONTINUOUS CLEAR UNOBSTRUCTED MALL ACCESS.

XXVI. WORK INCLUDED IN THIS CONTRACT:
THE GENERAL CONTRACTOR IS URGED TO VISIT THE PREMISES TO ESTABLISH NEED TO OBSERVE THE EXISTING CONDITIONS, AND TO FAMILIARIZE HIMSELF WITH THE BUILDING.
A. MINOR SITE CLEARING.
B. EXCAVATION AND BACKFILLING FOR CONCRETE FOUNDATIONS.
C. STORE ALL STRIPPED TOPSOIL ON THE PROPERTY
D. REMOVE FROM THE SITE ALL UNSTABLE AND UNUSABLE MATERIAL. PREFORM FINAL BACKFILLING AND GRADING OF THE ENTIRE WORK AREA. (NOTE: TOPSOIL-SEEDING TO BE BY OTHERS.
E. FURNISH AND MAINTAIN TEMPORARY SERVICES INCLUDING BUT NOT LIMITED TO: TEMPORARY TOILETS, WATER SUPPLY, HEATING, LIGHT, POWER, ETC.
E. UTILITIES:
1. UPGRADE OF ELECTRICAL SERVICE (IF REQUIRED).
2. NEW WATER SERVICE FOR FIRE SPRINKLER SYSTEM.
F. CONSTRUCTION WORK TO INCLUDE:
• DEMOLITION OF EXISTING WINDOWS, DOORS, CMU WALLS, ROOFING, WOOD DECKING ETC.
• PROVIDE TEMPORARY BRACING AND SHORING ASSOCIATED WITH THE DEMOLITION WORK.
• MASONITE PROTECTION PANELS ON EXTERIOR DOOR, ELEVATOR DOOR FRAMES AND STAIR CORRIDOR WALLS AND FLOOR. CONTINUOUS PANELS TAPED IN PLACE.
• CORE DRILLING AND ASSOCIATED WORK THROUGH EXISTING FLOOR SLABS
• CONCRETE FOOTINGS, FOUNDATION WALLS, CELLAR FLOORS, PIERS, SITE RETAINING WALLS, ETC.
• DRYWELLS
• CONCRETE PATCHING
• REINFORCING STEEL
• STEEL BEAM FIREPROOFING
• STEEL PAN FIRE STAIR WITH CONCRETE TREADS.
• PAINTED STEEL PIPE RAIL
• CMU BEARING WALLS
• EXTERIOR STUCCO FINISH
• FOUNDATION PERIMETER DRAINAGE SYSTEM.
• VAPOR BARRIER UNDER NEW SLABS .
• TERMITE PROTECTION
• FOUNDATION WALL WATERPROOFING WITH RIGID INSULATION - PROTECTIVE BOARD - "R-7.5"
• EXTERIOR STUCCO ON CMU BEARING WALLS
• STUCCO ON EXPOSED CONCRETE FOUNDATION WALLS
• STUCCO ON SITE RETAINING WALLS.
• ROUGH AND FINISHED CARPENTRY & FRAMING.
• FINISH CARPENTRY: INTERIOR TRIM WORK, DOORS, WINDOW CASING, BASE BOARDS AND TRIMS.
• RUBBER BASE
• ALUMINUM WINDOWS
• HOLLOW METAL DOORS AND FRAMES
• CARPET
• VCT FLOORING
• CERAMIC TILE WALLS, FLOORS AND GROUTING
• GYP. BOARD WALLS, CEILINGS, SOFFITS AND FASCIAS
• FIBERGLASS AND RIGID INSULATION / VAPOR BARRIERS
• WONDERBOARD 5/8" THICK INSTALLED IN ALL BATHROOM WALLS AND FLOORS ARE SCHEDULED TO BE SET IN MARBLE OR CERAMIC TILE SURFACING.
• INTERIOR DOOR HARDWARE AND INSTALLATION
• LEAD COATED COPPER GUTTERS AND LEADERS
• ICE AND WATER SHIELD
• EPDM ROOFING
• LEAD COATED COPPER FLASHING
• RECESSED FIRE EXTINGUISHER CABINETS.
• ELEVATOR
• ELEVATOR SHAFT
• ELEVATOR SIGN PANELS.

ARCHITECTURAL METALS
• STAIR RAILS AND GUARD RAILS

EXTERIOR AND INTERIOR PAINTING/STAINING:
• EXTERIOR EXTERIOR STUCCO TO BE FINISHED TO MATCH EXISTING
• PAINT INTERIOR DOORS AND DOOR CASINGS
• PAINT ALL INTERIOR GYPSUM BOARD WALLS AND CEILINGS.
• PAINT ALL INTERIOR EXPOSED CMU WALLS

STRUCTURAL STEEL:
• STRUCTURAL STEEL MEMBERS FOR STAIR, ELEVATOR AND SLAB OPENINGS

COMPLETE ELECTRICAL WORK:
(SEE SECTION XXVII FOR ADDITIONAL NOTES)
• NEW SERVICE IF REQUIRED
• TELEPHONE WIRING AND DATA WIRING - USE "TRIAMESE" CABLE CONSISTING OF (ONE COAX - AND TWO CAT-5) WRAPPED CABLE.
• RECESSED AND BUILT-IN LIGHTING FIXTURES (NOTE:SCONCES & DECORATIVE LIGHTS SUPPLIED BY OWNER)
• RECEPTACLES, OUTLETS, SWITCHES, DIMMERS
• SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS, HARD WIRED.
• BATHROOM EXHAUST FANS
• DRYER VENT SYSTEM

PLUMBING WORK:
(SEE SECTION XXVI FOR ADDITIONAL NOTES)
• NEW HOT WATER SYSTEM (IF REQUIRED).
• HOOK-UPS FOR LAUNDRY APPLIANCES,
• INSTALLATION OF ALL PLUMBING FIXTURES AND FITTINGS
• EXTERIOR HOSE BIBBS
• PLUMBING ASSOCIATED WITH HVAC SYSTEM CONDENSATE LINES
• VINYL PANS FOR SHOWERS.

COMPLETE HVAC SYSTEM:
(SEE SECTION XXVIII FOR ADDITIONAL NOTES)
• DUCTWORK DIFFUSERS.
• MAINTENANCE OF EXISTING UNITS.
• CONTROL WIRING
• MODIFICATION TO THE EXISTING ENGINE EXHAUST SYSTEM
• TOILET EXHAUST SYSTEM
• ELEVATOR EXHAUST SYSTEM

XXVII. EXTERIOR WORK NOT IN CONTRACT:
A. TOPSOIL AND SEEDING
B. LANDSCAPING

XXVIII. MATERIAL SPECIFICATION:
A. EXCAVATION, FILL, FINAL GRADING:
1. REMOVE TOP SOIL, AND PLACE ON PROPERTY AND SAVE FOR REUSE FOR FINAL GRADING.
2. SEE TEST HOLE DATA TO DETERMINE EXTENT OF UNUSABLE CLAY ETC. THAT SHOULD BE REMOVED FROM THE SITE.
3. ALL FOOTINGS SHALL BE CARRIED TO AND REST ON SOLID UNDISTURBED GROUND OF A MINIMUM BEARING CAPACITY OF 2000 PSF. - SEE STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION.
4. IF REQUIRED BY SUB-SOIL CONDITIONS, PROVIDE COMPACTED FILL TO MEET EXISTING CONDITIONS WITH SMOOTH TRANSITION. ALL FILL TO BE CLEAN MATERIAL CONTAINING NO ORGANIC MATTER. FILL TO BE PROPERLY PLACED AND COMPACTED.
5. AFTER FOUNDATION WALLS AND FOOTINGS ARE IN PLACE AND HAVE BEEN PROPERLY CURED AND THE FIRST FLOOR FRAMING AND SHEATHING ARE IN PLACE AND SECURED, BACKFILL AND SOLIDLY TAMP. BACKFILL SHALL BE FREE FROM DEBRIS.
6. NO FOOTINGS SHALL BE PLACED IN WATER OR FROZEN GROUND. AFTER FOOTINGS ARE PLACED THEY SHALL BE PROTECTED AGAINST FROST.
7. NO FILL OR BACKFILL SHALL BE PLACED OVER OR AGAINST WORK AT SUCH TIME OR IN SUCH A MANNER WHICH WOULD ENDANGER THE STABILITY OR OTHERWISE DAMAGE SUCH WORK.
B. CONCRETE:
1. REFER TO THE STRUCTURAL DRAWINGS FOR SCOPE OF CONCRETE WORK.
2. FORMS SHALL BE STEEL OR WOOD. THEY SHALL BE CLEANED AND PROPERLY OILED BEFORE USING.
3. ALL CONCRETE WORK SHALL CONFORM TO THE LATEST EDITION OF THE ACI BUILDING CODE.
4. CONCRETE MIX FOR ALL CONCRETE SHALL HAVE A MINIMUM STRENGTH OF 4,000 POUNDS PER SQUARE INCH AFTER IT HAS FULLY CURED IN 28 DAYS.
5. 20" WIDE 12" DEEP CONC. FOOTINGS WITH 1-1/2" X 3-1/4" KEYLOCK TO RECEIVE A 8" OR 10" (SEE DRAWINGS) POURED CONCRETE FOUNDATION WALL, HEIGHT AS SHOWN ON DRAWINGS. 30" X 30" X 12" DEEP CONCRETE FOOTINGS TO RECEIVE 4" PIPE COLUMNS IN BASEMENT AS SHOWN ON DRAWINGS. PROVIDE VAPOR BARRIER, RIGID INSULATION, DAMPPROOFING AND REINFORCING AS REQUIRED FOR A COMPLETE AND PROPER INSTALLATION.
6. CEMENT FINISH SHALL BE POURED INTEGRALLY WITH THE SLAB AND SHALL BE TROWELED SMOOTH.
7. BASEMENT FLOOR SLABS TO BE 4" POURED CONCRETE WITH #X6" #10 W.W.F. OVER A 6 MIL. POLYETHYLENE VAPOR BARRIER. SUB-BASE FOR SLABS ON GRADE TO BE 8" OF CRUSHED OR CRUSHED STONE (TAMPED) ON CONTINUOUS VAPOR BARRIER ON COMPACTED FILL.
8. PROVIDE TROWELED ON MASTIC OR HOT TAR ON ALL CONCRETE WALLS BELOW GRADE EXTERIOR, FOLLOWED BY RIGID INSULATION PROTECTIVE INSULATION BOARD - "R-7.5"
9. NO FOOTINGS SHALL BE CAST ON ORGANIC MATERIAL, FROZEN GROUND, MUD, SOFT CLAYS OR OTHER OBJECTIONABLE OR UNAPPROVED MATERIALS. CONTRACTOR SHALL TAKE ALL NECESSARY DE-WATERING PRECAUTIONS TO PROPERLY CAST NEW FOOTINGS IN AREAS WITH HIGH WATER TABLES. AFTER FOOTINGS ARE PLACED THEY SHALL BE PROTECTED AGAINST FROST. ALL FOOTINGS SHALL BEAR ON CONTROLLED OR COMPACTED FILL OR NATURAL VIRGIN SOIL HAVING A MINIMUM LOAD BEARING CAPACITY OF 3,000 P.S.F.
10. ALL REQUIREMENTS FOR BATCHING, MIXING, FINISHING, CURING ETC. PER ACI 301. "SPECIFICATIONS FOR CONCRETE BUILDINGS"
11. ALL REINFORCING STEEL SHALL CONFORM TO ASTM A-615 GRADE 60.
12. ALL WELDED WIRE FABRIC SHALL CONFORM TO ASTM A-185.
13. UNLESS OTHERWISE NOTED, THE GARAGE SLAB ON GRADE TO BE 4" CONCRETE REINFORCED WITH 6" X 6" W14 X W14 WWM ON 6 MIL. POLYETHYLENE VAPOR BARRIER ON 6" CRUSHED STONE.
C. STRUCTURAL STEEL:
1. ALL STRUCTURAL STEEL SHALL CONFORM TO THE REQUIREMENTS OF THE AISC "SPECIFICATION FOR STRUCTURAL STEEL FOR BUILDINGS". ALL STEEL TO CONFORM TO ASTM A36. ALL BOLTS SHALL BE 3/4" DIAMETER ASTM A-325 BOLTS IN BEARING TYPE CONNECTIONS.
D. EXTERIOR MASONRY WALLS:
1. PROVIDE CONCRETE UNIT MASONRY WHERE SHOWN ON THE DRAWINGS AND SPECIFIED HEREIN.
2. CONCRETE UNIT MASONRY UNITS SHALL COMPLY WITH ASTM STANDARDS: CONCRETE BRICKS, ASTM C55. HOLLOW LOAD-BEARING UNITS, ASTM C90. HOLLOW NON-LOAD-BEARING UNITS, ASTM C129. SOLID LOAD-BEARING UNITS, ASTM C145.
3. GRADES AND TYPES: HOLLOW, LOAD-BEARING UNITS GRADE N, TYPE I, MEDIUM WEIGHT FOR EXTERIOR, HOLLOW, LOAD-BEARING UNITS GRADE S, TYPE II, LIGHTWEIGHT FOR INTERIOR.
4. PATTERN AND SIZES SHOWN ON THE DRAWINGS. NOMINAL SIZE: 8" X 16" UNITS AS SHOWN ON DRAWINGS.
5. CONSTRUCTION AND INSTALLATION:
A. COMPLETE THIS WORK IN A TIMELY FASHION, WITHOUT INTERFERING WITH, OR DELAYING THE WORK OF OTHER TRADES.

B. PREPARE ALL WORK ACCORDING TO APPLICABLE CODES AND REGULATIONS AND ACCORDING TO THE STANDARDS AND SPECIFICATIONS OF THE MASONRY INSTITUTE OF AMERICA.
C. MOISTURE AND CLIMATE CONTROL SHALL BE AS PER STANDARDS OF THE MASONRY INSTITUTE OF AMERICA.
D. PREPARE A WORK LAYOUT TO ESTABLISH AND ASSURE CORRECT COURSING AND OPENINGS. SPACE AND COORDINATE EXPANSION/CONTRACTION JOINTS TO MATCH BUILDING FRAME AND THRU-JOINTS.
E. COMPLETE THIS WORK IN A TIMELY FASHION, WITHOUT INTERFERING WITH, OR DELAYING THE WORK OF OTHER TRADES.
F. COMPLETE ALL WORK ACCORDING TO APPLICABLE CODES AND REGULATIONS.
G. COMPLETE ALL WORK ACCORDING TO THE STANDARDS AND SPECIFICATIONS OF THE MASONRY INSTITUTE OF AMERICA.
H. WEATHERED, VEE OR CONCAVE JOINTS. GROUT AS PER ASTM C476. GROUT COMPRESSIVE STRENGTH NOT LESS THAN 2000 PSI AT 28 DAYS.
I. SCHEDULE TESTS AND INSPECTIONS PRIOR TO CONSTRUCTION TO VERIFY COMPLIANCE WITH REQUIRED MATERIALS STANDARDS. USE SEVERAL APPROVED MASONRY SAMPLES TO ESTABLISH ACCEPTABLE RANGE OF VARIATION. REJECT DEFECTIVE MASONRY UNITS.
J. PROTECT WATER SUPPLY FROM FREEZING AND MAINTAIN WATER CLEAN AND FREE OF CONTAMINANTS.
6. MASONRY ACCESSORIES AND REINFORCING - INSTALLATION
A. INSTALL METAL TIES FOR BONDING AS PER DETAILS AND REFERENCED TRADE STANDARDS. ASSURE COMPLIANCE IN TYPES, SIZES, SPACING, DEPTH OF ANCHORING AND CORROSION RESISTANCE.
B. INSTALL REINFORCING AS PER DETAILS AND REFERENCED TRADE STANDARDS.
7. GROUTING
A. COMPLETE REQUIRED BUILDING DEPARTMENT INSPECTION OF MASONRY BEFORE GROUTING. COMPLETE GROUT MIX TESTING AND CERTIFICATION BEFORE GROUTING.
B. INSTALL INSERTS, ANCHOR BOLTS, STRAPS, DOWELS AND BARS AS PER DETAIL DRAWINGS.
C. FOLLOW GROUT MANUFACTURER'S INSTRUCTIONS FOR GROUTING, VIBRATION, RODDING, AND PROTECTION WHEN STOPPING WORK FOR AN HOUR OR MORE.
8. PARGE AND WATERPROOF WHERE SHOWN IN THE DRAWINGS. USE WATERPROOFING MANUFACTURER'S RECOMMENDED CURING PROCEDURES.
9. WORK PROTECTION AND CLEANING
A. CLEAN ALL SURFACES AND WORK AREA PRIOR TO WORK, DURING WORK SHIFTS, AND IMMEDIATELY UPON COMPLETION.
B. PROTECT TOPS OF UNCOMPLETED WALL SECTIONS AT END OF EACH FULL WORK SHIFT.
10. AFTER INSTALLATION, INSPECT ALL WORK FOR IMPROPER INSTALLATION OR DAMAGE. REPAIR OR REPLACE ANY WORK DAMAGED DURING INSTALLATION. MAKE REPAIR WORK UNDETECTABLE.
F. STRUCTURAL STEEL FRAMING:
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE NEW YORK STATE BUILDING CODE AND ALL OTHER APPLICABLE CODES AND REGULATIONS.
2. STRUCTURAL STEEL SHALL CONFORM TO ASTM A-36. STEEL WORK SHALL CONFORM TO THE AISC CODE. SHOP CONNECTIONS SHALL BE WELDED OR HIGH STRENGTH BOLTED.
3. BOLTS SHALL BE 3/4" DIAMETER HIGH STRENGTH BOLTS CONFORMING TO ASTM A-325, OR AS NOTED ON STRUCTURAL DRAWINGS.
4. ALL WELDING SHALL BE PERFORMED BY LICENSED WELDERS IN ACCORDANCE WITH A.W.S. SPECIFICATIONS.
5. STEEL CONNECTIONS SHALL BE DESIGNED TO CARRY THE TO CARRY THE REACTION OF THE BEAM FOR THE MAXIMUM SAFE UNIFORM LOAD FOR THE SPAN SHOWN OR FOR THE REACTION SHOWN ON THE DRAWINGS, WHICHEVER IS GREATER.
6. ALL STRUCTURAL DRAWINGS SHALL BE WORKED WITH ARCHITECTURAL AND MECHANICAL DRAWINGS.
7. CONTRACTOR SHALL VERIFY DIMENSIONS AND LOCATIONS OF ALL EXISTING CONSTRUCTION PRIOR TO THE START OF PREPARATION OF DRAWINGS.
G. SUBFLOORING:
1. SUBFLOORING SHALL BE 3/4" EXPOSURE I GRADE PLYWOOD AS NOTED ON PLANS. IT SHALL BE SECURELY GLED WITH PL400 AND NAILED TO EACH JOIST AND ALL EDGES SHALL BE SUPPORTED.
H. SHEET METAL WORK:
1. EXTERIOR LEAD PANS, MISC. CAP AND BASE, AND ROOF FLASHING SHALL BE LEAD COATED COPPER MANUFACTURED FOR THE PURPOSE OF FLASHING, INSTALLED AT CHIMNEY, VALLEYS, ETC. TYP-SHALL ALL BE LEAD COATED COPPER.
2. LEADER CONNECTIONS TO GUTTERS SHALL HAVE SOLDERED JOINTS TO FORM A WATERTIGHT SEAL AT THE DOWN-SPOUT CONNECTOR TO LEADER.
3. GUTTERS TO BE 1/2" ROUND, LEAD COATED COPPER, LEADERS TO BE 4" DIA. ROUND, ALL TIED INTO A DRY-WELL SYSTEM DESIGNED TO DISPEL WATER FROM THE FOUNDATION WALL PERIMETER.

I. ROOFING:

1. EPDM RUBBER:

- a. MANUFACTURER: CARLISLE SYNTEC, INC. P.O. BOX 7000 CARLISLE, PA 17013 - 0925 (800) 233-0555 OR APPROVED EQUAL
- b. EPDM ROOFING SHALL BE MINIMUM .060" THICK, REINFORCED AND FULLY ADHERED TO ROOFING SUBSTRATE WITH MANUFACTURER'S BONDING ADHESIVE, SPLICING AND IN-SEAM CEMENT.
- c. INSTALL ONE LAYER OF 1/2" THICK HIGH DENSITY FIBER BOARD - SECURED TO THE PLYWOOD ROOF SHEATHING WITH GALVANIZED SCREWS WITH 3" ROUND WASHER WITH BUILT-IN RECESS IN WASHER TO RECEIVE SCREW HEAD.
- d. GENERAL CONTRACTOR SHALL FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR INSTALLATION OF A FULLY ADHERED EPDM ROOFING MEMBRANE OVER PLYWOOD DECK. DECK MUST BE FREE OF CONTAMINATES, SHARP PROTRUSIONS AND OTHER IRREGULARITIES THAT WOULD CAUSE DAMAGE TO THE MEMBRANE. JOINTS IN THE DECK MAY NOT EXCEED 1/4" IN WIDTH, IF FOR ANY REASON, JOINTS EXCEED 1/4" IN WIDTH JOINTS MUST BE COVERED IN A MANNER APPROVED BY MANUFACTURER.
- e. EPDM ROOFING SHALL EXTEND FULL LENGTH IN ONE SHEET. IF MORE THAN ONE SHEET OF MEMBRANE IS REQUIRED, THEN GENERAL CONTRACTOR SHALL LAP SHEETS MINIMUM OF 6" AND ADHERE WITH SPLICING CEMENT AND LAP SEAM CEMENT TO ENSURE A WATER-TIGHT SEAL.
- f. NO PENETRATIONS SHALL OCCUR THROUGH EPDM MEMBRANE UNLESS SPECIFIED AND DETAILED ON DRAWINGS AND AT PERIMETER WALLS AND EDGES FOR FLASHING PURPOSES. GENERAL CONTRACTOR TO USE CORROSION RESISTANT COATED FASTENERS AS RECOMMENDED BY MANUFACTURER.
- g. GENERAL CONTRACTOR TO INSTALL 5/4" SLEEPERS ABOVE EPDM MEMBRANE FOR WOOD DECKING. SLEEPERS SHALL "FLOAT" ON MEMBRANE - NO PENETRATIONS SHALL OCCUR THROUGH EPDM MEMBRANE AS A RESULT OF FASTENING SLEEPERS TO ROOF RAFTERS.
- h. FLASHING: SEE SECTION H SHEET METAL WORK FOR ADDITIONAL INFORMATION. FLASH ALL ROOF PENETRATIONS ACCORDING TO MANUFACTURER'S STANDARD DETAILS. GENERAL CONTRACTOR TO INSTALL FLASHING AT PERIMETER, INCLUDING WALL FLASHING AND EDGE FLASHING. SEE DRAWINGS FOR DETAILS.
- i. AFTER MEMBRANE AND FLASHING HAVE BEEN INSTALLED, GENERAL CONTRACTOR SHALL WATER TEST AREA BY USING HOSE WITH MAXIMUM WATER PRESSURE. RUN WATER TO DELUGE ROOF SURFACES. DRAINS FOR AT LEAST 90 MINUTES TO TEST WATER TIGHTNESS. AFTER LEAKS HAVE BEEN DETECTED AND REPAIRED, REPEAT TESTING TO VERIFY INTEGRITY OF ROOFING.

J. PARTITIONS:

- 1. TYPICAL GYPSUM BOARD PARTITIONS - TWO AND ONE HALF INCH 20 GA. METAL STUDS TO EXTEND SLAB TO SLAB WITH 5/8" GYPSUM BOARD FIRE CODE "C" EACH SIDE TO EXTEND SIX INCHES ABOVE CEILING LINE. INSTALL 3/8" THICK THERMAFIBER BATT INSULATION IN PARTITIONS ONLY WHERE INDICATED ON THE DRAWINGS.
- 2. NOTE- DOUBLE METAL STUDS AT ALL METAL DOOR FRAMES AND TRIMMED OPENINGS. PROVIDE TWO DIAGONAL BRACES AT ALL DOOR OPENINGS. BRACES TO EXTEND TO SLAB. ADDITIONALLY, AT ALL WOOD DOOR FRAMES - INSTALL 1/4" THICK BY 2 1/2" WIDE (FULL HEIGHT ON EACH JAMB AND HEAD SECTION) WOOD BLOCKING OR 2" X 3" WOOD STUD BLOCKING.
- 3. ALL WALLS TO BE TAPED AND READY FOR PAINTING. BASE WALL BE 3 1/2" HIGH.
- 4. PARTIAL HEIGHT WALLS - USE 5/8" GYPSUM BOARD AND 2-1/2" METAL STUDS AND CHANNELS. PROVIDE CONTINUOUS 2" X 3" BLOCKING AT FLOOR CHANNEL SECURED TO SLAB. WALLS SHALL BE TAPED AND BE MADE READY FOR PAINTING.
- 5. TWO HOUR FIRE RATED PARTITIONS - TWO AND ONE HALF INCH 20 GA. METAL STUDS WITH 2 LAYERS OF 5/8" GYPSUM BOARD FIRE CODE 60 EACH SIDE. ALL TO EXTEND SLAB TO SLAB. INSTALL 3" BATT INSULATION IN ALL PARTITIONS. WALLS TO BE TAPED AND SPACKLED - SLAB TO SLAB. (NOTE: FOR ONE HOUR FIRE RATED PARTITIONS USE 1" LAYER OF 5/8" GYPSUM BOARD FIRE CODE 60 EACH SIDE EXTENDING SLAB TO SLAB.)
- 6. WHERE INDICATED ON DRAWINGS PROVIDE AND INSTALL 5/8" GYPSUM BOARD FIRE CODE "C" ON METAL FURRING STUDS OR LAMINATE DIRECTLY TO EXISTING WALL SURFACE. FURRING STUDS TO EXTEND SLAB TO SLAB. GYPSUM BOARD TO EXTEND 6" ABOVE CEILING LINE.
- 7. IN ROOMS WITHOUT HUNG CEILINGS, EXTEND GYPSUM BOARD SLAB TO SLAB/DECK.
- 8. WHERE PARTITIONS ARE NOTED TO BE SOUNDPROOF EXTEND GYPSUM BOARD SLAB TO SLAB AND PROVIDE THERMAFIBER SOUND INSULATION BLANKETS. (NOT REQUIRED)
- 9. NOTE: WHERE NEW GYPSUM BOARD PARTITION OR FURRING OCCURS IN TOILETS, PANTRIES OR WET AREAS SCHEDULED FOR CERAMIC TILE WALL FINISH, GYPSUM BOARD TO BE W.R. TYPE (WATER RESISTANT).
- 10. ALL GYPSUM BOARD PARTITIONS AND CEILINGS TO USE TAPING MOULDINGS, USG SERIES 200, WHERE INDICATED ON THE DRAWINGS INSTALL MILGO BUFKIN BUILT-IN WALL AND/OR CEILING TRIMS - SEE NOTE H SECTION XXX.

- 11. WHERE ACCESS DOORS ARE REQUIRED AT GYPSUM BOARD PARTITIONS. PROVIDE AND INSTALL FLUSH METAL WALL ACCESS PANELS. ALL EDGES TO BE TAPED AND SPACKLED FLUSH TO WALL ACCESS PANELS TO BE PAINTED TO MATCH WALL FINISH. LOCATIONS TO BE CONFIRMED WITH ARCHITECT IN THE FIELD.

K. TAPING - JOINT SYSTEM TO BE AS FOLLOWS:

- 1. THE FOLLOWING SPECIFICATIONS DESCRIBES THE "LEVEL OF FINISH" AS RECOMMENDED BY THE GYPSUM ASSOCIATION.
- 2. ALL GYPSUM BOARD CEILINGS ARE TO BE PREPARED WITH A "LEVEL 5 FINISH" AS FOLLOWS:
 - a. ALL JOINTS AND INTERIOR CORNERS SHALL HAVE TAPE EMBEDDED IN JOINT COMPOUND AND TWO SEPARATE COATS OF JOINT COMPOUND APPLIED OVER FLAT JOINTS AND ONE SEPARATE COAT OF JOINT COMPOUND APPLIED OVER INTERIOR CORNERS (TOTAL OF 3 COATS ON INTERIOR CORNERS).
 - b. FASTENER HEADS AND METAL TRIM ACCESSORIES (CORNER BEADS, ETC.) SHALL BE COVERED WITH THREE SEPARATE COATS OF JOINT COMPOUND.
 - c. APPLY THIN SKIM COAT OF JOINT COMPOUND OR A MATERIAL MANUFACTURED ESPECIALLY FOR THIS PURPOSE SHALL BE APPLIED TO THE ENTIRE SURFACE (SEE PAINTING NOTE C-11).
 - d. SAND AND POLISH THE ENTIRE SURFACE.
- 3. GYPSUM BOARD PARTITIONS SCHEDULED TO RECEIVE THE SPECIAL PAINT FINISH - "ARMOUR COAT" ARE TO RECEIVE THE "LEVEL 5 FINISH", AS NOTED ABOVE (SEE PAINTING NOTES C-1).
- 4. PAINTED GYPSUM BOARD PARTITIONS - PARTITIONS SCHEDULED TO BE PAINTED OR RECEIVE FABRIC WALL COVERING ARE TO BE PREPARED WITH A "LEVEL 4 FINISH". REPEAT ALL STEPS NOTED FOR LEVEL 5 FINISH EXCLUDING THE SKIM COATING.
- 5. GYPSUM BOARD PARTITIONS - SCHEDULED TO RECEIVE WOOD WALL PANELING OR CERAMIC TILE ARE TO RECEIVE A "LEVEL 3 FINISH" AS FOLLOWS:
 - a. ALL JOINTS AND INTERIOR CORNERS SHALL HAVE TAPE EMBEDDED IN JOINT COMPOUND AND ONE SEPARATE COAT OF JOINT COMPOUND APPLIED OVER FLAT JOINTS AND INTERIOR CORNERS.
 - b. FASTENER HEADS AND METAL TRIM ACCESSORIES (CORNER BEADS, ETC.) SHALL BE COVERED WITH TWO SEPARATE COATS OF JOINT COMPOUND.
 - c. ALL JOINT COMPOUND SHALL BE FREE OF TOOL MARKS AND RIDGES.

L. PAINTING:

- 1. ALL NEW AND EXISTING WALLS INCLUDING COLUMNS, WINDOW PILASTERS, SOFFITS, FACIAS, WINDOW POCKETS, ETC. ARE TO BE PROPERLY PREPARED PRIOR TO PAINTING. PREPARATION TO INCLUDE THE FOLLOWING:
 - a. REMOVE ALL EXISTING APPURTANCES INCLUDING: NAILS, SCREWS, WOOD BLOCKING, WINDOW BLIND HARDWARE, DRAPERY HARDWARE, WALLCOVERING, ETC.
 - b. TO OBTAIN SMOOTH CONDITIONS PRIOR TO PAINTING SCRAPE ALL LOOSE, SPALLED OUT PAINT AND PLASTER FROM ALL SURFACES. IF REQUIRED, CHOP OUT SEVERELY SPALLED AREAS AND APPLY APPROPRIATE BONDING AGENTS AND PLASTER PATCH AS OUTLINED - SEE NOTE NO. 7 THIS SECTION.
 - c. SAND ALL SURFACES PRIOR TO PAINTING. AFTER APPLICATION OF PRIME COAT REPEAT ABOVE PROCEDURES AND PLASTER PATCH AND REPEAT SANDING.
 - d. APPLY PAINT IN THIN EVEN LAYERS. STRAIN PAINT TO AVOID LUMPS, HAIRS, DUST PARTICLES, ETC. APPLY ONE BASE COAT AND THREE FINISH COATS. PAINT TO SATIN ENAMEL BENJAMIN MOORE OR APPROVED EQUAL - "DULAMEL EGG SHELL" ALKYD ENAMEL.
- 2. ALL NEW AND EXISTING WALLS AND GYPSUM BOARD CEILINGS, SOFFITS AND FASCIAS TO BE PREPARED TO RECEIVE SATIN ENAMEL PAINT. WALLS TO RECEIVE ONE BASE COAT AND THREE FINISH COATS. PAINT TO BE BENJAMIN MOORE - ALKYD ENAMEL "DULAMEL EGG SHELL". CEILINGS TO RECEIVE ONE BASE COAT AND THREE FINISH COATS. ALKYD ENAMEL. FLAT FINISH. ALL PAINT TO BE BENJAMIN MOORE OR APPROVED EQUAL. ARCHITECT TO SUBMIT COLORS.
- 3. PAINTED METAL OR WOOD DOORS AND FRAMES - ONE BASE COAT, TWO FINISH COATS - DEEP TONE ACCENT COLOR - SEMI-GLOSS, ALKYD ENAMEL SAND AND FILL BETWEEN PRIME COAT AND FINISH COAT. STEEL WOOL BETWEEN FINISH COATS. NOTE: APPLY PAINT IN THIN EVEN LAYERS - STRAIN PAINT TO AVOID LUMPS, HAIRS, DUST PARTICLES, ETC. CAULK WITH ACRYLIC LATEX CAULKING (COLOR TO MATCH WALL COLOR) ALONG BOTH EDGES WHERE THE METAL DOOR FRAME MEETS THE GYPSUM BOARD PARTITION.
- 4. CEILING PAINTING - EXPOSED EXISTING CONCRETE OR METAL DECK CEILINGS ONLY. ALL EXPOSED EXISTING CEILINGS INCLUDING ALL EXISTING BEAMS, DUCTWORK, CEILING SUSPENSION SYSTEMS, BRACES, ELECTRICAL CONDUITS, SLABS, ETC. AND AS NOTED ON THE DRAWINGS SHALL BE PAINTED. PAINT ONE PRIME COAT AND TWO FINISH COATS. COLOR TO BE WHITE. FLAT FINISH - AT CONTRACTOR'S OPTION THIS WORK CAN BE SPRAY APPLIED.
- 5. THE PAINTING CONTRACTOR SHALL INCLUDE IN HIS PRICE THE COST TO RETURN TO THE JOB SITE AFTER THE INSTALLATION OF STORE FIXTURE WORK AND CARPET TO TOUCH UP ALL WALLS DAMAGED DURING THE CARPET INSTALLATION.

M. EXTERIOR WINDOWS:

- 1. PROVIDE AND INSTALL THERMALLY BROKEN PAINTED ALUMINUM WINDOWS WITH HIGH PERFORMANCE

INSULATED GLASS. NEW WINDOWS TO HAVE A U-VALUE OF 0.55

N. DOORS AND FRAMES:

- 1. STANDARD PAINTED FINISH HOLLOW METAL DOOR FRAME - TO BE SHOP FABRICATED, FULL-WELDED, UNIT TYPE CONSTRUCTION AT JOINTS. FORM FROM 16 GAUGE STEEL. PROVIDE RUBBER SILENCERS ON STOP SIDE OF JAMB. FRAME TO BE U.L. LABELED AS INDICATED ON DOOR SCHEDULE.
 - 2. STANDARD - PAINTED FINISH HOLLOW METAL DOORS. DOORS TO BE 1-3/4" THICK, FLUSH TYPE WITH EDGES CONTINUOUSLY WELDED, FINISHED FLUSH AND DRESS SMOOTH. SEAMS OR JOINTS WILL NOT BE PERMITTED ON DOOR FACES OR EDGES. DOORS TO BE 18 GAUGE STEEL FOR FACE SHEETS. DOORS TO BE U.L. LABELED WHERE INDICATED ON DOOR SCHEDULE.
 - 3. EACH DOOR IS TO BE MANUFACTURED TO ACCOMMODATE HARDWARE ITEMS SUCH AS PULL, CHECKING FLOOR HINGES, ETC. AS NOTED ON THE DRAWINGS.
 - 4. THE INSTALLATION OF THE DOORS ARE TO BE IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS BY A SUBCONTRACTOR APPROVED BY THE MANUFACTURER AND TO THE SATISFACTION OF THE ARCHITECT. INSTALLATION SHALL BE COMPLETE AND READY FOR OPERATION.
 - 5. PROVIDE ALL REQUIRED GLAZING TAPE, SETTING BLOCKS AND SILICONE CAULKING AS REQUIRED. ENTIRE INSTALLATION TO BE PERFORMED IN A NEAT, WORKMANLIKE MANNER. USE ONLY CONTRACTORS WITH EXPERIENCE IN SIMILAR INSTALLATIONS.
- O. CEILINGS:**
- 1. NEW LAY-IN ACOUSTICAL TILE CEILING: TWO BY TWO LAY-IN - MINERAL FISSURED ACOUSTICAL TILE WITH N.Y.C. BUILDING DEPARTMENT APPROVED SUSPENSION SYSTEM. TILE TO BE ARMSTRONG - "ULTIMA" REGULAR NO. 1912. PROVIDE ALL MAIN "T" BAR RUNNERS, WALL MOULDINGS, ETC. IN COLOR TO MATCH CEILING TILE COLOR. SUSPENSION SYSTEM TO BE ARMSTRONG "SILHOUETTE" XL - 1/2" REVEAL.
 - 2. NEW GYPSUM BOARD CEILINGS, SOFFITS AND LIGHT POCKETS: 5/8" GYPSUM BOARD SECURED TO 7/8" FURRING CHANNEL OR 3" METAL STUDS, CHANNELS AND STUDS TO BE SECURED TO SUSPENSION SYSTEM APPROVED BY THE BUILDING DEPARTMENT. (UBC)
 - 3. WHERE NOTED ON THE DRAWING IN GYPSUM BOARD CEILINGS INSTALL U.S. GYPSUM "DUROCK" CONTROL JOINT.
 - 4. WHERE ACCESS DOORS ARE REQUIRED AT GYPSUM BOARD CEILINGS, PROVIDE AND INSTALL FLUSH METAL CEILING ACCESS PANELS. ALL EDGES TO BE TAPED AND SPACKLED FLUSH TO CEILING. ACCESS PANELS TO BE PAINTED TO MATCH CEILING FINISH. LOCATIONS TO BE CONFIRMED WITH ARCHITECT IN THE FIELD.
 - 5. FOR TAPING AND SPACKLING REQUIREMENTS SEE NOTE "B" - TAPING.
 - 6. SEE NOTE "H" RELATING TO RECESSED METAL CEILING REVEAL TRIMS, IF REQUIRED.

O. FIRE RETARDED TREATED WOODS:

ALL WOOD BLOCKING, FRAMING SUPPORTS, BRACING PLYWOOD, ROUGHING, ETC. TO BE TREATED LUMBER AND PLYWOOD TO HAVE FACTORY TREATMENT OF RETARDANT. TREATMENT TO MEET U.L. STANDARDS.

P. METAL TRIMS:

- 1. FURNISH AND INSTALL THE FOLLOWING METAL TRIMS AS SUPPLIED BY FRY REGLET OR APPROVED EQUAL. TRIMS TO INCLUDE (BUT NOT LIMITED TO):
 - a. RECESSED METAL CEILING REVEAL TRIMS (IF REQ'D).
 - b. RECESSED METAL WALL BASE IF REQ'D).
 - c. RECESSED METAL WALL REVEALS.SEE PARTITION DETAILS, ELEVATIONS AND CEILING DETAILS FOR THE EXTENT AND MODEL NUMBERS OF EACH TRIM.
- 2. ALL ITEMS TO BE FACTORY FABRICATED AND SHOP PRIMED FOR FIELD INSTALLATION IN CONVENTIONAL GYPSUM DRYWALL CONSTRUCTION. INSTALLATION TO BE IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.

Q. CONCRETE OR PLYWOOD UNDERLAYMENT:

- 1. IN ALL AREAS AS NOTED ON THE PLANS TO RECEIVE CARPET OR VCT FLOORING THE CONTRACTOR SHALL PROVIDE UNDERLAYMENT TO RAISE THE LEVELS OF THE CARPET OR VCT FLOOR INSTALLATION LEVEL WITH THE HEIGHT OF THE ADJACENT STONE FLOORING INSTALLATION.
- 2. ALL THE CONTRACTOR'S OPTION THIS UNDERLAYMENT MAY BE EITHER CONCRETE OR PLYWOOD AS NOTED BELOW.
- 3. CONCRETE UNDERLAYMENT SHALL BE A MINIMUM OF 1" (ONE INCH) THICK OR AS NOTED ON THE PLANS. SYSTEM TO BE ONE OF THE FOLLOWING:
 - a. ARDEX #K-15 SELF - LEVELING UNDERLAYMENT CONCRETE WITH AGGREGATE. TEL: 412-264-4240.
 - b. INSTALLATION TO BE IN CONFORMANCE WITH ALL OF THE MANUFACTURER'S SPECIFICATIONS AND INSTALLATION RECOMMENDATIONS FOR THIS TYPE OF SYSTEM.
- 4. PLYWOOD UNDERLAYMENT SHALL CONSIST OF ONE LAYER OF 1/2" THICK OR 3/4" THICK MARINE GRADE PLYWOOD. PLYWOOD TO BE GLUED TO THE CONCRETE SLAB AND RAMSET FASTENED. LEAVE 1/4" SPACE BETWEEN SHEETS IN LOWER LAYER OF PLYWOOD. STAGGER SEAMS BETWEEN LAYERS. TOP LAYER TO HAVE BUTT JOINTS.
- 5. FINISH OF CONCRETE OR PLYWOOD TO BE FLUSH AND SMOOTH AND READY OR CARPET INSTALLATION. PROVIDE ALL FLASH PATCHING OF THE UNDERLAYMENT AS REQUIRED TO OBTAIN A FLUSH UNIFORM CONDITION FREE OF "HUMPS", LUMPS, ETC.

R. CEMENTIOUS BACKER BOARD:

- 1. MATERIAL TO BE 1/2" THICK-WONDER BOARD OR DUROCK OR DENS - SHIELDS - SIZES AS REQUIRED TO MEET THE CONDITION DETAILED.
- 2. INSTALL IN ALL BATHROOM WALLS SCHEDULED TO RECEIVE MARBLE TILE AND CERAMIC TILE INCLUDING SHOWER CURBS AND PANS (IF INDICATED ON THE DRAWINGS). INSTALL BACKER BOARD TO THE EXISTING WALL USING AN ADHESIVE RECOMMENDED BY THE MANUFACTURER. INSTALL TO WOOD FRAMING MEMBERS (CCA TREATED LUMBER) AT SHOWER CURBS.
- 3. INSTALLATION TO BE LEVEL AND TRUE AND FREE OF HUMPS, ETC.
- 4. INSTALL GLASS MESH TAPE SYSTEM ON ALL JOINTS AND CORNERS, EMBED TAPE INTO THE SETTING MATERIAL. SPACKLE USING PROCEDURES RECOMMENDED BY THE MANUFACTURER.

S. CERAMIC TILE FLOOR AND WALLS:

- 1. FLOOR AND WALLS TO BE AS NOTED ON THE DRAWINGS. PROVIDE INTEGRAL TILE BASE TRIM, WALL CAPS INCLUDING INSIDE AND OUTSIDE CORNER TRIMS AND ALL OTHER SPECIAL TILES. SEE DRAWING DETAILS FOR OTHER SPECIAL TRIMS AND SUPPLIERS.
- 2. SURFACE PREPARATION AND TILE INSTALLATION:
 - a. INSTALLATION OF TILE SHALL BE IN ACCORDANCE WITH THE STANDARDS OF THE CERAMIC TILE INSTITUTE OF AMERICA AND WITH MANUFACTURER'S INSTRUCTIONS AND RECOMMENDATIONS INCLUDING SURFACE PREPARATION, MIXING, APPLICATION GROUTING AND PROTECTION. LAY OUT ALL THE WORK SO AS TO MINIMIZE CUTS LESS THAN ONE-HALF IN SIZE. LOCATE CUTS IN BOTH WALLS AND FLOORS TO BE AS INCONSPICUOUS AS POSSIBLE OR AS SHOWN ON DRAWINGS. SMOOTH ALL EXPOSED CUT EDGES AND CLEAN BEFORE INSTALLING TILES.
 - b. INSTALLATION OF TILE ON ALL WALLS TO BE OVER "TILE BACKER BOARD" (CEMENTIOUS BACKER BOARD) SEE NOTE "L".
 - c. INSTALLATION ON WALLS TO BE "THIN SET" OVER NEW CEMENTIOUS BACKER BOARD.
 - d. WALL TILE SETTING TO BE EPOXY THIN BED METHOD USING LATAPOXY 210 EPOXY ADHESIVE AS MANUFACTURED BY LATICRETE INTERNATIONAL, INC. TEL: 1-800-243-4788. NOTE: THE BACK OF ALL TILE SHALL BE THOROUGHLY SCRUBBED TO REMOVE ANY FINE POWDER LEFT ON THE BACK OF THE TILE DURING THE MANUFACTURING PROCESS. BACK BUTTER ALL TILES AND BEAT IN SETTING BY USING A RUBBER MALLET. JOINT WIDTH BETWEEN TILE TO BE 1/16".
 - e. WALL TILE GROUT ALL JOINTS WITH LATAPOXY SP-100 STAINLESS GROUT AS MANUFACTURED BY LATICRETE INTERNATIONAL, INC. GROUT COLOR TO MATCH TILE COLOR. PROVIDE SAMPLES FOR ARCHITECT'S SELECTION.
 - f. INSTALLATION ON FLOORS TO BE "MUD SET" OVER NEW CLEAN SAND FILL.
 - g. SEE SECTION "O" BELOW FOR WATERPROOFING INFORMATION.
 - h. FOR FLOOR TILE INSTALLATION, SUPPLY ALL NECESSARY LEVELING AND SETTING GROUTS, USING LATICRETE #4237 SLURRY BOND COAT AND #3701 THICK BED MORTAR TO RAISE THE FLOOR TO THE LEVELS INDICATED ON THE DRAWINGS. TILE SETTING TO BE EPOXY THIN BED METHOD USING LATAPOXY 210 EPOXY ADHESIVE AS MANUFACTURED BY LATICRETE INTERNATIONAL, INC. - TEL: 1-800-243-4788. NOTE: THE BACK OF ALL TILE SHALL BE THOROUGHLY SCRUBBED TO REMOVE ANY FINE POWDER LEFT ON THE BACK OF THE TILE DURING THE MANUFACTURING PROCESS. BACK BUTTER ALL PAVERS AND BEAT IN SETTING BED USING A RUBBER MALLET. JOINT WIDTH BETWEEN TILE TO BE 1/16".
 - i. FOR FLOOR TILE, GROUT ALL JOINTS WITH LATAPOXY SP 100 STAINLESS GROUT AS MANUFACTURED BY LATICRETE INTERNATIONAL, INC. GROUT COLOR TO MATCH TILE COLOR. PROVIDE SAMPLES FOR ARCHITECT'S SELECTION. JOINT GROUT TO BE APPLIED AFTER RECOMMENDED WAITING TIME (48 HOURS MINIMUM) HAS ELAPSED. NOTE: INSTALLER TO PROVIDE SAMPLE BOARD WITH TILES, SETTING ADHESIVES AND GROUT FOR ARCHITECT'S APPROVAL PRIOR TO GROUTING FLOOR. WORK, CLEAN AND PROVIDE A GROUT RELEASE OR INHIBITOR TO PREVENT PORCELAIN PAVERS FROM ABSORBING GROUT STAINS.
 - j. AFTER INSTALLATION OF TILE, PROTECT AND KEEP FLOORING FREE FROM GENERAL TRAFFIC FOR AT LEAST 72 HOURS. DAMP MOP WITH A NEUTRAL CLEANER, POLISH AND BUFF FINISHED PORCELAIN PAVER FLOOR.
 - k. AFTER FINISHING - APPLY KRAFT PAPER OVER THE ENTIRE TILE AREA. TAPE THE PROTECTIVE PAPER IN PLACE - CONTINUOUSLY.

T. CARPET:

- 1. PREPARE CONCRETE FLOOR SLAB TO RECEIVE NEW FINISHES. REMOVE ALL EXISTING MATERIALS DOWN TO CONCRETE SLAB. PERFORM ALL FLASH PATCHING AS REQUIRED TO OBTAIN SMOOTH LEVEL CONDITIONS PRIOR TO INSTALLATIONS.
- 2. CARPET TO BE BY MANUFACTURERS AND IN COLORS AS NOTED ON FLOOR FINISH PLANS. PROVIDE BORDER STRIPS IN LOCATIONS AS NOTED ON THE PLANS.

- 3. INSTALLATION METHODS SHALL BE "PADDED" METHOD COMPLETE WITH TACKLESS EDGE STRIPS, 40 OUNCE JUTE AND HAIR FELT UNDERLAYMENT OR DIRECT "GLUE DOWN" METHOD AS INDICATED ON THE DRAWINGS AND IN CONFORMANCE WITH ALL MANUFACTURER'S RECOMMENDATIONS.
- 4. CONTRACTOR IS TO USE "HOT MELT SEAM TAPE" AT ALL JOINTS FOR BOTH TYPES OF INSTALLATIONS. SAME SYSTEM AS USED IN TACKLESS INSTALLATION, NOT JUST "SEAM SEALER".
- 5. PROVIDE VINYL EDGE STRIPS AT ALL JOINTS WITH VINYL TILE FLOORING.
- 6. PROVIDE FLASH PATCHING AS REQUIRED TO RAISE LEVEL OF CARPETING AT ALL EDGES ABUTTING MARBLE OR PORCELAIN PAVER TILE FLOORING (SEE FLOOR DETAILS).

U. VINYL COMPOSITION TILE:

- 1. VINYL FLOOR TILE TO BE 12" X 12" X 1/8" GA. BY MANUFACTURERS AND IN COLORS AND PATTERNS AS NOTED ON THE FLOOR FINISH PLANS.
 - 2. DO ALL NECESSARY LEVELING AND FLASH PATCHING OF FLOOR SLAB PRIOR TO INSTALLATION OF VINYL FLOOR TILE.
 - 3. INSTALL VINYL SADDLES AND REDUCER STRIPS AS REQUIRED AT JOINTS WITH ALL OTHER FLOORING MATERIALS OR AS NOTED ON THE PLANS.
 - a. SWEEP AND VACUUM THOROUGHLY.
 - b. DO NOT WASH, SCRUB, OR STRIP THE FLOOR FOR AT LEAST FOUR TO FIVE DAYS AFTER INSTALLATION. THIS IS TO PREVENT EXCESS MOISTURE FROM INTERFERING WITH THE ADHESIVE BOND AND/OR SEAM TREATMENTS. THE FLOOR MAY BE CLEANED AFTER INSTALLATION BY DAMP-MOPPING WITH A VERY DILUTE NEUTRAL DETERGENT SOLUTION, CAREFULLY SCRUBBING BLACK MARKS AND EXCESSIVE SOIL.
 - c. PRIOR TO MOVE-IN CLEAN ENTIRE FLOOR AND APPLY TWO COATS OF METAL CROSS-LINED, ACRYLIC FLOOR POLISH ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS.
 - d. PROVIDE FULL PROTECTION FOR THE FINISHED FLOOR UNTIL THE COMPLETION OF ALL CONSTRUCTION WORK, INCLUDING HEAVY DUTY KRAFT PAPER TAPED IN PLACE.
 - 4. INITIAL MAINTENANCE AFTER INSTALLATION TO BE AS FOLLOWS:
 - a. SWEEP AND VACUUM THOROUGHLY.
 - b. DO NOT WASH, SCRUB, OR STRIP THE FLOOR FOR AT LEAST FOUR TO FIVE DAYS AFTER INSTALLATION. THIS IS TO PREVENT EXCESS MOISTURE FROM INTERFERING WITH THE ADHESIVE BOND AND/OR SEAM TREATMENTS. THE FLOOR MAY BE CLEANED AFTER INSTALLATION BY DAMP-MOPPING WITH A VERY DILUTE NEUTRAL DETERGENT SOLUTION, CAREFULLY SCRUBBING BLACK MARKS AND EXCESSIVE SOIL.
- V. RUBBER BASE:**
- MATERIAL SHALL BE COVE BASE AT VCT TILE AND STRAIGHT BASE AT CARPET AREAS (IF REQUIRED). IN HEADINGS AS INDICATED ON PLANS. COLORS AND MANUFACTURERS TO BE AS NOTED ON FLOOR FINISH PLAN. INSTALL IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS. PREPARE THE WALL SURFACE TO ELIMINATE LUMPS AND BUMPS. USE NO LENGTHS OF BASE LESS THAN 24" LONG. INSTALLATION TO BE NEAT AND TIGHT TO THE WALL AND FLOOR SURFACES.

W. MIRROR:

MIRROR PANELS TO BE 1/4" THICK CLEAR SILVERED SIZED AS SHOWN ON DRAWINGS. PROVIDE ADHESIVE TOP AND BOTTOM EXTRUDED POLISHED CHROME OR STAINLESS STEEL ANGLES 1/4" X 3/4" NOTE: CHROME "J" MOLDINGS WILL NOT BE ACCEPTED. ALL EDGES OF MIRROR PANELS TO BE POLISHED.

X. HARDWARE:

- 1. GENERAL CONTRACTOR IS TO PURCHASE ALL HARDWARE ITEMS INCLUDING HINGES LATCHSETS, LOCKETS, CLOSERS, SILENCERS, FLOOR AND WALL STOPS AND DIGITAL CONTROL SYSTEM LOCK SETS, ETC., FOR ALL DOOR TYPES.
- 2. THE GENERAL CONTRACTOR SHALL COORDINATE AND BE RESPONSIBLE FOR THE ELECTRICAL CONTRACTOR'S WORK RELATING TO WIRING AND HOOK-UPS OF ALL ELECTRIC DOOR RELEASES AND DIGITAL CONTROL LOCK SYSTEMS, ETC.
- 3. ALL HARDWARE TO BE AS SPECIFIED ON THE DOOR SCHEDULE AND AS APPROVED BY THE CLIENT. LOCKSETS AND LATCHSETS TO BE KEYPED AND MASTER-KEYED.

Y. FIRE-EXTINGUISHER CABINET:

"FIRE-END" MODEL #2610 FOR 10 LBS. F.E. BOTRE STAINLESS STEEL SOLID DOOR (STYLE 'E') AND FRAME WITH ENGRAVED LETTERS, RECESSED INSTALLATION.

MANUF: S CROKER
25280 RYAN ROAD
WARREN, MI 48091

Z. STEEL BEAM FIREPROOFING:

A. FIREPROOFING TO BE IN ACCORDANCE WITH THE BUILDING CODES AND REGULATIONS AND SHALL PROVIDE A FIRE RATING EQUAL TO EXISTING ADJACENT WORK.

ZA. ELEVATOR CALL BUTTON AND ACRYLIC SIGNAGE PANEL:

- 1. ELEVATOR CALL BUTTONS AND SIGNAGE PANELS AS PER APPROVED SHOP DRAWINGS. SEE SEPARATE ELEVATOR SPECIFICATION BY VAN DEUSEN ASSOCIATES FOR ADDITIONAL INFORMATION AND DETAILS

NOTES:

PROJECT INFORMATION:

Irvington fire Department
Renovations and Additions

Main Street
Irvington, NY 10533

REV.#/DATE: DESCRIPTION:

DRAWING TITLE:

GENERAL NOTES & SPECIFICATIONS

DRAWING INFO:

SPC-2

NO SCALE

30 June 2009

0917
0917-spc-09

NOTES:

PROJECT INFORMATION:

Irvington fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV.#/DATE: DESCRIPTION:

DRAWING TITLE:

GENERAL NOTES
 & SPECIFICATIONS

DRAWING INFO:

SPC-3

NO SCALE

30 June 2009

0917
 0917-spc-00p

XXIV. SPRINKLER NOTES:

- A. ALL SPRINKLER WORK TO BE IN ACCORDANCE WITH NEW YORK STATE BUILDING CODE AND NFPA REQUIREMENTS.
- B. THE INSTALLATION SHALL BE DESIGNED AND ACCOMPLISHED BY AN AUTHORIZED SPRINKLER CONTRACTOR RECOGNIZED AS A FULLY EXPERIENCED SPECIALIST IN AUTOMATIC SPRINKLER SYSTEM DESIGN AND INSTALLATION. CONTRACTOR IS TO INCLUDE IN HIS BID THE COST TO PREPARE COMPLETE DRAWINGS AND SPECS AND IS TO FILE THE DRAWINGS AND OBTAIN A PERMIT FROM THE VILLAGE OF IRVINGTON FOR THE SPRINKLER WORK. DRAWINGS ARE TO BE PREPARED BY A LICENSED ENGINEER WHOSE RESPONSIBILITY WILL BE COMPLETE INCLUDING ALL CONTROLLED INSPECTONS REQUIRED.
- C. THE SPRINKLER CONTRACTOR SHALL VISIT THE SITE AND CAREFULLY EXAMINE THE EXISTING CONDITIONS AND DIFFICULTIES. HE SHALL DETERMINE THE EXTENT OF NEW PIPING AND DROPS REQUIRED TO INSTALL A COMPLETE BUILDING DEPARTMENT APPROVED SYSTEM WITH THE NEW FLOOR PLAN LAYOUT.
- D. THE SPRINKLER CONTRACTOR SHALL EXAMINE THE DRAWINGS OF ALL OTHER TRADES, AND SHALL FIELD VERIFY THE LOCATION OF ALL LIGHTING FIXTURES, DUCTWORK & DIFFUSERS AND CEILING HEIGHTS THAT AFFECT THE SPRINKLER WORK.
- F. THE SPRINKLER CONTRACTOR SHALL PROVIDE ALL ENGINEERING DRAWINGS AND CALCULATIONS AS REQUIRED FOR THE INSTALLATION AND FOR THE FILING AND APPROVAL PROCESS WITH THE VILLAGE OF IRVINGTON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL BUILDING DEPARTMENT APPROVALS AND FEES.
- G. SPRINKLER HEADS TO BE FLUSH TYPE IN STANDARD BAKED WHITE ENAMEL FINISH FOR ALL FINISHED GYPSUM BOARD AND ACOUSTIC TILE CEILING AREAS. ALL AREAS WITH NO CEILINGS TO BE UPRIGHT, EXPOSED SPRINKLER HEADS.
- H. ENTIRE INSTALLATION SHALL BE COMPLETE AND READY FOR OPERATION.

XXV. PLUMBING NOTES:

- A. THE PLUMBING CONTRACTOR IS TO INSTALL ALL FIXTURES, PLUMBING ROUGHING, VALVE CONTROLS AND FITTINGS. INSTALLATION TO BE COMPLETE AND READY FOR USE AND OPERATION.
- B. PERFORM ALL DISCONNECTS ASSOCIATED WITH THE DEMOLITION AND REMOVAL WORK. PERFORM ALL TIE-INS INTO THE EXISTING HOT AND COLD WATER SUPPLY LINE, WASTE AND VENT PIPING. MODIFY EXISTING ROUGHING, VALVES, FITTINGS AND PIPING AS REQUIRED TO INSTALL THE NEW WORK.
- C. SCOPE OF INSTALLATION/ WORK:
 - 1. MAINTAIN THE EXISTING COLD WATER MAIN FROM THE STREET.
 - 2. NEW CAST IRON WASTE LINE FROM FOUNDATION WALL TO THE NEW SEPTIC SYSTEM TIE-IN
 - 3. TIE INTO THE EXISTING DOMESTIC HOT WATER SYSTEM
 - 4. BATHROOM FIXTURES AND FITTINGS
 - 5. WASHING MACHINE/DRYER
 - 6. EXTERIOR HOSE BIBBS
 - 7. NEW SERVICE FOR NEW FIRE SPRINKLER SYSTEM
- D. PROVIDE SHUT-OFFS IN CENTRAL LOCATIONS, SEGREGATED FOR EACH FIXTURE AND/OR EQUIPMENT.
- E. PROVIDE HOT AND COLD WATER SUPPLY SHUT-OFFS, DRAIN AND FUNNEL VENT, AND EMERGENCY SHUT OFF FOR WASHER IN RECESSED GUY GREY BOX. #WB150/200 OR SIZE AS REQUIRED FOR ALL FUNCTIONS HEREIN.
- F. ALL FIXTURES AND EQUIPMENT SHALL BE PROPERLY TRAPPED. ALL DRAINAGE LINES TO BE PVC PLUGGED CONNECTIONS.
- H. ALL FIXTURES SHALL BE PROPERLY VENTED TO VENT STACKS.
- I. PROVIDE AND INSTALL ALL SUPPORT, CLEATS AND CONNECTIONS AS REQUIRED. CONTRACTOR SHALL PROVIDE RESILIENT OR VIBRATION DAMPENING CONNECTORS WHERE REQUIRES TO DAMPEN EQUIPMENT OF FIXTURE NOISE. AT WALL PENETRATIONS ALL PIPING TO BE ISOLATED FROM SURROUNDING MATERIALS WITH RESILIENT FILL. INSTALL ALL COMPONENTS, NEATLY SECURELY AND PERMANENTLY, PLUMB, LEVEL, CLEAN, AND FREE OF DEFECTS. ALL PIPING TO BE PROPERLY SUPPORTED AND INSTALLED TO PREVENT MOVEMENT AND/OR VIBRATION.
- J. CONTRACTOR SHALL BE RESPONSIBLE FOR TESTING ALL GAS AND WATER PIPING FOR PERFORMANCE OF ALL JOINTS AND CONNECTIONS PRIOR TO FINAL ACCEPTANCE BY OWNER.
- K. CONTRACTOR SHALL SANITIZE AND THOROUGHLY CLEAN ALL WATER SUPPLY PIPING PRIOR TO ACCEPTANCE BY OWNER.
- L. PROVIDE AND INSTALL ALL PIPING, FIXTURES, FITTING, VENTING, TRAPS ETC. AS REQUIRED FOR PROPER INSTALLATION OF THE WORK AS SHOWN ON THE DRAWINGS.
- M. HOT AND COLD WATER PIPING SHALL BE TYPE "L" RIGID COPPER WITH WROUGHT COPPER FITTINGS 95-5 SOLDERED. SUPPLY LINES TO BE TYPICALLY 1/2". FOR ALL SHOWER LOCATIONS, SUPPLY LINES TO BE 1" DIAMETER TO COORDINATE WITH 3/4" SHOWER VALVE BODIES.
- N. SOIL, WASTE, AND VENT PIPING TO BE P.V.C. IN ACCORDANCE WITH APPLICABLE CODES AND REGULATIONS.
- O. PROVIDE FREEZE-PROOF HOSE BIBBS IN LOCATIONS AS NOTED ON THE DRAWINGS.
- P. ALL WORK TO BE PERFORMED BY A LICENSED CONTRACTOR AND INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS.

XXVI. ELECTRICAL NOTES:

- A. ENTIRE ELECTRICAL INSTALLATION SHALL BE IN ACCORDANCE WITH THE N.E.C. AND ALL OTHER CONTROLLING AGENCIES.
- B. CONTRACTOR TO OBTAIN ALL NECESSARY APPROVALS FROM ALL AGENCIES HAVING JURISDICTION.
- C. SCOPE OF WORK IS TO INCLUDE:
 - 1. NEW SUB PANEL AS REQUIRED
 - 2. LIGHTING, SWITCHING, OUTLETS, ETC.
 - 3. POWER WIRING FOR HVAC AND EXHAUST SYSTEMS
 - 4. HOOK-UPS FOR ALL LAUNDRY APPLIANCES
 - 5. SMOKE DETECTION
 - 7. DATA AND TELEPHONE
 - 8. BATHROOM AND KITCHEN EXHAUST SYSTEM
- E. INSTALLATION SHALL BE COMPLETE AND READY FOR OPERATION.
- F. CONTRACTOR IS TO PROVIDE ALL REQUIRED POWER WIRING AND CONTROL WIRING, ETC. FOR THE BATHROOM AND KITCHEN EXHAUST FANS.
- G. CONTRACTOR IS TO INSTALL ALL TELEPHONE AND CABLE TV LINES TERMINATED WITH A STANDARD RECTANGULAR "GEM" BOX. OUTLETS NOT USED BY THE OWNER SHALL BE COVERED WITH BLANK COVER PLATED MATCHING THE OUTLET PLATE COVERS.
- I. ALL DUPLEX OUTLETS, SWITCHED AND COVER PLATES TO BE "DECORA STYLE" - BLACK WITH STAINLESS STEEL COVER PLATES. MOUNT ELECTRICAL OUTLETS AND TELEPHONE OUTLETS AND CABLE TV OUTLETS IN WOOD BASEBOARDS. MOUNT ALL SWITCHES AT HEIGHT AS INDICATED ON THE DRAWINGS.
- J. ALL OUTLETS TO BE LEVITON "DECORA STYLE" DUPLEX OUTLETS BLACK. INSTALL BLANK COVER PLATES AT ALL UNUSED TELEPHONE "GEM" BOXES. ALL TELEPHONE AND CABLE TV OUTLETS TO HAVE DECORA STYLE BLACK FACE PLATE. GANG ALL SWITCHES IN SAME LOCATION UNDER A COMMON PLATE. - WALL PLATE TO BE BRUSHED STAINLESS STEEL
- K. TELE. DATA AND TV OUTLETS ARE TO BE RUN IN "TRIAMESE" CABLE CONSISTING OF ONE COAX (RG-6) AND TWO CAT-5 WRAPPED CABLE.
- L. ALL SWITCHES TO BE DIMMER SWITCHES, SLIDING DIMMERS: LINEAR STYLE WITH SLIDE TO OFF OPTION SIZED TO ACCOMMODATE THE CORRESPONDING LIGHTING LOADS INDICATED. - LUTRON "SKYLARK" - BLACK WITH STAINLESS STEEL COVER PLATES.
- M. ALL OUTLETS IN WET LOCATIONS TO BE G.F.I. AS PER CODE.

XXVII. HVAC/VENTILATION SYSTEM:

- A. ALL WORK TO BE PERFORMED BY A LICENSED CONTRACTOR AND INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS.
- B. CONTRACTOR IS TO INCLUDE IN HIS BID THE COST TO PREPARE COMPLETE DRAWINGS, SPECS AND VENTILATION INDEXES AND IS TO FILE THE DRAWINGS AND OBTAIN A PERMIT FROM THE VILLAGE OF IRVINGTON FOR THE HVAC WORK. DRAWINGS ARE TO BE PREPARED BY A LICENSED ENGINEER WHOSE RESPONSIBILITY WILL BE COMPLETE INCLUDING ALL CONTROLLED INSPECTONS REQUIRED.
- C. PROVIDE AND INSTALL COMPLETE NEW HVAC SYSTEM AS REQUIRED TO PROPERLY HEAT AND COOL THE NEW AND EXISTING SPACE. NOTE: THE EXISTING RADIANT HEATING SYSTEM IN THE TRUCK ROOM IS TO REMAIN
- D. ALL JOINTS IN DUCTWORK SHALL BE TAPED AND CAULKED. USE SHEET METAL TO CLOSE EXISTING OPENINGS - PATCHES ARE TO BE TIGHTLY SEALED AND CAULKED
- E. ALL DIFFUSERS AND REGISTERS THROUGHOUT THE SPACE ARE TO BE NEW ADJUSTABLE TYPE, EXTRUDED ALUMINUM, COMPLETE WITH OPPOSED BLADE DAMPERS.
- F. PROVIDE VOLUME DAMPER FOR ALL BRANCH DUCTWORK, PROVIDE BALANCING DAMPERS, ELECTRICAL CONTROLS, AND THERMOSTATS AS REQUIRED TO CONTROL THE OPERATION OF THE SYSTEM.
- G. PROVIDE NEW THERMOSTAT AT LOCATIONS TO BE REVIEWED AND APPROVED BY THE ARCHITECT. COORDINATE THE ELECTRICAL REQUIREMENTS FOR THE INTENDED EQUIPMENT AND THERMOSTATS WITH THE ELECTRICAL CONTRACTOR.
- I. BALANCE SYSTEM AFTER INSTALLATION OF DIFFUSERS AND RETURNS. BALANING TO BE PERFORMED BY AN INDEPENDENT CERTIFIED TESTING AGENCY. SUBMIT 2 COPIES OF THE BALANCING REPORT, INCLUDING THE CFM DELIVERED FROM EACH DIFFUSER FOR EACH ROOM OR SPACE.
- J. RELOCATE/RECONFIGURE EXISTING ENGINE EXHAUST REMOVAL SYSTEM AS REQUIRED.

XXVIII. SHOP DRAWINGS/SAMPLE SUBMISSIONS:

- THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AND SAMPLES FOR THE FOLLOWING ITEMS:
- 1. SHOP DRAWINGS:
 - a. EXTERIOR DOORS AND WINDOWS
 - b. RAILINGS AND GUARDRAILS
 - c. HVAC SYSTEM AND DUCTWORK
 - d. SPRINKLER SYSTEM
 - e. HOLLOW METAL DOORS AND FRAMES
 - 2. SAMPLE SUBMISSION:
 - a. EPDM ROOFING
 - b. CARPET
 - c. ACOUSTIC CEILING TILE
 - d. EXTERIOR STUCCO SAMPLE
 - e. V.C.T.
 - f. CERAMIC AND PORCELAIN TILES
 - 3. PAINT SAMPLES INSTALLED AT JOB SITE - PAINT ONE FULL WALL OF EACH COLOR FOR APPROVAL OF THE COLOR AND FINISH, INCLUDING SPRAY PAINT.
 - 4. HARDWARE SCHEDULE AND MANUFACTURER'S CUTS.
 - 5. MANUFACTURER'S CUTS ON HVAC MATERIALS, GRILLES, DIFFUSERS AND CONTROLS.
 - 6. MANUFACTURER'S CUTS ON LIGHT FIXTURES, OUTLETS, SWITCHES AND CONTROL DEVICES.

XXIX. CLEANING UP:

- A. THE PREMISES AND THE JOB SITE SHALL BE MAINTAINED IN A REASONABLY NEAT AND ORDERLY CONDITION AND KEPT FREE FROM ACCUMULATION OF SOOT, WASTE MATERIALS AND RUBBISH DURING THE ENTIRE CONSTRUCTION PERIOD. REMOVE CRATES, CARTONS AND OTHER FLAMMABLE WASTE MATERIALS OR TRASH FROM THE WORK AREAS AT THE END OF EACH WORKING DAY.
- B. AREAS OF THE BUILDING IN WHICH PAINTING AND FINISHING WORK IS TO BE PERFORMED SHALL BE MAINTAINED IN SATISFACTORY CONDITION FOR PAINTING AND FINISHING.
- C. UPON COMPLETION OF THE WORK, REMOVE TEMPORARY SCAFFOLDING, BARRICADES, SURPLUS MATERIALS AND RUBBISH OF EVERY KIND FROM THE SITE.
- D. DAMP MOP, POLISH, VACUUM AND DUST ENTIRE JOB READY FOR OWNER'S OCCUPANCY.
- E. CLEAN ALL INTERIOR GLASS CABINETS, SHOWER DOORS AND EXTERIOR WINDOWS. WORK SHALL BE PERFORMED BY A PROFESSIONAL WINDOW CLEANER.

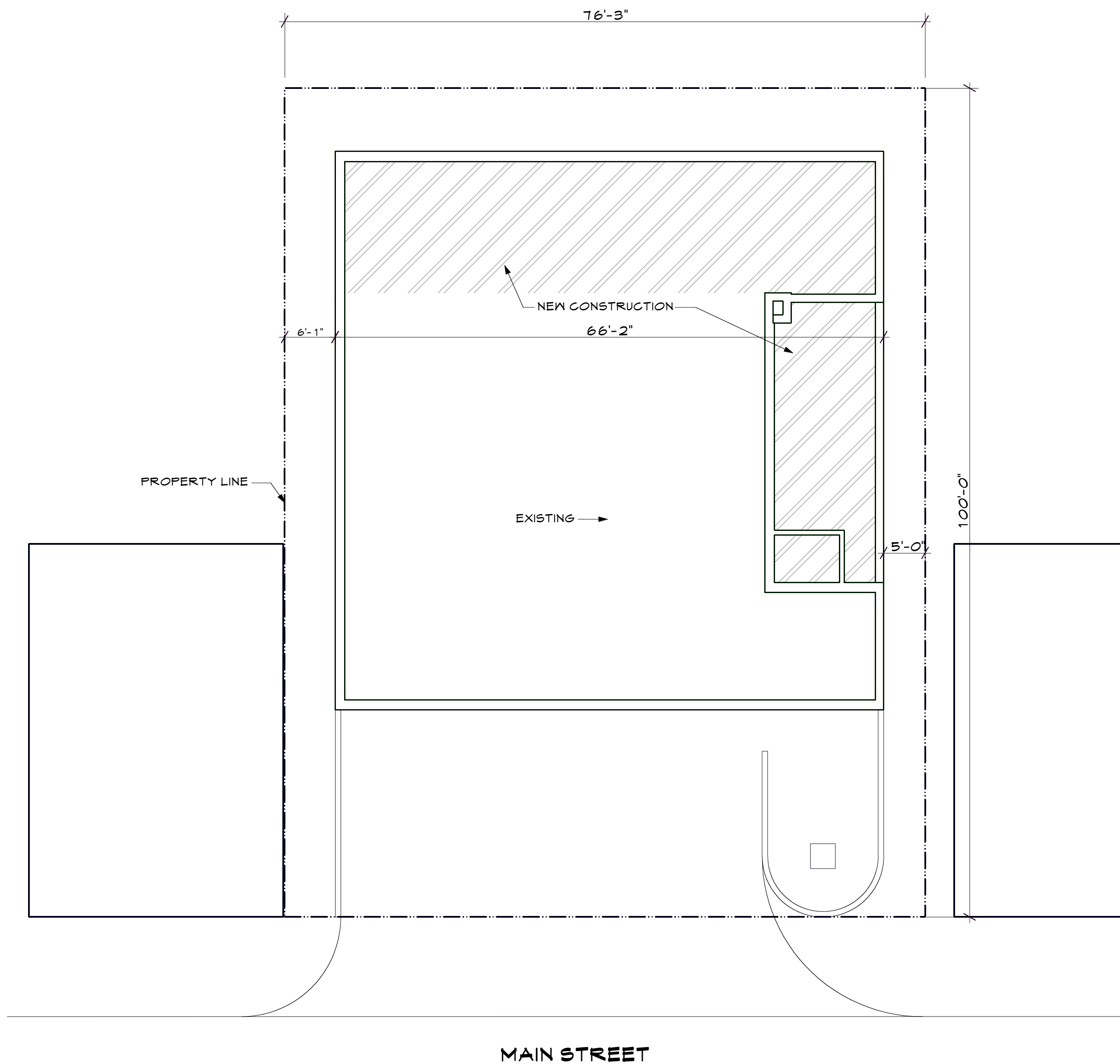
XXX. PROJECT CLOSE OUT:

- A. PROVIDE ONE FULL GALLON OF EACH PAINT
- B. PROVIDE 30 PIECES (BOXED) OF CERAMIC TILE INCLUDING TRIMS, AND MOSAIC TILE
- C. PROVIDE ONE FULL BOX OF EACH TYPE OF ACOUSTIC TILE FOR TENANT'S USE.

XXXI. DOCUMENTS REQUIRED PRIOR TO FINAL PAYMENT:

- A. PRIOR TO FINAL PAYMENT AND BEFORE THE ISSUANCE OF THE FINAL CERTIFICATE OF PAYMENT, IN ACCORDANCE WITH THE PROVISIONS OF THE GENERAL CONDITIONS, FILE THE FOLLOWING PAPERS WITH THE ARCHITECT:
 - 1. GUARANTEES: THE GUARANTEE REQUIRED BY THE GENERAL CONDITIONS AND ANY OTHER EXTENDED GUARANTEES SATED IN THE TECHNICAL SPECIFICATIONS.
 - 2. RELEASE OF WAIVER OF LIENS: AS REQUIRED BY THE GENERAL CONDITIONS.
 - 3. CERTIFICATE OF OCCUPANCY FROM THE TOWN OF EAST HAMPTON.
 - 4. UNDERWRITERS CERTIFICATE (UL) FOR THE ELECTRICAL WORK.
 - 5. CONTRACTOR'S GUARANTEE FOR WORKMANSHIP AND MATERIALS FOR A PERIOD OF ONE (1) YEAR FROM DATE OF SUBSTANTIAL COMPLETION.

NOTES:



1 Site Plan
 Scale: 1"=10'

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

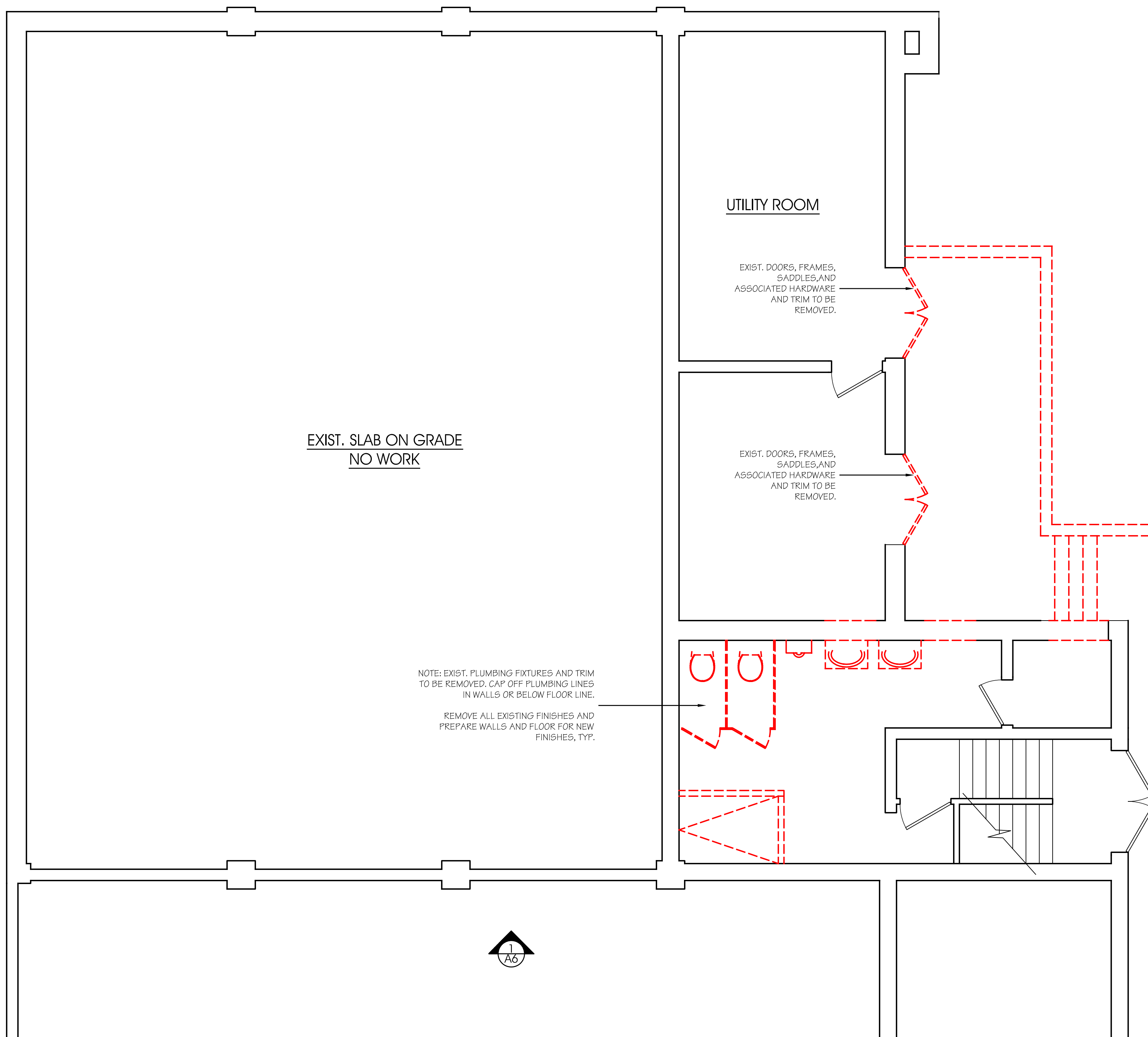
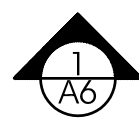
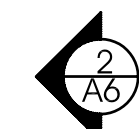
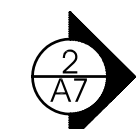
SITE
 PLAN

DRAWING INFO:

A1

AS NOTED
 30 June, 09

9907



NOTES:

- GENERAL DEMOLITION NOTES:
- ALL DEMOLITION WORK AND DEMOLITION PROCEDURES ARE TO BE IN ACCORDANCE WITH THE LOCAL DEPARTMENT OF BUILDINGS. PROVIDE ALL NECESSARY ELECTRICAL SHUTDOWNS. PROVIDE TEMPORARY ELECTRIC LIGHTING IN ACCORDANCE WITH CODE REQUIREMENTS FOR DEMOLITION.
 - COORDINATE WITH THE MANAGEMENT AND OWNER TO ASSURE MINIMUM OF INTERFERENCE AND NOISE WITH THE OPERATION OF BUILDING AND TENANTS.
 - PERFORM ALL SHUT DOWNS OF ACTIVE ELECTRICAL LINES AS REQUIRED.
 - PROVIDE TEMPORARY POWER AND LIGHTING AS REQUIRED FOR DEMOLITION WORK.
 - ALL FIREPROOFING FOR EXISTING COLUMNS, BEAMS AND OTHER STRUCTURAL MEMBERS IS TO REMAIN UNLESS SCHEDULED TO BE REPLACED. ALL DAMAGED FIREPROOFING SHALL BE PATCHED AND REPLACED TO PROVIDE PROTECTION EQUAL TO THE EXISTING FIREPROOFING, UNLESS OTHERWISE NOTED.
 - PROVIDE TEMPORARY DUST PROOF PARTITION WITH LOCKABLE DOOR(S) IF REQUIRED. COORDINATE WITH CLIENT FOR EXACT LOCATION.
 - THE LIST BELOW IS FOR "SCOPE OF REMOVALS" ONLY. THE SEQUENCE OF EVENTS AND SCHEDULING OF ALL REMOVALS AND DEMOLITION IS TO BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
 - NOTE: THE FOLLOWING SCOPE OF WORK IS FOR NON-BEARING, NON-STRUCTURAL PARTITIONS ONLY.
 - REMOVE ALL FLOOR FINISHES AND WALLS AS SCHEDULED.
 - GYPSUM DRYWALL PARTITIONS REMOVALS.
 - HOLLOW METAL AND/OR WOOD DOORS AND FRAMES ON PARTITIONS SCHEDULED FOR DEMOLITION.
 - GYPSUM BOARD FASCIA AND SOFFIT REMOVALS.
 - REMOVE FLOOR FINISH MATERIALS DOWN TO CONCRETE SLAB LEVEL INCLUDING WALL BASES.
 - SPRINKLER: EXISTING SYSTEM TO REMAIN. REFER TO SPRINKLER DRAWINGS FOR SCOPE OF REMOVALS AND NEW WORK.
 - HVAC: SEE MECHANICAL DRAWINGS.
 - REMOVE EXISTING ELECTRIC OUTLETS AND SWITCHES ON WALLS SCHEDULED FOR REMOVAL PULL INACTIVE WIRES OUT AND PLASTER PATCH HOLES READY TO RECEIVE NEW FINISH. NOTE: SEE ELECTRICAL DRAWINGS FOR NEW PANEL(S) LOCATION(S).
 - REMOVE EXISTING CEILING SUSPENDED CEILING; GYP. BD. AND ACOUSTIC TILE, SUPPORT STRUCTURE, ETC.
 - REMOVE EXISTING LIGHT FIXTURES, ELECTRICAL AND FIRE SAFETY DEVICES ETC.
 - THE SCOPE OF THE DEMOLITION WORK HAS GENERALLY BEEN INDICATED ON THE DRAWING FOR THE CONTRACTOR'S INFORMATION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE FULL SCOPE, EXTENT, NATURE AND MANNER OF DEMOLITION REQUIRED.
 - ONLY WORKMEN SKILLED AND KNOWLEDGEABLE IN THEIR RESPECTIVE TRADES SHALL BE EMPLOYED IN THE DEMOLITION ON ANY WORK.
 - CONTRACTORS SHALL TAKE SPECIAL CARE TO DEMOLISH ONLY WORK WHICH IS REQUIRED TO BE DEMOLISHED AND NOT TO DISTURB ANY WORK WHICH IS TO REMAIN. IF IN THE COURSE OF DEMOLITION, CONTRACTOR DESTROYS OR DISTURBS ANY WORK WHICH IS TO REMAIN, THEN HE SHALL, AT HIS OWN EXPENSE, REPAIR OR REPLACE SUCH WORK AS NECESSARY.
 - ANY CUTS AND PENETRATIONS IN EXISTING WORK REQUIRED TO ACCOMPLISH NEW WORK SHALL BE DONE NEATLY AND WITHOUT DISTURBANCE TO ADJACENT WORK TO REMAIN.
 - ALL DEMOLITION WORK TO BE DONE DURING THESE HOURS DESIGNATED BY THE OWNER.
 - REMOVE AND DISCARD ALL DEMOLISHED ITEMS IN A MANNER FULLY APPROVED BY THE CITY OF NEW YORK AND ANY OTHER GOVERNMENT AGENCY.
 - DO NOT SCALE DRAWINGS.
 - CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND JOB CONDITIONS PRIOR TO SUBMITTING BIDS AND SHALL REPORT TO THE OWNER'S REPRESENTATIVE ANY DISCREPANCIES OR OMISSIONS WHICH WOULD INTERFERE WITH SATISFACTORY COMPLETION OF WORK. ALL BUILDING DEPARTMENT PERMITS SHALL BE OBTAINED PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION WORK.

- TENANT SAFETY NOTES:
- THE ALTERATION APPLICATION REFERENCED ABOVE IS FOR THE RENOVATION OF ONE COMMERCIAL SPACE ONLY.
 - CONSTRUCTION WORK WILL BE CONFINED TO TENANT SPACE INTERIOR AND WILL NOT CREATE DUST, DIRT OR OTHER SUCH INCONVENIENCES TO OTHER AREAS WITHIN THE BUILDING.
 - CONSTRUCTION OPERATION WILL NOT BLOCK HALLWAYS OR MEANS OF EGRESS FOR TENANTS OF THE BUILDING.
 - CONSTRUCTION OPERATION WILL BE CONFINED TO NORMAL WORKING HOURS. (HOURS TO BE VERIFIED PRIOR TO WORK)
 - ALL WORK TO CONFORM TO CODE.

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

BASEMENT
 DEMOLITION PLAN

DRAWING INFO.

A2.1

1/4"=1'-0"

30 June, 2009

0917
0917-atdwg

NOTES:

PROJECT INFORMATION:

**Irvington Fire Department
 Renovations and Additions**
 Main Street
 Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

**BASEMENT
 CONSTRUCTION PLAN**

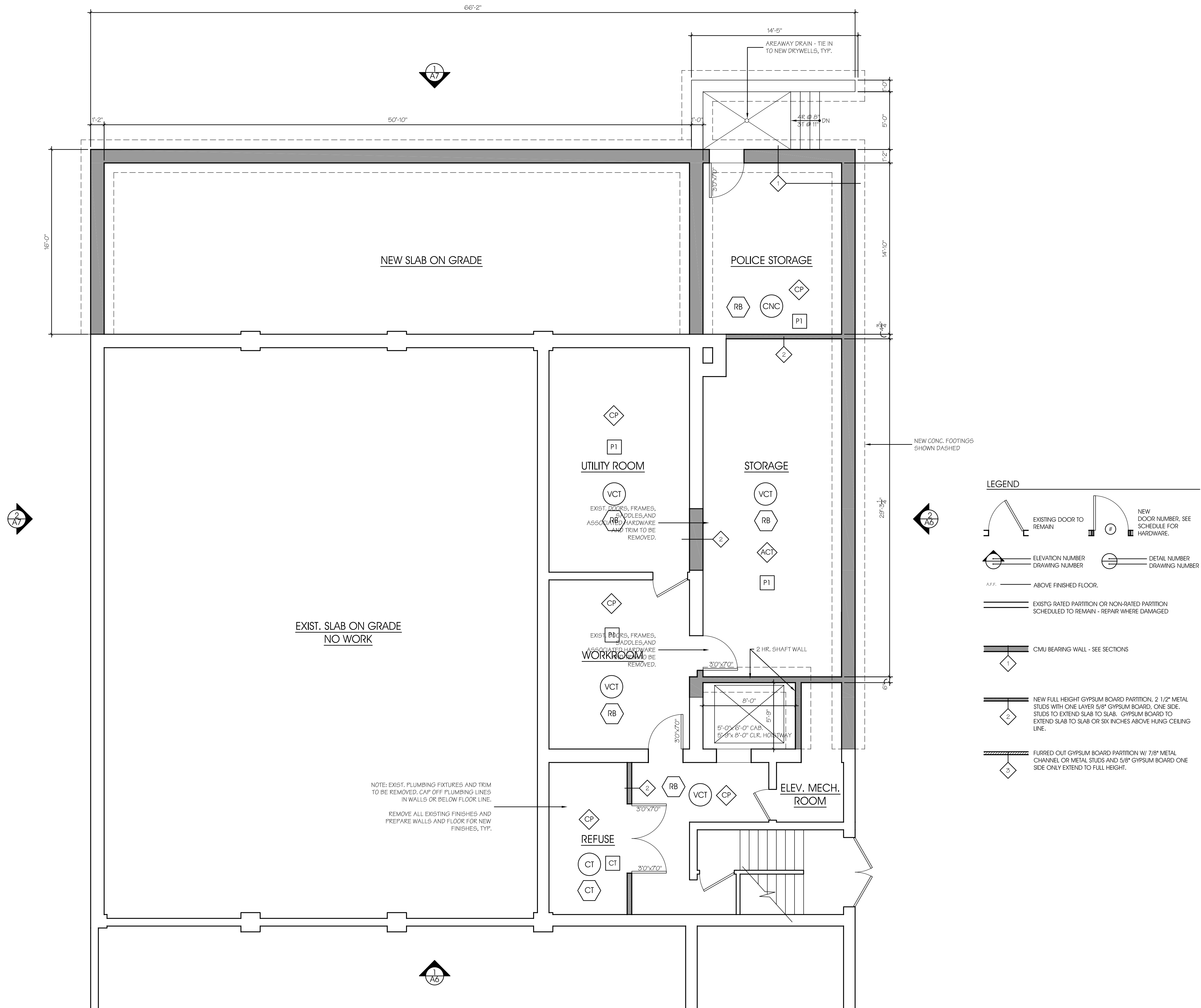
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A22

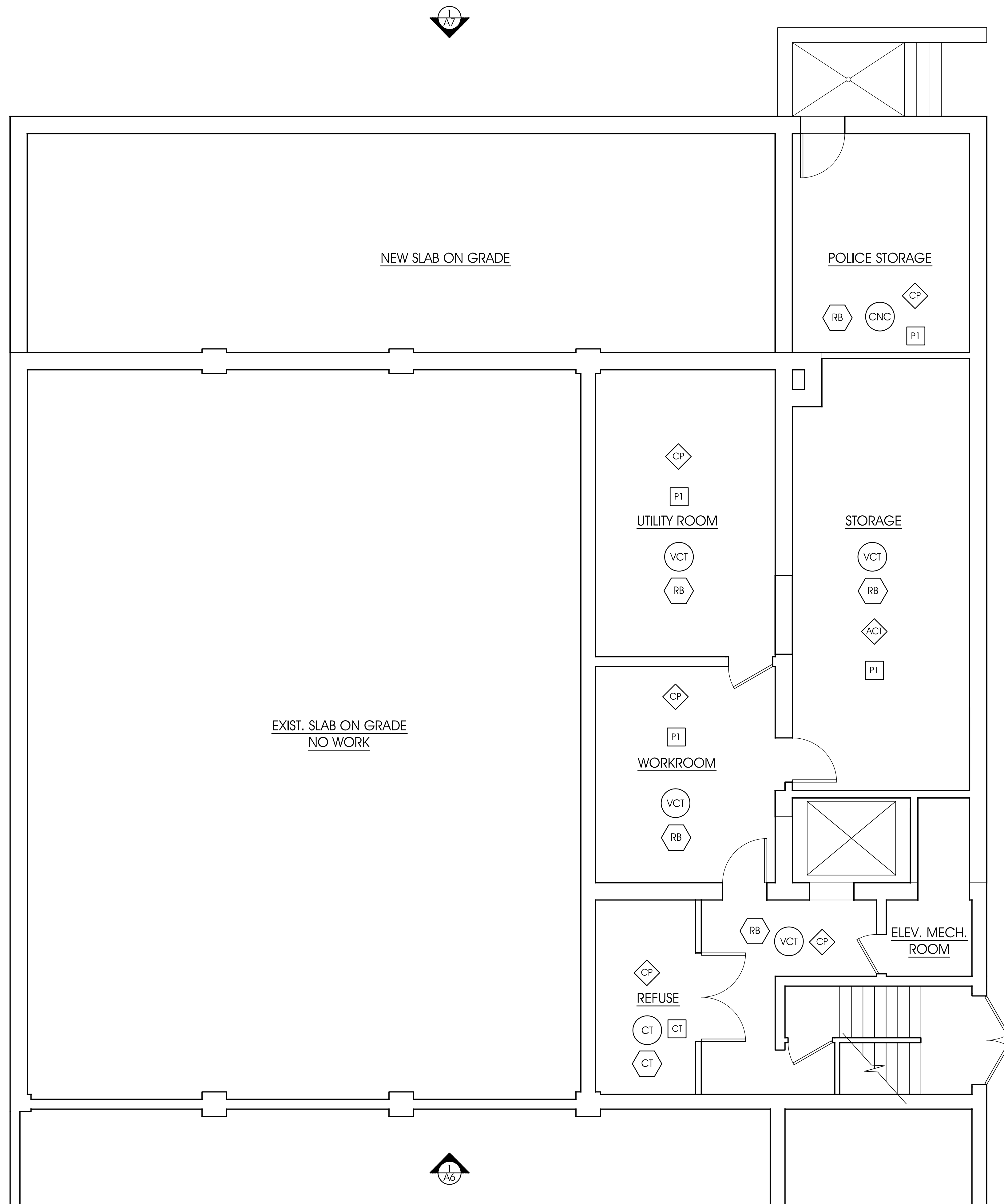
1/4"=1'-0"

30 June, 2009

0917
 0917-aldwg



NOTES:



FINISH LEGEND

C	CARPET MANUF: KARASTAN CONTRACT/ THE MOHAWK GROUP COLOR: 565 CONCRETE PRODUCT # LAKE POINT KC 130 CONTACT: SHOWROOM TEL: 212-471-3688
CT	CERAMIC TILE FLOORING 12 X 12 X 3/8 THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
CNC	CONC. FLOOR
PV	*HANOVER* PAVERS 24" X 24" COLOR TO MATCH LIMESTONE SET ON *HANOVER* PEDISTAL SYSTEM
VCT	VINYL TILE MANUF: FLEXTHRU COLOR: T.B.D.
RB	RUBBER BASE MANUF.: 'JOHNSONTE' TEL.: 800-899-8916 SIZE: 3" HIGH COLOR: T.B.D.
CT	CERAMIC TILE COVE BASE 3 X 6 X 3/8 THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
NOTE: ALL FLOOR MATERIAL TO HAVE SUP RESISTANCE OF 0.03 OR BETTER	
ACT	ACOUSTIC CLG. TILE SEE GENERAL NOTES
CP	CEILING PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: FLAT
P1	WALL PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: EGGSHELL
CT	CERAMIC WALL TILE 3 X 6 X 3/8 THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD

PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

BASEMENT
FINISH PLAN

DRAWING INFO.

A23

1/4"=1'-0"

30 June, 2009

0917
0917-aldwg

NOTES:

GENERAL DEMOLITION NOTES:

1. ALL DEMOLITION WORK AND DEMOLITION PROCEDURES ARE TO BE IN ACCORDANCE WITH THE LOCAL DEPARTMENT OF BUILDINGS. PROVIDE ALL NECESSARY ELECTRICAL SHUTDOWNS. PROVIDE TEMPORARY ELECTRIC LIGHTING IN ACCORDANCE WITH CODE REQUIREMENTS FOR DEMOLITION.
2. COORDINATE WITH THE MANAGEMENT AND OWNER TO ASSURE MINIMUM OF INTERFERENCE AND NOISE WITH THE OPERATION OF BUILDING AND TENANTS.
3. PERFORM ALL SHUT DOWNS OF ACTIVE ELECTRICAL LINES AS REQUIRED.
4. PROVIDE TEMPORARY POWER AND LIGHTING AS REQUIRED FOR DEMOLITION WORK.
5. ALL FIREPROOFING FOR EXISTING COLUMNS, BEAMS AND OTHER STRUCTURAL MEMBERS IS TO REMAIN UNLESS SCHEDULED TO BE REPLACED. ALL DAMAGED FIREPROOFING SHALL BE PATCHED AND REPLACED TO PROVIDE PROTECTION EQUAL TO THE EXISTING FIREPROOFING, UNLESS OTHERWISE NOTED.
6. PROVIDE TEMPORARY DUST PROOF PARTITION WITH LOCKABLE DOOR(S) IF REQUIRED. COORDINATE WITH CLIENT FOR EXACT LOCATION.
7. THE LIST BELOW IS FOR "SCOPE OF REMOVALS" ONLY. THE SEQUENCE OF EVENTS AND SCHEDULING OF ALL REMOVALS AND DEMOLITION IS TO BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
8. NOTE: THE FOLLOWING SCOPE OF WORK IS FOR NON-BEARING, NON-STRUCTURAL PARTITIONS ONLY.
 - A. REMOVE ALL FLOOR FINISHES AND WALLS AS AS SCHEDULED.
 - B. GYPSUM DRYWALL PARTITIONS REMOVALS.
 - C. HOLLOW METAL AND/OR WOOD DOORS AND FRAMES ON PARTITIONS SCHEDULED FOR DEMOLITION.
 - D. GYPSUM BOARD FASCIA AND SOFFIT REMOVALS.
 - E. REMOVE FLOOR FINISH MATERIALS DOWN TO CONCRETE SLAB LEVEL INCLUDING WALL BASES.
 - F. SPRINKLER: EXISTING SYSTEM TO REMAIN. REFER TO SPRINKLER DRAWINGS FOR SCOPE OF REMOVALS AND NEW WORK.
 - H. HVAC: SEE MECHANICAL DRAWINGS.
 - I. REMOVE EXISTING ELECTRIC OUTLETS AND SWITCHES ON WALLSCHEDULED FOR REMOVAL PULL INACTIVE WIRES OUT AND PLASTER PATCH HOLES READY TO RECEIVE NEW FINISH. NOTE: SEE ELECTRICAL DRAWINGS FOR NEW PANEL(S) LOCATION(S).
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10. ONLY WORKMEN SKILLED AND KNOWLEDGEABLE IN THEIR RESPECTIVE TRADES SHALL BE EMPLOYED IN THE DEMOLITION ON ANY WORK.
11. CONTRACTORS SHALL TAKE SPECIAL CARE TO DEMOLISH ONLY WORK WHICH IS REQUIRED TO BE DEMOLISHED AND NOT TO DISTURB ANY WORK WHICH IS TO REMAIN. IF IN THE COURSE OF DEMOLITION, CONTRACTOR DESTROYS OR DISTURBS ANY WORK WHICH IS TO REMAIN, THEN HE SHALL, AT HIS OWN EXPENSE, REPAIR OR REPLACE SUCH WORK AS NECESSARY.
12. ANY CUTS AND PENETRATIONS IN EXISTING WORK REQUIRED TO ACCOMPLISH NEW WORK SHALL BE DONE NEATLY AND WITHOUT DISTURBANCE TO ADJACENT WORK TO REMAIN.
13. ALL DEMOLITION WORK TO BE DONE DURING THESE HOURS DESIGNATED BY THE OWNER.
14. REMOVE AND DISCARD ALL DEMOLISHED ITEMS IN A MANNER FULLY APPROVED BY THE CITY OF NEW YORK AND ANY OTHER GOVERNMENT AGENCY.
15. DO NOT SCALE DRAWINGS.
16. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND JOB CONDITIONS PRIOR TO SUBMITTING BIDS AND SHALL REPORT TO THE OWNER'S REPRESENTATIVE ANY DISCREPANCIES OR OMISSIONS WHICH WOULD INTERFERE WITH SATISFACTORY COMPLETION OF WORK. ALL BUILDING DEPARTMENT PERMITS SHALL BE OBTAINED PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION WORK.

TENANT SAFETY NOTES:

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2. CONSTRUCTION WORK WILL BE CONFINED TO TENANT SPACE INTERIOR AND WILL NOT CREATE DUST, DIRT OR OTHER SUCH INCONVENIENCES TO OTHER AREAS WITHIN THE BUILDING.
3. CONSTRUCTION OPERATION WILL NOT BLOCK HALLWAYS OR MEANS OF EGRESS FOR TENANTS OF THE BUILDING.
5. CONSTRUCTION OPERATION WILL BE CONFINED TO NORMAL WORKING HOURS. (HOURS TO BE VERIFIED PRIOR TO WORK)
6. ALL WORK TO CONFORM TO CODE.

PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

FIRST FLOOR
DEMOLITION PLAN

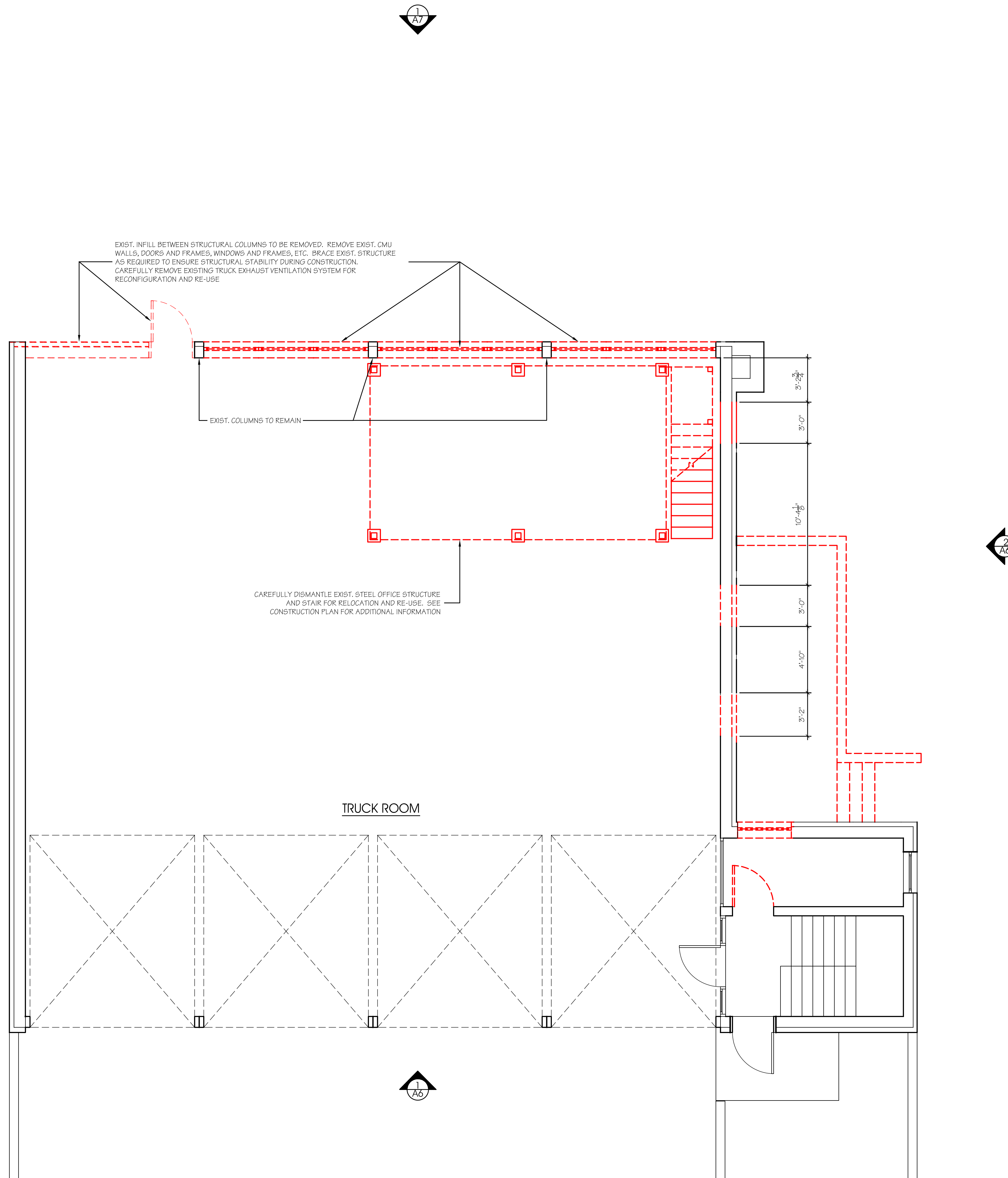
DRAWING INFO:

A3.1

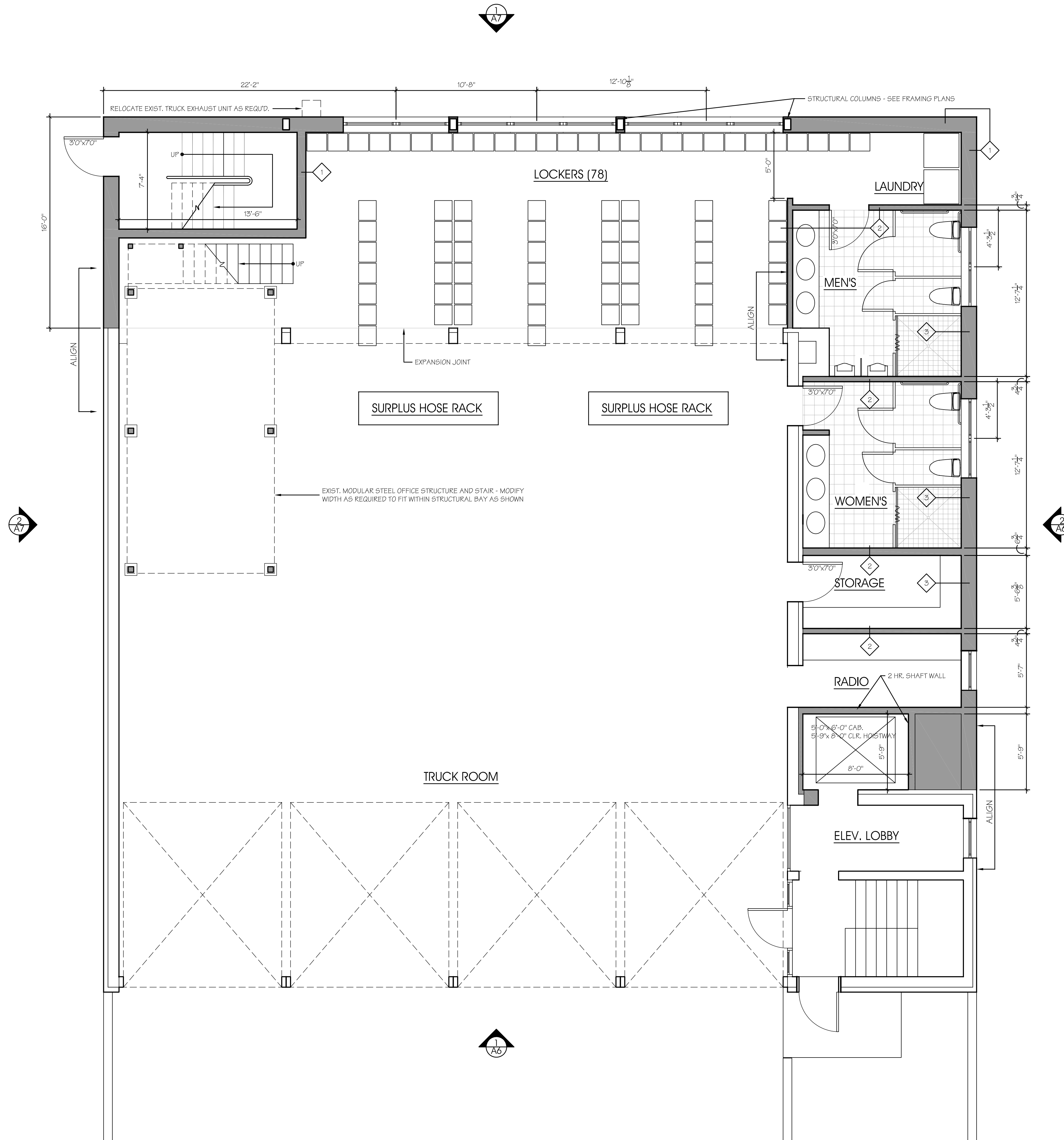
1/4"=1'-0"

30 June, 2009

0917
0917-atdwg



NOTES:



LEGEND

- EXISTING DOOR TO REMAIN
- NEW DOOR NUMBER, SEE SCHEDULE FOR HARDWARE.
- ELEVATION NUMBER DRAWING NUMBER
- DETAIL NUMBER DRAWING NUMBER
- A.F.F. ABOVE FINISHED FLOOR.
- EXISTG RATED PARTITION OR NON-RATED PARTITION SCHEDULED TO REMAIN - REPAIR WHERE DAMAGED
- CMU BEARING WALL - SEE SECTIONS
- NEW FULL HEIGHT GYPSUM BOARD PARTITION, 2 1/2" METAL STUDS WITH ONE LAYER 5/8" GYPSUM BOARD, ONE SIDE. STUDS TO EXTEND SLAB TO SLAB. GYPSUM BOARD TO EXTEND SLAB TO SLAB OR SIX INCHES ABOVE HUNG CEILING LINE.
- FURRED OUT GYPSUM BOARD PARTITION W/ 7/8" METAL CHANNEL OR METAL STUDS AND 5/8" GYPSUM BOARD ONE SIDE ONLY EXTEND TO FULL HEIGHT.

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

FIRST FLOOR
 CONSTRUCTION PLAN

DRAWING INFO.

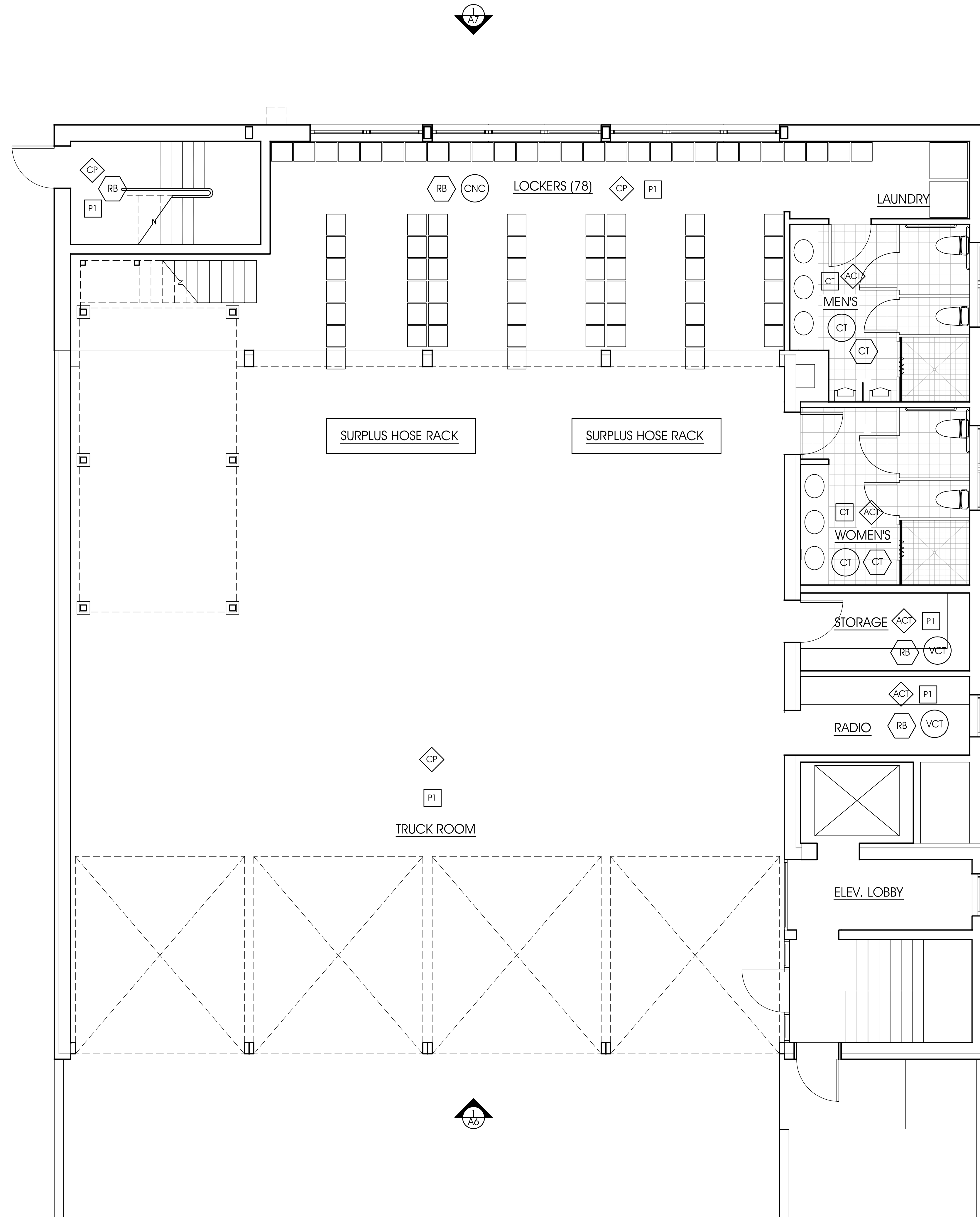
A3.2

1/4"=1'-0"

30 June, 2009

0917
 0917-atdwg

NOTES:



FINISH LEGEND

C	CARPET MANUF: KARASTAN CONTRACT/ THE MOHAWK GROUP COLOR: 545 CONCRETE PRODUCT # LAKE POINT KC 130 CONTACT: SHOWROOM TEL: 212-471-3688
CT	CERAMIC TILE FLOORING 12 X 12 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
CNC	CONC. FLOOR
PV	*HANOVER* PAVERS 24" X 24" COLOR TO MATCH LIMESTONE SET ON *HANOVER* PEDISTAL SYSTEM
VCT	VINYL TILE MANUF: FLEXTHRU COLOR: T.B.D.
RB	RUBBER BASE MANUF.: 'JOHNSONITE' TEL.: 800-899-8916 SIZE: 3" HIGH COLOR: T.B.D.
CT	CERAMIC TILE COVE BASE 3 X 6 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
NOTE: ALL FLOOR MATERIAL TO HAVE SUP RESISTANCE OF 0.03 OR BETTER	
ACT	ACOUSTIC CLG. TILE SEE GENERAL NOTES
CP	CEILING PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: FLAT
P1	WALL PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: EGGSHELL
CT	CERAMIC WALL TILE 3 X 6 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD

PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

FIRST FLOOR
FINISH PLAN

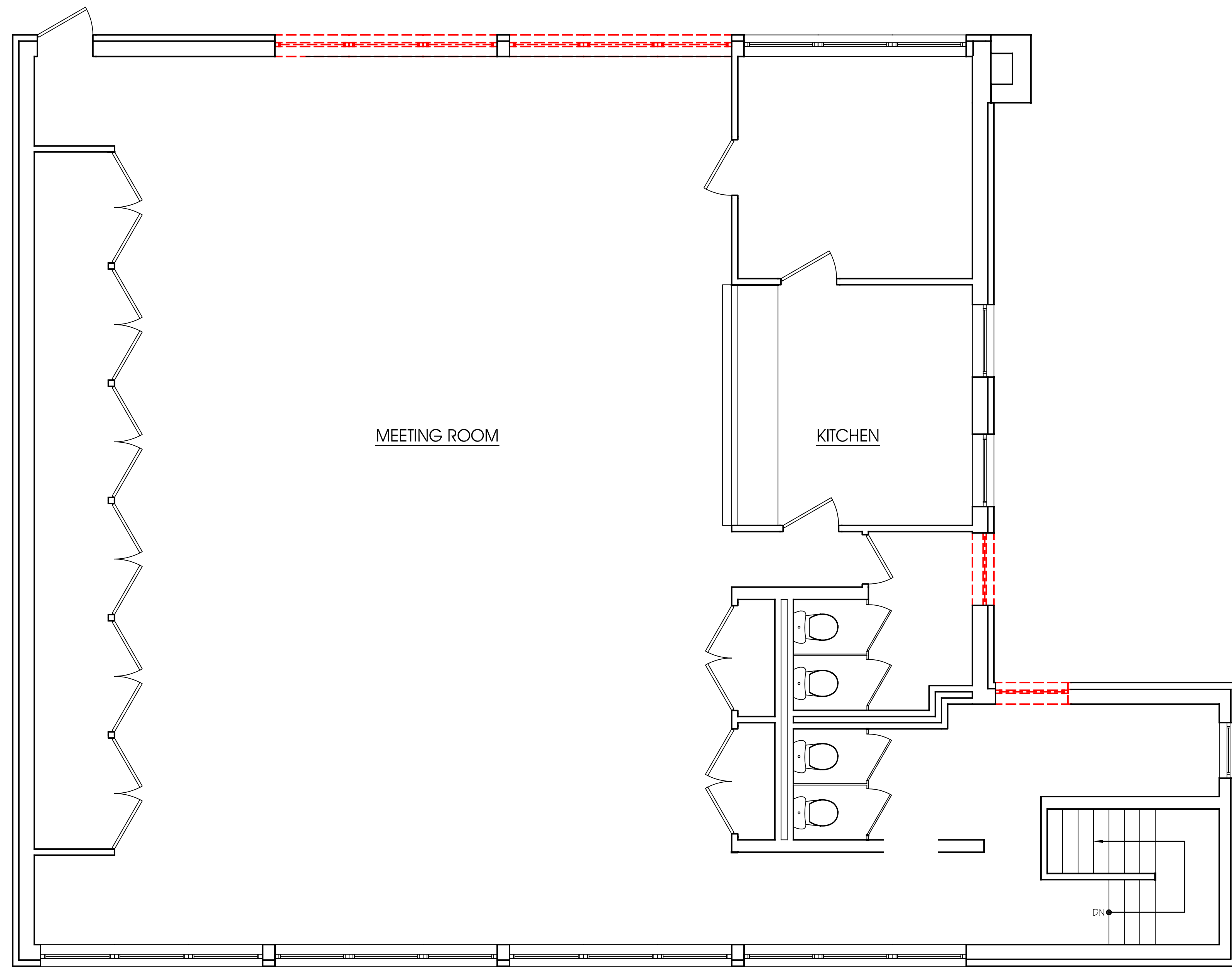
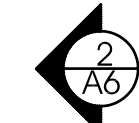
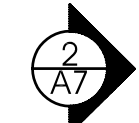
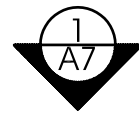
DRAWING INFO.

A33

1/4"=1'-0"

30 June, 2009

0917
0917-atldwg



GENERAL DEMOLITION NOTES:

1. ALL DEMOLITION WORK AND DEMOLITION PROCEDURES ARE TO BE IN ACCORDANCE WITH THE LOCAL DEPARTMENT OF BUILDINGS. PROVIDE ALL NECESSARY ELECTRICAL SHUTDOWNS. PROVIDE TEMPORARY ELECTRIC LIGHTING IN ACCORDANCE WITH CODE REQUIREMENTS FOR DEMOLITION.
2. COORDINATE WITH THE MANAGEMENT AND OWNER TO ASSURE MINIMUM OF INTERFERENCE AND NOISE WITH THE OPERATION OF BUILDING AND TENANTS.
3. PERFORM ALL SHUT DOWNS OF ACTIVE ELECTRICAL LINES AS REQUIRED.
4. PROVIDE TEMPORARY POWER AND LIGHTING AS REQUIRED FOR DEMOLITION WORK.
5. ALL FIREPROOFING FOR EXISTING COLUMNS, BEAMS AND OTHER STRUCTURAL MEMBERS IS TO REMAIN UNLESS SCHEDULED TO BE REPLACED. ALL DAMAGED FIREPROOFING SHALL BE PATCHED AND REPLACED TO PROVIDE PROTECTION EQUAL TO THE EXISTING FIREPROOFING, UNLESS OTHERWISE NOTED.
6. PROVIDE TEMPORARY DUST PROOF PARTITION WITH LOCKABLE DOOR(S) IF REQUIRED. COORDINATE WITH CLIENT FOR EXACT LOCATION.
7. THE LIST BELOW IS FOR "SCOPE OF REMOVALS" ONLY. THE SEQUENCE OF EVENTS AND SCHEDULING OF ALL REMOVALS AND DEMOLITION IS TO BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
8. NOTE: THE FOLLOWING SCOPE OF WORK IS FOR NON-BEARING, NON-STRUCTURAL PARTITIONS ONLY.
 - A. REMOVE ALL FLOOR FINISHES AND WALLS AS SCHEDULED.
 - B. GYPSUM DRYWALL PARTITIONS REMOVALS.
 - C. HOLLOW METAL AND/OR WOOD DOORS AND FRAMES ON PARTITIONS SCHEDULED FOR DEMOLITION.
 - D. GYPSUM BOARD FASCIA AND SOFFIT REMOVALS.
 - E. REMOVE FLOOR FINISH MATERIALS DOWN TO CONCRETE SLAB LEVEL INCLUDING WALL BASES.
 - F. SPRINKLER: EXISTING SYSTEM TO REMAIN. REFER TO SPRINKLER DRAWINGS FOR SCOPE OF REMOVALS AND NEW WORK.
 - H. HVAC: SEE MECHANICAL DRAWINGS.
 - I. REMOVE EXISTING ELECTRIC OUTLETS AND SWITCHES ON WALLSCHEDULED FOR REMOVAL PULL INACTIVE WIRES OUT AND PLASTER PATCH HOLES READY TO RECEIVE NEW FINISH. NOTE: SEE ELECTRICAL DRAWINGS FOR NEW PANEL(S) LOCATION(S).
 - J. REMOVE EXISTING CEILING SUSPENDED CEILING; GYP. BD. AND ACOUSTIC TILE, SUPPORT STRUCTURE, ETC.
 - K. REMOVE EXISTING LIGHT FIXTURES, ELECTRICAL AND FIRE SAFETY DEVICES ETC.
9. THE SCOPE OF THE DEMOLITION WORK HAS GENERALLY BEEN INDICATED ON THE DRAWING FOR THE CONTRACTOR'S INFORMATION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE FULL SCOPE, EXTENT, NATURE AND MANNER OF DEMOLITION REQUIRED.
10. ONLY WORKMEN SKILLED AND KNOWLEDGEABLE IN THEIR RESPECTIVE TRADES SHALL BE EMPLOYED IN THE DEMOLITION ON ANY WORK.
11. CONTRACTORS SHALL TAKE SPECIAL CARE TO DEMOLISH ONLY WORK WHICH IS REQUIRED TO BE DEMOLISHED AND NOT TO DISTURB ANY WORK WHICH IS TO REMAIN. IF IN THE COURSE OF DEMOLITION, CONTRACTOR DESTROYS OR DISTURBS ANY WORK WHICH IS TO REMAIN, THEN HE SHALL, AT HIS OWN EXPENSE, REPAIR OR REPLACE SUCH WORK AS NECESSARY.
12. ANY CUTS AND PENETRATIONS IN EXISTING WORK REQUIRED TO ACCOMPLISH NEW WORK SHALL BE DONE NEATLY AND WITHOUT DISTURBANCE TO ADJACENT WORK TO REMAIN.
13. ALL DEMOLITION WORK TO BE DONE DURING THESE HOURS DESIGNATED BY THE OWNER.
14. REMOVE AND DISCARD ALL DEMOLISHED ITEMS IN A MANNER FULLY APPROVED BY THE CITY OF NEW YORK AND ANY OTHER GOVERNMENT AGENCY.
15. DO NOT SCALE DRAWINGS.
16. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND JOB CONDITIONS PRIOR TO SUBMITTING BIDS AND SHALL REPORT TO THE OWNER'S REPRESENTATIVE ANY DISCREPANCIES OR OMISSIONS WHICH WOULD INTERFERE WITH SATISFACTORY COMPLETION OF WORK. ALL BUILDING DEPARTMENT PERMITS SHALL BE OBTAINED PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION WORK.

TENANT SAFETY NOTES:

1. THE ALTERATION APPLICATION REFERENCED ABOVE IS FOR THE RENOVATION OF ONE COMMERCIAL SPACE ONLY.
2. CONSTRUCTION WORK WILL BE CONFINED TO TENANT SPACE INTERIOR AND WILL NOT CREATE DUST, DIRT OR OTHER SUCH INCONVENIENCES TO OTHER AREAS WITHIN THE BUILDING.
3. CONSTRUCTION OPERATION WILL NOT BLOCK HALLWAYS OR MEANS OF EGRESS FOR TENANTS OF THE BUILDING.
5. CONSTRUCTION OPERATION WILL BE CONFINED TO NORMAL WORKING HOURS. (HOURS TO BE VERIFIED PRIOR TO WORK)
6. ALL WORK TO CONFORM TO CODE.

NOTES:

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

SECOND FLOOR
DEMOLITION PLAN

DRAWING INFO.

A4.1

1/4"=1'-0"

30 June, 2009

0917
0917-atdwg

NOTES:



FINISH LEGEND

C	CARPET MANUF: KARASTAN CONTRACT/ THE MOHAWK GROUP COLOR: 545 CONCRETE PRODUCT # LAKE POINT KC 130 CONTACT: SHOWROOM TEL: 212-471-3688
CT	CERAMIC TILE FLOORING 12 X 12 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
CNC	CONC. FLOOR
PV	*HANOVER* PAVERS 24" X 24" COLOR TO MATCH LIMESTONE SET ON *HANOVER* PEDISTAL SYSTEM
VCT	VINYL TILE MANUF: FLEXTHRU COLOR: T.B.D.
RB	RUBBER BASE MANUF.: UHNSONITE TEL.: 800-899-8916 SIZE: 3" HIGH COLOR: T.B.D.
CT	CERAMIC TILE COVE BASE 3 X 6 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD
NOTE: ALL FLOOR MATERIAL TO HAVE SUP RESISTANCE OF 0.03 OR BETTER	
ACT	ACOUSTIC CLG. TILE SEE GENERAL NOTES
CP	CEILING PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: FLAT
P1	WALL PAINT MANUF: BENJAMIN MOORE COLOR: T.B.D. FINISH: EGGSHELL
CT	CERAMIC WALL TILE 3 X 6 X 3/8" THK. MANUF: AMERICAN OLEAN COLOR: TBD FINISH: TBD

PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE

DRAWING TITLE:

SECOND FLOOR
FINISH PLAN

DRAWING INFO.

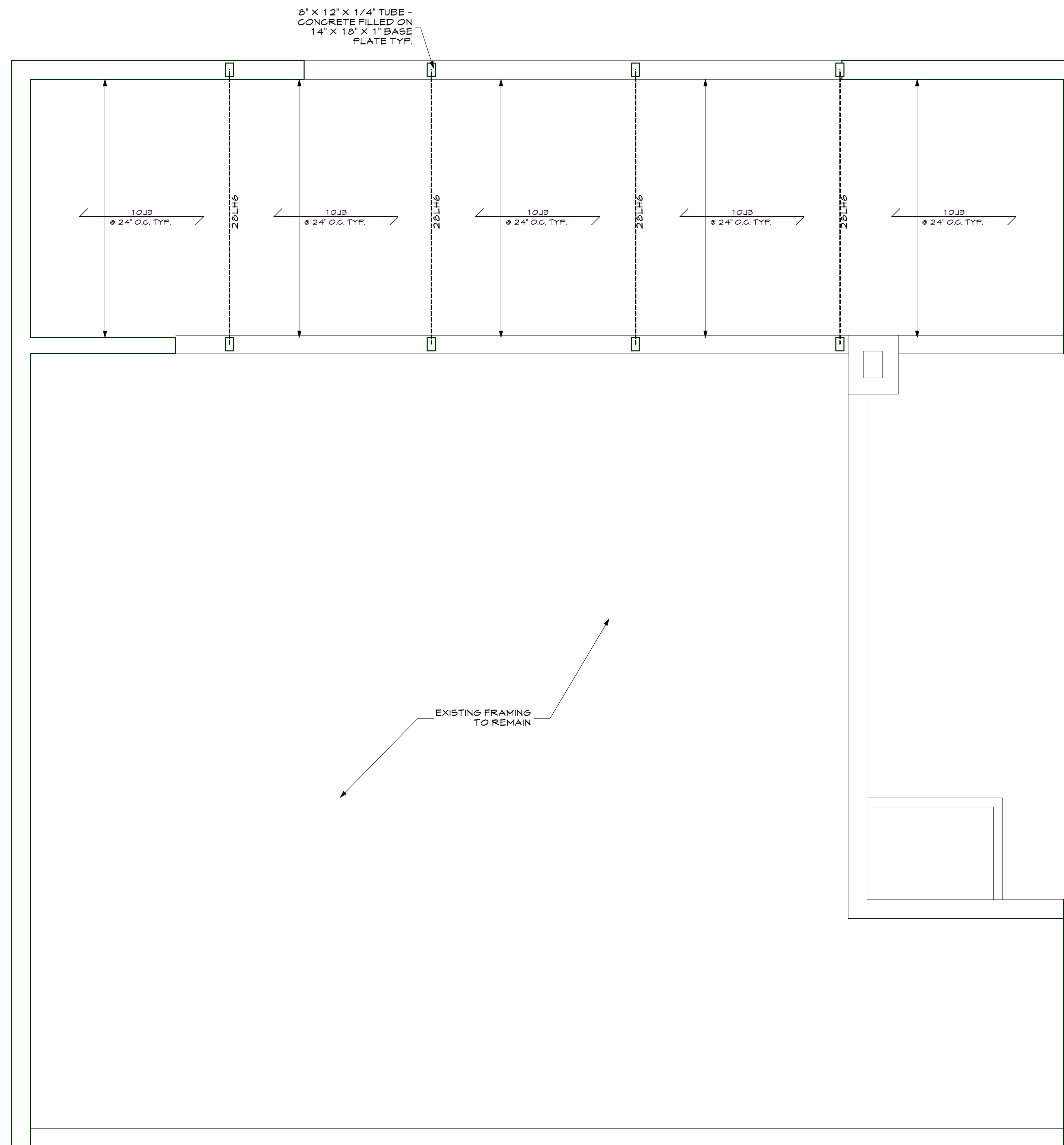
A4.3

1/4"=1'-0"

30 June, 2009

0917
0917-aldwg

NOTES:



PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions
Main Street
Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

ROOF FRAMING
PLAN

DRAWING INFO:

A5.2

1/4" = 1'-0"

30 June, 09

9907

NOTES:

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

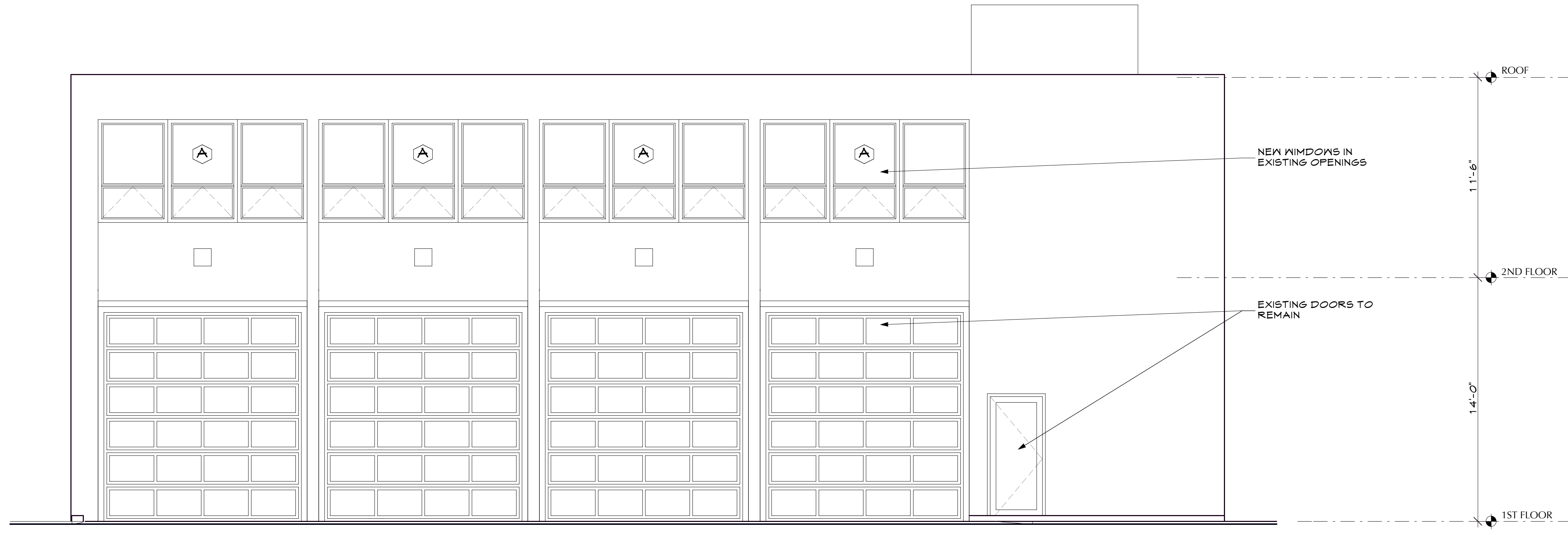
ELEVATIONS

DRAWING INFO:

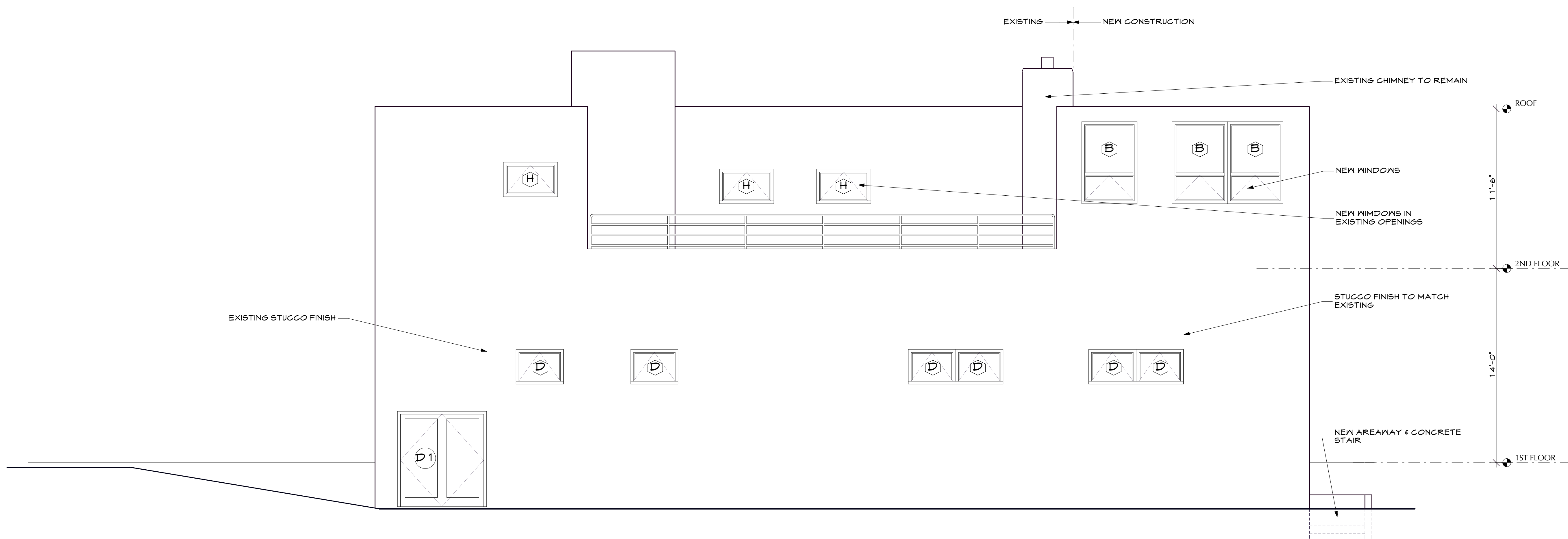
A6

1/4" = 1'-0"
 30 June, 09

9907

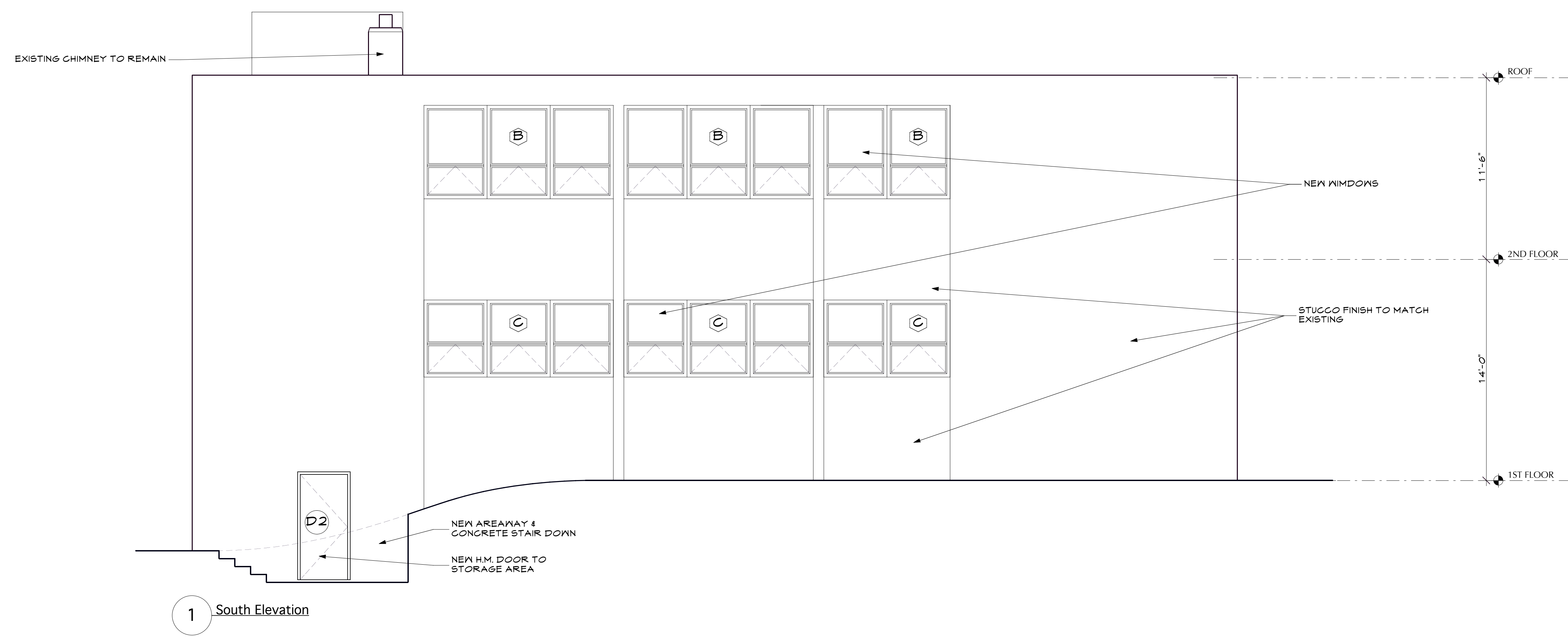


1 North Elevation

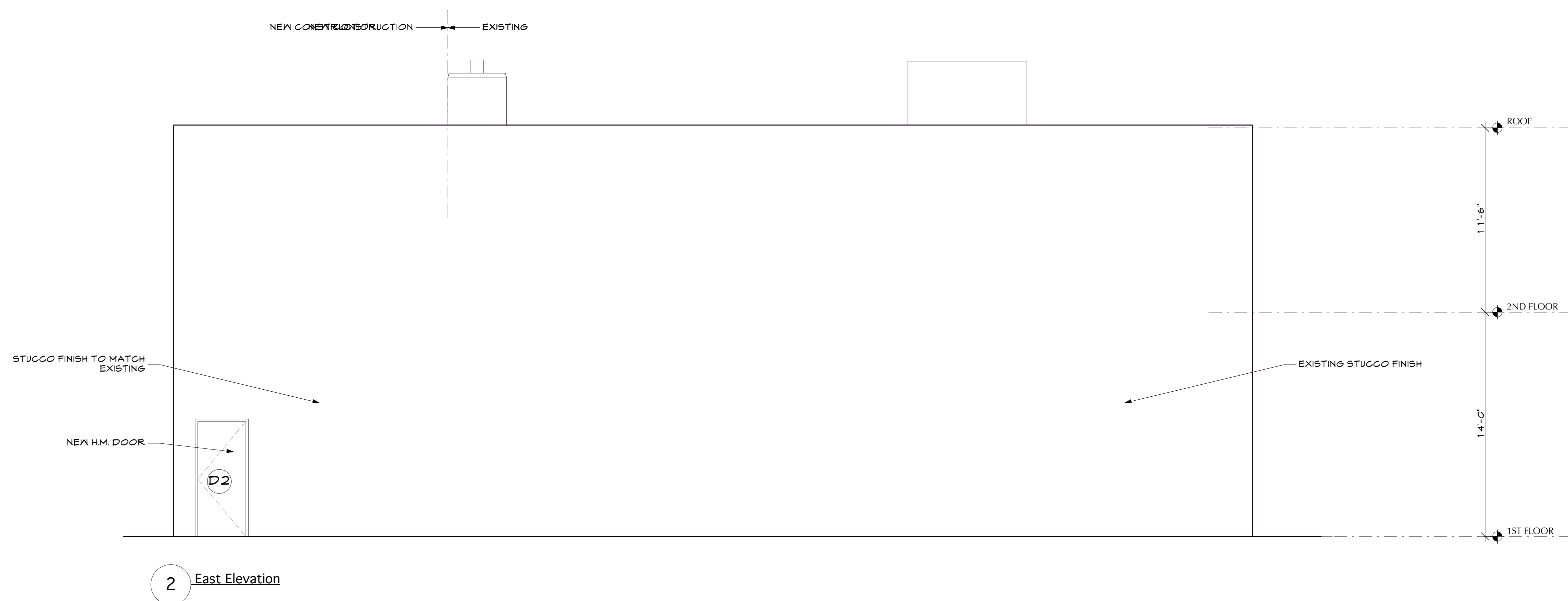


2 West Elevation

NOTES:



1 South Elevation



2 East Elevation

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

ELEVATIONS

DRAWING INFO:

A7

1/4" = 1'-0"
 30 June, 09

NOTES:

PROJECT INFORMATION:

**Irvington Fire Department
 Renovations and Additions**
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

SECTIONS

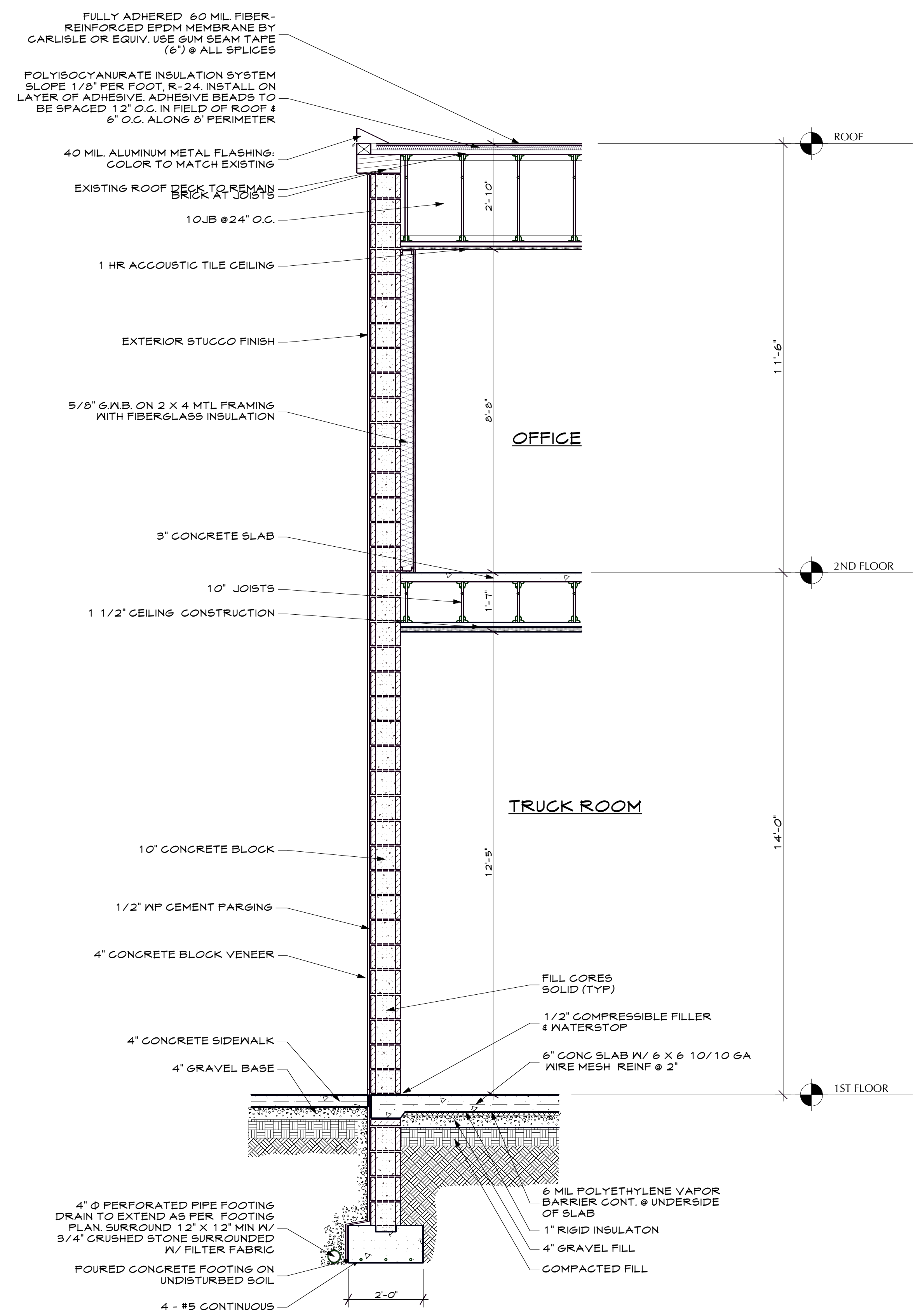
DRAWING INFO:

A8

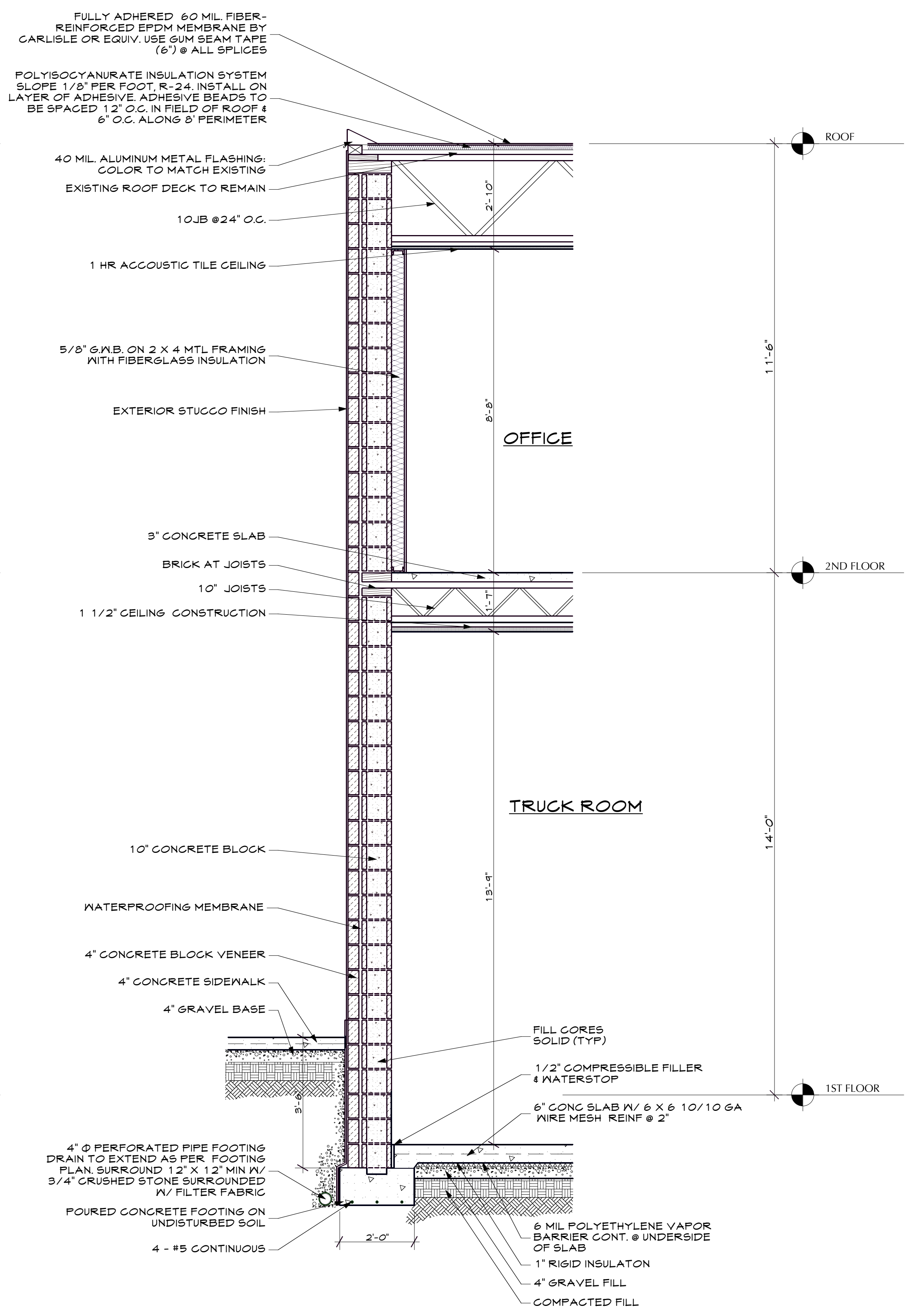
1/4" = 1'-0"

30 June, 09

9907



1 Wall Section Looking South
 Scale: 1/2" = 1'-0"



2 Wall Section Looking East
 Scale: 1/2" = 1'-0"

NOTES:

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

WINDOW
 ELEVATIONS

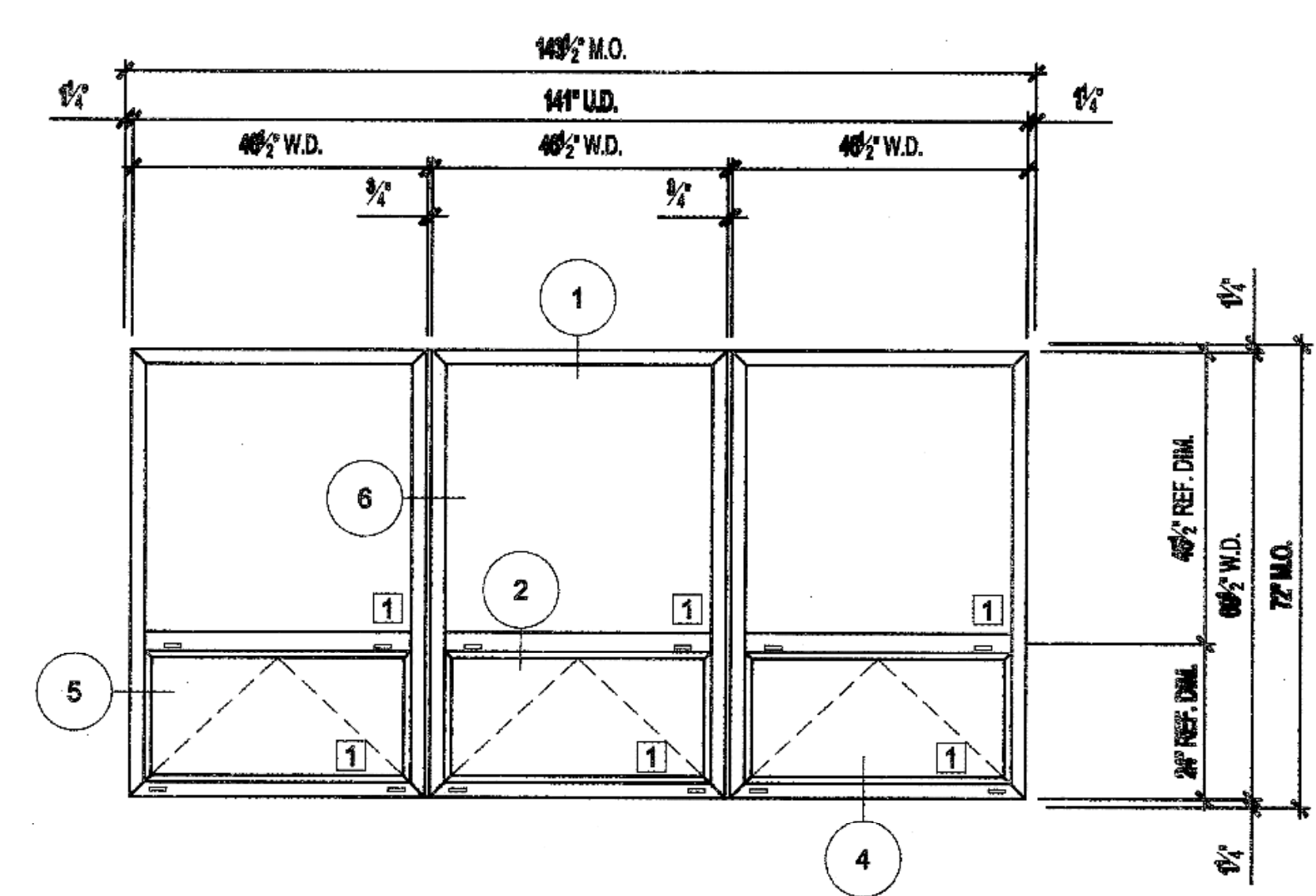
DRAWING INFO:

A9

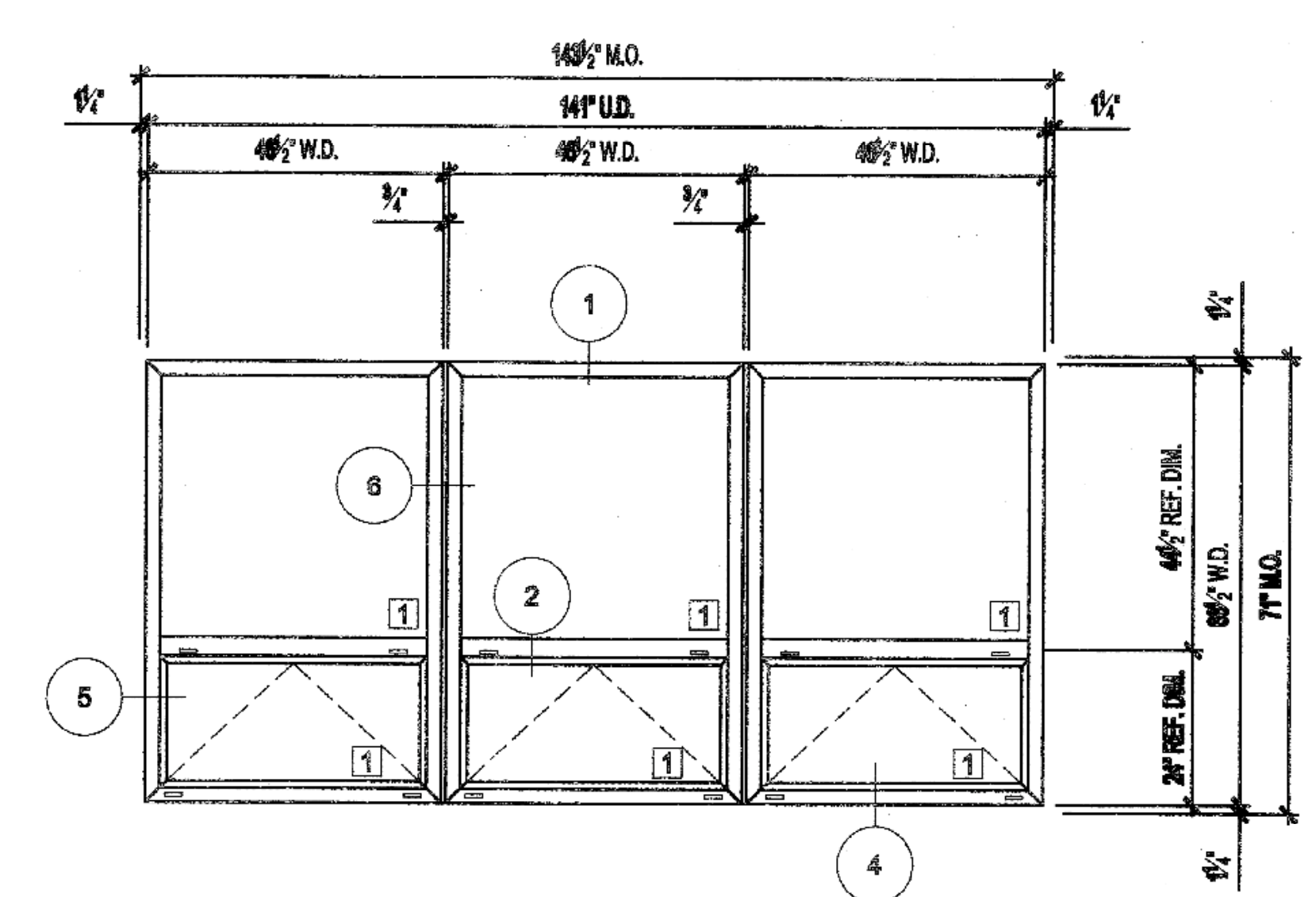
1/2" = 1'-0"

30 June, 09

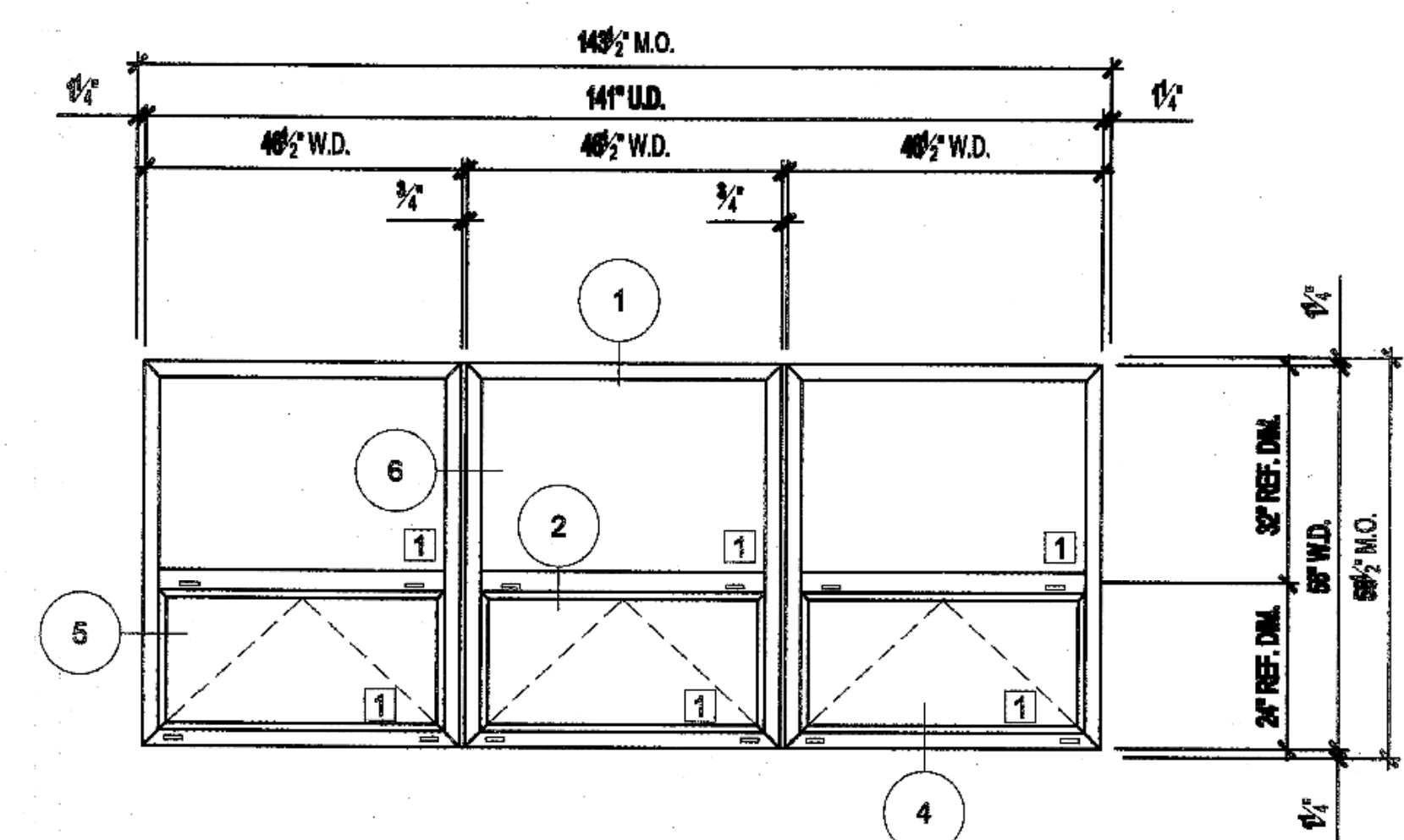
9907



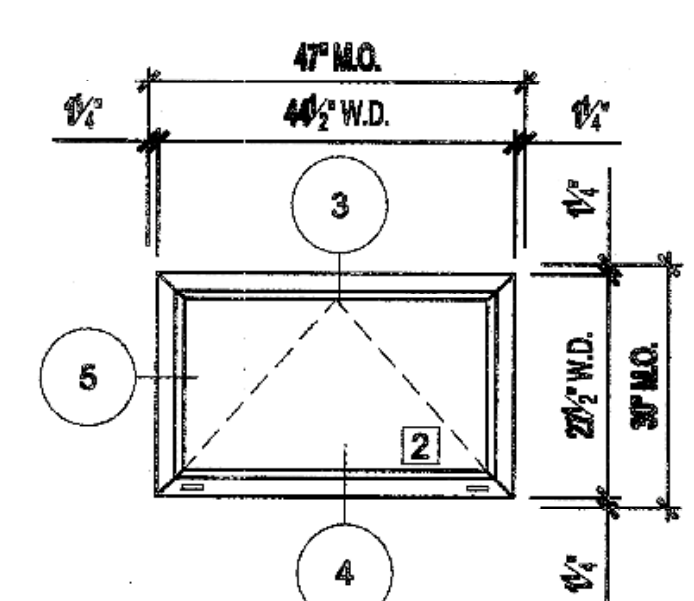
A
 4 REQ'D



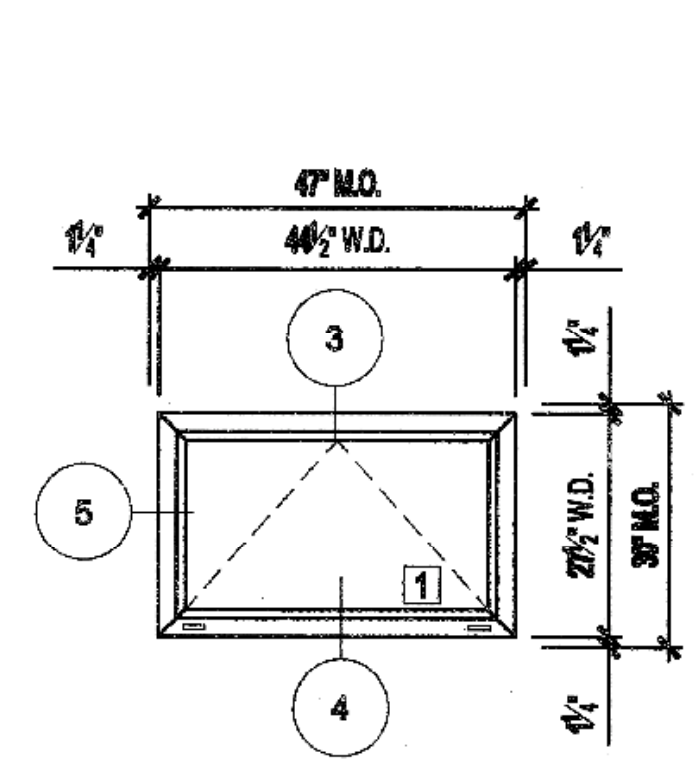
B
 3 REQ'D



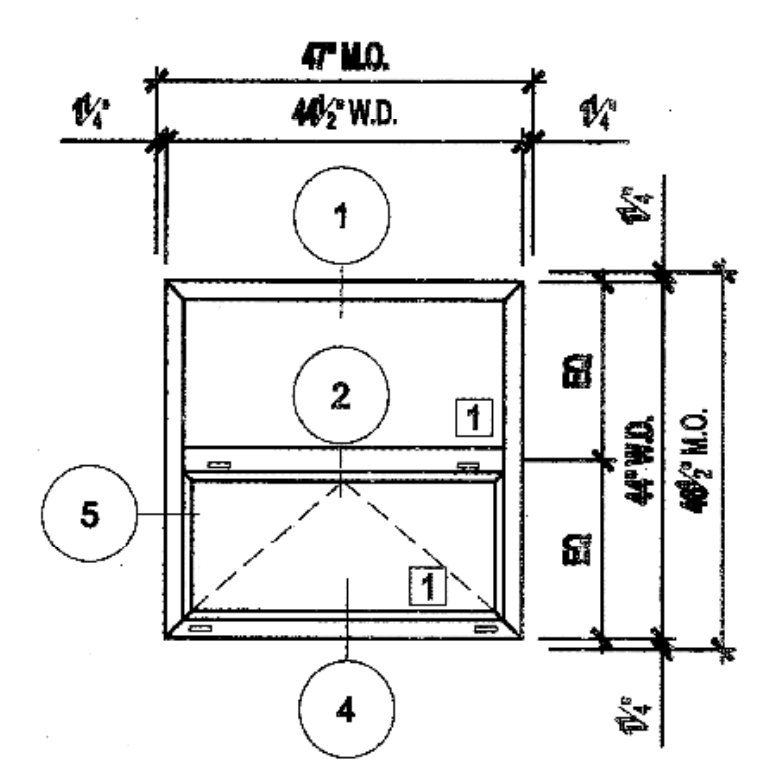
C
 3 REQ'D



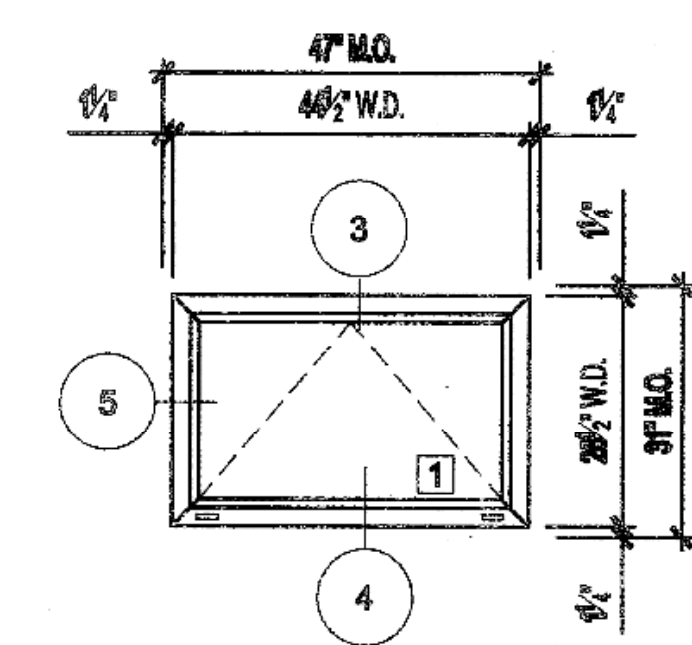
D
 2 REQ'D
 *OBSCURE GLASS



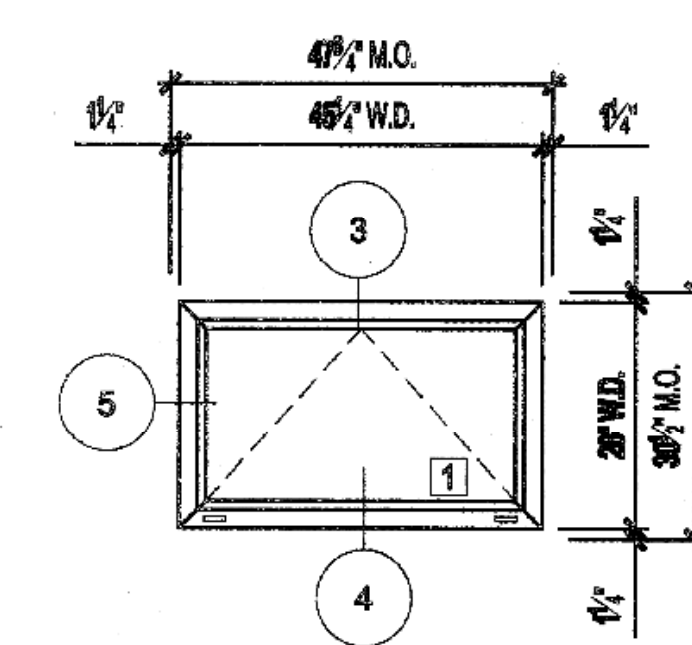
E
 1 REQ'D



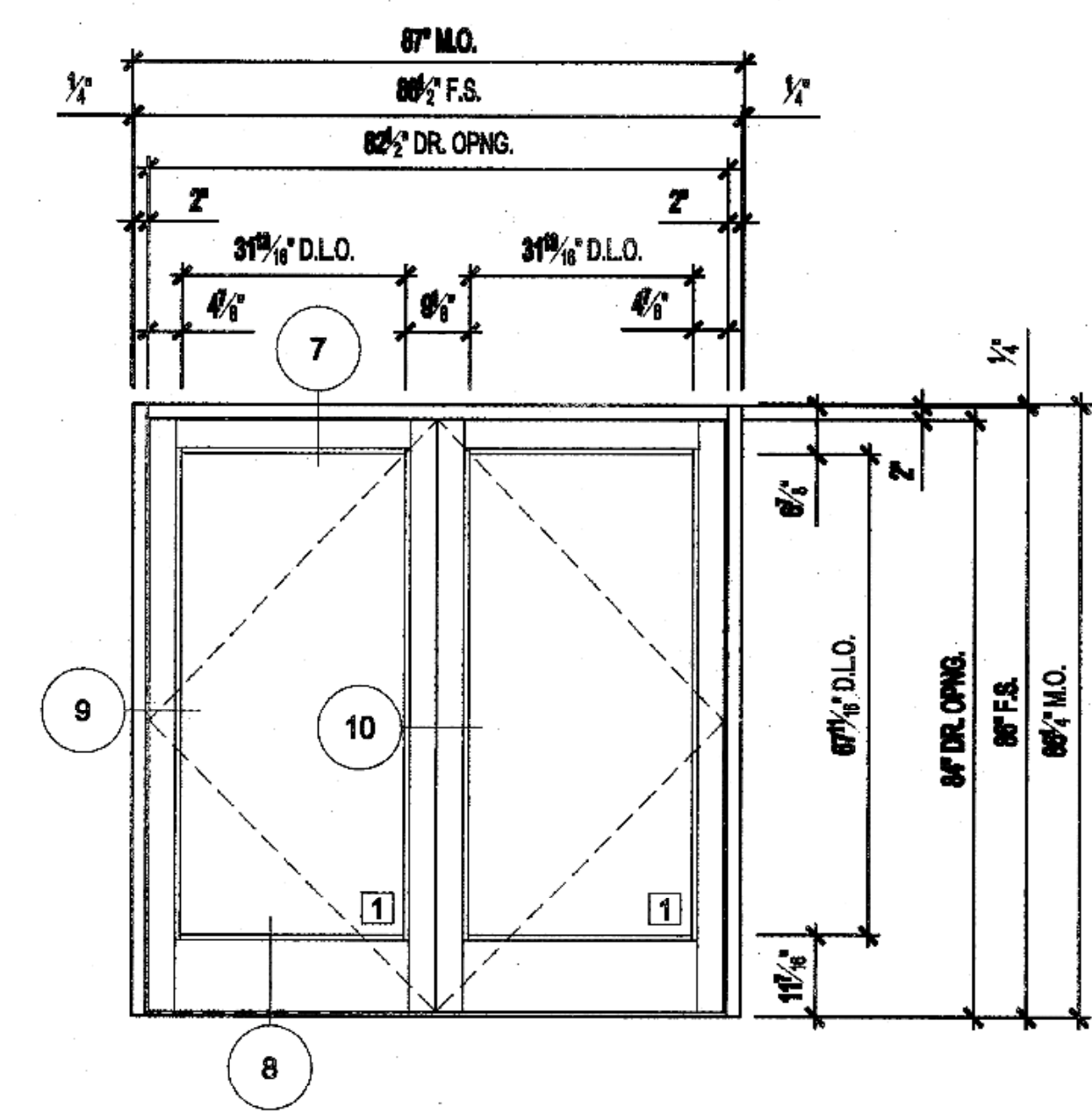
F
 1 REQ'D



G
 1 REQ'D



H
 2 REQ'D



D1
 1 REQ'D

NOTES:

PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

WINDOW
 DETAILS

DRAWING INFO:

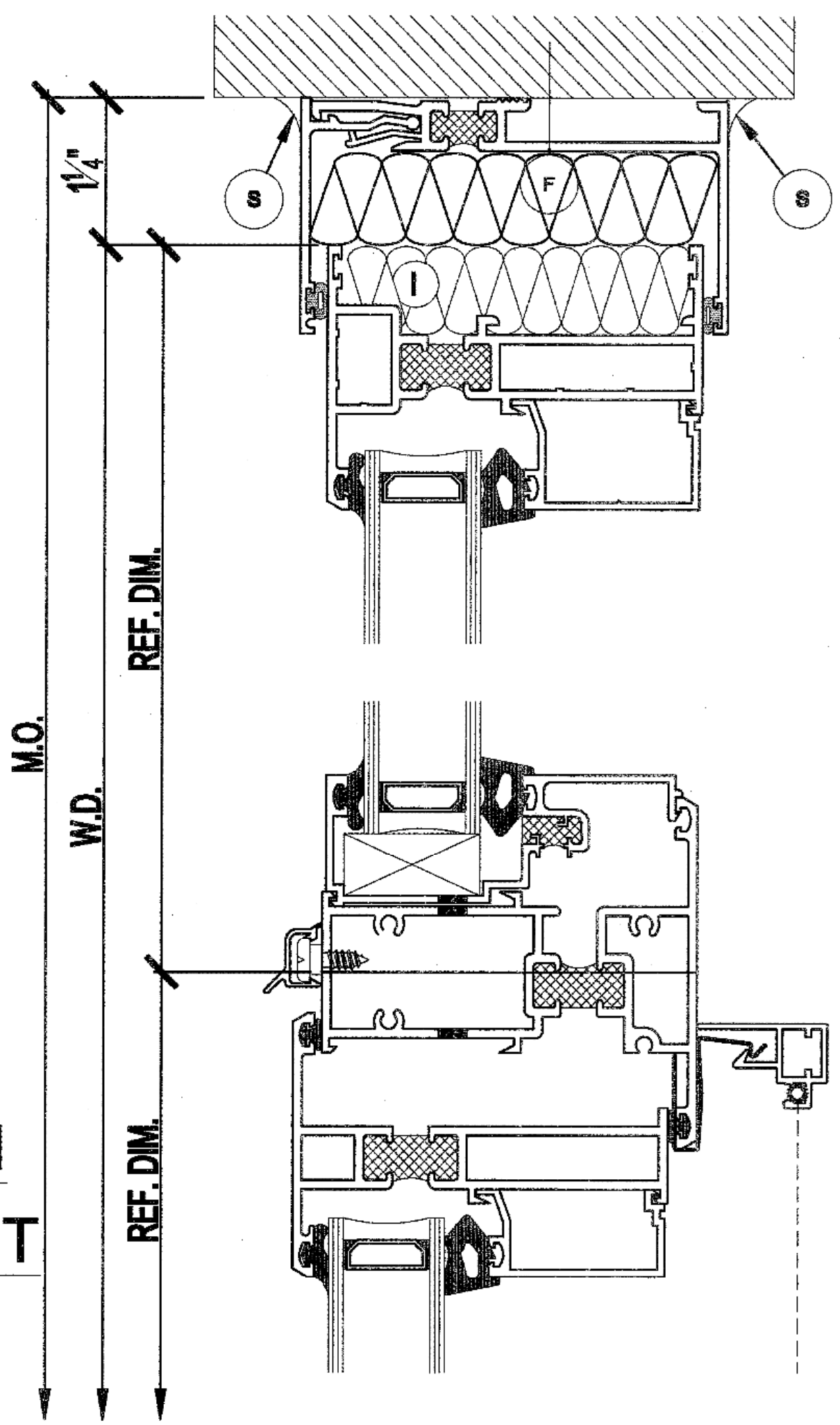
A10

SCALE: AS NOTED

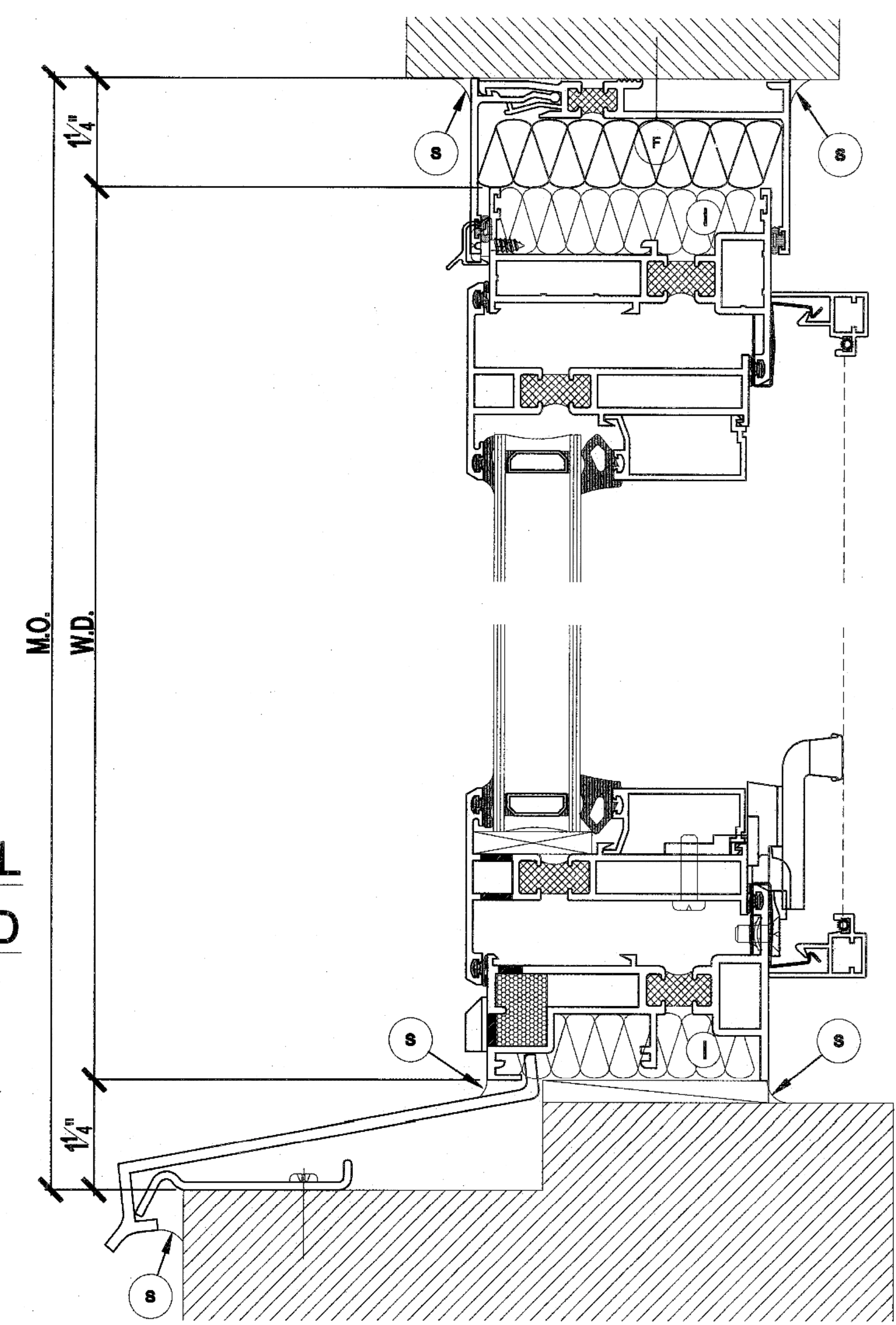
30 June, 09

9907

1
 FIXED HEAD
 WITH RECEPTOR



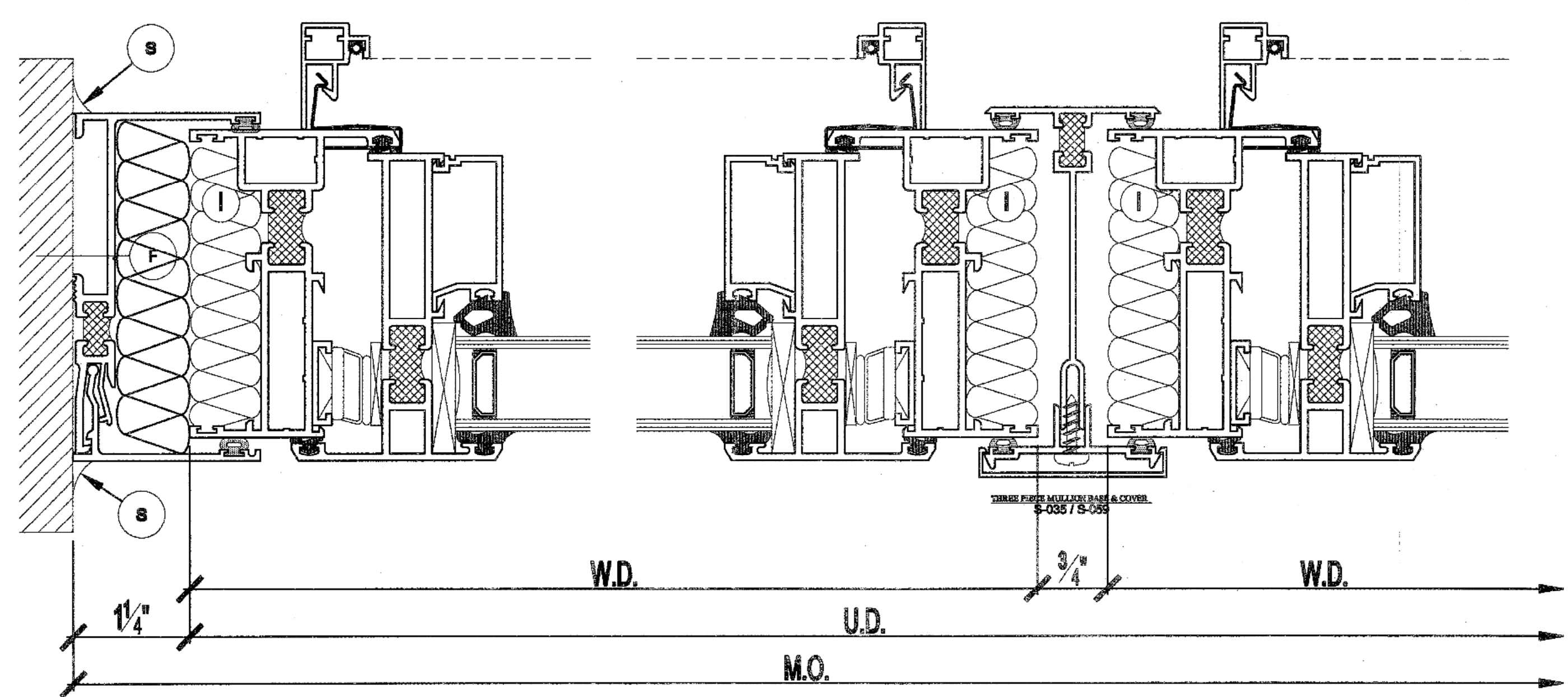
3
 PROJECT OUT
 HEAD WITH
 RECEPTOR



2
 INTEGRAL MULLION
 FIXED / PROJECT OUT

4
 PROJECTED SILL
 WITH EXTRUDED
 ALUMINUM
 EXTERIOR SILL

5
 JAMB WITH
 RECEPTOR



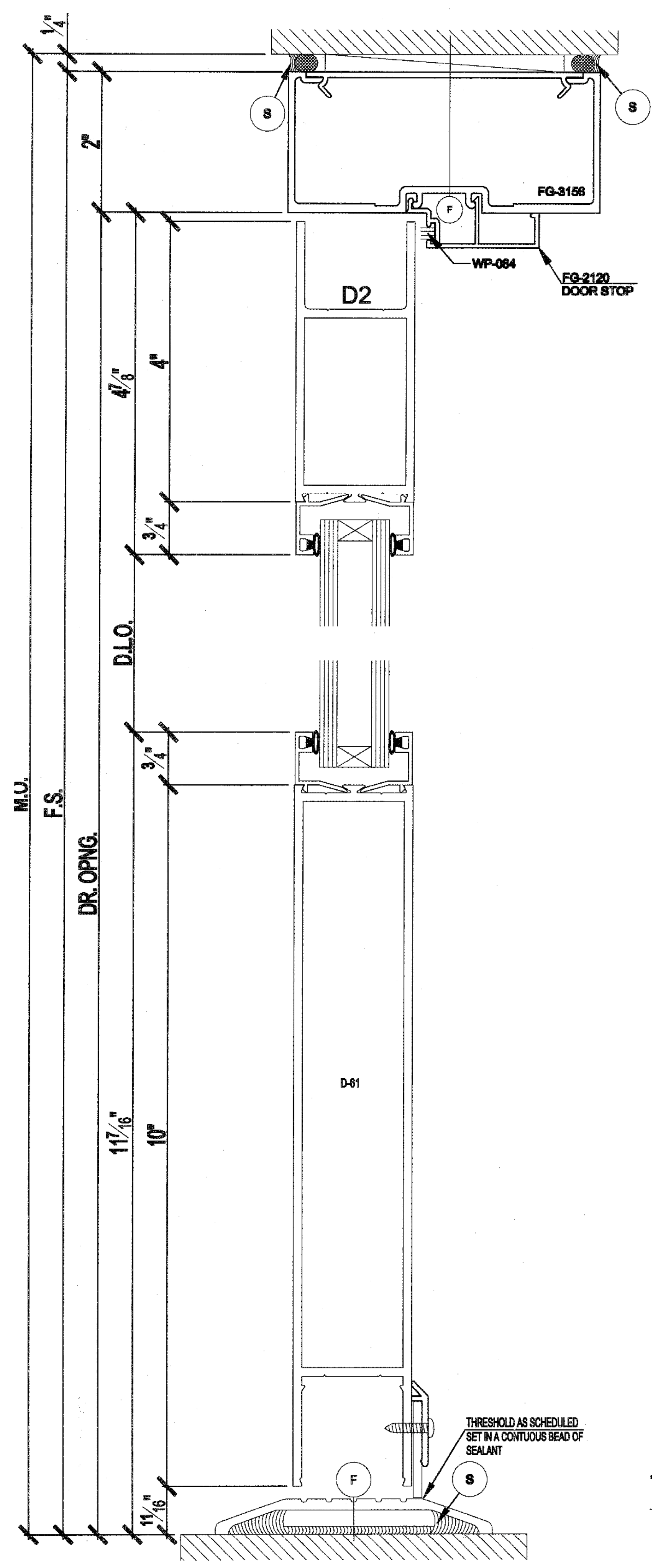
6
 VERTICAL
 (3) PIECE
 MULLION

NOTES:

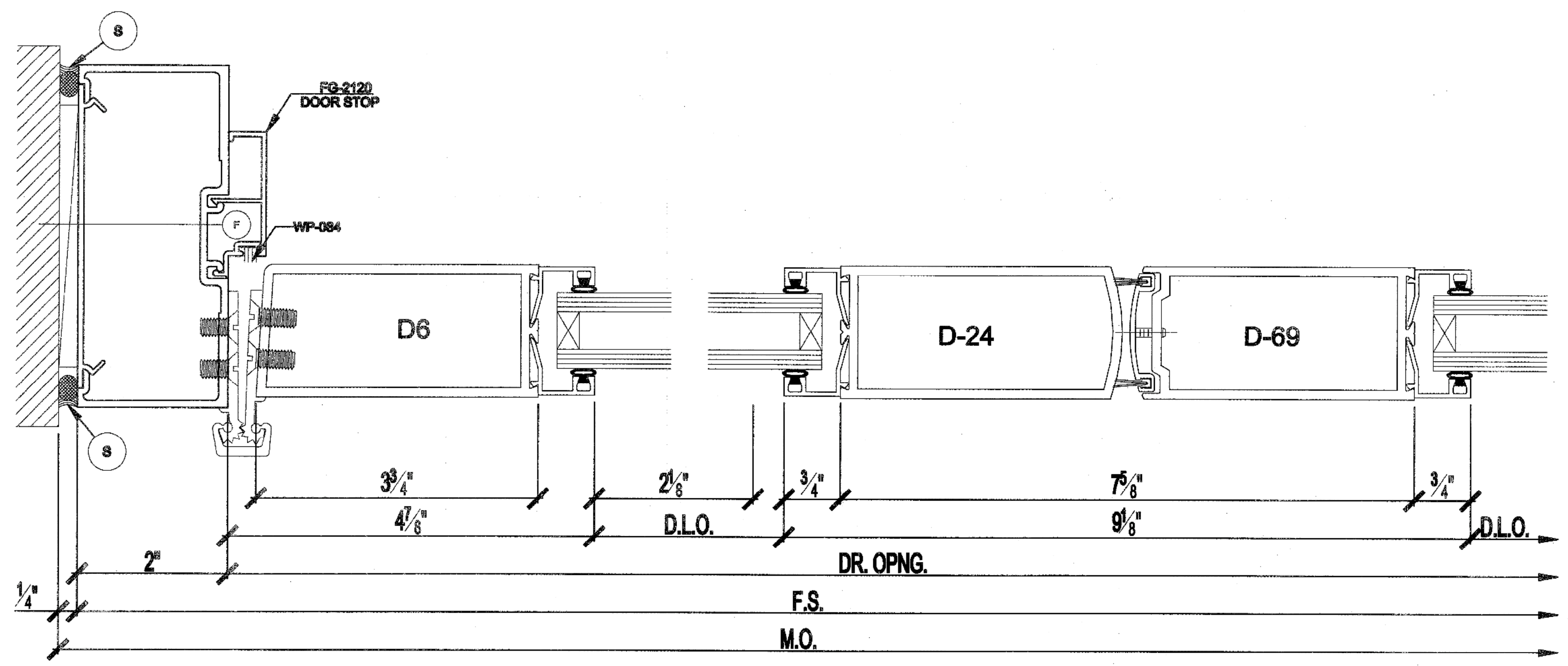
PROJECT INFORMATION:

Irvington Fire Department
 Renovations and Additions
 Main Street
 Irvington, NY 10533

REV. #/DATE:



7
 DOOR
 HEADER



9
 DOOR
 JAMB

10
 DOOR
 MEETING STILES

8
 DOOR @
 THRESHOLD

DRAWING TITLE:

DOOR
 DETAILS

DRAWING INFO:

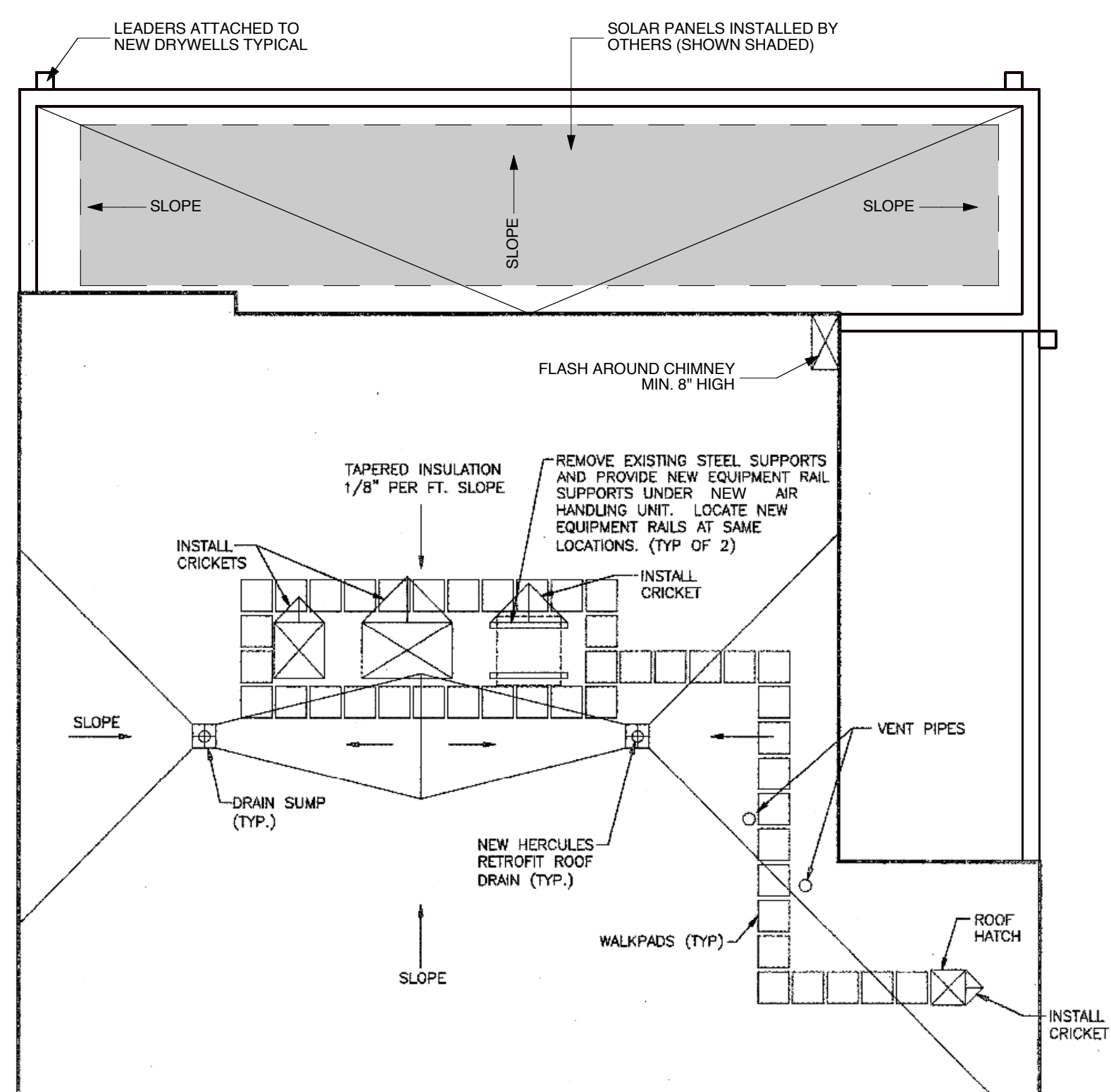
A11

SCALE: AS NOTED

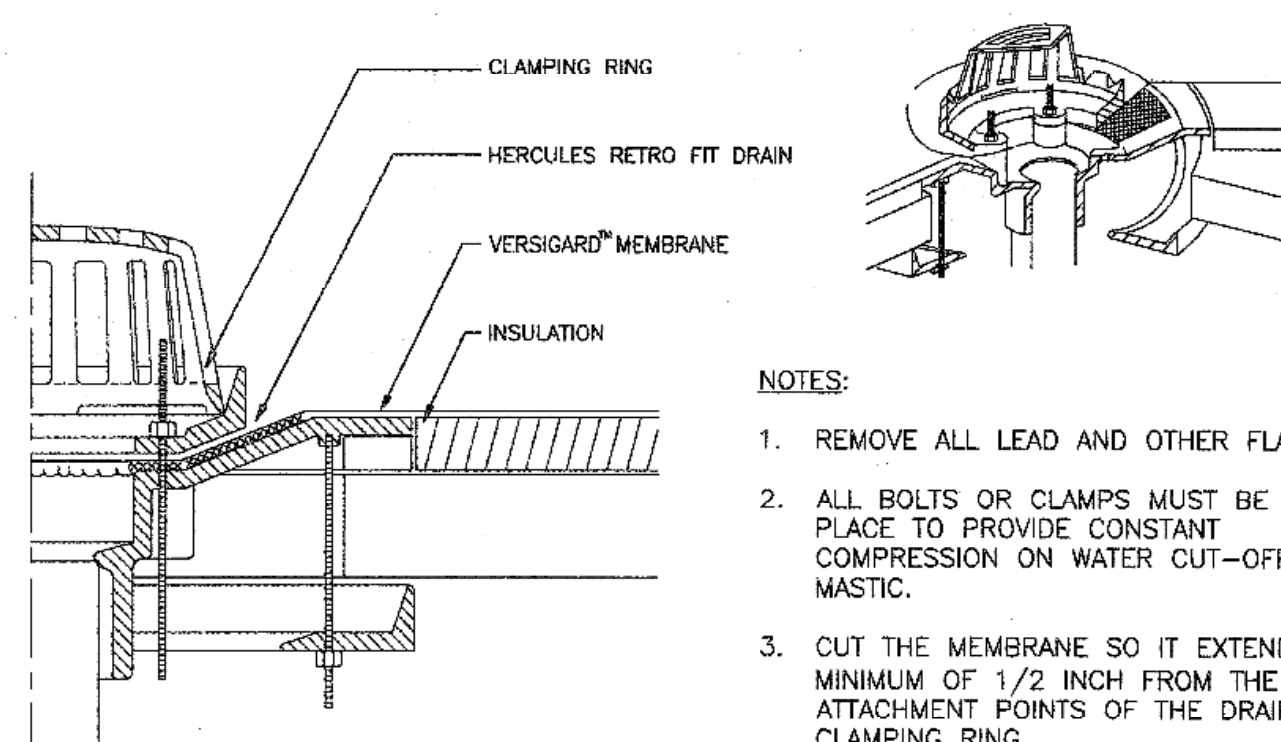
30 June, 09

9907

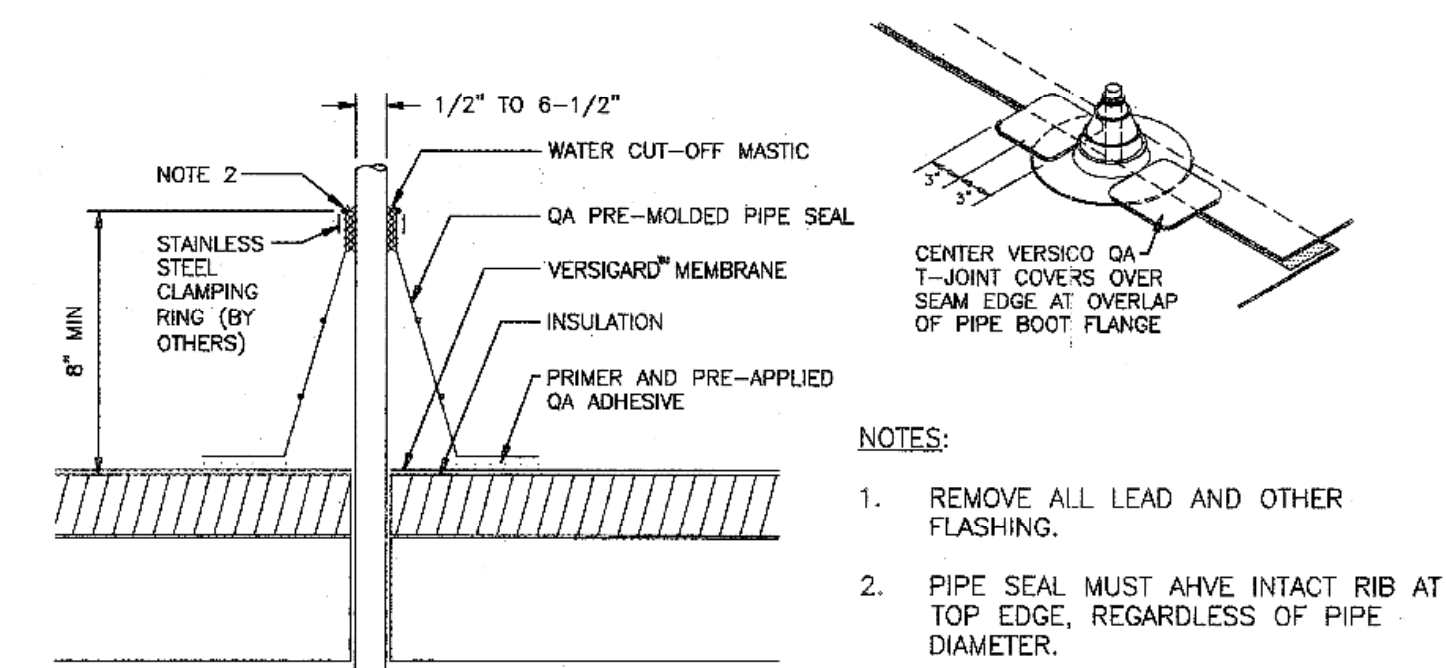
NOTES:



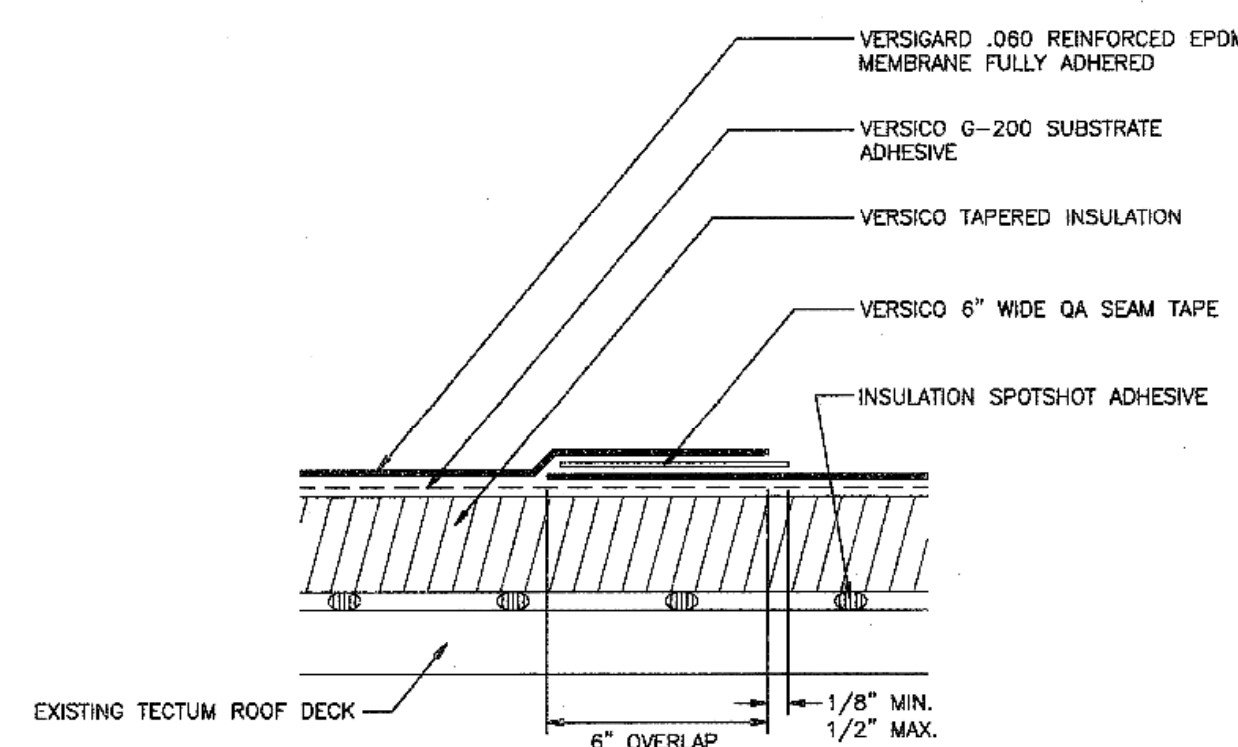
ROOF PLAN
1/8"=1'-0"



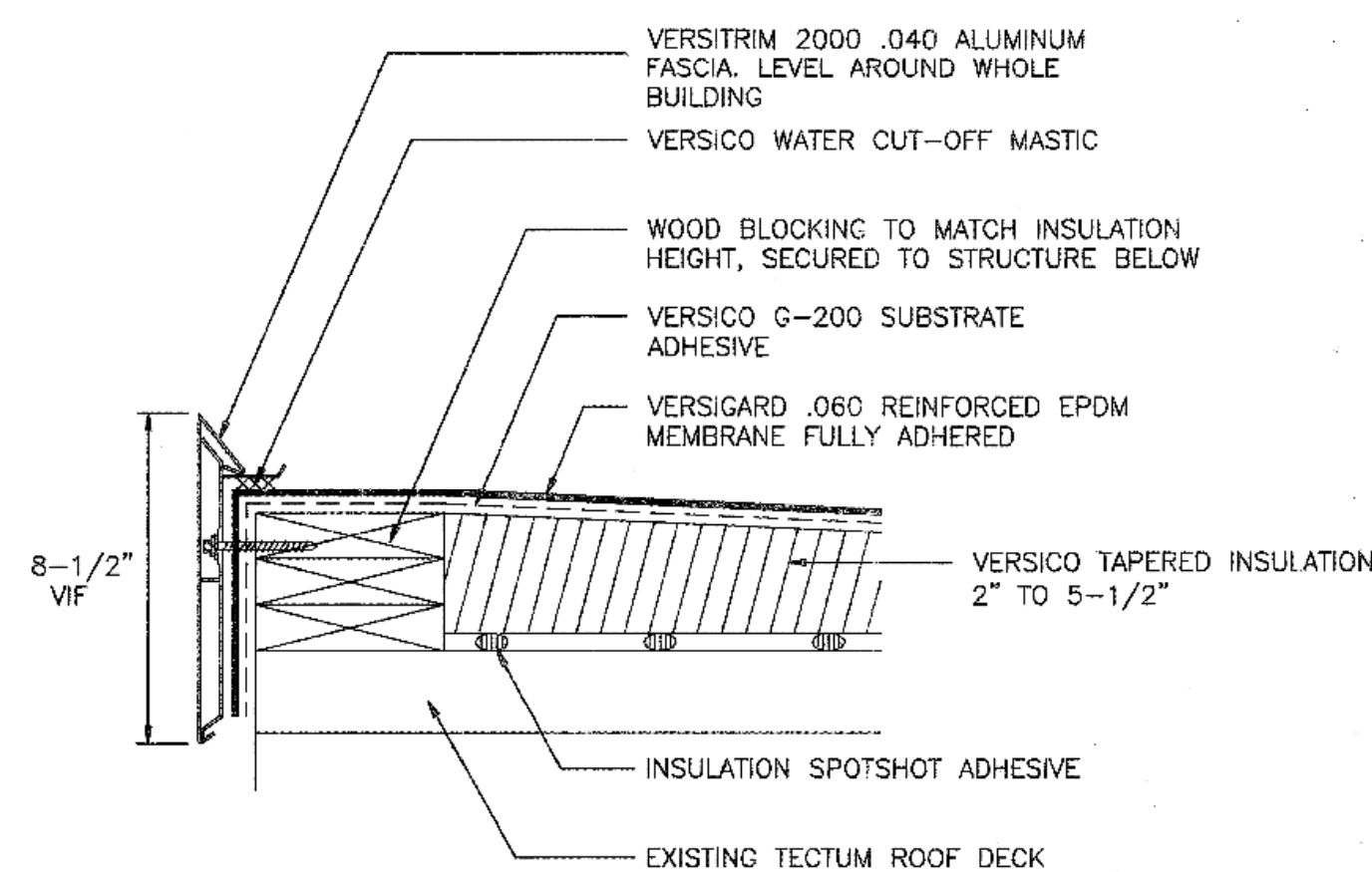
2 DRAIN DETAIL
SCALE: 1/8"



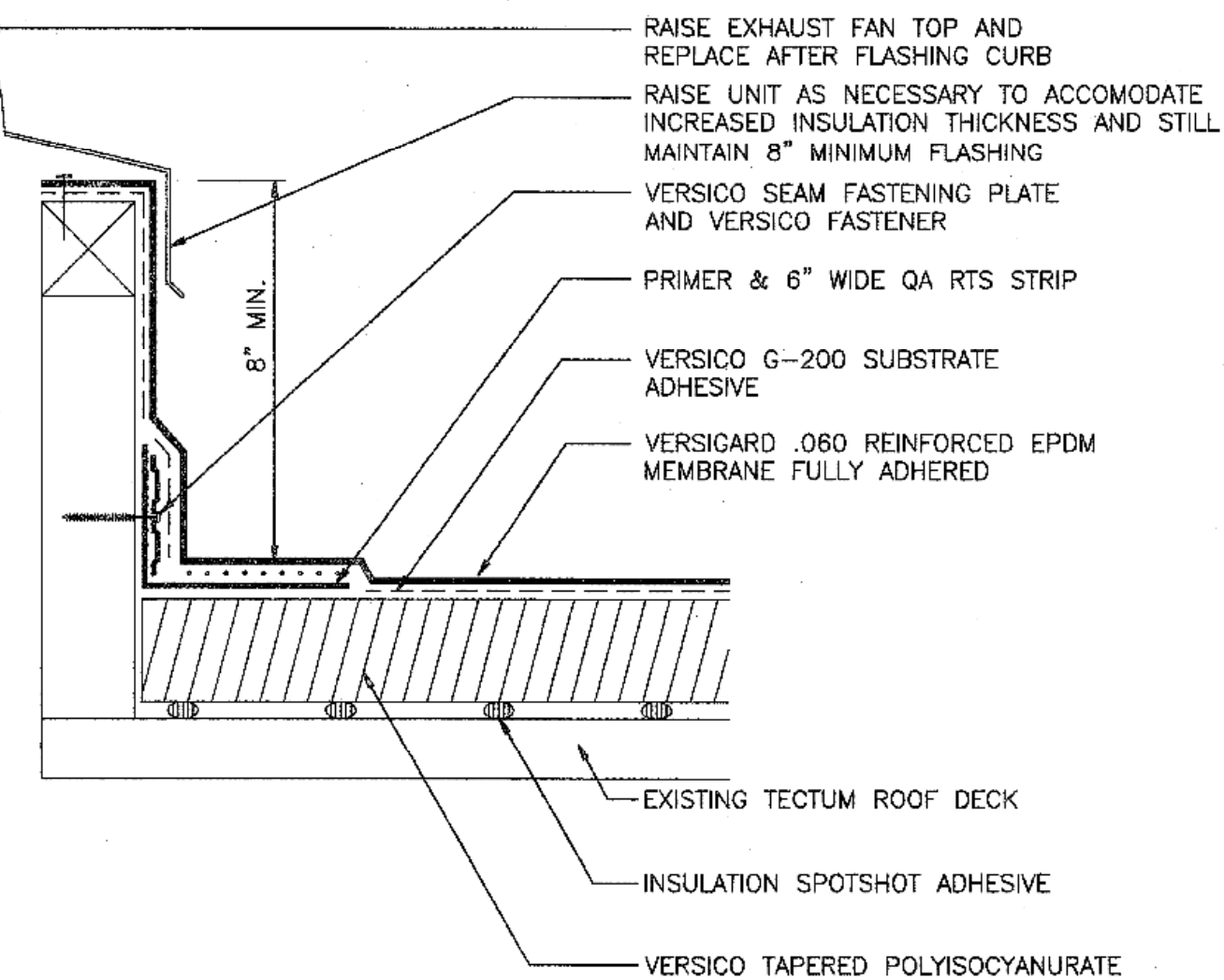
1 PIPE SEAL DETAIL
SCALE: 1/8"



5 TYPICAL ROOF ASSEMBLY
SCALE: 1/8"



4 TYPICAL EDGE DETAIL
SCALE: 1/8"



3 EXHAUST FAN DETAIL
SCALE: 1/8"

VERSICO FULLY ADHERED EPDM ROOF SYSTEM

SYSTEMS: VERSICO FULLY ADHERED .060 REINFORCED EPDM ROOFING SYSTEM SET IN VERSICO G-200 SUBSTRATE ADHESIVE.

MEMBRANE: .060 REINFORCED EPDM (ASTM D 4637-96 TYPE 11)

INSULATION: VERSICO POLYISOCYANURATE.
-SLOPED 1/8" PER FOOT.
-2.0" MINIMUM THICKNESS AT THE DRAINS.
-25 PSI MINIMUM COMPRESSIVE STRENGTH.
-MINIMUM R-24 AVERAGE.

SEAMING: 6" SEAM TAPE ON ALL SPLICES.

FLASHING: ALL UNITS RAISED AND FLASHED A MINIMUM OF 8"

FASCIA: ALL FASCIA VERSITRIM 2000 KYNAR WITH 20 YEAR WARRANTY WITH EXTRUDED ANCHOR BAR AND ALUMINUM COVER IN COLOR SELECTED BY THE OWNER.

WARRANTY: 20-YEAR NO DOLLAR LIMIT WARRANTY, 72 MPH

RATING: UL CLASS A

AS A MANUFACTURER OF MATERIALS, VERSICO INC. OR ITS AGENTS DO NOT ASSUME RESPONSIBILITY FOR ERRORS IN DESIGN, QUANTITIES, DIMENSIONAL ACCURACY, OR COMPLIANCE WITH LOCAL BUILDING CODES OR GUARANTEES THAT THE MATERIAL WILL BE INSTALLED AS PER THESE DRAWINGS.

ASBESTOS TESTING TO BE PERFORMED BY OTHERS. ANY ASBESTOS FOUND SHALL BE THE RESPONSIBILITY OF THE SUBCONTRACTOR TO ABATE ALL ASBESTOS CONTAINING MATERIALS. ALL WORK PERFORMED SHALL BE BY A LICENSED ASBESTOS ABATEMENT SUBCONTRACTOR EMPLOYING CERTIFIED WORKERS IN STRICT ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL CODES.

ROOFING SUBCONTRACTOR IS TO FIELD VERIFY ALL CONDITIONS, DIMENSIONS AS SHOWN PRIOR TO INSTALLATION AND ORDERING MATERIAL, ETC.

NOTE:
SUBCONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL CONDITIONS, DIMENSIONS, CONFIRMING TYPE OF ROOF DECK AND FLASHING ALL ROOFTOP EQUIPMENT AND DUCT PENETRATIONS.

PROJECT INFORMATION:

Irvington Fire Department
Renovations and Additions

Main Street
Irvington, NY 10533

REV. #/DATE:

DRAWING TITLE:

ROOF
DETAILS

DRAWING INFO:

A12

SCALE: AS NOTED

30 June, 09

Addendum D-Question posed on January 15, 2026.

1. In the general description of the project under “**Background**”, it notes that the project will include the following: Building Renovation, select demolition, structural repairs, systems upgrade, health & safety improvements, and construction of new or reconfigured operational spaces. Under **Scope of Work**, it notes the creation of a Decontamination Area and the Stabilization of the Apparatus Bay Floor for Engine 178. These are further described in **Addendum “A”** and **Addendum “B”**. Just to be clear, is the Decon. Area and the Stabilization of the Apparatus Bay the **only “work”** to be performed? **Yes at this time**
2. In **Addendum “A”** – Apparatus Bay Stabilization, it notes under Project Timeline, Total Estimated Duration: 3-4 weeks (including curing).
 - Assume that this duration is for the actual stabilization process i.e.: structural reinforcement and concrete slab only, and does not include any of the design and pre-construction phase services? **This was meant to be for construction, curing time was not taken into consideration and it may be to early to fix a construction time, a better time estimate will be made once a scope of work is created**
3. As CM Services are based on overall Staff Commitment and anticipated Project Time Frame, is there an anticipated Time Frame for the Project for Pre-Construction Phase and Construction /Project Close-Out Phase?
 - Under **Pre-Construction Phase, note #6**: it requests costs for each of the following phases: **A**- Schematic Design Phase, **B**-Design Development Phase & **C**- Construction Document / Pre-bid Phase.
 - Is there an anticipated time frame for these phases? Assuming that the complete project only includes the work described under **Addendums “A” & “B”**, is it the Village’s intent to design and bid the Projects as **One Project**, or as **Two Projects**. **it has been assumed that the Decon room will be in the bathroom below the Structural floor project and would be an integral part of the new structure**
 - Under **Construction Phase, note #1**: It states that the CM is to provide Full-Time or Part-Time / On-Site Construction Project Management.
 - Is it the intent of the Village to have the work under **Addendums “A” & “B”** performed separately or concurrently? **it has been assumed that the Decon room will be in the bathroom below the Structural floor project and would be an integral part of the new structure**

Addendum E-Questions submitted on 1/23/2026

- Have any addendums been issued, if so can a copy be shared.

Any responses to questions submitted have been added to the RFP document as addenda.

- Can the list of attendees at the CM walk through that took place, be provided (assuming it may be part of an addendum already)?

There is not a list of firms that attended the RFP Walk Through on 1/16.

- Would there be an opportunity to schedule a site visit?

We cannot schedule an additional walk through at this time.

- Can a specific timeline be provided for preconstruction and construction services, it will allow for proper planning of staffing to meet expectations?

We don't have a set preconstruction and construction timeline. It will be the responsibility of the firm awarded the contract to recommend a schedule for the Village's review and approval.

- What is the construction budget?

There isn't a set budget for the construction.

- With today being the due date for questions, with addendum to follow, in order to allow sufficient time for proposal response we ask if the proposal due date be extended from 1/30/26 to 2/6/26?

As this RFP was noticed, we cannot extend the deadline.

EXHIBIT B



Established 1919

Construction Management

Owners Representative

General Contracting

Consulting

January 30, 2026

RFP-2025-31

Professional Services-Construction Management

Irvington Fire Department Facility

Renovation and Expansion





Established 1919

CONSTRUCTION MANAGEMENT
OWNER'S REPRESENTATIVE
CONSULTING
GENERAL CONTRACTING

CALGI CONSTRUCTION COMPANY, INC.
56 Lafayette Avenue, Suite 350
White Plains, New York 10603
TEL: 914-682-9423
FAX: 914-682-9420
E-MAIL: dcalgi@calgiconstruction.com
www.calgiconstruction.com

January 30, 2026

Mr. Charles G. Hessler, Village Administrator
Village of Irvington
85 Main St.
Irvington, NY 10533

RE: RFP-2025-31
Professional Services-Construction Management Irvington Fire Department Facility
Renovation and Expansion

Dear Mr. Hessler,

We are very interested in providing the Village of Irvington with the necessary Construction Management services for the planned Fire Department Renovation and Expansion project.

However, at this time, in our opinion, there is not sufficient information to properly prepare a construction management proposal for pre-construction phase, construction phase, and project close-out phase services. The RFP, although very detailed in the construction management "services" desired, lacks critical information necessary to prepare a comprehensive proposal. There is no definitive program, anticipated time frame and anticipated overall project budget amount.

The scope of the proposed project currently concerns:

- Addendum "A" – Apparatus Bay Stabilization Project – Engine 1789 Bay
- Addendum "B" – Decontamination Room Construction

Although both Addendums include defined objectives, there is no relative information regarding anticipated time frame, budget amounts, staffing requirements, etc. We do acknowledge that the RFP does note that \$140,000.00 has been allocated in the Village's 2025-2026 Capital Budget specifically for the Decontamination Room Construction. However, this amount represents only a small portion of the overall total project construction costs, both "Hard" and "Soft" costs.

We believe that, at this time, the Village would be best served by our Services in fully assessing both projects, "A" & "B", preparing a conceptual budget and preliminary schedule and assisting the Village in the selection of Architects by further defining design scope and evaluating architect proposals.

Celebrating Over a Century of Construction Services

Mr. Charles G. Hessler
January 30, 2026
Page 2

Our Services in assisting the Village in the Architect Selection Process are as follows:

- Developing the Scope of Work defining design requirements and issuing Request for Qualifications and / or Request for Proposals.
- Evaluating architect's proposals for economy as well as technical capability and prior experience with similar projects.
- Vetting and interviewing those architects short-listed
- Prepare award recommendation letter.
- Assist in contract negotiations finalizing the agreement with defined scope of services, and adherence to anticipated schedule.

Once the Architect is selected and on-board we can then revisit our CM Services and Fees for the Pre-Construction through Construction / Project Close-Out Phases.

Project Team

Calgi Construction Company, Inc.
Dominic Calgi, President
David Chen, Pre-Construction Manager.

Consultants:
Structural Consultant – TBD (if needed)
MEP Consultant – TBD (if needed)

Fee

The fee to prepare and provide: Project Conceptual Budget, Preliminary Project Schedule, and Assist in the Architect's selection process:

Twenty-five thousand nine hundred fifty dollars and no cents \$25,950.00)

(Anticipated Overall Time Frame – Five (5) Months- Total Hours 150 hours.

Reimbursable Expenses

The following reimbursable expenses are for services outside of our scope of services and are not covered in our Fee. These expenses would only be at the request of the Village. Should these expenses become necessary, they would be billed at cost plus 10%.

- **Structural, MEP Consultants:** Specific structural, mechanical, plumbing, or electrical investigations requiring consultants are excluded.

Mr. Charles G. Hessler
January 30, 2026
Page 3

- **Environmental / HazMat Consultant & Studies:**
- **Subsurface Investigation:** Specific costs associated with unknown subsurface investigation of Apparatus Bay slab.
- **Fire Station Survey Plan**
- **Cost Estimate:** Based on “Conceptual – Order of Magnitude”
- **Final ADA/Building Code Sign-off:** Preliminary studies address ADA requirements, but do not provide legally verified code compliance certificates.
- **Regulatory Inspections:** Final safety, fire, or health department approvals are not included.

Additional Services:

Hourly rates for Additional Services beyond the scope of this proposal are as noted below. These rates are inclusive of all Overhead, Insurances, Fringe Benefits, Taxes, Worker’s Compensation and Fees. There are no other charges or multipliers that will be added to these hourly rates except those reimbursable costs / expenses that are noted below.

Calgi Construction Co., Inc.:

Title	Hourly Rate
Project Principal	\$ 180.00/hr.
Pre-Construction Manager	\$ 130.00/hr.
Contract Administration	\$ 100.00/hr.

Presented within our proposal are our Company Profile, Project Experience, Project Approach & Management Plan. Also included are our standard Pre-Construction Phase and Construction / Project Close -Out Phase Services which complement those services as noted in the RFP.

We appreciate the opportunity to submit our Proposal and look forward to working with you and the Village on this project. Please feel free to call with any questions.

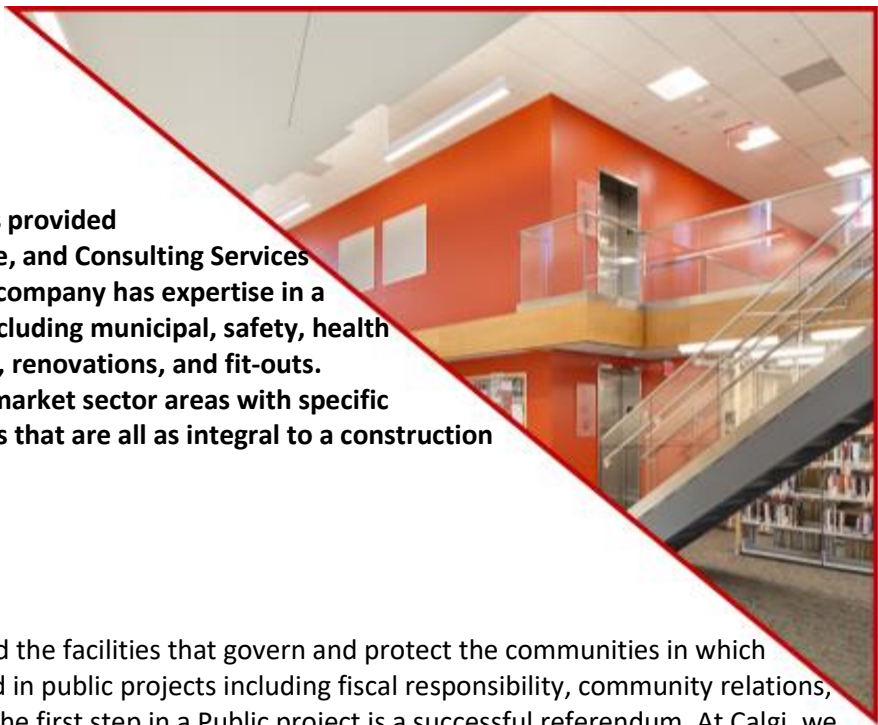
Very truly yours,
CALG CONSTRUCTION COMPANY, INC.



Dominic Calgi
President

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- **Experience & Reference Information**
- **Project Team & Management Plan**
 - Organizational Chart
 - Resumes
 - Statement of Methodology
 - Project Approach, Management Plan
- **Construction Management Fees & Services**
- **Signed Forms**



Company Profile

For over a century, Calgi Construction Company has provided Construction Management, Owner's Representative, and Consulting Services throughout the Tri-State area. A versatile firm, the company has expertise in a broad range of industries and construction types including municipal, safety, health care, life sciences, educational, corporate additions, renovations, and fit-outs. Our portfolio encompasses projects in a variety of market sector areas with specific concerns, key issues, and unique business strategies that are all as integral to a construction project's success.

Municipal & Public Safety

At Calgi Construction we are honored to help to build the facilities that govern and protect the communities in which we live and work. We understand the issues involved in public projects including fiscal responsibility, community relations, local politics & agency regulations and procedures. The first step in a Public project is a successful referendum. At Calgi, we work in sync with City, Town and Village leaders to assist in developing a solid campaign that generates voter support. We help communicate the building program and establish a suitable construction budget to achieve a successful referendum. From City/Town/Village Halls to Police and Fire Stations and DPW Facilities, we have successfully managed new construction as well as renovation projects.

Educational

Calgi Construction takes special pride in helping to build and renovate educational facilities that nurture the children and adults who live within our communities to improve their overall quality of life. We understand the special challenges involved in providing high quality educational environments and our role in the design/construction process gives us a unique insight into the specialized nature of Schools, Libraries, and Institutions of Higher Education. Public school projects at times will require a successful Public referendum and we work with the Library and School Boards, School Superintendents and Library Directors to achieve voter support. For both Public and Private educational clients, we assist in all meetings and aid in addressing all concerns that may arise from the Community including Faculty, Students, Parents and patrons.

Corporate Projects

Whether an organization is looking to expand or renovate their facilities, Calgi recognizes the desire to fast track these projects so Owners can continue to provide their services to the community. Calgi manages these projects from site assessment and feasibility evaluation to Statutory and Building approvals to bidding and ultimately supervising and managing the various contractors.

Calgi offers our clients a proven team with an in-depth understanding of the unique issues, complexities, and challenges that are part of the culture and nature of working on construction projects. We approach every project not simply as a construction management firm, but rather as a valued partner. We take on your key concerns and business objectives as they are as much a catalyst for success as accelerated schedules and reduced budgets.

As your eyes and ears on the project, we will become your in-house construction expert. From site selection and acquisition to building occupancy, we lead the project team every step of the way, turning your visions into reality.

Our Services

Feasibility Studies
Project Needs Assessment
Bond Acquisition Budgeting
Design Team Review & Selection
Conceptual Budgeting
Schematic & Design Development Budgets
Construction Cost Estimating
Value Engineering
Constructability Reviews
Construction Means & Methods Review
Project Scheduling & Cost Control
Complete Bidding Phase Services
Contractor Review & Selection
Quality Control
Field Management & Coordination
Project Safety Monitoring
Project Close Out & Document turnover
Owner Occupancy transition
Facility Management



Coordination

A dedicated project manager will manage your project from Inception to Completion

Communication

Calgi's team effectively bridges the gap between the owner, architect and contractors with a hands on approach ensuring a strong client relationship

Control

Our budgets, schedules and cost control system delivers a safe project within budget and time



Project Experience



City of Yonkers
Contract: Construction Manager
Architect: Highland Associates
Total Project Capital Cost: \$4 Million

Selected as Construction Manager by the City of Yonkers, on their 22,500 SF steel framed new Fire Station. This 2-story facility includes firematic support spaces adjacent to the apparatus bays, offices, exercise room, kitchen facilities, watch booth, underground parking and bell tower. The 2nd floor provides living accommodations. An onsite fuel station provides fuel for fire trucks and city vehicles.



City of Peekskill
Contract: Construction Manager
Architect: Mitchell Associates
Total Project Capital Cost: \$12 Million

Selected as Construction Manager by the City of Peekskill on their \$12 million, 30,000 SF new Central Fire Station. This 2-story facility includes a total of 8 bays to accommodate fire-fighting apparatus, offices, training space, kitchen facilities, and meeting space for both the department and the public. The 2nd floor will provide living accommodations, fitness, and recreational areas. The Central Fire Station will be an “essential facility” under NYS Building Code. “Essential Facilities” are intended to remain operational in the event of extreme weather, flood, wind, snow, or earthquakes.



Millwood Fire District
Contract: Construction Manager
Architect: Dubois Architects
Total Project Capital Cost: \$ 9 Million

The Firehouse includes a 5 Bay Apparatus Bay, Decontamination Room, Community Room, Administrative Offices, and Cascade Room. The project also includes the development of 4 acres of the existing 9 acre site. Our responsibilities during the Pre-construction Phase included the coordination and project management of the Design Team as well as preparing Budget Estimates at various stages of Design, Cost Control, Value Engineering, and Constructability Reviews. During the Construction Phase, we are responsible for complete management and coordination of the various multiple Prime Contractors under New York State’s WICKS Law.

Project Experience



Village of Rye Brook King Street Firehouse
Contract: Construction Manager
Architect: Sullivan Architects
Total Project Capital Cost: \$2.5 Million

Chosen as the Construction Manager by the Village of Rye Brook, Calgi was entrusted to manage and oversee construction of the Village's first Fire House. Additionally, from Pre-Construction through Construction, Calgi was given total responsibility for the integration of Architectural and Engineering Design with the available financial resources. The 11,650 SF facility incorporated apparatus bays, dormitories, meeting and training rooms, decontamination and EMS rooms, administrative offices, kitchen area, and lounges. The building is also equipped with a three-stop elevator, handicap accessible toilet rooms, SCBA rooms, and accommodations for female fire fighters.



Village of Mamaroneck Palmer Avenue Firehouse
Contract: Construction Manager
Architect: Mitchell Associates
Total Project Capital Cost: \$8.5 Million

For this project, Calgi provided full-time, on-site Project Management Services, responsible for the complete management and coordination of the various prime contractors under the WICKS Law. This project included the complete demolition and removal of the existing firehouse and the construction of the new multi-level 22,500 SF Facility which included: Apparatus Bays, Meeting Rooms, Administrative Offices, Kitchens, Men's & Women's facilities, etc. for both the Hook & Ladder Company and the Mamaroneck Fire Company.



City of Rye Milton Point Firehouse
Contract: Construction Manager
Architect: Kaestle Boos Associates, Inc
Total Project Capital Cost: \$2.5 Million

This project consisted of an expansion and renovation to the existing facility constructed in 1911. The work included an 11,000 SF addition housing new apparatus bays, decontamination room, dormitory, meeting rooms, administrative offices, and also included renovations to provide handicap accessibility to meet current codes. The facility is now equipped with a two-stop elevator, handicap accessible toilet rooms, accommodations for female fire fighters, updated fire alarm systems, new electrical distribution, new heating, air conditioning, and fire sprinkler systems throughout.

Project Experience



Village of Rye Brook New DPW
Contract: Construction Manager
Architect: Weston & Sampson
Total Project Capital Cost: \$18 Million

Calgi Construction was selected by the Village to provide Construction Management services consisting of Pre-Construction and Construction Phase services for their new DPW Facility and Parks Garage. The Project included the demolition of the Village's existing 70 year old facility and the construction of a new 40,000 SF Pre-Engineered facility on the existing 1.5-acre site. The work also includes sub-surface soil stabilization.



Village of Ardsley New DPW
Contract: Construction Manager
Architect: Weston & Sampson
Total Project Capital Cost: \$12 Million

Calgi Construction was selected by the Village to provide Construction Management services consisting of Pre-Construction and Construction Phase services for their new DPW Facility. The Project included the demolition of an existing residence and the construction of an Access Road to facilitate easement of construction. Currently, this project is in the construction phase.



Village of New Hyde Park New DPW
Contract: Construction Manager
Architect: Smith and Pucillo Architects
Total Project Capital Cost: \$ 5 Million

Calgi is currently providing Construction Management Services to the Village on the building of the new DPW. This project will consist of Demolition of portions of existing structures and site restoration. Additionally, the project includes the Installation of a pre-engineered garage and a prefabricated office facility under NY State Public Construction/Wicks Law engaging multiple prime contractors.

Project Experience



Town of Orangetown
Contract: Construction Manager
Architect: Lothrop Associates
Total Project Capital Cost: \$14 Million

Calgi is currently providing Construction Management Services to the Town on the building of the New 2-story Town Hall project. This project will connect the new Town Hall to the Police station via an atrium to create contiguous space. The existing Town Hall structure will be demolished and turned into a pedestrian plaza and parking lot.



City of New Rochelle Wildcliff Reuse
Contract: Construction Manager
Architect: Stantec
Total Project Capital Cost: \$5.5 Million

Calgi Construction was selected by the City to provide Construction Management services on the construction of an adaptive reuse of the fire-damaged remains of the Wildcliff mansion into a 2,200 SF open-air, seasonal use, public event space and the construction of the Hudson Park Children's Greenhouse. Additionally, the project includes the new construction of a 2,700 SF public greenhouse facility.



Village of Ossining
Contract: Construction Manager
Architect: THA Consulting
Total Project Capital Cost: \$12 Million

Calgi Construction was recently selected to provide construction management to the Village of Ossining's Multi-Modal Transportation Hub. This project includes Optimizing parking (240+ spaces) including ADA to facilitate usage of adjacent public spaces for charging infrastructure for electric/ hybrid vehicles and e-bikes/ e-scooters, security infrastructure (lighting/ call boxes/ access gates) including an on-site security office and payment kiosks, Pedestrian access points from the street with stairs and elevator at each end to aid in accessibility, and a rooftop solar array to decrease energy costs to the "Hub". Construction to begin Summer of 2025.

Project Experience



Town of Mamaroneck Town Hall
Contract: Construction Manager
Architect: Smith & Pucillo Architects

Selected as the Construction Manager / Consultant by the Town, Calgi provided project management services on multiple Town facilities including upgrades to the Town Hall, Parking Lots and the renovation of offices, bathrooms, and upgrades to the mechanical system within the Police Department.



Village of Bronxville Hall & Police Department
Contract: Construction Manager
Architect: Peter Gisolfi Associates

The Bronxville Village Hall project was a renovation and expansion of the existing building, the first major alterations since it was built in 1942. Calgi provided Pre-Construction and Construction Phase Management services in upgrading the 18,500 SF structure. Highlights of the project, which focused on architectural style, functionality and code compliance, a new slate roof, new lighting, elevator access and new heating and air conditioning equipment with a 20 well geothermal loop system for energy conservation.



Village of Irvington
Contract: Construction Manager

As Construction Manager,, we were requested by the Village to plan, develop and execute a phased renovation of the various departments in the Village Hall to limit the disruption of the staff. We provided full Time, on-site project management and coordination of the various prime contractors under the WICKS Law. We subsequently, managed the Roof Replacement & Clock Tower Rehabilitation.

References

Village of Rye Brook

Chris Bradbury, Village Administrator
Phone: 914-939-0111

Michal Nowak, Superintendent of Public Works
Phone: 914-939-0753

Village of Ardsley

Joseph Cerretani, Village Manager
Phone: 914-693-1550

David DeGregorio, DPW
Phone: 914-693-0117

Town of Mamaroneck

Meredith Robson, Town Administrator
Phone: 914-381-7810

Robert Wasp, Town Engineer
Phone: 914-381-7835

City of New Rochelle

Vin Parise, Parks Commissioner
Phone: 914-654-2197

City of Yonkers

Paul Summerfield, City Engineer
Phone: 914-377-6106

Village of Irvington

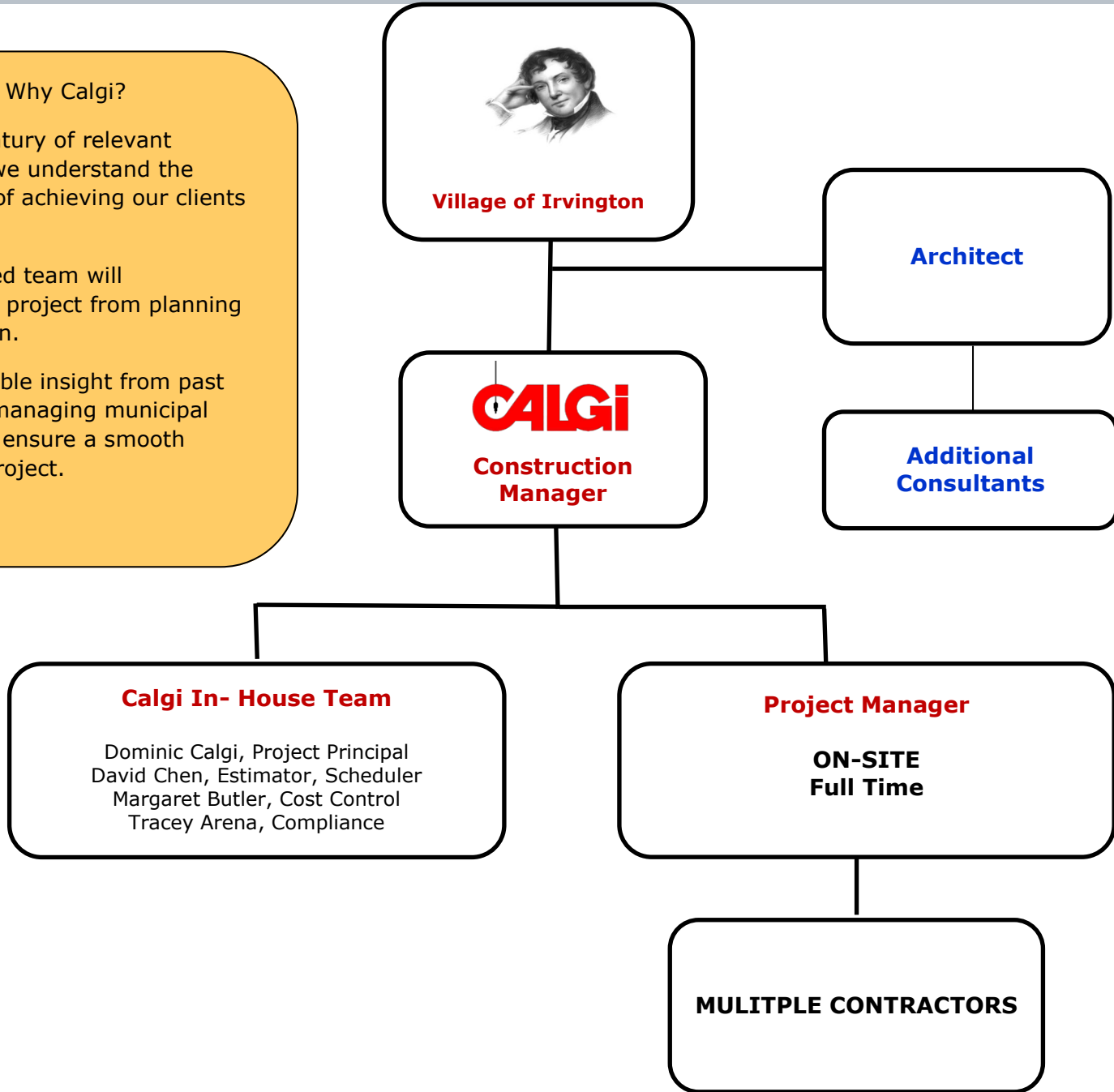
Construction Management Services Staffing and Organizational Chart

Why Calgi?

With our century of relevant experience we understand the importance of achieving our clients goals.

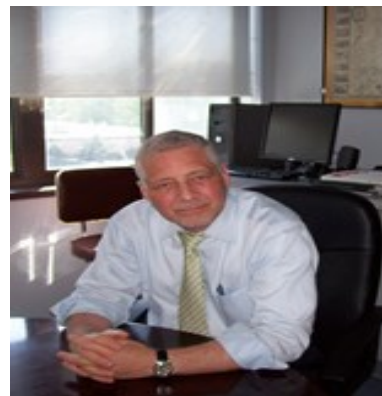
Our dedicated team will facilitate the project from planning to completion.

Calgi's valuable insight from past experience managing municipal facilities will ensure a smooth successful project.



Dominic Calgi, President

Project Executive



With over 40 years in the construction industry, Dominic will be leading the Team. Dominic provides executive leadership, reinforces client relations and manages the financial as well as the overall project management performance on all Calgi projects. In addition to his management responsibilities, Dominic is also involved in taking part in and providing seminars to several professional organizations on construction management practices, WICKS Law projects and design and construction of various municipal , educational and healthcare facilities. .

Relevant Experience

- Village of Ardsley
- Village of Rye Brook
- City of New Rochelle
- City of Yonkers
- Town of Mamaroneck
- Town of Orangetown
- Town of Ossining
- Town of Bedford
- Village of Bronxville
- Village of Scarsdale

Past Experience

Illinois

Pora Construction Company

Illinois Dewatering Facilities

University of Illinois Sports Complex

Cook County Jail & Courthouse

Virginia

Stone & Webster Engineering Corp.

North Anna Nuclear Power Plant

Years of Experience

Over 40 years

Education

Bradley University

BS - Construction Engineering

Memberships

Building Contractors Association

Construction Advancement Institute

Construction Management Association of America (CMAA)

NYS School Facilities Association

NYS/City/County Management Association

David Chen

Estimator/Project Manager



David has over 30 years of experience in the budgeting and scheduling of major public and private educational institutions, health care and public safety facilities. David's accurate budgeting has been beneficial to our clients planned funding of their projects. Additionally, as the majority of our projects are in the public sector, David assists the Design Team in the preparation of contract documents specific to the various multiple prime contracts.

Relevant Experience

- Village of Ossining
- Village of Ardsley
- Village of Rye Brook
- Village of New Hyde Park
- City of New Rochelle
- City of Yonkers
- Town of Mamaroneck
- Town of Orangetown
- Village of Bronxville

Past Experience

City of Peekskill

Town of Ossining

Millwood Fire District

Village of Scarsdale

Town of Bedford

Years of Experience

30 Years

Education

New York Institute of Technology

BS - Architectural Technology

Profile

- Provides Construction Estimating, Scheduling, Budgets, Value Engineering Options, detailed review of architectural and MEP Systems
- Responsible for the cost estimating, budget development and management
- Reviews the Schematic, Design Development and Construction drawings and specifications as they are prepared by the Architect and submitted to the Owner.
- Actively involved with the Construction team preparing bid packages, recommendations
- Schedules key project milestones and performs constructability reviews.

Project Approach & Management Plan

The planning and design of a project usually requires less time than the actual construction of the project. However, the decisions made coupled with the design itself may, in some cases, be a cause for delays or cost overruns during the construction period. It is our main goal to provide the necessary Project Controls to avoid these conflicts.

Calgi's management staff will work with the Architect and Engineers early in the planning stages to assist them and make recommendations that we feel will ensure a successful project. Our staff of Professional Engineers, Construction Managers, Schedulers, and Contract Administrators, with a combined average of thirty years of hands-on construction experience, will provide the necessary expertise required for a successful construction program. The key issues that affect the success of any project are: Cost, Schedule, Quality Control, and Safety. In working closely with the Village of Irvington (Village) and their Design Team, we can, through cost estimating and construction scheduling, ensure the value of the project within the budget and the constructability of the project within the anticipated construction time frame. All cost estimating and budgeting is performed in house.

During Schematic Design and Design Development through final Contract Documents, we can provide value engineering by reviewing the plans and specifications as they evolve and consider the costs of alternative materials, building systems, equipment and construction methods. When the project requirements have been sufficiently identified beyond schematics, we can prepare a preliminary cost estimate of the project. As the design progresses and the drawings and documents are further developed, Calgi will assess and revise costs to a point where, prior to construction, a lump sum construction budget will be established.

Scheduling will also be a part of our pre-construction phase responsibility and, prior to issuing for bid, a detailed trade by trade schedule outlining the sequencing of the contractors and suppliers, their overlapping responsibilities, and their interdependency will be completed. Additionally, long lead items will be highlighted as well as necessary site accommodations and access requirements. Both the Schedule and a Construction Implementation Plan will be incorporated into the bidding documents.

From the start of the construction phase, Calgi, along with the Architect, will be inspecting the project for conformance to the contract documents. Quality control begins during the initial interview and scope review with the Single Prime Contractor or Multiple Prime Contractors to be sure of their conformance to the contract documents, their thorough familiarization with all aspects of the construction process, and the detailed plans prior to the execution of the contract.

It is the policy of our company to emphasize a safe work environment. To that end we incorporate Safety Discussions into our weekly job progress meetings and encourage the Contractors to have subsequent safety / toolbox meetings with their field forces and sub-contractors. Additionally, we schedule periodic inspections by the Dept of Labor to review and assess the overall safety aspects of the project.

With regard to the various Project Issues that arise during the Pre-Construction and Construction Phases, we provide our Project Approach and Management Plan to address the key challenges that all construction projects present.

Given that construction and renovations of new and existing buildings always present uncertainties, possible technical and administrative issues may arise that could complicate the execution of the overall project. Clearly, there will be a number of challenges that will have to be carefully and expeditiously addressed to ensure the successful outcome of the entire project. These challenges include:

Budgeting/ Estimating

The available funding for this project including all direct costs, design and construction budget, contingencies, general conditions, fees, and escalation will be limited. Therefore, we will have to work closely with the Village and their Design Team to ensure that the final design remains consistent with the available funding and, at the same time, remain consistent with the overall goals and objectives of the Village.

Value Engineering

Construction and renovation of new and existing buildings can offer numerous opportunities for value engineering. It will be our responsibility to assist the Architect in the overall design process and offer our expertise in facilitating construction means and methods. We will aggressively review the design documents to ensure the optimization of systems and materials. To keep the project on schedule, these reviews will have to be completed expeditiously and at the completion of each design phase.

Scheduling

As with most projects, the schedule will be tight, however, with proper planning and close control of the construction activities, schedules can be achieved. The Calgi Company utilizes a “Suretrak” scheduling system. This system provides excellent control, scheduling, and execution of the myriad of construction activities. It provides an excellent clock against which each phase or activity of a project is measured to pinpoint problems, highlight overriding and predecessor activities, avoid delays, and bring the project to completion on / or before schedule. During the Construction Phase, our Project Scheduler will be updating the project schedule on a monthly basis, working with direct input from the various prime contractors as well as with our Project Manager for actual on site progress information.

Forms

To facilitate the effective planning and execution of our Construction Management services, we utilize the following standard forms:

Daily Field Reports	Letters of Transmittal
Change Order Logs	AIA Change Order Forms
Shop Drawing Logs	“Suretrak” Schedules
Dunning Letters	Meeting Minutes
Transmittal Logs	Punch List Items
Application for Payment	Purchase Orders
Field Order Directives	Contract Agreement Forms

The majority of forms noted are part of the Autodesk Project Management and Scheduling Software System. They can, however, be customized to meet client requirements.

Bidder Solicitation

Due to our reputation in the industry, we are aware of quality contractors and suppliers to solicit for our many projects. We notify the various vendors by issuing Request for Proposals (RFP's) to generate interest within the industry and assist the Architect in providing the local construction news organizations such as Dodge, etc. with copies of the construction documents. Additionally, we schedule and conduct pre-bid site meetings for the various vendors along with the Architect and their Consultants to answer all questions and assist the Architect in issuing addenda for clarifications as they arise during the bidding process.

Construction Claims/Change Order Analysis

New construction and renovation projects have the possibility to present uncertainties because of unforeseen conditions, differing site conditions, coordination issues, etc. For these reasons, there is a potential for change order requests. It will be our responsibility, as well as the Design Team, to keep the potential for change orders to a minimum by thoroughly reviewing the contract documents prior to bidding to ensure that they are as well defined and coordinated as possible. Further, to uncover as many hidden conditions as possible prior to the bidding phase, we would advise that probes of existing facilities or sub-soil investigations for new facilities be performed. Calgi advises that final budgeting for any project should include an allowance for unforeseen conditions to mitigate the cost of potential change orders. Should change orders arise, our project management staff along with our estimating staff will review each change order for verification of labor, material, and equipment cost; conduct our own in-house estimate of the work to verify fairness of costs and review the contract documents to verify the validity of the change order request. Upon completion of our review process, we would then submit the change order request along with our analysis to the Architect and the Village for final approval. Upon approval, we then issue the necessary contract change order.

Payment Applications

We require all vendors to submit their payment applications on standard AIA Document G702 / CMA forms. These progress payment forms are based on percentage of completion. We require all vendors to submit a "pencil copy" of their applications for payment at least one week prior to the actual required due date. This is required to allow our Project Manager, along with the Architect, sufficient time to review each application for verification of work completed to date, materials delivered and stored to date, and that sufficient monies remain in the activity line item to complete the remaining work and that the proper retainage is withheld. Upon completion of our review, the vendor is then authorized to make any corrections that may be required and to formalize the application for payment. It is our policy to require all vendor applications to include partial Release of Liens for prior payments along with certified payrolls. Finalized copies, upon Construction Manager and Architect's sign off will then be submitted to the Village for payment.

Prior to the release of progress payments to the vendors, our administrative staff reviews each vendor's insurance certificates to make sure they are current and valid. Assuming that all insurance's are current, the Village will be notified that progress payments can then be issued promptly.

Project Safety

During the construction process there will be multiple construction activities and extensive use of various tools and heavy equipment. It will be our role to emphasize compliance by all contractors of OSHA safety regulations to provide a safe environment for tradesmen to perform their work. Additionally, Safety Inspectors are called in to perform random inspections to monitor the safety compliance of the various contractors. These efforts are enforced to minimize the liability of both the Calgi Company and our clients.

Equal Opportunity Employment

The Calgi Company is an Equal Opportunity Employer and does not discriminate against any person for reason of race, color, religion, sex, national origin, age, marital status or disability. Additionally, the Calgi Company is committed to the concept that each employee is entitled to a working environment that is free of harassment and offensive behavior. Harassment and offensive behavior are strictly prohibited and will not be tolerated. Harassment and/or offensive behavior includes but is not limited to requests to engage in illegal, immoral, or unethical conduct, or negative comments or actions based on an employee's, customer's or a member of the public's race, creed, color, age, sex, national origin, marital status, sexual orientation, status regarding public assistance, or the presence of a physical, sensory or mental disability.

Construction Management Services

Along with our services outlined in the CM Fees description, below are our standard construction management services throughout the Pre-Construction, Construction, and Close- Out Phases.

Pre-Construction Phase

- Assist the Owner in the review of the qualifications and the selection of the Design Professional Team. (if necessary)
- Review the Schematic, Design Development, and Construction drawings and specifications as they are prepared by the Architect and submitted to the Owner.
- Work in conjunction with the Owner and Architect on reviewing methods and materials of construction and provide value engineering and alternate designs to ensure economy and constructability.
- Attend and provide minutes of all progress meetings with the Owner, Architects, Engineers, and Consultants to assure that all matters of pre-construction are being considered.
- Establish site mobilization and security plan.
- Determine availability of materials and trades.
- Work in conjunction with the Owner and Architect in refining the construction budget.
- Prepare and provide periodic budget estimates from Schematic Design through Construction documents and planning phase to insure adherence to the available funding.
- Maintain file document copies of all design submissions and records.
- Provide status reports to the Owner on the progress of the Design Phase.
- Identify long lead items and establish procedures for purchasing same.
- Prepare and provide a final estimate based on the completed contract documents prior to the competitive bidding process.
- Work in conjunction with the Owner in the development of construction schedules.
- Assist the Owner and Architect in the preparation of alternates and unit cost items to be utilized in the bid package.

- Work in conjunction with the Architect on the scheduling, preparation, and content of bid packages to be issued.
- Prepare a pre-bid schedule, generate interest among qualified bidders, and advise said bidders of the project schedule. Conduct pre-bid meetings and walkthroughs. Receive all bidders' questions (RFI's) and review with design team.
- Assist the Owner and Architect in the review and analysis of the actual construction bids and in the evaluation of each Contractor's Qualifications. Analyze all bids and prepare written analysis and comparisons. Review all required bid bonds, payment and performance bonds, and insurance certificates.
- Evaluate all bid proposals to determine the lowest responsible bidder. Provide input to the Owner and Architect in the development of award provisions. Prepare and submit to owner an Award Recommendation letter.
- Assist the owner in preparation of contracts. Obtain, review, and forward to the Owner and Architect all performance bonds, labor and material bonds, certificates of insurance and all construction permits that may be required by State and Local Authorities.

Construction Phase

- Assume overall responsibility for managing and coordinating the Prime Contractor(s) involved in the project.
- Maintain full-time On-Site experienced Project Management to supervise, inspect, coordinate, schedule, and manage the various contractors and suppliers.
- Maintain part time Main Office Contract Administrative staff to expedite record keeping and administrative procedures.
- Maintain accurate and detailed written records of the progress of the project during all stages of construction. Submit written progress reports to the Owner as required, but at least monthly, including information concerning the work of each Prime Contractor(s) and the percentage of work completed.
- Perform daily inspections of the work to ensure that the Owner's objectives are being carried out in accordance with the contract drawings, specifications and all other contract documents, local laws, ordinances and regulations.
- Review and incorporate each Prime Contractor's proposed schedule into an overall project schedule and update as required by the Owner. Recommend courses of action to the Owner when requirements of a contract are not being fulfilled and the non-performing party will not take satisfactory corrective action.

- Develop cash flow schedules for the duration of the project.
- Using updated schedule, conduct weekly job meetings to discuss progress, problems, scheduling, and coordination. Minutes shall be prepared and distributed to all concerned.
- Establish lines of authority to effectively carry out all phases of the project in a coordinated basis.
- Establish and maintain procedures for processing shop drawings, material samples, mock-ups, and off-site testing and inspections as defined by the project specifications.
- Assist the Owner in soliciting independent Material Testing and Inspection Services. Evaluate proposals and recommend award.
- Establish and maintain safety procedures, risk management, O.S.H.A and other programs necessary for the safe and expeditious execution of the work.
- Arrange with each Prime Contractor for the delivery, storage, protection and security of all purchased items and equipment until they are incorporated into the project.
- In the event that the interpretation or the meaning and intent of the plans and specifications becomes necessary during construction, the Construction Manager shall, on behalf of the Owner, consult with the Architect, ascertain the Architect's interpretation, and prepare a report to the Owner.
- Review all Prime Contractor's applications for progress payments and make recommendations to the Architect and the Owner for approval or rejection.
- Review all Prime Contractor's requests for change orders. Prepare independent cost estimates of the work to be performed on change orders, or other extra costs which may be incurred during the progress of the work and make recommendations to the Architect and the Owner.
- Inspect the project jointly with the Architect and Owner periodically as required.
- Assist the Owner and Architect in obtaining all required control tests and inspections as necessary
- Assist the Owner with FF&E purchasing. The CM shall assist, coordinate, and supervise all deliveries, and installations.
- Inspect the project for substantial completion. In conjunction with the Architect, prepare a "punch list" of items to be completed or corrected by the Prime Contractor(s).

Closeout Phase

- Obtain from all Prime Contractors: Guarantees; Operation & Maintenance Manuals; Keying Schedules; Record As-Built Drawings; Bonds; Release of Liens.

- Assist in the final inspection of each Prime Contractor's work including startup and testing of equipment, including project commissioning, training, and turnover.
- Recommend to the Owner and Architect issuance of final payment and completion certificates.
- Provide the Owner with all pertinent project records and files at project completion

EXHIBIT C

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any person or organization whom you are required to include as an additional insured on this policy under a written contract or written agreement; but the written contract or written agreement must be: <ol style="list-style-type: none"> 1. Currently in effect or becoming effective during the term of this policy; and 2. Executed prior to the "occurrence." 	Any insured location.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any person or organization whom you are required to include as an additional insured on this policy under a written contract or written agreement; but the written contract or written agreement must be: 1) Currently in effect or becoming effective during the term of this policy; and 2) Executed prior to the "occurrence."	Any insured Location.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable limits of insurance;
- whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**PRIMARY AND NONCONTRIBUTORY –
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET WAIVER OF SUBROGATION ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **SECTION IV – CONDITIONS** is replaced by the following:

8. Transfer Of Rights Of Recovery Against Others To Us And Blanket Waiver Of Subrogation

- a.** If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after the loss to impair those rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.
- b.** If required by a written "insured contract" executed prior to the "occurrence" or offense, we waive any right of recovery we may have against any person or organization named in such "insured contract", because of payments we make for injury or damage arising out of your operations or "your work" for that person or organization.

All other terms and conditions of this policy remain unchanged.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**DELUXE COMMERCIAL LIABILITY
BROADENING ENDORSEMENT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

SCHEDULE – EXTENSIONS OF COVERAGE

Coverages	
Additional Insured	Fire, Explosion, Sprinkler Leakage Or Lightning Legal Liability Coverage
Additional Insured – Vendors	Incidental Medical Services Coverage
Blanket Waiver Of Subrogation	Liberalization
Broadened Bodily Injury	Non-Owned Watercraft Coverage
Broadened Named Insured	Personal and Advertising Injury
Duties In The Event Of An Occurrence, Offense, Claim Or Suit	Supplemental Payments – Increased Limits
Expected Or Intended Injury	Unintentional Failure To Disclose Hazards
Fellow Employee Coverage	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Coverage extensions under this section only apply in the event that no other specific coverage for these extensions is provided under this policy. If such specific coverage applies, the terms, conditions and limits of that coverage are the sole and exclusive coverage applicable under this policy, unless otherwise noted in this endorsement.

A. Additional Insured

Paragraph 2. of **SECTION II – WHO IS AN INSURED** is amended to add the following:

- e. Any person or organization is included as an additional insured, but only to the extent such person or organization is held liable for “bodily injury”, “property damage” or “personal and advertising injury” caused by your acts or omissions. With respect to the insurance afforded to such insured, all of the following additional provisions apply:
 - (1) You and such person or organization have agreed in a written “insured contract” that such person or organization be added as an additional insured under this policy;
 - (2) The “bodily injury”, “property damage” or “personal and advertising injury” for which said person or organization is held liable occurs subsequent to the execution of such “insured contract”;

- (3) The most we will pay is the lesser of either the Limits of Insurance shown in the Declarations or the Limits of Insurance required by the “insured contract”;
- (4) Such person or organization is an insured only with respect to:
 - (a) Their ownership, maintenance, or use of that part of the premises, or land, owned by, rented to, or leased to you, except such person or organization is not an insured with respect to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization;
 - (b) Your ongoing operations performed for that insured;
 - (c) Their financial control of you, except such person or organization is not an insured with respect to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization;
 - (d) The maintenance, operation or use by you of equipment leased to you by such person or organization;
 - (e) Operations performed by you or on your behalf and for which a state or political subdivision has issued a permit, provided such operations are not performed for such state or political subdivision, and are not included within the “products-completed operations hazard”;
- (5) This insurance does not apply to “bodily injury”, “property damage”, “personal and advertising injury”, “occurrence” or offense:
 - (a) Which takes place at a particular premise after you cease to be a tenant of that premises;
 - (b) Which takes place after all work, including materials, parts or equipment furnished in connection with such work to be performed by or on behalf of the additional insured at the site of the covered operations, has been completed;
 - (c) Which takes place after that portion of “your work” out of which the injury or damage arises has been put to its intended use by any other person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project;
 - (d) Which takes place after the expiration of any equipment lease to which (4)(d) above applies;
- (6) With respect to architects, engineers or surveyors, coverage does not apply to “bodily injury”, “property damage” or “personal and advertising injury” arising out of the rendering or failure to render any professional services by or for you, including:
 - (a) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, or drawings and specifications;
 - (b) Supervisory, inspection, architectural or engineering services.

However, if an Additional Insured endorsement is attached to this policy that specifically names a person or organization as an insured, then this Subparagraph 2.e. does not apply to such person or organization.

B. Additional Insured – Vendors

Unless the “products-completed operations hazard” is excluded from this policy, Paragraph 2. of **SECTION II – WHO IS AN INSURED** is amended to add the following:

- f. Any vendor of yours is included as an additional insured, but only with respect to “bodily injury” or “property damage” caused by “your products” which are distributed or sold in the regular course of the vendor’s business, subject to the following additional exclusions:
 - (1) The insurance afforded to the vendor does not apply to:
 - (a) “Bodily injury” or “property damage” for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
 - (b) Any express warranty unauthorized by you;
 - (c) Any physical or chemical change in the product made intentionally by the vendor;
 - (d) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

- (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
 - (f) Demonstration, installation, servicing or repair operations, except such operations performed by the vendor in full compliance with the manufacturer's written instructions at the vendor's premises in connection with the sale of the product;
 - (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
 - (h) "Bodily injury" or "property damage" arising out of the liability of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf.
- (2) This insurance does not apply to any insured person or organization from whom you have acquired such products or any ingredient, part or container, entering into, accompanying or containing such products.

However, if an Additional Insured – Vendors endorsement is attached to this policy that specifically names a person or organization as an insured, then this subsection 2.f. does not apply to that person or organization.

C. Blanket Waiver Of Subrogation

Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us of SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is replaced by the following:

8. Transfer Of Rights Of Recovery Against Others To Us And Blanket Waiver Of Subrogation

- a. If the insured has rights to recover all or part of any payment we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after the loss to impair those rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.
- b. If required by a written "insured contract" executed prior to the "occurrence" or offense, we waive any right of recovery we may have against any person or organization named in such "insured contract", because of payments we make for injury or damage arising out of your operations or "your work" for that person or organization.

D. Broadened Named Insured

Paragraph 3. of SECTION II – WHO IS AN INSURED is replaced by the following:

Any organization that you own at the inception of this policy, or newly acquire or form during the policy period, and over which you maintain during the policy period majority ownership or majority interest, will qualify as a Named Insured if:

- a. There is no other similar insurance available to that organization;
- b. The first Named Insured shown in the Declarations has the responsibility of placing insurance for that organization; and
- c. That organization is incorporated or organized under the laws of the United States of America.

However:

- a. Coverage under this provision is afforded only until the next occurring annual anniversary of the beginning of the policy period shown in the Declarations, or the end of the policy period, whichever is earlier;
- b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
- c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

The final paragraph of SECTION II – WHO IS AN INSURED is replaced by the following:

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture, or limited liability company that is not shown as a Named Insured in the Declarations. However, this does not apply to a limited liability company that meets all of the conditions of SECTION II – WHO IS AN INSURED, above.

E. Broadened Bodily Injury

Paragraph 3. of **SECTION V – DEFINITIONS** is replaced by the following:

"Bodily injury" means bodily injury, disability, sickness or disease sustained by a person, including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".

F. Duties In The Event Of An Occurrence, Offense, Claim Or Suit

Paragraph 2.a. of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is replaced by the following:

a. You must see to it that we or any licensed agent of ours are notified of a general liability "occurrence" or offense which may result in a claim as soon as practicable after it becomes known to:

- (1) You, if you are an individual;
- (2) Your partner or member, if you are a partnership or joint venture;
- (3) Your member, if you are a limited liability company;
- (4) Your executive officer if you are an organization other than a partnership, joint venture or limited liability company; or
- (5) Your authorized representative or insurance manager.

Knowledge of an "occurrence" or offense by persons other than those listed above does not imply that those listed above also have such knowledge.

b. To the extent possible, notice should include:

- (1) How, when and where the "occurrence" or offense took place;
- (2) The names and addresses of any injured persons and witnesses; and
- (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

G. Expected Or Intended Injury

Paragraph 2.a. **Expected Or Intended Injury** of the **Exclusions** provision of **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY** is replaced by the following:

a. Expected Or Intended Injury

"Bodily injury" or "property damage" expected or intended from the standpoint of the insured.

This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

H. Fellow Employee Coverage

Paragraph 2.a.(1) of **SECTION II – WHO IS AN INSURED** is replaced by the following:

- (1) "Personal and advertising injury":

However, Subparagraphs (a), (b), (c) and (d) remain unchanged.

I. Fire, Explosion, Sprinkler Leakage Or Lightning Legal Liability Coverage

1. The final paragraph of the **Exclusions** provision of **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY** is replaced by the following:

Exclusions c. through n. do not apply to damage by fire, explosion, sprinkler leakage or lightning to premises while:

- (1) Rented to you;
- (2) Temporarily occupied by you with the permission of the owner; or
- (3) Managed by you under a written agreement with the owner.

A separate limit of insurance applies to this coverage as described in **SECTION III – LIMITS OF INSURANCE**.

2. Paragraph **6. of SECTION III – LIMITS OF INSURANCE** is replaced by the following:
 Subject to Paragraph **5.** above, the Damage to Premises Rented To You Limit shown in the Declarations, for “property damage” to any one premises while rented to you, or in the case of damage by fire, explosion, sprinkler leakage, or lightning while rented to you, temporarily occupied by you with the permission of the owner, or managed by you under a written agreement with the owner, is the greater of:
 - a. \$1,000,000 Any One Premises; or
 - b. The Damage To Premises Rented To You Limit shown in the Declarations.
3. Subparagraphs **4.b.(1)(a)(ii)** and **4.b.(1)(a)(iii)** of Paragraph **4.b. Excess Insurance** of the **Other Insurance** condition of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** are replaced by the following:
 - (ii) That is Fire, Explosion, Sprinkler Leakage, or Lightning insurance for premises while rented to you, temporarily occupied by you with permission of the owner, or managed by you under a written agreement with the owner;
 - (iii) That is insurance purchased by you to cover your liability as a tenant for “property damage” to premises rented to you, temporarily occupied by you with the permission of the owner, or managed by you under a written agreement with the owner;
4. Paragraph **9.a.** of **SECTION V – DEFINITIONS** is replaced by the following:
 - a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, explosion, sprinkler leakage, or lightning to premises while rented to you, temporarily occupied by you with permission of the owner, or managed by you under a written agreement with the owner, is not an “insured contract”;

J. Incidental Medical Services Coverage

1. **SECTION I – COVERAGES** is amended to add the following additional coverage:
 We will pay for “bodily injury” arising out of the rendering of or failure to render the following treatment or services by an “employee” or “volunteer worker” for an accident occurring during the policy period:
 - a. First aid treatment including cardiopulmonary resuscitation (CPR); and
 - b. Medical, surgical, dental, x-ray, or nursing service or treatment, or the furnishing of food or beverages in connection therewith; and the furnishing or dispensing of drugs, or medical, dental, or surgical supplies or appliances.

However, this coverage does not apply to any insured or to any entity engaged in the business or occupation of providing the services or treatments described in **a.** and **b.** above.
2. Paragraph **e. Employer’s Liability** of the **Exclusions** provision of **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY** does not apply to psychological injury arising out of the services described Paragraph **J.1.** of the Incidental Medical Services Coverage above.

K. Liberalization

SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is amended to add the following condition:

Liberalization

If we revise this endorsement to provide more coverage without additional premium charge, we will automatically provide the additional coverage to all endorsement holders as of the day the revision is effective in your state.

L. Non-owned Watercraft Coverage Extension

Paragraph **2.g.(2)** of the **Aircraft, Auto Or Watercraft** exclusion of **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY** is replaced by the following:

This exclusion does not apply to:

- (1) A watercraft you do not own that is:
 - (a) Less than 50 feet long; and
 - (b) Not being used to carry persons or property for a charge;

M. Personal And Advertising Injury Liability

Unless "personal and advertising injury" is excluded from this policy, the following applies:

Paragraph **e. Contractual Liability** of the **Exclusions** provision of **SECTION I – COVERAGES, COVERAGE B – PERSONAL AND ADVERTISING LIABILITY** is deleted.

N. Supplementary Payments – Increased Limits

Paragraphs **1.b.**, **1.d.**, and **1.e.** of **SUPPLEMENTARY PAYMENTS – COVERAGES A and B** of **SECTION I – COVERAGES** are replaced by the following:

- b.** The cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.
- d.** All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including substantiated loss of earnings up to \$500 a day because of time off from work.
- e.** All court costs taxed against the insured in the "suit".

O. Unintentional Failure To Disclose Hazards

Paragraph **6. Representations** of **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended to add the following:

- d.** If you unintentionally fail to disclose any hazards existing at the inception date of this policy, we will not deny coverage under this Coverage Form because of such failure.
However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

All other terms and conditions of this policy remain unchanged.

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE



SCAN TO VALIDATE
AND SUBSCRIBE

^^^^^^ 133021237
LEVITT-FUIRST ASSOCIATES LTD
520 WHITE PLAINS ROAD, 2ND FL
TARRYTOWN NY 10591

POLICYHOLDER CALGI CONSTRUCTION CO INC 56 LAFAYETTE AVENUE - SUITE 350 WHITE PLAINS NY 10603		CERTIFICATE HOLDER VILLAGE OF IRVINGTON 85 MAIN STREET IRVINGTON NY 10533	
POLICY NUMBER G 687 043-0	CERTIFICATE NUMBER 768286	POLICY PERIOD 06/29/2025 TO 06/29/2026	DATE 2/26/2026

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 687 043-0, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT [HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP](https://www.nysif.com/cert/certval.asp). THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

DIRECTOR, INSURANCE FUND UNDERWRITING



CERTIFICATE OF INSURANCE COVERAGE
NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

PART 1. To be completed by NYS disability and Paid Family Leave benefits carrier or licensed insurance agent of that carrier

1a. Legal Name & Address of Insured (use street address only)
1b. Business Telephone Number of Insured
1c. Federal Employer Identification Number of Insured or Social Security Number
2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)
3a. Name of Insurance Carrier ShelterPoint Life Insurance Company
3b. Policy Number of Entity Listed in Box "1a"
3c. Policy effective period

4. Policy provides the following benefits:
A. Both disability and paid family leave benefits.
B. Disability benefits only.
C. Paid family leave benefits only.
5. Policy covers:
A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.
B. Only the following class or classes of employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits insurance coverage as described above.

Date Signed By (Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)
Telephone Number Name and Title

IMPORTANT: If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.
If Box 4B, 4C or 5B is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be emailed to PAU@wcb.ny.gov or it can be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4B, 4C or 5B have been checked)

State of New York Workers' Compensation Board
According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability and Paid Family Leave Benefits Law(Article 9 of the Workers' Compensation Law) with respect to all of their employees.
Date Signed By (Signature of Authorized NYS Workers' Compensation Board Employee)
Telephone Number Name and Title

Please Note: Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1. Insurance brokers are NOT authorized to issue this form.



Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in Box 1a for disability and/or Paid Family Leave benefits under the NYS Disability and Paid Family Leave Benefits Law. The insurance carrier or its licensed agent will send this Certificate of Insurance Coverage (Certificate) to the entity listed as the certificate holder in Box 2.

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is cancelled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in Box 3c, whichever is earlier.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This Certificate may be used as evidence of a NYS disability and/or Paid Family Leave benefits contract of insurance only while the underlying policy is in effect.

Please Note: Upon the cancellation of the disability and/or Paid Family Leave benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Insurance Coverage for NYS disability and/or Paid Family Leave Benefits or other authorized proof that the business is complying with the mandatory coverage requirements of the NYS Disability and Paid Family Leave Benefits Law.

NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

§220. Subd. 8

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and notwithstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand and twenty-one, the payment of family leave benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

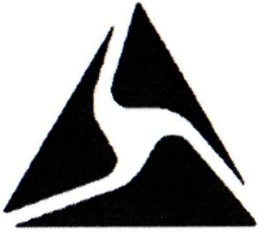
(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.

**RESOLUTION 2026-XX
APPROVAL OF AGREEMENT WITH AXON ENTERPRISE (#2026-16)**

Trustee _____ offered the following resolution, which was seconded by Trustee _____, and adopted:

RESOLVED to approve a proposal from Axon Enterprise for a software license agreement for Police Department body cameras for a five-year term at a cost of for \$178,770 or \$35,754 per year; and

BE IT FURTHER RESOLVED that the Village Administrator is hereby directed to effectuate the terms of said agreement.



Axon Enterprise, Inc.
 17800 N 85th St
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic:(800) 978-2737
 International: +1.800.978.2737

Q-799940-46099JE

Issued: 03/18/2026

Quote Expiration: 05/15/2026

Estimated Contract Start Date: 06/15/2026

Account Number: 115904

Payment Terms: N30

Mode of Delivery: AUTO-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Irvington Police Dept - NY 85 Main St Irvington, NY 10533-1720 USA	Irvington Police Dept - NY 85 Main St Irvington NY 10533-1720 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jake Edelen Phone: Email: jedelen@axon.com Fax:	Frank Pignatelli Phone: (914) 591-8080 Email: fpignatelli@irvingtonny.gov Fax: (860) 378-1605

Quote Summary

Program Length	60 Months
TOTAL COST	\$178,770.00
ESTIMATED TOTAL W/ TAX	\$178,770.00

Discount Summary

Average Savings Per Year	\$22,361.29
TOTAL SAVINGS	\$111,806.46

Payment Summary

Date	Subtotal	Tax	Total
May 2026	\$35,754.00	\$0.00	\$35,754.00
May 2027	\$35,754.00	\$0.00	\$35,754.00
May 2028	\$35,754.00	\$0.00	\$35,754.00
May 2029	\$35,754.00	\$0.00	\$35,754.00
May 2030	\$35,754.00	\$0.00	\$35,754.00
Total	\$178,770.00	\$0.00	\$178,770.00

Quote Unbundled Price: \$264,345.60
 Quote List Price: \$201,600.60
 Quote Subtotal: \$178,770.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	60			\$0.00	\$0.00	\$0.00	\$0.00
BWCUwTAP	BWC Unlimited with TAP	25	60	\$144.74	\$102.91	\$102.91	\$154,365.00	\$0.00	\$154,365.00
A la Carte Hardware									
H00002	AB4 Multi Bay Dock Bundle	4			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	60		\$10.85	\$0.00	\$0.00	\$0.00	\$0.00
73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	60		\$16.27	\$16.27	\$24,405.00	\$0.00	\$24,405.00
Total							\$178,770.00	\$0.00	\$178,770.00

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 CONNECTED HARDWARE BUNDLE	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	25	1	05/15/2026
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	4	1	05/15/2026
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	4	1	05/15/2026
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	4	1	05/15/2026
BWC Unlimited with TAP	73309	AXON BODY - TAP REFRESH 1 - CAMERA	25	1	11/15/2028
BWC Unlimited with TAP	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	4	1	11/15/2028
BWC Unlimited with TAP	73310	AXON BODY - TAP REFRESH 2 - CAMERA	25	1	05/15/2031
BWC Unlimited with TAP	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	4	1	05/15/2031

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BWC Unlimited with TAP	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	25	06/15/2026	06/14/2031
BWC Unlimited with TAP	73746	AXON EVIDENCE - ECOM LICENSE - PRO	25	06/15/2026	06/14/2031
A la Carte	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	06/15/2026	06/14/2031
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	06/15/2026	06/14/2031

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BWC Unlimited with TAP	80464	AXON BODY - TAP WARRANTY - CAMERA	25	05/15/2027	06/14/2031
BWC Unlimited with TAP	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	05/15/2027	06/14/2031

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	85 Main St	Irvington	NY	10533-1720	USA

Payment Details

May 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	\$4,881.00	\$0.00	\$4,881.00
Annual Payment 1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 1	BWCUwTAP	BWC Unlimited with TAP	25	\$30,873.00	\$0.00	\$30,873.00
Annual Payment 1	H00002	AB4 Multi Bay Dock Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 1	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	\$0.00	\$0.00	\$0.00
Total				\$35,754.00	\$0.00	\$35,754.00

May 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	\$4,881.00	\$0.00	\$4,881.00
Annual Payment 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 2	BWCUwTAP	BWC Unlimited with TAP	25	\$30,873.00	\$0.00	\$30,873.00
Annual Payment 2	H00002	AB4 Multi Bay Dock Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 2	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	\$0.00	\$0.00	\$0.00
Total				\$35,754.00	\$0.00	\$35,754.00

May 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	\$4,881.00	\$0.00	\$4,881.00
Annual Payment 3	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 3	BWCUwTAP	BWC Unlimited with TAP	25	\$30,873.00	\$0.00	\$30,873.00
Annual Payment 3	H00002	AB4 Multi Bay Dock Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 3	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	\$0.00	\$0.00	\$0.00
Total				\$35,754.00	\$0.00	\$35,754.00

May 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	\$4,881.00	\$0.00	\$4,881.00
Annual Payment 4	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 4	BWCUwTAP	BWC Unlimited with TAP	25	\$30,873.00	\$0.00	\$30,873.00
Annual Payment 4	H00002	AB4 Multi Bay Dock Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 4	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	\$0.00	\$0.00	\$0.00
Total				\$35,754.00	\$0.00	\$35,754.00

May 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	73447	AXON BODY - LICENSE - FUSUS LIVESTREAM	25	\$4,881.00	\$0.00	\$4,881.00
Annual Payment 5	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	25	\$0.00	\$0.00	\$0.00
Annual Payment 5	BWCUwTAP	BWC Unlimited with TAP	25	\$30,873.00	\$0.00	\$30,873.00

May 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	H00002	AB4 Multi Bay Dock Bundle	4	\$0.00	\$0.00	\$0.00
Annual Payment 5	HWCNAB4	AB4 CONNECTED HARDWARE BUNDLE	25	\$0.00	\$0.00	\$0.00
Total				\$35,754.00	\$0.00	\$35,754.00

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

This quote is a renewal of contract #00052657.

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under the contract listed above. All TAP obligations of this contract will be considered fulfilled upon execution of this quote.

Rewrite Estimates

Estimated Amounts and Contract Terminations. Any amounts stated as due under existing or terminated contracts — including contract transfer balances carried forward to new or pending contracts — are estimates based on payments received as of the calculation date. These estimates may be adjusted if new contracts are not executed on the anticipated dates or if expected payments are not made.

Refresh Shipment Timing

Technology Assurance Plan (TAP) Refresh Prior to Renewal. For Customers with expiring agreements that include TAP refresh rights, Axon may, in its discretion, ship refresh hardware under the existing contract while renewal or replacement agreements are in progress. Any such shipments will be deemed made under the terms of the existing contract until the new contract is fully executed, after which any applicable updates, fees, or adjustments will apply.

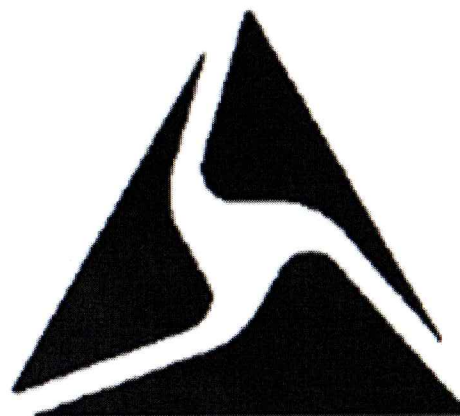
Shipment Timing

Shipment Variance. Estimated shipment dates are provided for planning purposes only and are not guarantees. Axon may ship hardware before or after the estimated shipment date, and failure to meet an estimated shipment date will not, by itself, constitute a breach, provided Axon uses commercially reasonable efforts to meet estimated shipment dates.

Signature

Date Signed

3/18/2026



**RESOLUTION 2026-XXX
RENEWAL OF AGREEMENT WITH CLOUDPERMIT (#2026-29)**

Trustee offered the following resolution, which was seconded by Trustee , and adopted:

RESOLVED to renew the agreement with Cloudpermit for property database management services for the Building Department for a period of five years; and

RESOLVED that the fees for this five-year period will be the following: \$16,000 Year One; \$17,150 Year Two; \$18,700 Year Three; \$19,450 Year Four and \$20,200 Year Five; and

FURTHER RESOLVED to authorize the Village Administrator to execute said agreement.



Renewal Order Form

Cloudpermit

11911 Freedom Drive, Ste. 720
Reston, Virginia 20190
United States

Renewal Order #: Q-03989-4
Customer #: CUST-0008063
Original Contract #: 00000561
Date: 3/27/2026
Sales Person: Gretchen Cox
Sales Person Email: gretchen.cox@cloudpermit.com
Delivery Method: E-Mail

Ship To

Edward Marron
Irvington - NY - Westchester County
85 Main Street
Irvington, New York 10533
United States
(914) 591-8335
emarron@irvingtonny.gov

Bill To

Irvington - NY - Westchester County
85 Main Street
Irvington, New York 10533
United States

Subscription

Product		Year 1	Year 2	Year 3	Year 4	Year 5
Building	Annual Total	USD 11,000	USD 11,900	USD 13,000	USD 13,450	USD 14,000
Code Enforcement	Annual Total	USD 5,000	USD 5,250	USD 5,700	USD 6,000	USD 6,200
Planning	Annual Total	USD 0	USD 0	USD 0	USD 0	USD 0
Property Database Management	Annual Total	USD 0	USD 0	USD 0	USD 0	USD 0
Subscription Total:		USD 16,000	USD 17,150	USD 18,700	USD 19,450	USD 20,200

Professional Services

Description	Annual Total
Implementation Fee - Property Database Management	USD 0
Professional Services Total:	USD 0

Signed by:

429ED69C67C04A1...

RESOLUTION 2026-025

**APPROVAL OF PROFESSIONAL SERVICE AGREEMENT WITH TIETJEN VENEGAS,
CONSULTING ENGINEERS, PLLC (#2026-30)**

Trustee _____ offered the following resolution, which was seconded by Trustee _____, and adopted:

RESOLVED that the Village Board of the Village of Irvington hereby approves the professional service agreement with Tietjen Venegas, Consulting Engineers, PLLC (#2026-30) for mechanical engineering services related to the Irvington Fire Department boiler replacement and authorizes the Village Administrator to execute said agreement; and

BE IT FURTHER RESOLVED, that the expenses for this project shall be financed out of Capital Budget Line 006.3410.0452.0416.



TIETJEN VENEGAS
CONSULTING ENGINEERS, PLLC

March 10, 2026

Transmitted via e-mail (chessler@irvingtonny.gov)

Village of Irvington
85 Main Street
Irvington, NY 10533

Attention: Mr. Charles Hessler – Village Administrator

Reference: Replacement of Boiler-Updated
Irvington Village Fire House

PROPOSAL

We will provide updated Mechanical Engineering Services for the replacement of boilers, for the fee noted below.

SERVICES TO INCLUDE

Construction Documents Phase

- Site visit to review existing boiler installation.
- Filing with Con Edison for new gas service.
- Gas load letter.
- Update existing sketches.
- Removal of underground oil tank.
- New aboveground oil tank.
- New gas service.

Construction Administration Phase

- Develop project time schedule.
- Attend construction kick-off meeting.
- Review and make recommendation as to Contractor's payment.
- Site visits to check on progress of the work and quality of the installation. Written report for each visit.
- Review shop drawings.
- Prepare punch list.



TIETJEN VENEGAS CONSULTING ENGINEER, PLLC

68 Purchase Street
Rye, New York 10580

FEE FOR SERVICES

Contract Documents	\$11,000
Construction Administration	<u>\$ 3,000</u>
Total Fee =	\$14,000

Any authorized additional services will be billed at the following hourly rates:

Principal	\$275.00/hour
Engineer (Sr.)	\$250.00/hour
Engineer	\$200.00/hour
Engineer (Jr.)	\$175.00/hour
Project Administrator	\$125.00/hour
Drafters	\$ 95.00/hour
Clerical	\$ 90.00/hour

IT IS UNDERSTOOD THAT

- Major changes in project area or in program after we have completed the Construction Documents will be billed as an additional service.
- Front end specifications are not included.
- Filing of plans will be done by the successful Contractor, we will provide the necessary stamped and signed drawings.
- The following costs are not included. If required they will be billed at cost:
 - Express Delivery
 - Printing of plans and specifications for other than for coordination and Owner's review.
- Payments shall be made within 45 days of invoice.
- Identification and abatement design for asbestos or other hazardous materials will be done by others.



Edison Venegas, PE 3/10/26

Mr. Charles Hessler Date



TIETJEN VENEGAS CONSULTING ENGINEER, PLLC

68 Purchase Street
Rye, New York 10580