

Town Supervisor
Timothy Doney
Town Board Members
Kenneth Knapp
Donna Patchen
James Kenney
Kathleen LaClair



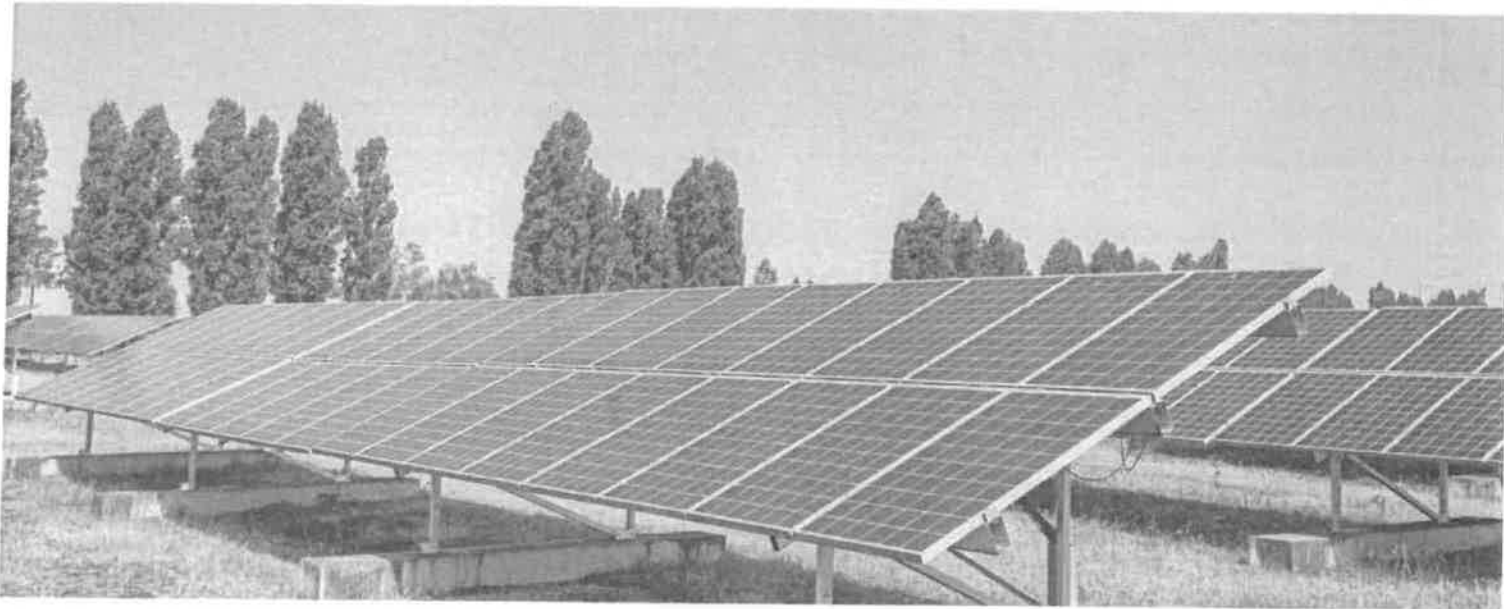
Town of Clayton
405 Riverside Drive
Clayton, New York 13624
Telephone: (315) 686-3512
Fax: (315) 686-2651
www.townofclayton.com

Town Clerk
Megan Badour

TOWN BOARD REGULAR MEETING AGENDA

Wednesday, August 14, 2024 • 5:00pm • Cerow Recreation Park Arena

1. **Pledge of Allegiance**
2. **Guests:**
3. **Town Clerk**
 - A. *Correspondence* that Needs Recording
 - B. *Minutes* from 7/24/2024 Board Meeting
4. **Public:** *Comment on Agenda Items*
5. **General Discussion Items:**
 - A. Bills & Transfers
 - i. Abstract #8 of 2024 in the amount of \$411,097.37
 - ii. Transfers: *N/A*
 - iii. Budget Amendment: *N/A*
 - iv. New Accounts/Special Entries: *N/A*
 - B. Supervisor's Report & Bank Reconciliations: July 2024
 - C. Balance Sheets: July 2024
 - D. Resignations & Appointments
 - i. Resignations:
 - ii. Positions/Appointments:
 - iii. Rate Changes:
 - E. Training: *N/A*
 - F. L. Arnot Leave of Absence
 - G. Fuel Bids
 - H. Marina Utility Upgrade Bid Results
 - I. Zoning Ordinance Amendment SEQR Long EAF Part I, II & III
 - J. Public Hearing @ 5:15 PM for Local Law: Zoning Ordinance Amendment
 - K. Set Budget Workshop Dates
 - L. DEC Water Quality Improvement Project Letter
 - M. August 28th Meeting at Depauville Library Reminder
6. **Supervisor's Report:** Highway, Consolidated Health District, Youth Commission & Antique Boat Museum
7. **Department Head Reports:**
 - A. Highway Superintendent: Steve Dorr
 - B. Buildings & Grounds: James Jones
 - C. Assessor: Alexander Marchenkoff
 - D. Codes/Zoning: Richard Ingerson
8. **Council Reports:**
 - A. **Councilman Knapp:** Libraries & Chamber of Commerce
 - B. **Councilwoman Patchen:** Buildings & Grounds, Cemeteries, and Purchasing & Personnel
 - C. **Councilman Kenney:** Safety Coordinator, Planning/Zoning, and Sewer Districts
 - D. **Councilwoman Laclair:** TIERS, Paynter Center, and CLDC
9. **Public:** *Submitted Requests to Address the Board*
10. **Adjournment** **Next Meeting:** *Wednesday August 28, 2024 @ 5:00pm Depauville Library*



**Interested in getting involved with large scale solar
development in your community?
Come share your questions, insights and concerns!**

**Tuesday, August 20th
5:30-7:30pm**

**Hilton Garden Inn
1290 Arsenal Street
Watertown, NY 13601**



Use the QR code to register or go to:
https://reg.cce.cornell.edu/community_solar_222

As large scale solar projects expand in NY, CCE Jefferson is working to collect community perspectives on development. Attend this community session for education on current development from various organizations and participate in discussions to share your perspective.

Dinner included, no cost to attend. Limit 50 participants, preference for attendees who live or work in Jefferson County. Registration required.

**For more information:
Cornell Cooperative Extension
Mitch McCormick**

**Community & Economic Vitality Issue Leader
315-788-8450 ext 332 | mam697@cornell.edu**

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Region 6

Dulles State Office Building, 317 Washington Street, Watertown, NY 13601-3787

P: (315) 785-2513 | F: (315) 785-2422

www.dec.ny.gov

July 26, 2024

Sent Via Email ONLY: support@townofclayton.com

Tim Doney, Supervisor
405 Riverside Drive
Clayton, NY 13624

**RE: Annual Comprehensive Inspection
Town of Clayton, Depauville S.D. Sewage Treatment Plant (STP)
SPDES #NY 021 5791
Hamlet of Depauville, Jefferson County**

Dear Supervisor Doney:

On July 11, 2024, I met with Bill Sherman to conduct an annual comprehensive SPDES inspection at the Town of Clayton, Depauville Sewer District STP. The purpose of the inspection was to determine compliance with the Town's SPDES permit. Enclosed please find a copy of the inspection report.

At the time of inspection, the facility appeared to be operating well and producing a clear effluent. The inspection was given a satisfactory rating. During the inspection, the following items were found to be missing and shall be addressed by August 30, 2024:

- Publicly owned treatment works must report untreated or partially treated sewage discharges through NY-Alert. It appears the Town does not have a current notifier. A change of notifier form can be found on the Department's website, <https://dec.ny.gov/environmental-protection/water/water-quality/sewage-pollution-right-to-know>. If there are any questions, please contact SPRTKcomments@dec.ny.gov.
- The SPDES permit requires interim status reports on the progress related to meeting dissolved oxygen and fecal coliform final effluent limits. Please submit a status update on the Wastewater Treatment Facility Disinfection project. Approvable engineering plans, specifications, and schedule is required by May 1, 2025.

Please extend my thanks to Bill Sherman for his assistance during the inspection. If you have any questions, please contact me at 315-785-2513 or by email at jacqueline.smith-gagnon@dec.ny.gov.

Sincerely,

Jacqueline Smith-Gagnon/eb1

Jacqueline Smith-Gagnon, P.E.
Environmental Engineer

JSG:eb1

Enclosure

ec: Bill Sherman – Facility Operator, shermanbill56@gmail.com
Matthew Duffany – NYSDEC Regional Water Engineer



**NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER
MUNICIPAL WASTEWATER TREATMENT FACILITY INSPECTION**



Violations of 6 NYCRR Part 750 are subject to applicable civil, administrative, and criminal sanctions set forth in ECL Article 17 and as appropriate, the Clean Water Act. This form is a record of conditions which are observed in the field at the time of inspection and documentation of compliance with Part 750.

Facility Name, Address, Phone Number(s): Town of Clayton, Depauville SD STP - 32333 Caroline Street		DEC Region: 06
Permittee Name, Address, Phone Number(s): Town of Clayton - 405 Riverside Drive, Clayton, NY 13624		Date: 07/11/2024
Permittee/LRP E-mail:	Municipality (C/T/V): Town	County: Jefferson
Inspector's Name and Title: Jacqueline Smith-Gagnon, PE1	SPDES Number: NY 0215791	
Facility Representative(s) and Company(ies): Bill Sherman, Facility Operator	ANNOUNCED	Overall Inspection Rating: SATISFACTORY
Name and Class of Receiving Water: Chaumont River, Class C	F = Follow-up	NR: Not Rated
Inspection Type: COMPREHENSIVE	Annual	NA: Not Applicable
CODES:	S = Satisfactory	U = Unsatisfactory
	M = Marginal	F = Follow-up
		NI = Not Inspected

A. Facility Description / General:		<input type="checkbox"/> NI	<input type="checkbox"/> NA
Rating	Item:	Comments	Citation/Reference
1. S	A copy of SPDES permit available on-site?		Part 750-2.1
S	(a) Permit valid or expired (Date if expired)?	expires 2/28/2025	Part 750-2.1
2. S	Are all outfall discharge points permitted?	Outfall 001	Part 750-1.12
3. NA	Notified DEC of new/modified discharges?		Part 750-1.12
4. S	Housekeeping (Office/grounds/lab)?		Part 750-2.8
5. S	Flow metering (Types/location/calibration)?	Pulsar Ultra 4 meter, calibrated on 10/31/2023.	Part 750-2.5
6. S	Odor complaints/issue? (If any odor issues, dates/corrective actions)	No complaints since the last inspection, 11/10/2023.	Part 750-2.8
7. S	Noise complaints/issue? (If any noise issues, dates/corrective actions)	No complaints since the last inspection, 11/10/2023.	Part 750-2.8
8. NA	WTCs used/records properly maintained?		Part 750-2.5
9. NR	Nearby water supply(concerns)?	The Hamlet of Depauville does not have a public water supply system.	Part 750-2.8
10. NI	Other (Specify)?		Part 750-2.8

Click Left Button to Clear the Form

B. Collection System / Pump Station:

NI NA

100 % Separate, 0 % Combined.

Population of collection system: NI

Miles of Pipe: NI

Number of pump stations in system: 3

Number pump stations inspected: 0

Rating Item:

F

1.	S	Sewer overflows upstream of the plant? If any CSO/SSO (List reason/location)	No overflows since last inspection, 11/10/2023.	Part 750-2.8	<input type="checkbox"/>
2.	S	Unpermitted overflows/bypasses inside the plant since last inspection? (If any, list date/corrective action)	None	Part 750-2.8	<input type="checkbox"/>
3.	NA	Date when overflow/bypass channel used?		Part 750-2.8	<input type="checkbox"/>
4.	NA	Any other in plant bypass designed for WWTP? (a) List bypass frequency (Times per year). (b) List average duration of bypass (Hours).		Part 750-2.8	<input type="checkbox"/>
5.	U	CSO/SSO reported via NY-Alert/corrective action?	Sewage discharge notifier needs to be updated to a current employee.	Part 750-2.7	<input type="checkbox"/>
6.	NA	CSO/SSO routinely inspected?		Part 750-2.8	<input type="checkbox"/>
7.	S	Infiltration/Inflow (I/I) (Present)?		Part 750-2.9	<input type="checkbox"/>
8.	NR	I/I corrective actions? (TV/lining/sealing/replacement/inspections)	No corrective actions since last inspection, 11/10/2023.	Part 750-2.9	<input type="checkbox"/>
9.	S	Collection system inspection program?	Approximately 20% of individual septic tanks are cleaned annually.	Part 750-2.8	<input type="checkbox"/>
	S	(a) Pump station inspection program?	Maintenance is done on pump stations semi annually by Mike Docteur.	Part 750-2.8	<input type="checkbox"/>
10.	NA	BMP/Wet Weather Plan (Date/reviewed)?		Part 750-2.9	<input type="checkbox"/>
11.	S	Sewer Use Ordinance (SUO) (Date/copy)?	1991, amended in 2000 and 2019	Part 750-2.9	<input type="checkbox"/>
12.	S	Are all pump stations operational? (Backup/SCADA/telemetry/monitoring)	Daily monitoring	Part 750-2.8	<input type="checkbox"/>
	S	(a) No. pumps operational (Dry/wet weather)?		Part 750-2.8	<input type="checkbox"/>
13.	S	Backup/spare pumps/parts available?		Part 750-2.8	<input type="checkbox"/>
14.	NA	Other (Specify)?		Part 750-2.8	<input type="checkbox"/>

C. Industrial Waste/Pretreatment:

Rating	Item:	<input type="checkbox"/> NI	<input type="checkbox"/> NA
1. NA	Mini program required by SPDES permit?	Part 750-2.9	<input type="checkbox"/> F
2. NA	Industrial waste discharge permits issued?	Part 750-2.9	<input type="checkbox"/>
3. NA	Industrial waste accepted (Problems)?	Part 750-2.8	<input type="checkbox"/>
4. NA	Outside septage accepted (Problems)?	Part 750-2.8	<input type="checkbox"/>
5. NA	Monitoring reqd./available for hauled waste?	Part 750-2.5	<input type="checkbox"/>
6. NA	Other (Specify)?		<input type="checkbox"/>

D. Preliminary/Primary Treatment:

Rating	Item:	<input type="checkbox"/> NI	<input type="checkbox"/> NA
1. NA	Influent pumps/wet wells/SCADA?	Part 750-2.8	<input type="checkbox"/> F
2. NA	(a) Corrosion observed?	Part 750-2.8	<input type="checkbox"/>
3. NA	Screens/Comminutor?	Part 750-2.8	<input type="checkbox"/>
4. NA	(a) No./type/cleaning method (Auto/manual)?	Part 750-2.8	<input type="checkbox"/>
5. S	Screenings/Grit removal (records)?	Part 750-2.5	<input type="checkbox"/>
6. NA	Flow equalization present/needed?	Part 750-2.8	<input type="checkbox"/>
7. NA	Settling/Septic tanks?	Part 750-2.8	<input type="checkbox"/>
8. NA	Sludge depth in primary clarifiers?	Part 750-2.8	<input type="checkbox"/>
	Condition of primary clarifier effluent?		<input type="checkbox"/>
	Other (Specify)?		<input type="checkbox"/>

Gravity flow into the Plant.

4-5000 gallon septic tanks, cleaned June 2023. Hauled to Watertown WWTP by Pomerville

E. Secondary Biological Treatment:

Rating	Item:	<input type="checkbox"/> NI	<input type="checkbox"/> NA
1. NA	Fixed film/Suspended growth? (Specify recycle rate)	Part 750-2.8	<input type="checkbox"/> F
2. NA	Rotating Biological Contactors? (Specify shaft weight/flow)	Part 750-2.8	<input type="checkbox"/>
3. NA	Activated sludge/MBR/SBRs?	Part 750-2.8	<input type="checkbox"/>

4.	NA	Foaming/filamentous issues?		Part 750-2.8
5.	NA	Stabilization Ponds/Lagoons?		Part 750-2.8
6.	S	Sand filter (recycle rate) ?	Alternate the use of sand beds every few months.	Part 750-2.8
7.	NA	Process control values?		
8.	NA	Other(Specify)?	Sand beds 2 and 4 were being used during inspection.	Part 750-2.8

F. Secondary Clarifier:

	Rating	Item:		NI	NA	F
1.	NA	Foam/solids/grease present on surface?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	NA	Tank/weir cleaning date & weir level?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	NA	Denitrification/gas bubbles on surface?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	NA	Sludge blanket depth & RAS/WAS rates?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	NA	Scum arm condition?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	NA	Secondary effluent quality?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	NA	Loss of solids reported/observed? Other		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	NA	(Specify)?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

G. Tertiary Treatment:

	Rating	Item:		NI	NA	F
1.	NA	Filtration (Specify type)?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	NA	Microfiltration?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	NA	Activated carbon adsorption?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	NA	Nitrification?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	NA	Denitrification?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	NA	Post-aeration?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	NA	Phosphorus removal?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	NA	Other (i.e. Polishing ponds, Ammonia stripping, etc.) (Specify)?		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

H. Disinfection:

<u>Rating</u>	<u>Item:</u>	<input type="checkbox"/> NI	<input type="checkbox"/> NA	F
1. NA	Chlorination/Dechlorination type (Gas/Liquid/Solid)? (Dose/feed pump settings)			<input type="checkbox"/>
2. NA	Chlorine monitoring (Level)?	Part 750-2.8		<input type="checkbox"/>
3. NA	Ultraviolet (UV) light (Setting)?	Part 750-2.8		<input type="checkbox"/>
4. NA	Other (Specify)?	Part 750-2.8		<input type="checkbox"/>

Seasonal disinfection starts May 1, 2027 (EDPM 2/21/2023).

I. Final Effluent:

<u>Rating</u>	<u>Item:</u>	<input type="checkbox"/> NI	<input type="checkbox"/> NA	F
1. NA	Polishing pond (Odor/foam/solids/algae)?	Part 750-2.8		<input type="checkbox"/>
2. S	Effluent quality (Odor/turbidity/color)?	Part 750-2.8		<input type="checkbox"/>
3. S	Receiving water condition(Up/downstream)	Part 750-2.8		<input type="checkbox"/>
4. S	Outfall sign at each discharge point?	Part 750-1.12		<input type="checkbox"/>
5. NA	Other (Specify)?			<input type="checkbox"/>

Chaumont River, Class C.

J. Sludge Handling:

<u>Rating</u>	<u>Item:</u>	<input type="checkbox"/> NI	<input type="checkbox"/> NA	F
1. S	Sludge disposal? (List name and loc. of disposal sites/hauler)			<input type="checkbox"/>
2. NA	Digestion (Functioning properly/type)?	Pomerville Septic Service will pump around 20% of the individual septic tanks yearly.	Part 750-2.8	<input type="checkbox"/>
3. NA	Sludge pumps?		Part 750-2.8	<input type="checkbox"/>
4. NA	Sludge Dewatering (Type)?		Part 750-2.8	<input type="checkbox"/>
5. NA	Maintenance of sludge pumps ?		Part 750-2.8	<input type="checkbox"/>
6. NI	Records available for disposal practices?		Part 750-2.8	<input type="checkbox"/>
7. NA	Other (Specify)?		Part 750-2.5	<input type="checkbox"/>

K. Sampling Evaluation and Lab Information:

Rating	Item:	NI	NA	F
1. S	Written sampling plan? (Plan being followed)?			<input type="checkbox"/>
2. NA	Need to modify sampling frequency/types? (Explain)			<input type="checkbox"/>
3. S	Samples collected at specified locations?			<input type="checkbox"/>
4. S	Adequate for representative sample?			<input type="checkbox"/>
5. NA	Automatic sampler used? (Condition)			<input type="checkbox"/>
6. S	Type of samples collected (Grab/composite)?			<input type="checkbox"/>
7. NA	If composite, minimum of 8 grab samples?			<input type="checkbox"/>
8. S	Permittee ELAP certified? (If yes, provide ELAP certificate #)			<input type="checkbox"/>
9. S	Is the commercial laboratory ELAP certified? (List lab name, address and ELAP cert. #)			<input type="checkbox"/>
10. S	EPA-approved testing procedures followed?			<input type="checkbox"/>
S	Testing done for all parameters as required?			<input type="checkbox"/>
11. NA	WET (Whole Effluent Toxicity) testing?			<input type="checkbox"/>
12. U	Instrumentation calibrated & maintained?			<input type="checkbox"/>
13. U	Daily calibration, log books maintained?			<input type="checkbox"/>
14. S	Lab supplies are not expired? (Date if expired)			<input type="checkbox"/>
15. NR	Are lab records retained at facility?			<input type="checkbox"/>
16. NA	Is process control testing performed? (Discuss target values)			<input type="checkbox"/>
17. NA	MLSS for day/week/month?			<input type="checkbox"/>
18. NA	SVI for day/week/month?			<input type="checkbox"/>
19. NA	Microscopic analysis of MLSS?			<input type="checkbox"/>
20. U	5/30 minutes settleometer (Day/week/month)?			<input type="checkbox"/>
21. NI	Monitoring records kept minimum 5 years?			<input type="checkbox"/>
22. NI	Flow records maintained (Influent/effluent)?			<input type="checkbox"/>
23. NA	Other (Specify)			<input type="checkbox"/>

Sample the first week of the first month for quarterly samples.

Grab samples.

No ELAP certification.

Converse Lab, Watertown, NY

Imhoff cones need to be cleaned after using.

See comment section.

Calibration and sludge disposal records were not at the facility.

Settleometer test is being run for 24 hours. Operator needs to use proper lab method.

Influent flow records are kept in facility's office.

L. Operation and Maintenance (Additional Info.):

Rating	Item:	NI	NA	F
1. NI	Preventive maintenance plan (Method)?			
2. S	Records of maintenance/repair cost maintained (Method)?		Part 750-2.5	
3. NI	Spare parts inventory?		Part 750-2.8	
4. NI	Current O&M manual?		Part 750-2.8	
5. NI	O & M manual maintained?		Part 750-2.5	
6. NA	Organizational chart for O &M staff?		Part 750-2.5	
7. NR	Alarm systems (List)?		Part 750-2.8	
8. S	Back-up power (Exercised)?		Part 750-2.8	
9. NA	Unapproved bypass during power failure (If any, date/corrective action)		Part 750-2.8	
10. NI	Written back-up power emergency plan?		Part 750-2.8	
11. NA	All required treatment units in service during back-up power use?		Part 750-2.8	
12. NA	Hydraulic/organic overloads?		Part 750-2.8	
13. NA	Schedule for removing critical equipment from service for routine maintenance?		Part 750-2.8	
14. NA	Safety railings/gratings in place/good condition?		Part 750-2.8	
15. NA	Lights, ventilation operational (Wet wells)?		Part 750-2.8	
16. NI	As-built plans for collection system /WWTP?		Part 750-2.5	
17. NA	Other (Specify)?			

Town office.

Portable generator.

M. Staffing / Personnel Information:

Rating	Item:	NI	NA	F
1. S	Staffing adequate?		Part 650	
2. NA	Certification/grade adequate?		Part 750-2.8 & Part 650	
3. S	Plant score and grade?		Part 750-2.8	

NYCRR Part 650.1 - Exempt (<50000 gpd - septic tank & sand filters only).

Score - 12

4.	S	Chief operator name, Grade, Cert. #, Exp?	Bill Sherman	& Part 650 Part 750-2.8 & Part 650
5.	S	Asst. operator Name, Grade, Cert. #, Exp.?	Town Highway Superintendent	Part 750-2.8 & Part 650
6.	S	WWTP responsible for collection system?	Town of Clayton	Part 650
7.	NA	Operators responsible for water supply?		Part 650
8.	S	Is Chief Operator present at the WWTP as per required guideline?		Part 650
9.	NA	Is certified WWTP operator present at the plant as per required guideline?		Part 650

N. Fiscal: NI NA

How sewer rates are assessed (Flat vs metering)? **Flat rate**

How is the plant budget developed? **Sewer Fund**

Asset Management Plan (AMP)? **NI** AMP Prepared/Date?: **NI** Plans to update AMP?: **NI**

Is AMP used to assess/prioritize critical system components?

Compliance Status (Orders, Schedules, etc.):

Comments:

Operator needs to follow proper settleable solids testing method. Lab records shall be filed and stored to ensure they are available when needed. Calibration of pH meter and DO meter needs to follow manufactures suggested calibration schedule. Lab records need to include record of calibration. A maintenance log shall be kept for all maintenance activities including septic tank clean out dates, hauler information, material destination, and quantity of material removed.

Sampling with a 5/week frequency is not being completed if a holiday falls on a week day. Sampling shall be completed in accordance with SPDES permit.

A current NY-Alert notifier is needed.

Photographs attached:

Attachments (graphs, diagrams, etc.):

DMR Issues:

SPRTK Issues:

NetDMR Issues:

Jacqueline Smith-Bagnon 7/26/2024
Inspector's Signature / Date

DRAFT

Town of Clayton Workshop Meeting Minutes

July 24, 2024

The Town Board of the Town of Clayton held their regular meeting at 5:00 PM at Dodge Hall, Grindstone Island, Clayton, NY with the following persons present:

Timothy Doney	Kenneth Knapp	James Kenney
Steve Dorr, Sr.	Donna Patchen	Mariah LaClair
Megan Badour	Roxane Pratten	Betsy Fitter
Michael Matthews	Elle Matthews	Savarah McCargar
Sylvia Anderson Shoultes	Margo Riff	Sian Riff
Jane Riff	Nathan Luce	Kristen Luce
Patsy Parker	Sara Matthews	Kaliber Badour
Sophia Luce	Samantha Luce	Debby Smith
Kara Braun	Albert Stickney	Penny Joel
Erika Byce	Christopher Byce	Colston Byce
Mavrik Byce	Emmersyn Byce	Rodney Luce
Brenda Luce	Doreen Meeks	Elaine Listemann
Herbert Listemann		

1. Pledge of Allegiance: The Supervisor opened the meeting at 5:05 PM and led the Assembly in the Pledge of Allegiance.
2. Guests:

Barbara Hupp: Ms. Hupp presented Blue Zone Information and requested that the Town of Clayton give some consideration to becoming a Blue Zone.
3. Town Clerk:
 - A. Correspondence:
 1. River Community Church Cookout (see attached)
 2. Pomeroy Foundation Historical Marker Dedication (see attached)
 3. Brookfield Power Hydroelectric Projects Updates (see attached)
 - B. Motion to approve the 7/10/2024 Regular Meeting Minutes was made by Kenneth Knapp, seconded by James Kenney. **Motion carried.**
4. Public Comment on Agenda Items: N/A
5. Workshop Discussion Items
 - i. Justice Court Audit:

Resolution 45 of 2024, a resolution to certify examination and audit of Town Justice 2023 and 2024 Monthly Reports and account books introduced by Kenneth Knapp, seconded by Donna Patchen. Patchen-aye; Knapp-aye; Kenney- aye; Doney- aye; LaClair- absent. **Passed.**
 - ii. Route 12 Sewer West SEQR Long EAF Parts II & III Declaration:

Resolution 46 of 2024, a resolution to adopt the SEQR as a type I action and adopt the negative declaration in connection with the NYS Rte 12 Sewer West District introduced by Kenneth Knapp,

seconded by James Kenney. Patchen-aye; Knapp-aye; Kenney- aye; Doney- aye; LaClair- absent. **Passed.**

iv. NYS Route 12 Sewer West Bond Resolution:

Resolution 47 of 2024, a resolution authorizing the issuance of serial bonds or a statutory installment bond in an amount not to exceed \$3,500,000, the proceeds of which are to be used for the construction of a new sewage collection system to service the NYS Route 12 Sewer West District introduced by Kenneth Knapp, seconded by James Kenney. Patchen-aye; Knapp-aye; Kenney- aye, Doney- aye; LaClair- absent. **Passed.**

v. CEO Resolution:

Resolution 48 of 2024, a resolution adopting provision of code enforcement officer to Village of Clayton on a temporary basis introduced by Donna Patchen, seconded by James Kenney. Patchen-aye; Knapp-aye; Kenney- aye; Doney- aye; LaClair- absent. **Passed.**

vi. Zoning Ordinance Amendment:

- Local Law 2 of 2024, adopting amendment to Chapter 235-Zoning of the Town of Clayton code was introduced by James Kenney, seconded by Keneth Knapp. Patchen-aye; Knapp-aye; Kenney- aye; Doney- aye; LaClair- absent.
- Resolution 50 of 2024: Resolution 50 of 2024, a resolution to refer application regarding Chapter 235- Zoning to the Jefferson County Planning Department pursuant to NY General Municipal Law §239-m introduced by James Kenney, seconded by Kenneth Knapp. Patchen-aye; Knapp-aye; Kenney- aye, Doney- aye; LaClair- absent. **Passed.**
- Motion to set the public hearing for Local Law 2 of 2024 for August 14, 2024 @ 5:15 pm at the Cerow Recreation Park Arena, 600 East Line Road, Clayton. **Motion carried.**

vi. Fireworks Permit Application:

A motion was made by Kenneth Knapp, seconded by James Kenney to approve the fireworks permit with supporting documentation for Murphy on August 10, 2024. **Motion carried.**

vii. Resignation:

Motion was made by Kenneth Knapp, seconded by Donna Patchen to regretfully accept the resignation of Gaige Badour effective 7/3/24.

viii. Board Meeting 8/28/24 @ Depauville Free Library Reminder

The August Workshop meeting will be held at the Depauville Free Library, 32333 Caroline St, Depauville, NY 13632, at 5:00 P.M.

vii. Municipal Marina Upgrade:

A motion was made by Kenneth Knapp, seconded by James Kenney to authorize bid advertisements for the Municipal Marina Wave Attenuator Utility project upgrade with a return date of Tuesday, August 13, 2024 at 2:00 P.M. **Motion carried.**

E. Public:

Marvik and Colston Byce; Sophia and Samantha Luce: Explanation was given for the request of a ladder at the town docks. These youth each spoke to the need of a ladder and how it would benefit those on Grindstone.

Elaine and Herbert Listemann: Mr. Listemann spoke to the environmental concern that is of interest with regard to the request for a special permit for a hobby horse farm.

Michael Matthews: Mr. Matthews spoke to environmental concern of the use of chemicals on the roads.

Mary Taylor: Ms. Taylor also thanked the Town for their dedication to safe roads on the island but would like to have some work looked into for grants with regards to the high traffic areas.

13. Adjournment:

Motion was made by Kenneth Knapp, seconded by Donna Patchen to adjourn the meeting at 5:50 PM. **Motion carried.**

Next Board Meeting: Wednesday, August 14, 2024 @ 5:00pm at Cerow Recreation Park Arena

Town of Clayton
 Bill List By P.O. Number

PO #	PO Date	Vendor	Contract	PO Type	Item Status	Item Status	Purchase Types	Misc	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
Ranges Range: First to Last Rcvd Batch Id Range: First to Last Open: N Void: N Paid: N Held: Y Aprv: N Rcvd: Y Bid: Y State: Y Other: Y Exempt: Y P.O. Type: All Format: Detail without Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All													
24-00557	08/05/24	WSB-FEE											
1		MONTHLY RDC FEE											
			Amount	Charge Account	Acct Type	Description							
			20.00	A-1310-42	E	FINANCE-BANK SERVICE FEES	R			08/05/24	08/07/24		
24-00558	08/05/24	NATGRI											
1		E LINE ROAD LITE											
			21.10	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R			08/05/24	08/07/24		
2		600 CTY RT 3											
			4,048.09	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R			08/05/24	08/07/24		
3		TRANSFER SITE											
			78.83	A-8160-40	E	TRANSFER SITE-CONTRACTUAL EXP	R			08/05/24	08/07/24		
4		403 RIVERSIDE											
			2,003.67	A-7560-40	E	TOWN HALL-CONTRACTUAL	R			08/05/24	08/07/24		
5		STEPHANIE ST											
			64.32	GD-8130-40	E	DEPAUVILLE SEWER-CONTRACTUJ/	R			08/05/24	08/07/24		
6		CAROLINE ST											
			39.52	GD-8130-40	E	DEPAUVILLE SEWER-CONTRACTUJ/	R			08/05/24	08/07/24		
7		AMELIA ST											
			20.61	GD-8130-40	E	DEPAUVILLE SEWER-CONTRACTUJ/	R			08/05/24	08/07/24		
8		RT 12 SALT BARN											
			28.76	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R			08/05/24	08/07/24		
9		CLAYTON CNTR											
			20.20	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R			08/05/24	08/07/24		
10		E LINE RD											
			24.80	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R			08/05/24	08/07/24		
11		615 CTY RT 3											
			362.20	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R			08/05/24	08/07/24		
12		DPV LIB											
			227.39	B-7410-40	E	DEPAUVILLE LIBRARY-CONTRACTL	R			08/05/24	08/07/24		
13		HH PUMP											
			55.12	GH-8130-40	E	HERITAGE HEIGHTS SEWER-CONT	R			08/05/24	08/07/24		
14		DPV LTG											
			354.56	SL1-5182-40	E	DEPAUVILLE STREET LIGHTING-CC	R			08/05/24	08/07/24		
15		HH LTG											
			61.41	SL2-5182-40	E	HERITAGE HTS STREET LIGHTING--	R			08/05/24	08/07/24		
16		DOCKS											
			1,898.41	A-5720-40	E	TRANSIENT DOCKING-CONTRACTL	R			08/05/24	08/07/24		
			9,308.99										
24-00559	08/05/24	KONIC005											
1		BOARD ROOM COPIER - B&W											
			156.65	A-1650-40	E	CENTRAL COMMUNICATIONS-CON'	R			08/05/24	08/07/24		
2		ARENA COPIER											
			48.35	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R			08/05/24	08/07/24		

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00565	08/05/24	STLAWENG			ST. LAWRENCE ENGINEERING, DPC									
1		REDI SHORELINE PROJECT		E	24,823.08	HR-5720-21		R	REDI SHORELINE PROJECT-CAPIT	R	08/05/24	08/07/24		2.32-8
2		REDI SHORELINE PROJECT		E	6,915.00	HR-5720-21		R	REDI SHORELINE PROJECT-CAPIT	R	08/05/24	08/07/24		2.32-10
					31,738.08									
24-00566	08/05/24	USDA			USDA, RURAL DEVELOPMENT									
1		PRINCIPAL PAYMENT		E	119,000.00	A-9770-60		R	REC PARK ADDITION-DEBT PRINCIP	R	08/05/24	08/07/24		
2		INTEREST PAYMENT		E	29,418.75	A-9770-70		R	REC PARK ADDITION-DEBT INTERE	R	08/05/24	08/07/24		
					148,418.75									
24-00567	08/05/24	TIERS			T.I.E.R.S. INC.									
1		TOWN SHARE CARDIAC MONITORS		E	41,980.98	SA-4540-41		R	AMBULANCE-CONTRACTUAL-RES	R	08/05/24	08/07/24		
24-00568	08/06/24	ARCTI005			ARCTIC GLACIER USA, INC									
1		ICE		E	191.10	A-5720-40		R	TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24		2486419902
2		ICE		E	243.95	A-5720-40		R	TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24		2486420612
3		ICE		E	342.10	A-5720-40		R	TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24		2486418609
4		ICE		E	160.90	A-5720-40		R	TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24		2486429302
					938.05									
24-00569	08/06/24	ANDEQU			ANDERSON EQUIPMENT COMPANY INC									
1		84" HYD ANGLE BROOM		E	800.00	DB-5110-40		R	MAINTENANCE OF ROADS-CONTR	R	08/06/24	08/07/24		05240026403
2		MINI EXC A/C/MAJUAL COUPLER		E	5,100.00	DB-5110-40		R	MAINTENANCE OF ROADS-CONTR	R	08/06/24	08/07/24		05240060401
					5,900.00									
24-00570	08/06/24	BILLD005			BILL DEALING									
1		BANK RECS		E	105.00	A-1310-40		R	FINANCE-CONTRACTUAL EXPENSE	R	08/06/24	08/07/24		
24-00571	08/06/24	BARPAV			BARRETT NEW YORK NORTH, INC.									
1		ZANG ROAD LIGHT STONE FILL		E	513.43	DB-5110-40		R	MAINTENANCE OF ROADS-CONTR	R	08/06/24	08/07/24		3693494
24-00572	08/06/24	BABHIG			BABCOCK HIGHWAY SUPPLY, INC.									
1		8' GREEN SIGN POST/10' POST		E	375.62	DB-5110-40		R	MAINTENANCE OF ROADS-CONTR	R	08/06/24	08/07/24		55485

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00573	08/06/24	BMSSMA	B M S SMALL ENGINE										
1		CHAIN SAW REPAIR	141.39	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		3501816
24-00574	08/06/24	BSNSPO	BSN SPORTS, INC.										
1		ONIX FUSE OUTDOOR YELLOW	192.00	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R			08/06/24	08/07/24		925992026
24-00575	08/06/24	BEAMAC	BEAM MACK SALES & SERV., INC.										
1		T10 FILTER TRK 92/78	42.38	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		260528W
2		C5S KIT TRK 84	65.72	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		260548W
3		BREAKER TRK 81	49.73	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		260575W
4		COONTROL UNIT TRK 81	1,949.10	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		260708W
5		CORE RETURN TRK 81	660.00-	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		CM260708W
6		REPLACE ECM TRK 81	177.00	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		124028
			<u>1,623.93</u>										
24-00576	08/06/24	CHARLES1	CHARLES SMITH										
1		GRINDSTONE MOWING JUNE/JULY	3,800.00	A-8810-40	E	CEMETERIES-CONTRACTUAL EXPE	R			08/06/24	08/07/24		
24-00577	08/06/24	CARINC	CARGILL INC. - SALT DIVISION										
1		DEICER SALT ICE BULK	11,399.69	DA-5142-42	E	SNOW REMOVAL-CONTRACTUAL-S	R			08/06/24	08/07/24		2909786455
2		DEICER SALE ICE BULK	8,644.71	DA-5142-42	E	SNOW REMOVAL-CONTRACTUAL-S	R			08/06/24	08/07/24		2909791681
3		DEICER SALT ICE BULK	2,873.19	DA-5142-42	E	SNOW REMOVAL-CONTRACTUAL-S	R			08/06/24	08/07/24		2909796329
4		DEICER SALT ICE CONTRL	11,398.21	DA-5142-42	E	SNOW REMOVAL-CONTRACTUAL-S	R			08/06/24	08/07/24		2909812767
5		DEICER SALT BULK	17,146.80	DA-5142-42	E	SNOW REMOVAL-CONTRACTUAL-S	R			08/06/24	08/07/24		2909818516
			<u>51,462.60</u>										
24-00578	08/06/24	CLAYT015	CLAYTON SAND & GRAVEL										
1		GRAVEL 3/4"	840.00	DB-5112-20	E	ROAD CONSTRUCTION-EQUIPMEN	R			08/06/24	08/07/24		4942
2		GRAVEL 3/4"	288.00	DB-5110-40	E	MAINTENANCE OF ROADS-CONTR/	R			08/06/24	08/07/24		5013
			<u>1,128.00</u>										
24-00579	08/06/24	CYNCO005	CYNCON EQUIPMENT, INC.										
1		BEARING/GROUND ROLLER	1,273.29	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R			08/06/24	08/07/24		95708

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24-00580	08/06/24	CHRISTHU CHRISTINE C. THURSTON											
1		ASSESSMENT SERVICES 7/2024		E	ASSESSMENT-CONTRACTUAL	885.00	A-1355-40			R	08/06/24 08/07/24		
24-00581	08/06/24	CAL001 THE CAL SHOP											
1		IMPACT AIR TOOL SERVICE		E	MACHINERY-JT VILLAGE CONTRAC	135.00	DA-5130-41			R	08/06/24 08/07/24		6522
24-00582	08/06/24	CLAISL CLAYTON ISLAND TOURS											
1		SHUTTLE GRINDSTONE BM		E	LEGISLATIVE-CONTRACTUAL EXP	770.00	A-1010-40			R	08/06/24 08/07/24		2077
24-00583	08/06/24	COOPE005 COOPER ELECTRIC											
1		MIDGET FUSE/PULLER		E	TRANSFER SITE-CONTRACTUAL E)	152.50	A-8160-40			R	08/06/24 08/07/24		S055677419.001
24-00584	08/06/24	CHAGAR CHAS. GARLOCK & SONS, INC.											
1		COMPOSITE DOCK LADDER		E	GRINDSTONE DOCK-CONTRACTUA	439.99	A-7230-40			R	08/06/24 08/07/24		365420
24-00585	08/06/24	DAVMEC DAVIS MECHANICAL SERVICE, INC.											
1		INSTALL 30HP VFD		E	REC PARK-CONTRACTUAL EXPENSE	1,002.50	A-7110-40			R	08/06/24 08/07/24		22916
24-00586	08/06/24	DELLAN DELUKE'S GARDEN CENTER											
1		MULCH		E	REC PARK-CONTRACTUAL EXPENSE	29.35	A-7110-40			R	08/06/24 08/07/24		21797
24-00587	08/06/24	GRAWHO GRAY'S WHOLESALE, INC.											
1		PAPER TOWELS/BAGS		E	REC PARK-CONTRACTUAL EXPENSE	285.24	A-7110-40			R	08/06/24 08/07/24		453117
2		PAPER TOWELS		E	TRANSIENT DOCKING-CONTRACTL	185.26	A-5720-40			R	08/06/24 08/07/24		452654
3		TISSUES/PAPER TOWELS/BAGS		E	REC PARK-CONTRACTUAL EXPENSE	739.86	A-7110-40			R	08/06/24 08/07/24		454381
4		CAN LINERS/TOWELS/WATER		E	TRANSIENT DOCKING-CONTRACTL	389.89	A-5720-40			R	08/09/24 08/09/24		
						<u>1,600.25</u>							
24-00588	08/06/24	GRAWHO GRAY'S WHOLESALE, INC.											
1		PAPER TOWELS CUST# 901971		E	CENTRAL GARAGE-JT HIGHWAY CC	80.40	A-1640-41			R	08/06/24 08/07/24		454592
24-00589	08/06/24	EWAST005 E-WASTE+											
1		ELECTRONICS RECYCLING		E	TRANSFER SITE-CONTRACTUAL E)	4.90	A-8160-40			R	08/06/24 08/07/24		202406515

Town of Clayton
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24-00590	08/06/24	EMPIR015	EMPIRE TRACTOR, INC.										
1		PIPE TRACTOR 0793	352.71	DA-5130-40	E				MACHINERY-CONTRACTUAL EXPEN	R	08/06/24	08/07/24	LC11117
24-00591	08/06/24	FIRSTBNK	FIRST NATIONAL BANK OF OMAHA										
1		WORKSPACE	331.20	A-1650-40	E				CENTRAL COMMUNICATIONS-CON	R	08/06/24	08/07/24	
2		SWIMSUITS	648.64	A-7180-40	E				POOL-CONTRACTUAL EXPENSE	R	08/06/24	08/07/24	
3		SNACKS FOR REC PROGRAM	187.50	A-7320-40	E				YOUTH PROGRAMS- CONTRACTU	R	08/06/24	08/07/24	
4		REC PROGRAMS SUPPLIES	136.04	A-7320-40	E				YOUTH PROGRAMS- CONTRACTU	R	08/06/24	08/07/24	
5		PERSONNEL FILE FOLDERS	78.58	A-1430-40	E				PERSONNEL-CONTRACTUAL EXP	R	08/06/24	08/07/24	
6		MARKERS	9.99	A-7110-40	E				REC PARK-CONTRACTUAL EXPENS	R	08/06/24	08/07/24	
7		CUPS & STIR STRAWS	35.47	A-1660-40	E				CENTRAL STOREROOM-GENERAL	R	08/06/24	08/07/24	
8		JCHR MAILING	2.87	A-1430-40	E				PERSONNEL-CONTRACTUAL EXP	R	08/06/24	08/07/24	
			1,430.29										
24-00592	08/06/24	GGMUN005	G&G MUNICIPAL CONSULTING										
1		DPV SEWER SURVEY	2,025.00	GD-8130-40	E				DEPAUVILLE SEWER-CONTRACTU	R	08/06/24	08/07/24	1236
24-00593	08/06/24	GRAND005	GRAND SLAM SAFETY LLC										
1		SAND BLAST/PHOSPHATE WASH	400.00	A-7110-40	E				REC PARK-CONTRACTUAL EXPENSE	R	08/06/24	08/07/24	G3133
24-00594	08/06/24	GRAPAR	GRAINGER, INC.										
1		SWEEEPING COMPOUND	175.41	A-7110-40	E				REC PARK-CONTRACTUAL EXPENS	R	08/06/24	08/07/24	9168870880
2		CORDLESS TRANSFER PUMP	495.32	A-5720-40	E				TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24	9173406050
3		MIDGET FUSE	38.70	A-7110-40	E				REC PARK-CONTRACTUAL EXPENS	R	08/06/24	08/07/24	9173004533
4		FUSE CLASS CC	51.48	A-8160-40	E				TRANSFER SITE-CONTRACTUAL E	R	08/06/24	08/07/24	9173004541
5		WATER HOSE	99.22	A-5720-40	E				TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24	9175311241
6		PLEATED AIR FILTER	193.20	A-7110-40	E				REC PARK-CONTRACTUAL EXPENS	R	08/06/24	08/07/24	9175731687
7		PAYGROUND BALL SET/CONES	331.84	A-7320-40	E				YOUTH PROGRAMS- CONTRACTU	R	08/06/24	08/07/24	
8		PET WASTE BAGS	507.99	A-5720-40	E				TRANSIENT DOCKING-CONTRACTL	R	08/06/24	08/07/24	9196547610
9		ANTIFATIGUE RUNNER	263.88	A-7110-40	E				REC PARK-CONTRACTUAL EXPENS	R	08/06/24	08/07/24	9195626123
10		CHEMICAL METERING PUMP	915.98	A-7180-40	E				POOL-CONTRACTUAL EXPENSE	R	08/06/24	08/07/24	9197855134
			3,073.02										
24-00595	08/06/24	HIAFAS	HIAWATHA FASTENERS INC.										
1		HEX BOLTSWASHERS TRK 88	157.26	DA-5130-40	E				MACHINERY-CONTRACTUAL EXPEN	R	08/06/24	08/07/24	B658075

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24-00611	08/07/24	LAQUA					E	Account Continued					
1	4" CRUSHER RUN ZANG RD	LA QUARRY			337.92	DB-5110-40	E	MAINTENANCE OF ROADS-CONTR	R	08/07/24	08/07/24		7586
24-00612	08/07/24	GILAUT					E	GILLEE'S AUTO TRUCK & MARINE,					
1	PARTS				686.97	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPE	R	08/07/24	08/07/24		
2	PARTS				10.44	A-7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	08/07/24	08/07/24		
3	PARTS				129.50	A-8160-40	E	TRANSFER SITE-CONTRACTUAL E	R	08/07/24	08/07/24		
					<u>826.91</u>								
24-00613	08/07/24	MONENT					E	MONTAGE ENTERPRISES, INC.					
1	BEARING PLATE/WASHER 0791				487.73	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPE	R	08/07/24	08/07/24		112704
24-00614	08/07/24	MCQBAN					E	MCQUADE & BANNIGAN INC.					
1	STABLIZATION FABRIC				250.83	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPE	R	08/07/24	08/07/24		4215145
24-00615	08/07/24	MCCSUP					E	MCCABE'S SUPPLY, INC.					
1	80 TEE/SCH 80 BUSH/PVC PIPE				77.88	A-7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	08/07/24	08/07/24		187993
24-00616	08/07/24	MONTRA					E	MONROE TRACTOR & IMPLEMENT CO.					
1	REMAN-WATE				186.39	A-7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	08/07/24	08/07/24		P98927
24-00617	08/07/24	NORSHO					E	NORTH SHORE SOLUTIONS					
1	HOST MAINTENANCE				135.00	A-1650-40	E	CENTRAL COMMUNICATIONS-CON	R	08/07/24	08/07/24		2010-6846
2	DOMAIN				65.00	A-1650-40	E	CENTRAL COMMUNICATIONS-CON	R	08/07/24	08/07/24		2010-6869
					<u>200.00</u>								
24-00618	08/07/24	NORTOO					E	CAPITAL ONE TRADE CREDIT					
1	ANNUAL FEE				39.99	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPE	R	08/07/24	08/07/24		53844703
24-00619	08/07/24	NNYONLIN					E	NNYonline LLC					
1	REMOTE ACCESS/SERVER/BACKUP				755.00	A-1650-40	E	CENTRAL COMMUNICATIONS-CON	R	08/07/24	08/07/24		
24-00620	08/07/24	NYS TEA					E	NYS TEAMSTERS COUNCIL					
1	NON-BARGAINING INSURANCE				9,541.62	A-9060-81	E	BENEFITS-NON-BARGAINING HEAL	R	08/07/24	08/07/24		
2	NON-BARGAINING INSURANCE				882.01	B-9060-81	E	BENEFITS-NON-BARGAINING HEAL	R	08/07/24	08/07/24		

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Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00620				NYS TEAMSTERS COUNCIL					
	<u>10,423.63</u>			Account Continued					
24-00621				NYS TEAMSTERS COUNCIL					
1 BARGAINING SINGLE	4,722.31	DA-9060-83	E	BENEFITS-BARGAINING HEALTH IN R		08/07/24	08/07/24		
2 BARGAINING SINGLE	4,722.30	DB-9060-81	E	BENEFITS-BARGAINING HEALTH IN R		08/07/24	08/07/24		
3 BARGAINING FAMILY PLANS	9,444.61	A-9060-83	E	BENEFITS-BARGAINING HEALTH IN R		08/07/24	08/07/24		
	<u>18,889.22</u>								
24-00622				PHINN'S FENDER & BODY					
1 RT TAIL LAMP	317.00	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE R		08/07/24	08/07/24		2673
24-00623				PHINNEY'S AUTOMOTIVE CENTER					
1 INSPECTION	21.00	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE R		08/07/24	08/07/24		104723
24-00624				REINMAN'S DEPARTMENT STORE					
1 LINE TRIMMER	19.79	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI R		08/07/24	08/07/24		
2 SUPPLIES	412.21	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI R		08/07/24	08/07/24		
3 ENR BATT LITHIUM	12.59	GD-8130-40	E	DEPAUVILLE SEWER-CONTRACTU/ R		08/07/24	08/07/24		
4 SUPPLIES	54.86	A-5720-40	E	TRANSIENT DOCKING-CONTRACTL R		08/07/24	08/07/24		
5 VNYL	27.42	A-7180-40	E	POOL-CONTRACTUAL EXPENSE R		08/07/24	08/07/24		
6 CLOROX/AIR FRSHNR	15.81	A-7560-40	E	TOWN HALL-CONTRACTUAL R		08/07/24	08/07/24		
7 SUPPLIES	204.40	A-8810-40	E	CEMETERIES-CONTRACTUAL EXPE R		08/07/24	08/07/24		
	<u>747.08</u>								
24-00625				RECREONICS INC.					
1 CJ RESCUE KIT	484.19	A-7180-40	E	POOL-CONTRACTUAL EXPENSE R		08/07/24	08/07/24		0016699552-001
24-00626				RJ MARINE ASSOCIATES, LTD.					
1 BARGING TRACTORS	280.00	DB-5110-40	E	MAINTENANCE OF ROADS-CONTR/ R		08/07/24	08/07/24		327-3.5
2 GASOLINE	177.09	A-5310-40	E	MARINE TRANSPORTATION: BOAT/ R		08/07/24	08/07/24		102-1.7
3 BARGING EXC/DUMPTRUCKS	2,800.00	DB-5110-40	E	MAINTENANCE OF ROADS-CONTR/ R		08/07/24	08/07/24		102-3.189
	<u>3,257.09</u>								
24-00627				SLACHE					
				SLACK CHEMICAL CO., INC.					

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00627	08/07/24	SLACHE				SLACK CHEMICAL CO., INC.		Account Continued					
1		BLEACH/MURIATIC ACID			3,802.80	A-7180-40	E	POOL-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		473274
2		CREDIT			252.00-	A-7180-40	E	POOL-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		210011
3		BLEACH			2,446.35	A-7180-40	E	POOL-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		474256
4		CREDIT			189.00-	A-7180-40	E	POOL-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		210597
					5,808.15								
24-00628	08/07/24	SHEWIL				THE SHERMAN-WILLIAMS CO.							
1		PAINT STRIPE FMP BR WHT			382.17	A-7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	08/07/24	08/07/24		7610-5
24-00629	08/07/24	SUNLEI				SUNDANCE LEISURE							
1		ROPE/DPD #3			295.64	A-7180-40	E	POOL-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		SAL6467
24-00630	08/07/24	STACK005				STACKEL & NAVARRA, CPA PC							
1		2023 AGREED UPON PROCEDURE			7,600.00	A-1320-40	E	AUDITOR-CONTRACTUAL EXP	R	08/07/24	08/07/24		15234
24-00631	08/07/24	SUIKOT				SUIT-KOTE CORPORATION							
1		CALCIUM CHLORIDE			5,131.18	DB-5112-20	E	ROAD CONSTRUCTION-EQUIPMEN	R	08/07/24	08/07/24		IN57658
24-00632	08/07/24	STAIND				STATE INDUSTRIAL PRODUCTS							
1		WEED KILLER/FRAGRANCE BURST			623.57	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		903406157
24-00633	08/07/24	SANIC005				SANICO, INC.							
1		FLOOR SCRUBBER			2,738.00	A-7110-40	E	REC PARK-CONTRACTUAL EXPENS	R	08/07/24	08/07/24		S184298
24-00634	08/07/24	SYDEN005				SYDENSTRICKER NOBBE PARTNERS							
1		OIL FILTER TRACTOR 0795			116.32	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R	08/07/24	08/08/24		10776063
2		STARTER MOTOR REMAN 795			505.75	DA-5130-40	E	MACHINERY-CONTRACTUAL EXPEI	R	08/07/24	08/08/24		10806352
					622.07								
24-00635	08/07/24	TIPRI				T.I. PRINTING CO., INC.							
1		LEGAL NOTICE ZBA			35.01	B-8010-40	E	ZONING-CONTRACTUAL EXPENSE	R	08/07/24	08/07/24		199286
2		TOWN CLERK AD			48.00	A-1410-40	E	TOWN CLERK-CONTRACTUAL EXPI	R	08/07/24	08/07/24		199449
3		LEGAL NOTICE DPV SWR			48.44	GD-8130-40	E	DEPAUVILLE SEWER-CONTRACTU/	R	08/07/24	08/07/24		199475
4		LEGAL NOTICE TBM GRINSTONE			31.85	A-1650-40	E	CENTRAL COMMUNICATIONS-CON	R	08/07/24	08/07/24		199477

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
<i>Account Continued</i>													
24-00642	08/07/24	VILCLA	VILLAGE OF CLAYTON										
1		JOINT COURT LEASE	1,470.00	A-1110-41	E		COURT-JOINT COURTROOM EXPEN	R		08/07/24	08/07/24		08.2024
24-00643	08/07/24	WAYGAR	WAYNE GARAGE DOOR CO.										
1		SPRINGS& PANELS BAY DOOR	1,276.00	A-1640-41	E		CENTRAL GARAGE-JT HIGHWAY CC	R		08/07/24	08/07/24		768
2		ROLLERS/CABLES BAY DOOR	228.00	A-1640-41	E		CENTRAL GARAGE-JT HIGHWAY CC	R		08/07/24	08/07/24		773
			<u>1,504.00</u>										
24-00644	08/07/24	WASMAN	WASTE MANAGEMENT OF NY, LLC										
1		DUMPSTER	169.65	A-1640-41	E		CENTRAL GARAGE-JT HIGHWAY CC	R		08/07/24	08/07/24		25526
24-00645	08/07/24	WATAPP	WATERTOWN APPLIANCE & TV CENTE										
1		REFRIDGERATOR	699.99	A-7110-40	E		REC PARK-CONTRACTUAL EXPENS	R		08/07/24	08/07/24		
24-00646	08/07/24	WHILUM	WHITE'S LUMBER										
1		SUPPLIES	755.55	A-7110-40	E		REC PARK-CONTRACTUAL EXPENS	R		08/07/24	08/07/24		
2		NUTS/BOLTS/SCREWS	5.10	A-7180-40	E		POOL-CONTRACTUAL EXPENSE	R		08/07/24	08/07/24		
3		SUPPLIES	153.51	A-5720-40	E		TRANSIENT DOCKING-CONTRACTL	R		08/07/24	08/07/24		
			<u>914.16</u>										
24-00647	08/07/24	WISNI005	WISNIEWSKI LAW PLLC										
1		LEGAL FEES SOLAR	570.00	A-1420-41	E		LEGAL-SPECIAL LEGAL EXPENSES	R		08/07/24	08/07/24		13
2		LEGAL FEES SOLAR	90.00	A-1420-41	E		LEGAL-SPECIAL LEGAL EXPENSES	R		08/07/24	08/07/24		41
			<u>660.00</u>										
24-00648	08/08/24	THOMA005	THOMAS LACLAIR										
1		LONSWAY MARKER RECEPTION	121.23	B-7510-40	E		HISTORIAN-CONTRACTUAL EXPEN	R		08/08/24	08/08/24		
24-00649	08/08/24	REIDEP	REINMAN'S DEPARTMENT STORE										
1		SUPPLIES	139.57	A-5720-40	E		TRANSIENT DOCKING-CONTRACTL	R		08/08/24	08/08/24		
2		SPRINGS- TRACTOR 791	3.22	A-5720-40	E		TRANSIENT DOCKING-CONTRACTL	R		08/08/24	08/08/24		
			<u>142.79</u>										
24-00650	08/08/24	FROCRY	FRONTENAC CRYSTAL SPRINGS, INC										
1		TOWN HALL WATER	18.75	A-7560-40	E		TOWN HALL-CONTRACTUAL	R		08/08/24	08/08/24		

PO # PO Date Vendor Contract PO Type

Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
24-00650		FRONTENAC CRYSTAL SPRINGS, INC		Account Continued					
2 REC PARK WATER	37.50	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R	08/08/24	08/08/24		
3 HIGHWAY WATER	33.00	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R	08/08/24	08/08/24		
	<u>89.25</u>								
24-00651		FRONTENAC CRYSTAL SPRINGS, INC							
1 TOWN HALL WATER	18.75	A-7560-40	E	TOWN HALL-CONTRACTUAL	R	08/08/24	08/08/24		
2 REC PARK WATER	101.75	A-7110-40	E	REC PARK-CONTRACTUAL EXPENSE	R	08/08/24	08/08/24		
3 HIGHWAY WATER	37.50	A-1640-41	E	CENTRAL GARAGE-JT HIGHWAY CC	R	08/08/24	08/08/24		
	<u>158.00</u>								

Total Purchase Orders: 95 Total P.O. Line Items: 214 Total List Amount: 411,097.37 Total Void Amount: 0.00

Totals by Year-Fund	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
Fund Description							
General Fund	4-A	244,258.25	0.00	244,258.25	0.00	0.00	244,258.25
General Fund B	4-B	2,068.28	0.00	2,068.28	0.00	0.00	2,068.28
Highway Town Wide Fund	4-DA	66,925.97	0.00	66,925.97	0.00	0.00	66,925.97
Highway Part Town Fund	4-DB	21,435.38	0.00	21,435.38	0.00	0.00	21,435.38
Depauville Sewer Fund	4-GD	2,219.34	0.00	2,219.34	0.00	0.00	2,219.34
Heritage Heights Sewer Fund	4-GH	55.12	0.00	55.12	0.00	0.00	55.12
REDI CAPITAL PROJECT	4-HR	31,738.08	0.00	31,738.08	0.00	0.00	31,738.08
Ambulance Fund	4-SA	41,980.98	0.00	41,980.98	0.00	0.00	41,980.98
Depauville Street Light	4-SL1	354.56	0.00	354.56	0.00	0.00	354.56
Heritage Heights Street Light	4-SL2	61.41	0.00	61.41	0.00	0.00	61.41
Total Of All Funds:		411,097.37	0.00	411,097.37	0.00	0.00	411,097.37

Totals by Fund	Fund	Expend Rcvd	Expend Held	Expend Total	Revenue Total	G/L Total	Total
Fund Description							
General Fund	A	244,258.25	0.00	244,258.25	0.00	0.00	244,258.25
General Fund B	B	2,068.28	0.00	2,068.28	0.00	0.00	2,068.28
Highway Town Wide Fund	DA	66,925.97	0.00	66,925.97	0.00	0.00	66,925.97
Highway Part Town Fund	DB	21,435.38	0.00	21,435.38	0.00	0.00	21,435.38
Depauville Sewer Fund	GD	2,219.34	0.00	2,219.34	0.00	0.00	2,219.34
Heritage Heights Sewer Fund	GH	55.12	0.00	55.12	0.00	0.00	55.12
REDI CAPITAL PROJECT	HR	31,738.08	0.00	31,738.08	0.00	0.00	31,738.08
Ambulance Fund	SA	41,980.98	0.00	41,980.98	0.00	0.00	41,980.98
Depauville Street Light	SL1	354.56	0.00	354.56	0.00	0.00	354.56
Heritage Heights Street Light	SL2	61.41	0.00	61.41	0.00	0.00	61.41
Total Of All Funds:		411,097.37	0.00	411,097.37	0.00	0.00	411,097.37

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
General Fund	4-A	244,258.25	0.00	0.00	0.00	244,258.25
General Fund B	4-B	2,068.28	0.00	0.00	0.00	2,068.28
Highway Town Wide Fund	4-DA	66,925.97	0.00	0.00	0.00	66,925.97
Highway Part Town Fund	4-DB	21,435.38	0.00	0.00	0.00	21,435.38
Depauville Sewer Fund	4-GD	2,219.34	0.00	0.00	0.00	2,219.34
Heritage Heights Sewer Fund	4-GH	55.12	0.00	0.00	0.00	55.12
REDI CAPITAL PROJECT	4-HR	31,738.08	0.00	0.00	0.00	31,738.08
Ambulance Fund	4-SA	41,980.98	0.00	0.00	0.00	41,980.98
Depauville Street Light	4-SL1	354.56	0.00	0.00	0.00	354.56
Heritage Heights Street Light	4-SL2	61.41	0.00	0.00	0.00	61.41
Total Of All Funds:		411,097.37	0.00	0.00	0.00	411,097.37

STATEMENT OF SURETY'S INTENT

To: Town of Clayton
(Owner)

We have reviewed the Bid of D.C. Building Systems, Inc.
(Contractor)

of 1015 Water Street, Watertown, NY 13601
(Address)

for Clayton Harbor Municipal Marina Upgrades, Wave Attenuator Utility Upgrade;

Contract No. 1 - Prime Construction Work
(Project)

Bids for which will be received on August 13, 2024
(Bid Opening Date)

and wish to advise that should this Bid of the Contractor be accepted and the Contract awarded to him, it is our present intention to become surety on the performance bond and labor and material bond required by the Contract.

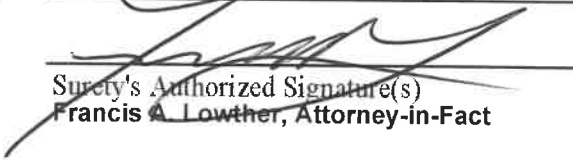
Any arrangement for the bonds required by the Contract is a matter between the Contractor and ourselves and we assume no liability to you or third parties if for any reason we do not execute the requisite bonds.

We are duly authorized to do business in the State of New York

Attest:



Liberty Mutual Insurance Company



Surety's Authorized Signature(s)
Francis A. Lowther, Attorney-in-Fact

Attach Power of Attorney

(Corporate seal if any. If
no seal, write "No Seal"
across this place and sign.)

(This Form Must Be Completed
and Submitted with the Bid)

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

D.C. Building Systems, Inc.
1015 Water Street
Watertown, NY 13601

SURETY (Name, and Address of Principal Place of Business):

Liberty Mutual Insurance Company
175 Berkeley St.
Boston, MA 02116

OWNER (Name and Address):

Town of Clayton
405 Riverside Drive
Clayton, NY 13624

BID

Bid Due Date: 8/13/2024

Description (Project Name— Include Location): Clayton Harbor Municipal Marina Upgrades, Wave Attenuator Utility Upgrade; Contract No. 1 - Prime Construction Work

BOND

Bond Number: N/A

Date: August 05, 2024

Penal sum ***** FIVE PERCENT OF AMOUNT BID *****

\$ **5% Of Bid**

(Words)

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

D.C. Building Systems, Inc. (Seal)

Bidder's Name and Corporate Seal

SURETY

Liberty Mutual Insurance Company (Seal)

Surety's Name and Corporate Seal

By:

Signature

Robert L. Porter

Print Name

President

Title

Attest:

Signature

Title *witness*

By:

Signature (Attach Power of Attorney)

Francis A. Lowther

Print Name

Attorney-in-Fact

Title

Attest:

Signature

Title **Witness**

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

INDIVIDUAL ACKNOWLEDGMENT

State of _____
County of _____

On this _____ day of _____, _____, before me personally appeared _____ known to me to be the person described in and who executed the foregoing instrument, and he/she duly acknowledged to me that he/she executed the same.

Notary Public

CORPORATION ACKNOWLEDGMENT

State of New York
County of Jefferson

On this 5th day of August, 2024, before me personally appeared Robert L. Porter to me known, who being by me duly sworn, did depose and say: that he/she resides at Gouverneur, NY; that he/she is President of the corporation described in and which executed the foregoing instrument; that he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Amy C Pierce
Notary Public



SURETY ACKNOWLEDGMENT

State of New York
County of Onondaga

On this 5th day of August, 2024, before me personally appeared Francis A. Lowther to me known, who being by me duly sworn, did depose and say: that he/she resides in the City of Syracuse, NY; that he/she is the Attorney-In-Fact of the above signed surety, the corporation described in and which executed the within instrument; that he/she knows the corporate seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; and that he/she signed his/her name thereto by like order.

Felicity Anne Gray
Notary Public

FELICITY ANNE GRAY
Notary Public - State of New York
No. 01GR0020783
Qualified in Onondaga County
My Commission Expires Feb. 6, 2028



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8211232 - 837023

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Chelsea E. Follett, Edward J. Reagan, Felicity A. Gray, Francis A. Lowther, Matthew J. Capriotti

all of the city of Marcellus state of NY each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 22nd day of January, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: [Signature]

David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 22nd day of January, 2024 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: [Signature]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 5th day of August, 2024.



By: [Signature]

Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.



LIBERTY MUTUAL INSURANCE COMPANY
FINANCIAL STATEMENT – DECEMBER 31, 2023

Assets	Liabilities
Cash and Bank Deposits.....	Unearned Premiums.....
\$1,850,245,073.00	\$10,298,963,305.00
*Bonds – U.S Government.....	Reserve for Claims and Claims Expense.....
\$3,859,565,383.00	\$28,848,537,243.00
*Other Bonds.....	Funds Held Under Reinsurance Treaties.....
\$21,048,805,773.00	\$360,714,151.00
*Stocks.....	Reserve for Dividends to Policyholders.....
\$19,937,271,802.00	\$1,310,198.00
Real Estate.....	Additional Statutory Reserve.....
\$122,228,711.00	\$296,126,000.00
Agents' Balances or Uncollected Premiums...	Reserve for Commissions, Taxes and
\$8,208,660,427.00	Other Liabilities.....
Accrued Interest and Rents.....	\$7,622,413,466.63
\$186,906,667.00	
Other Admitted Assets.....	Total.....
\$15,677,869,683.63	\$47,428,064,363.63
	Special Surplus Funds.....
Total Admitted Assets.....	\$209,508,757.00
\$70,891,553,519.63	Capital Stock.....
	\$10,000,075.00
	Paid in Surplus.....
	\$13,834,867,488.00
	Unassigned Surplus.....
	\$9,409,112,836.00
	Surplus to Policyholders.....
	\$23,463,489,156.00
	Total Liabilities and Surplus.....
	\$70,891,553,519.63

* Bonds are stated at amortized or investment value; Stocks at Association Market Values.
 The foregoing financial information is taken from Liberty Mutual Insurance Company's financial statement filed with the Massachusetts Department of Insurance.

I, TIM MIKOLAJEWSKI, Assistant Secretary of Liberty Mutual Insurance Company, do hereby certify that the foregoing is a true, and correct statement of the Assets and Liabilities of said Corporation, as of December 31, 2023, to the best of my knowledge and belief.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation at Seattle, Washington, this 8th day of March, 2024.



Timothy A. Mikolajewski

Timothy A. Mikolajewski, Assistant Secretary

BID FORM

Town of Clayton – Clayton Harbor Municipal Marina Upgrades

WAVE ATTENUATOR UTILITY UPGRADE

Contract No. 1 – Prime Construction Work

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ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

Town of Clayton, 405 Riverside Drive, Clayton NY 13624

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
_____	_____
_____	_____
_____	_____
_____	_____

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance

of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.

- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item #	Description	Total
1	Mobilization {Cannot exceed 4% of Contractor's total bid.}	\$ 3,600
2	Record Drawings	\$2,000
3.	Install Erosion Control Measures along shore line as required for performance of construction work. Including maintenance and removal at completion.	\$ 2,500
4.	Furnish and install protection material over existing brick paver walkway to access wave attenuator utility platform area. Provide additional erosion control measures if fill material is utilized.	\$ 4,150
5.	Remove, store, and reinstall lower aluminum fencing system and gate at completion of the work.	\$ 3,600
6.	Uncover, remove, and reinstall precast concrete cover to pull box/vault at completion including reinstallation of fabric.	\$ 2,150
7.	Disconnect pump out and related piping, transformer/switch gear and related wiring, water meter system and related piping. Remove and properly store until reinstallation.	\$11,000
8.	Install drain lines, concrete riser walls and pipe line service pits, crushed stone fill, raised concrete floor at wave attenuator utility pad. Modify steps to new platform height as required.	\$ 31,000
9.	Core drill holes in existing precast concrete "L" shaped wall and existing precast concrete pull box/vault to raise wiring to and from transformer/switch gear unit and provide plastic pipe sleeves.	\$3,000
10.	Reinstall sewer pump out unit and repipe as required. Reconnect power and verify operation.	\$ 5,000
11.	Reinstall transformer/switch gear unit and reconnect primary and secondary lines. Reinstall aluminum floor plates. Verify proper operation.	\$ 5,000
12.	Reinstall water system meter and back flow preventer in their seasonal carry units. Repipe as shown or as required for proper operation. Verify watertightness.	\$ 3,500
13.	Provide topsoil, seed, fertilizer, and mulch to re-establish lawn areas. Clean up all construction debris.	\$ 5,500
14.	Remove all brick Riverwalk protection materials and return Riverwalk to its original condition.	\$1,500

15.	Field Directive Allowance	\$ 7,500.00
-----	---------------------------	-------------

TOTAL BASE BID \$ 91,000

Ninety One Thousand Dollars

(use words)

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

All specified cash allowances are included in the price(s) set forth above, and have been computed in accordance with Paragraph 13.02 of the General Conditions.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID OR TO BE SUBMITTED SEPARATELY

- 7.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;
 - B. List of Proposed Suppliers;
 - C. List of Project References;
 - D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids;
 - E. Required Bidder Qualification Statement with supporting data; and any other required forms
- 7.02 The Bidder shall submit with their bid *a separate sealed envelope* containing a list of their planned subcontractors that will perform the Plumbing Work, HVAC Work, Electrical Work, and General Construction Work as applicable to Section 106-b of the NYS General Municipal Law (Wicks Law). A Separate Form is provided following this Bid Form for the Contractor's Use.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

D.C. Building Systems, Inc.

By: *[Signature]*



[Printed name]

Robert L. Porter

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]



[Printed name]

Robert L. Porter

Title:

President, Vice President, Secretary, Treasurer

Submittal Date:

08/13/2024

Address for giving notices:

1015 Water Street, Watertown, New York 13601

Telephone Number:

(315) 785-9884

Fax Number:

(315) 785-9767

Contact Name and e-mail address:

Robert L. Porter, President

rporter@dc-buildingsystems.com

Cell Number of Contact Person:

(315) 778-1226

ARTICLE 10 – BID ITEM DESCRIPTIONS

ITEM #1 MOBILIZATION/DEMOBILIZATION:

The Contractor shall set up the necessary staging area, including storage areas, sanitary and other facilities as required by local or state law or regulation. Under this work the Contractor shall also stakeout existing utilities. The Contractor shall be responsible for Dig Safely New York clearances and existing utility locations prior to and during construction. Contractor shall contact utility owner/operators and coordinate the prior marking of respective utilities. Maintenance of utility markings shall be responsibility of Contractor throughout construction. The Contractor shall completely demobilize when all work is completed and accepted.

Payment for this item will be made at lump sum price.

The amount bid shall be payable to the Contractor whenever he shall have completed ten (10%) of the Contract work. For the purposes of this item, 10% of the work shall be considered when the total of payments earned, as reflected by estimates of work done, not including the amount bid for this work, shall exceed 10% of the amount of the Contractor's bid for this Contract. Unless provided elsewhere, the cost of required permits, insurance and bonds, and/or initiation of the Contract work will be included in this item.

ITEM #2 RECORD DRAWINGS:

Maintain daily record of as-built information on clean set of plan drawings. Record drawings shall be kept current and shall include the information requested in the Contract Documents. The Contractor shall furnish one complete set of record drawings on a clean set of Contract Drawings to the Engineer along with an electronic copy prior to request for Substantial Completion Certificate.

Payment for this item will be made at lump sum price.

The price bid for this item shall include the cost of furnishing all labor, equipment, instruments, and other material necessary to satisfactorily complete the record drawings. Payment for 50% of this item may be made upon substantial completion of the work, the remainder upon receipt of satisfactory record drawing information by the Engineer.

ITEM #3 INSTALL EROSION CONTROL MEASURES

Under this item, the Contractor shall furnish all materials, labor, and equipment to install, and maintain erosion control measures to the protection of the River from sedimentation and contamination during construction as shown on the Contract Documents or as directed by the RPR/Engineer, or as required by local, state, and federal laws.

Payment for this item will be made on a lump sum basis.

Payment will be made upon completion of installation.

ITEM #4 FURNISH AND INSTALL PROTECTION MATERIAL OVER EXISTING BRICK PAVER WALKWAY TO ACCESS WAVE ATTENUATOR UTILITY PLATFORM AREA:

Under this item, the Contractor shall install protection material as required to protect the existing brick paver walkway from tire impressions, cracking, and/or displacement to accommodate their construction equipment, their sub-contractor's equipment, or their supplier's equipment during the performance of their work on the site.

If fill material is utilized, the Contractor shall erect addition erosion and siltation control measures.

Payment for this item will be made on a lump sum basis.

Payment for this item will be made upon completion of placement of protection material.

ITEM # 5 **REMOVE, STORE, AND REINSTALL LOWER ALUMINUM FENCING SYSTEM AND GATE AT COMPLETION OF THE WORK.**

Under this item, the Contractor shall furnish all labor, and equipment to carefully dismantle the existing lower fence system including gate. Contractor shall transport to storage area and unload.

Storage area is in the auxiliary Town Highway Barn located at 615 East Line Road, across the street from the Town's Cerow Recreation Park. Make arrangements with the RPR.

Upon completion of raised platform, the Contractor shall load up stored fence components, transport them to project site, and reinstall. This Contractor is required to provide all new stainless steel fasteners to properly anchor fence system. Contractor to move gate latch unit and remount, as required, at new raised location. The Contractor is responsible for any hardware changes required.

Payment for this item will be made on a lump sum basis.

Payment for 50% of this item will be made upon completion of removal and placement in storage, and the remaining 50% upon satisfactory reinstallation as approved RPR/Engineer.

ITEM # 6 **UNCOVER, REMOVE, STORE, AND REINSTALL PRECAST CONCRETE COVER TO PULL BOX/VAULT AT COMPLETION INCLUDING REINSTALLATION OF FABRIC.**

Under this item, the Contractor shall furnish all labor, and equipment to carefully uncover the existing precast concrete pull box/vault cover, carefully remove and store on-site for reinstallation.

Upon completion of raised platform and the completion of transformer/switch gear reinstallation including reconnection of all wiring, the Contractor shall provide new gasket materials and reinstall precast concrete pull box/vault cover. Existing fabric and/or new fabric shall be placed over the reinstalled cover lapping on to soil a minimum of 12".

Payment for this item will be made on a lump sum basis.

Payment for 50% of this item will be made upon completion of removal and placement in storage, and the remaining 50% upon satisfactory reinstallation as approved RPR/Engineer.

ITEM #7 **DISCONNECT PUMP OUT AND RELATED PIPING, TRANSFORMER/SWITCH GEAR AND RELATED WIRING, WATER METER SYSTEM AND RELATED PIPING. REMOVE AND PROPERLY STORE UNTIL REINSTALLATION.**

Under this item, the Contractor or their designated sub-contractor shall furnish all labor, and equipment to carefully disconnect the existing sewer, electrical, and potable water equipment and related piping, valves, and wiring to allow their removal from the existing utility platform area.

The estimated weight of the pump out unit without cover is 300#. Cover is estimated at 35#.

The maximum estimated weight for the transformer/switch gear unit is 2,800#. The original submittal does not provide exact weight.

This Contractor or their designated sub-contractor shall note and mark all wires with the proper connection points to the existing transformer/switch gear prior to disconnection.

The removed components shall be carefully loaded, transported, and unloaded at the designated storage area. Storage area is in the auxiliary Town Highway Barn located at 615 East Line Road, across the street from the Town's Cerow Recreation Park. Make arrangements with the RPR. The water meter components may be stored at a different location that is heated, check with the RPR.

Payment for this item will be made on a lump sum basis upon completion of the placement in storage.

ITEM #8 **INSTALL DRAIN LINES, CONCRETE RISER WALLS AND PIPE LINE SERVICE PITS, CRUSHED STONE FILL, RAISED CONCRETE FLOOR AT WAVE ATTENUATOR UTILITY PAD. MODIFY STEPS TO NEW PLATFORM HEIGHT AS REQUIRED.**

Under this item, the Contractor shall furnish all material, labor, and equipment to install new drainage lines, anchors to existing concrete floor and walls, formwork as required for walls and pits, reinforcement steel, cast in place concrete walls, compacted crush stone fill, vapor barrier over stone fill, formwork for floor slab, and cast in place concrete floor slab as shown and specified in the Contract Documents.

Contractor shall wait a minimum of seven days for walls to cure before any backfill is placed and compacted in 4" lifts.

This Contractor shall modify stone steps to the raised platform area as required and as agreed to with the RPR/Engineer.

The floor slab shall cure a minimum of twenty-eight days unless high early additive is used prior to re-installation of the transformer/switch gear unit.

NOTE: Contractor is required to prevent spillage and running of concrete related items in to the River. It is their responsibility to meet all NYSDEC requirements.

Payment for this item will be made on a lump sum basis upon completion of the work.

ITEM #9 **CORE DRILL HOLES IN EXISTING PRECAST CONCRETE "L" SHAPED WALL AND EXISTING PRECAST CONCRETE PULL BOX/VAULT.**

Under this item, the Contractor shall layout and core drill openings in the existing precast "L" shaped wall system and the existing precast concrete pull box/vault to allow passage of the wiring at the raised

location. Core drill opening to be sized to allow a 6" SDR35 PVC sleeve to be installed to protect wiring from rubbing on the concrete surfaces.

The Contractor shall be careful not to damage the existing primary and secondary lines inside the pull box/vault and the adjacent ground area.

The existing sleeve openings that will no longer be utilized shall have their ends be filled with grout or concrete.

The Contractor shall install additional fill between the pull box/vault area and the "L" shaped wall once the new PVC sleeves have been installed.

Payment for this item will be made on a lump sum basis upon completion of the work.

ITEM #10 **REINSTALL SEWER PUMP OUT UNIT AND REPIPE AS REQUIRED. RECONNECT POWER AND VERIFY OPERATION.**

Under this item, the Contractor or their designated sub-contractor shall furnish all necessary labor, and equipment to load out, transport, and reinstall sewer pump out unit on the new raised utility floor slab as shown on the Contract Documents.

The Contractor or their designated sub-contractor shall provide all necessary materials, labor, and equipment to fasten sewer pump out unit to the raised concrete platform.

The Contractor or their designated sub-contractor shall provide all necessary additional piping, fittings, and unions to modify the existing piping arrangements to accommodate the new raised position as shown on the Contract Documents, or as required to make a complete operational system.

The Contractor or their designated sub-contractor shall reconnect pump out power to the power source.

The Contractor or their designated sub-contractor shall test system for leaks and proper operation.

Payment for this item will be made on a lump sum basis upon completion of the work.

ITEM #11 **REINSTALL TRANSFORMER/SWITCH GEAR UNIT AND RECONNECT PRIMARY AND SECONDARY LINES.**

Under this item, the Contractor or their designated sub-contractor shall furnish all necessary labor, and equipment to load out, transport, and reinstall the transformer/switch gear unit on the new raised utility floor slab as shown on the Contract Documents.

The Contractor or their designated sub-contractor shall provide all necessary materials, labor, and equipment to fasten transformer/switch gear unit to the raised concrete platform.

The Contractor or their designated sub-contractor shall provide all necessary labor, and equipment to re-pull primary and secondary wires to the repositioned transformer/switchgear unit. Reconnection of all wiring to the transformer/switch gear unit shall match to original arrangement unless directed otherwise by the Owner or Engineer. *Note: The Owner has discontinued the use of the pedestals on the north side of the wave attenuator, and may want wire left in the pull box/vault area.*

The Contractor or their designated sub-contractor shall test system for proper operation. Reinstall aluminum diamond plates at completion.

Payment for this item will be made on a lump sum basis upon completion of the work.

ITEM #12 **REINSTALL WATER SYSTEM METER AND BACK FLOW PREVENTER IN THEIR SEASONAL CARRY UNITS. REPIPE AS SHOWN OR AS REQUIRED FOR PROPER OPERATION. VERIFY WATERTIGHTNESS.**

Under this item, the Contractor or their designated sub-contractor shall furnish all necessary labor, and equipment to load out, transport, and reinstall water system meter and back flow preventer in their seasonal carry units on the new raised utility floor slab as shown on the Contract Documents.

The Contractor or their designated sub-contractor shall provide all necessary additional piping, fittings, and unions to modify the existing piping arrangements to accommodate the new raised position as shown on the Contract Documents, or as required to make a complete operational system.

The Contractor or their designated sub-contractor shall test system for leaks and proper operation.

Payment for this item will be made on a lump sum basis upon completion of the work.

ITEM #13 **PROVIDE TOPSOIL, SEED, FERTILIZER, AND MULCH TO RE-ESTABLISH LAWN AREAS. CLEAN UP ALL CONSTRUCTION DEBRIS.**

Under this item, the Contractor shall provide all necessary materials, labor, and equipment to re-topsoil all disturbed areas in the Contractor work zone.

The Contractor shall provide all necessary seed, fertilizer, and mulch to establish lawn areas that were disturbed by their operations.

Under this bid item, the Contractor shall provide all temporary mulching for ground areas left exposed for more than fourteen days or as directed by the RPR/Engineer.

The Contractor shall clean up all construction debris, concrete droppings, formwork remains, etc. from the project site.

ITEM #14 **REMOVE ALL BRICK RIVERWALK PROTECTION MATERIALS AND RETURN RIVERWALK TO ITS ORIGINAL CONDITION.**

Under this item, the Contractor shall remove protection material completely from the existing brick Riverwalk.

If fill material was utilized, the Contractor shall remove it completely from the Riverwalk and adjacent grass areas. The walkway shall be returned to its original condition.

The Contractor, the Owner, and the Engineer shall inspect the Riverwalk areas after removal of protection materials. All cracked pavers, and other damage shall be replaced and/or repaired by the Contractor at no additional cost to the Owner.

Payment for this item will be made on a lump sum basis, upon completion of satisfactory removal as approved by the Owner and the Engineer.

ITEM #15 **FIELD DIRECTIVE ALLOWANCE:**

This allowance will be used to charge against additional work items added to the scope of work in the project and not clearly and directly indicated or implied in the drawings or specifications directed and authorized by the RPR/Engineer.

Payment for this item will be made on a lump sum price basis for each incident as directed and approved by the RPR/Engineer. Unused portions of the allowance will be credited to the Owner. Note: All overages will be covered by change order with prior Town approval.



D.C. Building Systems, Inc.
1015 Water Street, Watertown, NY 13601
(315) 785-9884 (315) 785-9767
rporter@dc-buildingsystems.com

Proposed Subcontractors and Suppliers

for the

Town of Clayton
Jefferson County, New York

Clayton Harbor Municipal Marina Upgrades
Wave Attenuator Utility Upgrade

Contract No. 1 – Prime Construction Work

Proposed Subcontractors:

Electrical – New Century Electric
Plumbing – Sheehan Mechanicals

Proposed Suppliers:

Concrete – Watertown Concrete
Aggregates – Barrett Paving Materials
Pipe – Whites Lumber

QUALIFICATIONS STATEMENT

THE INFORMATION SUPPLIED IN THIS DOCUMENT IS CONFIDENTIAL TO THE EXTENT PERMITTED BY LAWS AND REGULATIONS

1. SUBMITTED BY:

Official Name of Firm: D.C. Building Systems, Inc.

Address: 1015 Water Street

Watertown, New York 13601

2. SUBMITTED TO:

St. Lawrence Engineering, DPC

3. SUBMITTED FOR:

Owner: Town of Clayton

Project Name: Clayton Harbor Municipal Marina Upgrades

Wave Attenuator Utility Upgrade

TYPE OF WORK: Contract No. 1 - Prime Construction Work

4. CONTRACTOR'S CONTACT INFORMATION

Contact Person: Robert L. Porter

Title: President

Phone: (315) 778-1226

Email: rporter@dc-buildingsystems.com

5. AFFILIATED COMPANIES:

Name: None

Address: _____

6. TYPE OF ORGANIZATION:

SOLE PROPRIETORSHIP

Name of Owner: _____

Doing Business As: _____

Date of Organization: _____

PARTNERSHIP

Date of Organization: _____

Type of Partnership: _____

Name of General Partner(s): _____

CORPORATION

State of Organization: New York

Date of Organization: 04/10/1990

Executive Officers:

- President: Robert L. Porter

- Vice President(s): Robert L. Porter

- Treasurer: Robert L. Porter

- Secretary: Robert L. Porter

LIMITED LIABILITY COMPANY

State of Organization:

Date of Organization:

Members:

JOINT VENTURE

Sate of Organization:

Date of Organization:

Form of Organization:

Joint Venture Managing Partner

- Name:

- Address:

Joint Venture Managing Partner

- Name:

- Address:

Joint Venture Managing Partner

- Name:

- Address:

7. LICENSING

Jurisdiction: N/A in New York State

Type of License: _____

License Number: _____

Jurisdiction: _____

Type of License: _____

License Number: _____

8. CERTIFICATIONS

CERTIFIED BY:

Disadvantage Business Enterprise: _____

Minority Business Enterprise: _____

Woman Owned Enterprise: _____

Small Business Enterprise: _____

Other (HubZone small business concern): U.S. Small Business Administration

9. BONDING INFORMATION

Bonding Company: Liberty Mutual Insurance Company

Address: 175 Berkeley Street, Boston, MA 02116

Bonding Agent: _____

Address: James P. Reagan Agency, Inc.

8 East Main Street, Marcellus, New York 13108

Contact Name: Francis A. Lowther, Attorney-In-Fact

Phone: (315) 673-5381

Aggregate Bonding Capacity: \$25,000,000.00

Available Bonding Capacity as of date of this submittal: \$20,000,000.00

10. **FINANCIAL INFORMATION**

Financial Institution: Watertown Savings Bank
Address: 111 Clinton Street
Watertown, New York 13601
Account Manager: Christine A. Powers
Phone: (315) 222-7221

INCLUDE AS AN ATTACHMENT AN AUDITED BALANCE SHEET FOR EACH OF THE LAST 3 YEARS

11. **CONSTRUCTION EXPERIENCE:**

Current Experience:

List on **Schedule A** all uncompleted projects currently under contract (If Joint Venture list each participant's projects separately).

Previous Experience:

List on **Schedule B** all projects completed within the last 5 Years (If Joint Venture list each participant's projects separately).

Has firm listed in Section 1 ever failed to complete a construction contract awarded to it?

YES NO

If YES, attach as an Attachment details including Project Owner's contact information.

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a construction contract awarded to them in their name or when acting as a principal of another entity?

YES NO

If YES, attach as an Attachment details including Project Owner's contact information.

Are there any judgments, claims, disputes or litigation pending or outstanding involving the firm listed in Section 1 or any of its officers (or any of its partners if a partnership or any of the individual entities if a joint venture)?

YES NO

If YES, attach as an Attachment details including Project Owner's contact information.

12. SAFETY PROGRAM:

Name of Contractor's Safety Officer: Robert L. Porter

Include the following as attachments:

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) OSHA No. 500- Log & Summary of Occupational Injuries & Illnesses for the past 5 years.

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all OSHA Citations & Notifications of Penalty (monetary or other) received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE. NONE

Provide as an Attachment Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) list of all safety citations or violations under any state all received within the last 5 years (indicate disposition as applicable) - IF NONE SO STATE.

Provide the following for the firm listed in Section V (and for each proposed Subcontractor furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) the following (attach additional sheets as necessary):

Workers' compensation Experience Modification Rate (EMR) for the last 5 years:

YEAR	<u>2024</u>	EMR	<u>.89</u>
YEAR	<u>2023</u>	EMR	<u>.90</u>
YEAR	<u>2022</u>	EMR	<u>.88</u>
YEAR	<u>2021</u>	EMR	<u>1.06</u>
YEAR	<u>2020</u>	EMR	<u>1.03</u>

Total Recordable Frequency Rate (TRFR) for the last 5 years:

YEAR	<u>2023</u>	TRFR	<u>7.3881</u>
YEAR	<u>2022</u>	TRFR	<u>3.2507</u>
YEAR	<u>2021</u>	TRFR	<u>3.4728</u>
YEAR	<u>2020</u>	TRFR	<u>3.5942</u>
YEAR	<u>2019</u>	TRFR	<u>0.00</u>

Total number of man-hours worked for the last 5 Years:

YEAR	<u>2023</u>	TOTAL NUMBER OF MAN-HOURS	<u>54,141</u>
YEAR	<u>2022</u>	TOTAL NUMBER OF MAN-HOURS	<u>61,525</u>
YEAR	<u>2021</u>	TOTAL NUMBER OF MAN-HOURS	<u>57,591</u>
YEAR	<u>2020</u>	TOTAL NUMBER OF MAN-HOURS	<u>55,645</u>
YEAR	<u>2019</u>	TOTAL NUMBER OF MAN-HOURS	<u>57,485</u>

Provide Contractor's (and Contractor's proposed Subcontractors and Suppliers furnishing or performing Work having a value in excess of 10 percent of the total amount of the Bid) Days Away From Work, Days of Restricted Work Activity or Job Transfer (DART) incidence rate for the particular industry or type of Work to be performed by Contractor and each of Contractor's proposed Subcontractors and Suppliers) for the last 5 years:

YEAR	<u>2023</u>	DART	<u>7.39</u>
YEAR	<u>2022</u>	DART	<u>3.25</u>
YEAR	<u>2021</u>	DART	<u>3.47</u>
YEAR	<u>2020</u>	DART	<u>3.59</u>
YEAR	<u>2019</u>	DART	<u>0.00</u>

13. EQUIPMENT:

MAJOR EQUIPMENT:

List on **Schedule C** all pieces of major equipment available for use on Owner's Project.


I HEREBY CERTIFY THAT THE INFORMATION SUBMITTED HERewith, INCLUDING ANY ATTACHMENTS, IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NAME OF ORGANIZATION: D.C. Building Systems, Inc.

BY: 

TITLE: Robert L. Porter, President

DATED: August 13, 2024

NOTARY ATTEST: 

SUBSCRIBED AND SWORN TO BEFORE ME
THIS 13th DAY OF August, 2024

Jennifer L Hunt
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01HU6173405
Qualified in Jefferson County
Commission Expires August 27 2027

NOTARY PUBLIC - STATE OF New York

MY COMMISSION EXPIRES: 08/27/2027

REQUIRED ATTACHMENTS

1. Schedule A (Current Experience).
2. Schedule B (Previous Experience).
3. Schedule C (Major Equipment).
4. Audited balance sheet for each of the last 3 years for firm named in Section 1.
5. Evidence of authority for individuals listed in Section 7 to bind organization to an agreement.
6. Resumes of officers and key individuals (including Safety Officer) of firm named in Section 1.
7. Required safety program submittals listed in Section 13.
8. Additional items as pertinent.

SCHEDULE A

CURRENT EXPERIENCE






Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Repair Select Areas 4020 Salt Barn Prime Contractor: Cadence Contract Services LLC	Name: MICC Fort Drum Address: 4205 Po Valley Road Fort Drum, NY 13602 Telephone:	Name: Michael J. Jones, COR Public Works Company: Fort Drum, JOC Office Telephone:	07/09/2024		0% complete	\$347,375
Town of Greig Town Barn	Name: Don Mallette Address: 5186 Greig Road Greig, New York 13345 Telephone: (315) 634-5790	Name: Brian Krueger Company: Aubertine & Currier Telephone: (315) 782-2005	06/28/2024		0% complete	\$338,600
Wastewater Treatment Plant Improvements, Town of DeKalb, NY	Name: Joedan Deleel, Town Supervisor Address: 2907 Co Rd 17 DeKalb Junction, NY 13630 Telephone: (315) 347-3331	Name: Michael E Tamblin Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, DPC Telephone: (315) 471-0688	06/24/2024		0% complete	\$49,900
2024 Capital Outlay Project Ogdensburg CSD	Name: Kevin Kendall, Superintendent Address: 1100 State Street Ogdensburg, NY 13669 Telephone: (315) 393-0900	Name: Shawn M. Travers Company: BCA Architects & Engineers Telephone: (315) 782-8130	07/01/2024		2% Complete	\$55,207
Maintenance Repairs of Main Ave Interceptor Sewer River Crossing	Name: Eric Wagenaar Address: 245 Washington Street, Room 302 Watertown, NY 13601 Telephone: (315) 785-7730	Name: James Craig, P.E. Company: C&S Engineers Inc Telephone:	06/18/2024	GC/ Industrial	0% complete	\$798,683
Indian River CSD 2024 Flooring Replacement Project	Name: Patrick Hanss, Director of Facilities Indian River Central School Address: 32735B County Route 29 Philadelphia, NY 13673 Telephone:	Name: David Daniel Jadlofski Company: MARCH Associates Telephone: (315) 733-3344	05/23/2024			\$565,432
Sunmount Bldg 8 Replace Steam Piping Prime Contractor: Burns Bros Contractors	Name: Address: Telephone:	Name: Company: DASNY Telephone:	05/13/2024		80% Complete	\$1,145,600

SCHEDULE B

PREVIOUS EXPERIENCE (Include ALL Projects Completed within last 5 years)

Project Name	Owner's Contact Person	Design Engineer	Contract Date	Type of Work	Status	Cost of Work
Village of Cape Vincent Waterfront REDI Projects Esselyne Public Dock	Name: Jerry Golden, Mayor Village of Cape Vincent Address: 127 East Joseph Street Cape Vincent, NY 13618 Telephone: (315) 778-7286	Name: Michael Alteri Company: BCA Architects & Engineers Telephone: (315) 782-8130	03/23/2022	Dock Construction General Construction	100% Complete	\$569,271
Town of Clayton Upper Landing on Grindstone Island Boat Launch REBID	Name: Lance Peterson, Town Supervisor Address: 405 Riverside Drive Clayton, NY 13624 Telephone: (315) 686-3512	Name: Rob Campany PE Company: St. Lawrence Engineering DPC Telephone: (315) 783-6384	03/09/2022	Reconstruction of the concrete bulkheads to elevation 249', concrete ramp, approach pad, related dredging work, misc work.	100% Complete	\$473,195
Overhead Door Co of Watertown New Office and Warehouse	Name: Andy Garrett Address: 25223 State Route 3 Watertown, NY 13601 Telephone: (315) 788-4390	Name: Company: Telephone:	05/04/2022	New Construction	100% Complete	\$1,355,490
Boathouse Marine Cold Storage	Name: James Latire Address: Telephone: (315) 836-7558	Name: Company: Telephone:	03/24/2022	New Construction	100% Complete	\$716,000
Phinn's Fender & Body Additions, Renovations, and Mechanical Upgrades	Name: Nate Phinney Address: 14796 Co. Rt. 3 Clayton, NY 13624 Telephone: (315) 777-3555	Name: Rob Campany, PE Company: St. Lawrence Engineering, DPC Telephone: (315) 783-6384	04/05/2022	New Construction	100% Complete	\$825,610
JR Electric Inc New Metal Building	Name: Joel J Bovee Address: 15685 County Route 91 Pierrepont Manor, NY 13674 Telephone: (315) 523-2803	Name: Company: Telephone:	04/22/2022	New Construction	100% Complete	\$613,739
Goose Bay Boat Launch	Name: Brent Sweet, Town Supervisor Address: 46372 Co. Rte 1 Alexandria Bay, NY 13607 Telephone: (315) 482-9519	Name: Rob Campany PE Company: St. Lawrence Engineering DPC Telephone: (315) 783-6384	07/01/2022	Construction of a new launch ramp, raising existing bulkhead, and associated dredging	100% Complete	\$366,970



 D.C. Building Systems, Inc.
 1015 Water Street, Watertown, NY 13601
 (315) 785-9884  (315) 785-9767
 rporter@dc-buildingystems.com

Town of Clayton
Jefferson County, New York

Clayton Harbor Municipal Marina Upgrades
Wave Attenuator Utility Upgrade

Contract No. 1 – Prime Construction Work

Qualifications Statement Attachment
Schedule C – Major Equipment

Forklift
JCB214 Backhoe
JCB 508-40 Forklift
JLG 450A Boom Lift 40-50 Feet
Copperhead Laser Screed
IR VR1044C Forklift
Komatsu PC120 Excavator
Komatsu Dozer D31PX
JCB 509-42 Forklift
JCB 509-42 Forklift
14,500lb Plate Tamper
Komatsu PC170
Forklift



Reagan Companies

Risk Management and Investment Services

AUTO • HOME • BUSINESS • BOND • LIFE • FINANCIAL SERVICES • GROUP HEALTH

1/12/2024

D.C. Building Systems Inc.
19086 US Route 11
Watertown, NY 13601

RE: EMR Rating

To Whom It May Concern:

The above named insured's EMR rating for the past three years is as follows:

12/31/2023-12/31/2024	0.89
12/31/2022-12/31/2023	0.90
12/31/2021-12/31/2022	0.88

If you need any further information please feel free to contact me.

Sincerely,

Connor Smart
Commercial Lines Account Manager
Connor.Smart@ReaganCompanies.com
(315) 673-5379

James P. Reagan Agency Inc., 8 E. Main Street, P.O. Box 191, Marcellus, N.Y. 13108-0191

(315) 673-2094 (800) 777-2094 Fax (315) 673-1121

www.ReaganInsurance.com



Reagan Companies

Risk Management and Investment Services

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2/3/2023

D.C. Building Systems Inc.
19086 US Route 11
Watertown, NY 13601

RE: EMR Rating

To Whom It May Concern:

The above named insured's EMR rating for the past three years is as follows:

12/31/2022-12/31/2023	0.90
12/31/2021-12/31/2022	0.88
12/31/2020-12/31/2021	1.06

If you need any further information please feel free to contact me.

Sincerely,

Connor Smart
Commercial Lines Account Manager
Connor.Smart@ReaganCompanies.com
(315) 673-5379

James P. Reagan Agency Inc., 8 E. Main Street, P.O. Box 191, Marcellus, N.Y. 13108-0191
(315) 673-2094 (800) 777-2094 Fax (315) 673-1121
www.ReaganInsurance.com



Reagan Companies

Risk Management and Investment Services

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12/31/2020

D.C. Building Systems Inc.
19086 US Route 11
Watertown, NY 13601

RE: EMR Rating

To Whom It May Concern:

The above named insured's EMR rating for the past three years is as follows:

12/31/2020-12/31/2021	1.06
12/31/2019-12/31/2020	1.03
12/31/2018-12/31/2019	0.97

If you need any further information please feel free to contact me.

Sincerely,

Connor Smart
Commercial Lines Account Manager
Connor.Smart@ReaganCompanies.com
(315) 673-5379

Summary of Work-Related Injuries and Illnesses



Year 201 9

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	0	(G)	Total number of cases with days away from work	0	(H)	Total number of cases with job transfer or restriction	0	(I)	Total number of other recordable cases	0	(J)
------------------------	---	-----	--	---	-----	--	---	-----	--	---	-----

Number of Days

Total number of days away from work	0	(K)	Total number of days of job transfer or restriction	0	(L)
-------------------------------------	---	-----	---	---	-----

Injury and Illness Types

Total number of ... (M)	0	(1) Injuries	0	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0	(6) All other illnesses	0
(3) Respiratory conditions	0				

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name D.C. Building Systems, Inc.
 Street 19086 US Route 11 City Waterdown State NY ZIP 13601

Industry description (e.g., *Manufacture of motor truck trailers*)
General Construction
 Standard Industrial Classification (SIC), if known (e.g., 3715)
1 5 4 1
 OR

North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 6 2 1 0

Employment Information


(If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees 29
 Total hours worked by all employees last year 57485

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.


 Company Executive President
 Title
 Phone (315) 785-9884 Date 1/2/2020

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses



Year 2020
 U.S. Department of Labor
 Occupational Safety and Health Administration
 Form approved OMB no. 3185-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary. Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0". Employees, former employees, and their representatives have the right to review the OSHA Form 300 for its entity. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35. In OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	0	0
(a)	(f)	(i)	(j)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
8	161
(k)	(l)

Injury and Illness Types

Total number of . . .	(4) Poisonings	0
(1) Injuries	(5) Hearing loss	0
(2) Skin disorders	(6) All other illnesses	0
(3) Respiratory conditions		

Post this Summary page from February 1 to April 30 of the year following the year covered by the form. Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Responses are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments on this burden estimate or any other aspect of this data collection, including suggestions for reducing this burden, write to Washington, DC 20503. Do not send this information to this office.

Establishment Information

Your establishment name D.C. Building Systems, Inc.

Street 19088 US Route 11 City Watertown State NY ZIP 13601

Industry description (e.g., Manufacturer of metal tank makers)
Commercial and Institutional Building Construction

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 6 2 2 0

Employment Information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees 26

Total hours worked by all employees last year 55945

Sign here
 Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

 Title President
 Date 1/21/2021

OSHA Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses



Year 20 22 1

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0 (G)	1 (H)	0 (I)	0 (J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
53 (K)	0 (L)

Injury and Illness Types

Total number of . . . (M)	(4) Poisonings	0
(1) Injuries	(5) Hearing loss	0
(2) Skin disorders	(6) All other illnesses	0
(3) Respiratory conditions		

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA, Office of Statistical Analysis, Room N-3614, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name D.C. Building Systems, Inc.

Street 19086 US Route 11

City Wehertown State NY ZIP 13801

Industry description (e.g., Manufacture of motor truck trailers)

Commercial and Institutional Building Construction

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 336212)

2 3 6 2 2 0

Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees 32

Total hours worked by all employees last year 575.91

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Title President

Date 11/27/2022

Phone (315) 785-9884

Summary of Work-Related Injuries and Illnesses

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	0	0	1
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0	0
(K)	(L)

Injury and Illness Types

Total number of ... (M)	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
(1) Injuries	1	0	0
(2) Skin disorders	0	0	0
(3) Respiratory conditions	0	0	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 38 minutes per response, including time for reviewing the instructions, searching existing data sources, gathering the data needed, and completing and reviewing the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about this estimate or any other aspect of this data collection, including suggestions for reducing the burden, contact: US Department of Labor, OSHA, Office of Statistical Analysis, Room N-3641, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.



Year 20 22

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

Establishment Information

Your establishment name D.C. Building Systems, Inc.
 Street 18006 US Route 11
 City Waterdown State NY ZIP 13601
 Industry description (e.g., Manufacture of motor truck trailers)
Commercial and Institutional Building Construction
 Standard Industrial Classification (SIC), if known (e.g., 3715) _____

OR _____

North American Industrial Classification (NAICS), if known (e.g., 336212)
2 3 6 2 2 0

Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees 29
 Total hours worked by all employees last year 61585

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

John Cook
 Company executive President
 Title
 (315) 785-9884
 Phone
 01/09/2023
 Date

Summary of Work-Related Injuries and Illnesses



Year 202 3

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0170

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	0	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
142	4
(K)	(L)

Injury and Illness Types

Total number of . . . (M)	(1) Injuries	2	(4) Poisonings	0
	(2) Skin disorders	0	(5) Hearing loss	0
	(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3614, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment information

Your establishment name D.C. Building Systems, Inc.

Street 1015 Water Street

City Watertown State NY ZIP 13601

Industry description (e.g., Manufacture of motor truck trailers)

Commercial and Institutional Building Construction

Standard Industrial Classification (SIC), if known (e.g., 3715)

OR

North American Industrial Classification (NAICS), if known (e.g., 356212)

2 3 6 2 2 0

Employment information (If you don't have these figures, see the Worksheet on the back of this page to estimate.)

Annual average number of employees 26

Total hours worked by all employees last year 54141

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive
 (315) 785-9884
Phone

Title
 President

Date
 1/1/2023



SITE DEVELOPMENT / PRE-ENGINEERED BUILDINGS

19086 U.S. Route 11
Watertown, New York 13601
(315) 785-9884 • FAX (315) 785-9767

MEETING OF THE BOARD OF DIRECTORS

October 31, 2022

LOCATION: The meeting was held at the Washington Street office of D.C. Building Systems, Inc.

A. ELECTION OF OFFICERS FOR THE YEAR COMMENCING NOVEMBER 1, 2022

Upon a motion duly made by Mark D. Boss, seconded, and unanimously carried the following individuals were duly elected to serve in the capacities as indicated below until their successors are duly elected and qualified:

PRESIDENT	ROBERT L. PORTER
VICE PRESIDENT	ROBERT L. PORTER
SECRETARY	ROBERT L. PORTER
TREASURER	ROBERT L. PORTER

B. Upon motion duly made by Mark D. Boss, and seconded, the following resolution was unanimously adopted:

RESOLVED, that the Board of Directors has hereby ratified, confirmed and approved all its acts, contracts and proceedings of the present officers of this Corporation for the period since the last Annual Meeting of the Board of Directors.

IN TESTIMONY, WHEREOF, I have hereunto set my hand and the seal of **D.C. BUILDING SYSTEMS, INC.**, on October 31, 2022.

ROBERT L. PORTER
PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER

BALANCE SHEETS

D.C. BUILDING SYSTEMS, INC.

	October 31,	
	<u>2023</u>	<u>2022</u>
ASSETS		
CURRENT ASSETS		
Cash	\$ 5,347,423	\$ 4,380,629
Contract receivables	3,392,600	5,277,446
Contract assets	478,613	1,080,453
Prepaid expenses and other current assets	68,101	77,395
CARES Act--refundable employee retention tax credits	489,779	627,565
TOTAL CURRENT ASSETS	<u>9,776,516</u>	<u>11,443,488</u>
FEDERAL INCOME TAX DEPOSIT	260,799	85,858
EQUIPMENT AND LEASEHOLD IMPROVEMENTS		
Construction equipment	1,295,449	1,064,284
Vehicles	133,995	194,417
Office equipment	123,873	123,873
Leasehold improvements	205,062	-0-
	<u>1,758,379</u>	<u>1,382,574</u>
Less allowances for depreciation and amortization	1,115,065	1,114,159
	<u>643,314</u>	<u>268,415</u>
	<u>\$ 10,680,629</u>	<u>\$ 11,797,761</u>

	October 31,	
	<u>2023</u>	<u>2022</u>
LIABILITIES AND STOCKHOLDERS' EQUITY		
CURRENT LIABILITIES		
Accounts payable	\$ 1,565,875	\$ 2,842,875
Retention payable	232,565	1,525,617
Accrued expenses	854,513	670,614
Accrued stockholder distributions	-0-	3,440,000
Contract liabilities	1,739,856	2,616,970
TOTAL CURRENT LIABILITIES	<u>4,392,809</u>	<u>11,096,076</u>
NOTES PAYABLE TO STOCKHOLDERS	1,685,600	-0-
STOCKHOLDERS' EQUITY		
Common Stock, no par value:		
Class A--authorized 100 shares; issued and outstanding 75 shares	37,500	37,500
Class B--authorized 100 shares; issued and outstanding 25 shares	12,500	12,500
Retained earnings	4,552,220	651,685
	<u>4,602,220</u>	<u>701,685</u>
	<u>\$ 10,680,629</u>	<u>\$ 11,797,761</u>

See independent accountant's review report and notes to financial statements.

BALANCE SHEETS

D.C. BUILDING SYSTEMS, INC.

	October 31,	
	<u>2022</u>	<u>2021</u>
ASSETS		
CURRENT ASSETS		
Cash	\$ 4,380,629	\$ 991,536
Contract receivables	5,277,446	7,743,673
Contract assets	1,080,453	1,222,816
Prepaid expenses and other current assets	77,395	137,347
CARES Act--refundable employee retention tax credits	627,565	-0-
TOTAL CURRENT ASSETS	<u>11,443,488</u>	<u>10,095,372</u>
FEDERAL INCOME TAX DEPOSIT	85,858	137,344
EQUIPMENT		
Construction equipment	1,064,284	917,874
Vehicles	194,417	216,938
Office equipment	123,873	123,873
	<u>1,382,574</u>	<u>1,258,685</u>
Less allowances for depreciation	1,114,159	1,052,005
	<u>268,415</u>	<u>206,680</u>
	<u>\$ 11,797,761</u>	<u>\$ 10,439,396</u>

	October 31,	
	<u>2022</u>	<u>2021</u>
LIABILITIES AND STOCKHOLDERS' EQUITY		
CURRENT LIABILITIES		
Accounts payable	\$ 2,842,875	\$ 1,576,231
Retention payable	1,525,617	258,190
Accrued expenses	670,614	234,131
Accrued stockholders distributions	3,440,000	-0-
Contract liabilities	2,616,970	5,634,023
Current portion of long-term debt	-0-	21,433
TOTAL CURRENT LIABILITIES	<u>11,096,076</u>	<u>7,724,008</u>
Long-term debt, less current portion	-0-	3,183
STOCKHOLDERS' EQUITY		
Common Stock, no par value:		
Class A--authorized 100 shares; issued and outstanding 75 shares	37,500	37,500
Class B--authorized 100 shares; issued and outstanding 25 shares	12,500	12,500
Retained earnings	<u>651,685</u>	<u>2,662,205</u>
	<u>701,685</u>	<u>2,712,205</u>
	<u>\$11,797,761</u>	<u>\$ 10,439,396</u>

See independent accountant's review report and notes to financial statements.

BALANCE SHEETS

D.C. BUILDING SYSTEMS, INC.

	October 31,	
	<u>2021</u>	<u>2020</u>
ASSETS		
CURRENT ASSETS		
Cash	\$ 991,536	\$ 847,561
Contract receivables	7,743,673	2,239,695
Contract assets	1,222,816	928,728
Prepaid expenses and other current assets	<u>137,347</u>	<u>50,698</u>
TOTAL CURRENT ASSETS	10,095,372	4,066,682
FEDERAL INCOME TAX DEPOSIT	137,344	217,313
EQUIPMENT		
Construction equipment	917,874	908,477
Vehicles	216,938	216,938
Office equipment	<u>123,873</u>	<u>123,873</u>
	1,258,685	1,249,288
Less allowances for depreciation	<u>1,052,005</u>	<u>931,803</u>
	206,680	317,485
	<u>\$ 10,439,396</u>	<u>\$ 4,601,480</u>

	October 31,	
	<u>2021</u>	<u>2020</u>
LIABILITIES AND STOCKHOLDERS' EQUITY		
CURRENT LIABILITIES		
Accounts payable	\$ 1,576,231	\$ 907,555
Retention payable	258,190	175,717
Accrued expenses	234,131	294,882
Contract liabilities	5,634,023	1,016,653
Current portion of long-term debt:		
SBA--Paycheck Protection Program	-0-	520,829
Other	21,433	21,135
TOTAL CURRENT LIABILITIES	<u>7,724,008</u>	<u>2,936,771</u>
Long-term debt, less current portion--Other	3,183	24,671
STOCKHOLDERS' EQUITY		
Common Stock, no par value:		
Class A--authorized 100 shares; issued and outstanding 75 shares	37,500	37,500
Class B--authorized 100 shares; issued and outstanding 25 shares	12,500	12,500
Retained earnings	<u>2,662,205</u>	<u>1,590,038</u>
	<u>2,712,205</u>	<u>1,640,038</u>
	<u>\$ 10,439,396</u>	<u>\$ 4,601,480</u>

See independent accountant's review report and notes to financial statements.



U.S. SMALL BUSINESS ADMINISTRATION
WASHINGTON, DC 20416

Original Certification
Date: 10/20/2023

Robert Porter - President
D.C. BUILDING SYSTEMS, INC.
1015 WATER ST.
Watertown, NY, 13601-2118

Dear Robert Porter:

Congratulations! Welcome to the HUBZone Program!

I am pleased to advise you that effective on the date of this letter D.C. BUILDING SYSTEMS, INC. has been approved for certification as a "certified HUBZone small business concern." The firm is now eligible for HUBZone opportunities and will be identified as a certified HUBZone small business concern in SBA's Dynamic Small Business Search (DSBS) database found at [Dynamic Small Business Search Tool](#). This certification will remain in effect for one year, unless, the firm acquires, is acquired by, or merges with another firm during that one-year period; the firm is performing a HUBZone contract and fails to attempt to maintain compliance with the minimum employee HUBZone residency requirement; or the firm voluntarily withdraws from the program. The information below sets forth requirements related to the firm's continued HUBZone eligibility and its responsibilities as a certified HUBZone small business concern.

As a certified HUBZone small business concern, the firm may receive program benefits, including eligibility for HUBZone set-aside awards, HUBZone sole source awards, the HUBZone Price Evaluation Preference in full and open competition, and HUBZone reserves. These benefits come with important responsibilities, including:

- Annually recertifying that the firm meets the HUBZone eligibility requirements. **The date of this letter is the firm's HUBZone certification date. Each year, you must recertify your firm's HUBZone eligibility as of the anniversary of this certification date.** For additional information, see the [Recertification Fact Sheet](#).
- Checking SBA's [review map](#) to determine whether changes in HUBZone area designations will impact the firm's eligibility at the time of its annual recertification. Note that changes in HUBZone designations may critically affect the firm's ability to recertify its compliance with the HUBZone requirements that its principal office be located in a HUBZone and that at least 35% of its employees reside in HUBZones.
- Complying with the limitations on subcontracting requirements and nonmanufacturer rule when performing any HUBZone contracts (see 13 C.F.R. §§ 126.700, 125.6, 121.406).
- "Attempting to maintain" compliance with the 35% HUBZone residency requirement during the performance of any HUBZone contracts. "Attempt to maintain" means making substantive and documented efforts, such as written offers of employment, published advertisements seeking employees and attendance at job fairs, and applies only to firms that are performing a HUBZone set-aside contract or order, a HUBZone sole source award, a HUBZone reserve, or a contract where the HUBZone Price Evaluation Preference was applied (see 13 C.F.R. §§126.103, 126.200, 126.600). A certified HUBZone small business concern that has less than 20% of its total employees residing in HUBZones during the performance of a HUBZone contract has failed to attempt to maintain the HUBZone residency requirement and must immediately notify SBA.
- Notifying SBA within 30 days if the firm is acquired by, acquires, or merges with another firm.
- Keeping the firm's System for Award Management (SAM) and DSBS records up-to-date. These records must remain up-to-date in order for the firm to receive benefits from the HUBZone Program (i.e., to be identified by contracting officers as eligible to be awarded HUBZone contracts and to be paid under any such contracts). You must validate the firm's SAM information at least annually or its SAM registration will become inactive. If you need assistance in updating the firm's SAM or DSBS information, please go to the SAM Help Desk at <https://sfd.gov/sfd-gov/home.do>.
- Responding to notices from SBA, including but not limited to notices regarding program examinations, protests, proposed decertification actions, and recertification requirements. The HUBZone Program sends such notices to the firm's email address listed in its DSBS profile. If the firm fails to respond to these notices, SBA will propose the firm for decertification and may subsequently decertify it from the HUBZone Program. **Therefore, it is critical that you keep the firm's SAM and DSBS profiles current, including listing an active email address for contacting the firm, and check your email's SPAM folder to make sure that you are receiving emails from SBA.**

Notification of Map Change and Redesignation

ATTENTION: All current Redesignated Areas will retain their HUBZone designation through June 30, 2026, in accordance with a final rule published by SBA on May 5, 2021 (86 FR 23863). For planning purposes, if the firm's principal office is located in a Redesignated Area or any of its employees reside in Redesignated Areas, you should consider actions to maintain program compliance after that date.

https://hubzone.sba.gov/hubzoneinternet/commonview_firm_letter.cfm?IMSeqNmb=72968&appSeqNmb=1&statSeqNmb=7&corrSeqNmb=2

10/20/23, 8:29 AM

GC MED - HUBZone - Application Guide to the HUBZone Program

A new HUBZone map which reflects updated designations for more than 8,000 areas took effect on July 1, 2023. Related information is now available on our website, [HUBZone program \(sba.gov\)](https://www.sba.gov/hubzone-program).

Misrepresentation

By bidding on any Federal solicitation that is set aside or reserved for certified HUBZone small business concerns or for which a HUBZone price evaluation preference will be applied, the firm's submission of that offer is deemed to be a representation to the United States that the company is a certified HUBZone small business concern in compliance with the HUBZone Program requirements. ANY FIRM FOUND TO HAVE WILLFULLY MISREPRESENTED ITS HUBZONE STATUS IN OBTAINING SUCH AN AWARD MAY BE SUBJECT TO A RANGE OF CIVIL AND CRIMINAL PENALTIES, TREBLE DAMAGES UNDER THE FALSE CLAIMS ACT, AND/OR SUSPENSION OR DEBARMENT FROM FEDERAL CONTRACTING.

How to get the most out of the Program

Although the firm's status as a certified HUBZone small business concern greatly improves its access to Federal procurement opportunities, this certification does not guarantee contract awards. Your ability to research opportunities and competitively bid on them will be the key to your success in this program. I recommend you utilize the web resources described below, which are designed to help you maximize the HUBZone Program's benefits.

The "Contract Opportunities" function in SAM (<https://sam.gov/content/opportunities>) serves as a central listing for Federal procurement opportunities. Anyone interested in doing business with the government can use this system to search opportunities. In addition, the "Contract Data" function in SAM (<https://sam.gov/content/contract-data>) is a database accessible to the public at no cost and you may use it to learn about contract awards to businesses in various socioeconomic categories, including HUBZone. Please note that while your concern was approved under the primary North American Industry Classification System (NAICS) code found in your firm's SAM and DSBS profiles, you may be awarded contracts under other NAICS codes, as long as your firm is small under the size standard corresponding to the NAICS code assigned to the contract. You may benefit from researching and identifying potential HUBZone contracting opportunities outside your firm's primary NAICS code.

As a certified HUBZone small business concern, you may use the SBA digital icon (available at [SBA-certified contractors | SBA Brand Guide](https://www.sba.gov/digital-icon)) on your business' website, business cards, social media profiles, and in your capability statements and proposal bids. However, you MAY NOT use the digital icon to express or imply endorsement by SBA of any goods, services, entities, or individuals. Thus, the SBA digital icon may not be used on a company's letterhead, marketing materials, or advertising, whether paid or public service announcement, traditional or digital.

As a HUBZone firm, you are also eligible to participate in the [Z10 Management and Technical Assistance Program \(sba.gov\)](https://www.sba.gov/technical-assistance-program) which is designed to provide high quality technical assistance to eligible firms. SBA's Surety Bond Guarantee Program helps small businesses establish or increase bonding capacity. Bond guarantees increase eligibility for contracts up to \$10M. Go to <http://www.sba.gov/osg> to find an SBA authorized agent.

We wish you the best of luck as a certified HUBZone small business concern - your success will help improve the economic future of the HUBZone areas in which the firm operates and in which the firm's employees reside. If at any time you have any questions about the HUBZone Program or how SBA may be able to support your business objectives, the HUBZone Office offers assistance via an interactive conference call where we can respond to general questions and concerns in real-time. For additional information, visit our website at <http://www.sba.gov/hubzone> or contact the HUBZone Help Desk at HUBZone@sba.gov.

Respectfully,

Lori Gillen

Lori Gillen
Director
Office of HUBZone Program
U.S. Small Business Administration

Email: [HubZone Helpdesk](mailto:HUBZoneHelpdesk)

HUBZone Certification Number: 72968

Ref: IAF-19L

https://hubzone.sba.gov/hubzone/internet/commonview_firm_letter.cfm?1MSeqNmb=72968&appSeqNmb=1&statSeqNmb=7&corrSeqNmb=2

Office of the HUBZone Program, U.S. Small Business Administration, 409 Third Street, SW, Washington, DC 20416

Adam Powers
Project Manager
D.C. Building Systems, Inc.
1015 Water Street
Watertown, New York 13601

Educational Background

- Clarkson University, Potsdam, NY 05/2012
- *Bachelor of Science*: Civil Engineering
- Minors in Construction Management & Structural Analysis
- Member of Chi Epsilon Civil Engineering Honor Society

Professional Organizations

- NYS Fundamentals of Engineering
- Certified Traffic Control Supervisor
- Dig Safe NY Certified Excavator
- OSHA / MSHA Certification
- SWPPP Certified

Professional Experience

Experienced civil engineering professional knowledgeable in construction & manufacturing operations. Proven leader with dedication to organization and effective management. Dependable and accomplished supervisor with top-notch abilities in operations and safety. Offering 8 years of field supervision and managerial experience and ready to take on dynamic, growth-oriented position in a fast-paced environment.

Project Experience

DC Building Systems, Inc. - Project Manager

Watertown, NY 10/2019 - Current

- Maintained control of project budgets and timelines to keep teams on task and achieve schedule targets.
- Monitored market conditions & created full-scope cost estimates for competitive bid projects.
- Closely collaborated with project members to identify and quickly address problems.
- Delivered completed projects on time by prioritizing multiple tasks.



Barrett Paving Materials Inc - Area Manager

Watertown, NY • 01/2019 - 09/2019

- Supervised a team of experienced managers across all business functions in a vertically integrated business comprised of multiple construction and manufacturing operations
- Oversaw operations of a \$50M+ organization including operational logistics, regional P&L financial duties, annual budgeting, strategic planning, market retention, employee engagement, community outreach and safety culture leadership
- Held monthly meetings with management team to identify critical issues and collaboratively overcome challenges existing across multiple business units

Barrett Paving Materials Inc - Project Superintendent

Watertown, NY • 05/2015 - 01/2019

- Managed heavy civil construction projects with varying scopes of work including excavation, grading, drainage, electrical improvements, and utility installation
- Determined project schedule, including sequencing all construction activities, and coordinating all trade subcontractors for optimal efficiency
- Led weekly operations and safety meetings, facilitating stronger communication, and helping to resolve critical issues
- Conducted all critical pre-installation conferences with prime contractor, subcontractors, consultants, and owners' representatives

Barrett Paving Materials Inc - Project Engineer

Watertown, NY • 05/2012 - 05/2015

- Responsible for project administration duties including tracking and analyzing cost, accuracy of quantities, schedule of payments, project forecasting and reporting
- Prepared and evaluated change order requests in response to out-of-scope work activities and developing field conditions
- Reviewed engineering specifications and worked with owner's representative to add value engineering in design, construction means, methods and materials to assure quality compliance



Mark Scordo

DC Building Systems, Inc.
1015 Water Street, Watertown, NY 13601
(315) 785-9884 (315) 785-9767 (315) 778-2370
mscordo@dc-buildingsystems.com

Company Profile

Mark Scordo has been actively employed with D.C. Building Systems, Inc. for over 28 years. He has been working in the Foreman and Superintendent capacity for more than 15 years.

Skills

- Crew Management/Coordination
- Subcontractor Management
- Site Safety Management
- Cast in Place Concrete and Precast Structures
- Sitework & Underground Utilities
- Erection of Steel and Wood Frame Buildings
- Industrial Equipment Installation
- Commercial and Residential Framing
- Masonry, Roofing & Siding
- Sheet Rock, Flooring & Finish Carpentry

Continuing Education & Training

- OSHA 30 HR Construction Safety & Health Certification

Professional Experience

Boldt Castle Wastewater Treatment Plant Replacement Project | June 2019 - Present

Project Owner: Thousand Islands Bridge Authority

Capacity: Superintendent/Foreman

Replacement of the wastewater treatment plant servicing Boldt Castle and Heart Island with a new wastewater treatment plant located on Fern Island, including new Pump Station Facilities on Heart Island, and Yacht House Island and associated utilities crossing the St. Lawrence River to Fern Island.

Scope of Work:

- Establishment of Erosion Controls, Including Silt Fence, Turbidity Curtains, Dewatering Filtrations, Etc.
- Site Clearing and Demolition, Excavation, Embankment, Grading, Installation of Stone Access Drives and Parking Areas and Landscaping
- Installation of 4,000 Ft of Underground Utilities, Including HDPE Pipe, Pump Stations, Precast Concrete Vaults and Manholes, and Sheet Pile and Aggregate Cofferdam Construction in the St. Lawrence River
- Construction of a New 300 SF WWTP Control Building Foundation and Building and a 2,200 SF Roof Canopy Structure Over the SBR Tank
- Installation of the SBR Process Equipment, Emergency Generator and Fuel Tank
- Installation of 3,000 Ft of Pipe Along the Bottom of the St. Lawrence River by Direct Placement and Directional Drilling Methods
- Subcontractor Management of Electrical Utility and Facilities, HVAC and Process Piping, Asphalt Pavement, CIP Concrete 45,000 Gal SBR Treatment Tank, Directional Drilling, Crane Operations, Fencing, Landscaping, And Marine Subcontractors
- Coordination with Utility Service Providers for Gas and Electric Installations and Activations
- Coordination with Owner and Engineer Representatives



Boldt Castle Wastewater Treatment Plant Replacement Project | November 2018 - July 2019

Project Owner: Thousand Islands Bridge Authority

Capacity: *Superintendent/Foreman*

Replacement of the Potable Water Treatment Plant with a new water treatment plant, including site development, construction of a new water treatment building, and installation of new water treatment systems to supply US and Canadian Customs and the US Duty Free store with potable drinking and fire suppression water.

Scope of Work:

- Establishment of Erosion Controls, Including Silt Fence, Turbidity Curtains, Dewatering Filtrations, Etc.
- Site Clearing and Demolition, Excavation, Embankment, Grading, Installation of Stone Road Subbases, and a New Asphalt Access Drive Entering from Interstate 81
- Installation of 525 Ft of HDPE Raw Water Intake Piping, 220 Ft of HDPE Domestic Water Distribution Piping and Live Tap Connection to Existing Distribution Lines, an Onsite Sand Filter Wastewater Treatment System with 290 Ft of Outfall Piping into the St. Lawrence River, Pump Stations, Precast Concrete Vaults and Manholes, including Aggregate Cofferdam Construction in the St. Lawrence River
- Construction of a New 2800 SF Water Treatment Plant Foundation and Building
- Installation of the Process Equipment, Emergency Generator and Fuel Tank
- Subcontractor Management of Electrical Utility and Facilities, HVAC and Process Piping, Specialty Wastewater Treatment Equipment, Asphalt Pavement, Landscaping, and Fencing
- Coordination with Utility Service Providers for Gas and Electric Installations and Activations
- Coordination with Owner and Engineer Representatives

Lewis County Jefferson Community College Educational Center Project | August 2018 to January 2019

Project Owner: Lewis County, New York

Capacity: *Sitework & Concrete Foreman*

The work generally included construction of a 10,000 SF structural building, cast in place concrete foundations and concrete slabs, structural steel framework, roofing, and siding. It also included placement of underground utilities including water, sewer, electric, and sitework.

Society of the Sisters of St. Joseph Building Project | November 2016 to March 2017

Project Owner: The Society of the Sisters of St. Joseph

Capacity: *General Foreman*

Construction of new elevator shaft and first floor machine room to support the new elevator and a new second floor storage.



**STATE OF NEW YORK
DEPARTMENT OF STATE**

I hereby certify that the annexed copy for D.C. BUILDING SYSTEMS, INC., File Number C128680-5 has been compared with the original document in the custody of the Secretary of State and that the same is true copy of said original.



WITNESS my hand and official seal of the
Department of State, at the City of Albany,
on April 02, 2024.

Brendan C. Hughes

Brendan C. Hughes
Executive Deputy Secretary of State

Authentication Number: 100005478773 To Verify the authenticity of this document you may access the
Division of Corporation's Document Authentication Website at <http://ecorp.dos.ny.gov>

D.C.

D.C.

CERTIFICATE OF INCORPORATION

OF

D.C. BUILDING SYSTEMS, INC.

Under Section 402 of the Business Corporation Law

THE UNDERSIGNED, for the purpose of forming a corporation pursuant to Article 4 of the Business Corporation Law of the State of New York, does hereby certify:

1. The name of this Corporation is **"D.C. BUILDING SYSTEMS, INC."**

2. The purposes for which this Corporation is formed are: (a) to build and contract for the purpose of building, altering, repairing, or doing any other work in connection with all classes of building and improvements of any kind, whatsoever, including the building, alteration, repairing, or improvement of pre-engineered houses, buildings, works, or erections of every kind, whatsoever, and including the locating, laying out, and constructing of all classes of buildings, erections, and works, both public and private, or any part thereof, and generally to do and perform all works as builders and contractors; and (b) to engage in any lawful act or activity for which corporations may be organized pursuant to the Business Corporation Law of the State of New York, but not those acts or activities requiring consents or approvals by law without such consents or approvals first being obtained.

For the accomplishment of the aforesaid purposes, and in furtherance thereof, the Corporation shall have, and may exercise, all of the powers conferred by the Business Corporation Law upon corporations formed thereunder, subject to any limitations contained in Article 2 of said Law or in accordance with the provisions of any other statute of the State of New York.

C128680 C128680

The foregoing clauses shall be construed both as objects and as powers, and it is hereby expressly provided that the foregoing enumeration of specific powers shall not be held to limit or restrict in any manner the powers of this Corporation.

3. The office of this Corporation is to be located in the County of Jefferson, State of New York.

4. The aggregate number of shares which this Corporation shall have authority to issue is two hundred shares, which shares shall be without par value. One hundred fifty shares shall be classified as Class A voting common stock and fifty shares shall be classified as Class B non-voting common stock. The rights, preferences, and limitations of the Class A voting common stock and Class B non-voting common stock shall be identical, and there shall be no distinction between the two Classes of stock, except that the Class B non-voting common stock shall not be entitled to have any voice or vote in the management or affairs of the Corporation, the voting power being confined to the Class A voting common stock.


5. The Secretary of State of the State of New York is hereby designated the agent of this Corporation upon whom process against this Corporation may be served. The post office address to which the Secretary of State shall mail a copy of any process against the Corporation served upon him as agent of this Corporation is: _____

Route 3
Post Office Box 58
Felts Mills, New York 13638

6. No holder of shares of this Corporation of any class, now or hereafter authorized, shall have any pre-emptive rights to subscribe for or purchase any shares of this Corporation of any class, now or hereafter authorized, or any options or warrants for such shares, or any rights to subscribe

to or purchase such shares, or any securities convertible into or exchangeable for such shares which may at any time be issued, sold, or offered for sale by this Corporation.

IN WITNESS WHEREOF, the undersigned, being of the age of eighteen years or over, has signed and acknowledged this Certificate of Incorporation this 4th day of April, 1990.


Name: MICHAEL J. SAROFEEEN
Address: Financial Plaza
221 South Warren Street
Syracuse, New York 13202

D.C.

D.C.

CERTIFICATE OF INCORPORATION

OF

D.C. BUILDING SYSTEMS, INC.

Under Section 402 of the Business Corporation Law

C128680

BILLED

STATE OF NEW YORK
DEPARTMENT OF STATE
FILED APR 10 1990

AMT. OF CHECKS 130
FILING FEES 100
TAXS 10
COUNTY FEE \$ 10
COPY S 10
CERT S 10
REFUND \$ 10
SPEC HANDLE \$ 10

BY: [Signature]

[Signature]

Handwritten scribbles and initials

APR 12 09 11 90
595841

APR 10 10 38 AM '90

FILED

HISCOCK & BARCLAY
Office and Post Office Address
Financial Plaza
Post Office Box 4878
Syracuse, New York 13221
Telephone (315) 422-2131

**STATE OF NEW YORK
DEPARTMENT OF STATE**

I hereby certify that the annexed copy for D.C. BUILDING SYSTEMS, INC., File Number 240402001778 has been compared with the original document in the custody of the Secretary of State and that the same is true copy of said original.

WITNESS my hand and official seal of the
Department of State, at the City of Albany,
on April 02, 2024.



Brendan C. Hughes

Brendan C. Hughes
Executive Deputy Secretary of State

Authentication Number: 100005478774 To Verify the authenticity of this document you may access the
Division of Corporation's Document Authentication Website at <http://ecorp.dos.ny.gov>

Biennial Statement

NYS Department of State
Division of Corporations, State Records &
Uniform Commercial Code

www.dos.ny.gov

BUSINESS NAME: D.C. BUILDING SYSTEMS, INC.
FILING PERIOD: 4/1/2024 12:00:00 AM

Part 1 - Chief Executive Officer's Name and Business Address

Name ROBERT L PORTER		
Address Line 1 1015 WATER STREET		
Address Line 2		
City WATERTOWN	State NY	Zip Code 13601

Part 2 - Street Address of Principal Executive Office (A Post Office Box cannot be used)

Corporation Name		
Address Line 1 1015 WATER STREET		
Address Line 2		
City WATERTOWN	State NY	Zip Code 13601

Part 3 - Service of Process Address (Address must be within the United States or its territories)

Name THE CORPORATION		
Address Line 1 1015 WATER STREET		
Address Line 2		
City WATERTOWN	State NY	Zip Code 13601






Signer Information

I affirm that the statements contained herein are true to the best of my knowledge, that I am authorized to sign this Biennial Statement and that my signature typed below constitutes my electronic signature.

Electronic Signature JENNIFER HUNT
Capacity of Signer AUTHORIZED PERSON

Filed with the NYS Department of State on 04/02/2024
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WICK'S LAW SUBMISSION

for the

Town of Clayton
Jefferson County, New York

Clayton Harbor Municipal Marina Upgrades
Wave Attenuator Utility Upgrade

Contract No. 1 – Prime Construction Work

Plumbing: JE Sheehan Contracting - \$7,400

HVAC: N/A

Electrical: New Century Electrical - \$10,556.51

General Construction: N/A

RESOLUTION No. XX of 2024

**NEGATIVE DECLARATION FOR SEQR (Long Form)
TO AMEND CHAPTER 235- ZONING**

**Title: A Resolution to Adopt the SEQR a Negative
Declaration to Amend Chapter 235- Zoning**

At a regular meeting of the Town Board of the Town of Clayton, Jefferson County, New York, held at the Cerow Recreation Park Arena, Cayton, NY 13624 on the 14th day of August 2024 at 5:00 p.m., prevailing time.

The meeting was called to order by Supervisor Doney and upon roll being called, the following were:

PRESENT: Timothy Doney, Town Supervisor
Kenneth Knapp, Town Councilman
Donna Patchen, Town Councilwoman
James Kenney, Town Councilman
Kathleen LaClair, Town Councilwoman

ABSENT:

WHEREAS, the Town Board of the Town of Clayton, New York has considered the adoption of Legislation in the Town of Clayton in connection with amending Chapter 235-Zoning; and

WHEREAS, the Town Board of the Town of Clayton has reviewed an Environmental Assessment Form for the purpose of assisting the Town Board in making a determination of significance in respect to the Legislation; of whether the enactment of the Legislation would have a significant adverse impact on the environment; and

WHEREAS, the Town Board has reviewed the criteria for determining significance of an action that is set forth at 6 NYCRR §617.7(c); and

WHEREAS, having considered the action, consisting of the adoption of Legislation only and the potential environmental impacts associated with such action, the Town Board has determined to proceed.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Clayton finds that the proposed action of adopting the legislation is subject to SEQR; and

BE IT FURTHER RESOLVED, that the action constitutes a Type 1 action under SEQR 617.4(b)(2); and

BE IT FURTHER RESOLVED, that the Town Board is the agency with jurisdiction by law to fund, approve, or directly undertake this action.

BE IT FURTHER RESOLVED, by the Town Board of the Town of Clayton, New York:

1. Based upon the examination and consideration of the Long Environmental Assessment Form and comparison of the proposed action and criteria set forth at 617.7, no significant impact on the environment is known by the adoption of the proposed legislation.

2. The Supervisor for the Town of Clayton is authorized to execute the Long Environmental Assessment Form to the effect that the Town Board is issuing a “negative declaration” under SEQR.

3. A complete copy of the EAF including its negative declaration shall be maintained in the Town Clerk’s office in a file that will be readily accessible to the Public and file the Negative Declaration with the ENB. All subsequent notices regarding the undertaking of the action as set forth in this Resolution shall state that a negative declaration has been issued.

4. This Resolution shall take effect immediately.

A motion to adopt the foregoing resolution was made by Board Member _____ and seconded by Board Member _____ and upon a roll call vote of the Board was duly adopted as follows:

Timothy Doney, Supervisor	Yes__	No__	Absent__
James Kenney, Councilman	Yes__	No__	Absent__
Donna Patchen, Councilwoman	Yes__	No__	Absent__
Kenneth Knapp, Councilman	Yes__	No__	Absent__
Kathleen LaClair, Councilwoman	Yes__	No__	Absent__
Yes__	No__	Abstain__	Absent__

Dated: July 24, 2024

The Resolution was thereupon declared duly adopted.

Certification:

I, Megan Badour, Town Clerk of the Town of Clayton, do hereby certify that the above resolution was adopted at a regular meeting of the Town Board of the Town of Clayton held on August 14, 2024 and it is on file and of record, and that said resolution has not been altered, amended or revoked and it’s in full force and effect.

[SEAL]

Megan Badour, Town Clerk

----- Forwarded message -----

From: **Smith-Gagnon, Jacqueline M (DEC)** <Jacqueline.Smith-Gagnon@dec.ny.gov>
Date: Mon, Aug 12, 2024 at 11:39 AM
Subject: FW: C02763GM - Town of Clayton WQIP
To: support@townofclayton.com <support@townofclayton.com>
Cc: rjc@fourthcoast.com <rjc@fourthcoast.com>, Nichole Jobson <nlj@fourthcoast.com>

Dear Tim Doney,

Please see the below email. Our apologies for not originally sending it to you.

Jackie

Jacqueline Smith-Gagnon, P.E.
Environmental Engineer, Division of Water

New York State Department of Environmental Conservation
317 Washington Street, Watertown, NY 13601
P: (315) 785-2403 | F: (315) 785-2422 | jacqueline.smith-gagnon@dec.ny.gov
www.dec.ny.gov |  |  | 

From: Gottwick, Constanze (DEC) <Constanze.Gottwick@dec.ny.gov>
Sent: Thursday, August 8, 2024 12:20 PM
To: lpeterson@townofclayton.com
Cc: Smith-Gagnon, Jacqueline M (DEC) <Jacqueline.Smith-Gagnon@dec.ny.gov>
Subject: C02763GM - Town of Clayton WQIP

Dear Lance,

Congratulations on receiving a grant award from DEC’s Water Quality Improvement Project (WQIP). Your grant award of **\$ 842,485** is for the Town of Clayton, Hamlet of DePauville Wastewater Treatment Facility Disinfection and is assigned contract number **C02763GM**. Please use this contract number in all future correspondence. DEC has all the information you will need to move forward with your grant on the NYS DEC web site at [NYS DEC Water Quality Improvement Program Information](#).

To access your grant, you must enter into a state assistance contract with DEC which is administered via the Statewide Financial System (SFS). All grant recipients should visit the [NYS Grants Management Applicant Resources webpage](#) and become familiar with [SFS Handbook](#). I am your point of contact and look forward to working with you to get this contract in place. My contact information is at the end of this email.

To execute your grant, DEC requires the following insurance, workplan and budget information which must be completed and attached to your contract in SFS. You are also required to enter the required budget and workplan details in SFS.

Insurance forms

Workers Compensation Benefits - Worker's Compensation coverage must be provided for work to be performed in New York State. Grant recipients must provide and maintain full New York State coverage during the life of this contract for the benefit of such employees as are required to be covered by the New York State Worker's Compensation Law. Evidence of Worker's Compensation and Employers Liability coverage must be provided on one of the following forms specified by the Chairman of the New York State Worker's Compensation Board:

Table of the Worker's Compensation Forms	
Form #	Form Title
C-105.2	Certificate of Worker's Compensation Insurance
U-26.3	State Insurance Fund Version of the C-105.2 form
SI-12/GSI-105.2	Certificate of Worker's Compensation Self-Insurance
CE-200	Certificate of Attestation of Exemption (no employees)

All of the above referenced forms (except CE-200 and SI-12) must name: **The NYS Department of Environmental Conservation, 625 Broadway, Albany, NY 12233-3500** as the Entity Requesting Proof of Coverage (Entity being listed as the Certificate Holder).

Please note that ACORD forms are **NOT** acceptable proof of New York State Workers' Compensation Insurance coverage.

Disability Benefits - Disability Benefits coverage must be provided for work to be performed in New York State. Grant recipients must provide and maintain full New York State coverage during the life of this contract for the benefit of such employees as are required to be covered by the New York State Disability Benefits Law. Any waiver of this requirement must be approved by DEC and will only be granted in unique or unusual circumstances. Evidence of Disability Benefits coverage must be provided on one of the following forms specified by the Chairman of the New York State Worker's Compensation Board:

Table of Disability Benefit Forms	
Form #	Form Title
DB-120.1	Certificate of Disability Benefit Insurance
DB-155	Certificate of Disability Benefit Self-Insurance
CE-200	Certificate of Attestation of Exemption (no employees)

Commercial General Liability Insurance – Provide a General Liability Certificate of Insurance listing “The State of New York and the NYS Department of Environmental Conservation, 625 Broadway, Albany, NY 12233-3500” as additional insured and Certificate Holder. The Description of Operations Box must reference “All work relative to Contract **C02763GM**. The State of New York and the NYS Department of Environmental Conservation, 625 Broadway, Albany, NY 12233-3500 are listed as additional insured.”

Commercial General Liability Additional Insured Endorsement – Provide an Additional Insured Endorsement (a document separate and apart from the Certificate of Insurance bearing the language necessary to record a change in an insurance policy) naming “The State of New York and the NYS Department of Environmental Conservation, 625 Broadway, Albany, NY 12233-3500 as additional insured. The policy #s must be typewritten on the endorsements.

Commercial General Liability Notice of Cancellation Endorsement – Provide a 30-Day Notice of Cancellation Endorsement (a document separate and apart from the Certificate of Insurance bearing the language necessary to record a change in an insurance policy) providing “The State of New York and the NYS Department of Environmental Conservation, 625 Broadway, Albany, NY 12233-3500” with a minimum of 30-day notice of cancellation. The policy #s must be typewritten on the endorsements.

Should you require any assistance with fulfilling insurance requirements, please contact the Department's Bureau of Contract and Grant Development by phone at 518-402-9247. The Bureau can assist you by further explaining the insurance requirements, providing example ACORD and endorsement forms, or contacting your insurance company directly. Please include the contract number in the subject line of all correspondence.

Workplan and Budget

The work plan and budget worksheets below should first be drafted offline (not in SFS) in coordination with DEC staff. Applicants should then use the completed forms to help enter the project work plan and budget information into SFS. Linked below is guidance about preparing a project workplan and budget, both of which should be consistent with your original grant application as well as links to blank budget and work plan templates:

[Budget Worksheet Tutorial](#)

[Attachment B-1-Expenditure Based Budget \(PDF\)](#)

[Attachment C - Work Plan \(PDF\)](#)

Completing the budget and work plan and using them as companion work sheets will help you enter information into SFS. Since the workplan and budget will need approval, please communicate with the DEC Regional Project Manager assigned to your project as you develop these documents. The Regional Project Manager is copied on this email. I have also included their contact information below.

Vendor Responsibility Questionnaires

DEC requires a [Vendor Responsibility Questionnaire \(PDF\)](#) for both construction and non-construction sub-contracting entities and for all not-for-profit grant recipients. The sub-contractor must submit the appropriate questionnaire, either construction or non-construction, to the grant recipient for each sub-contract that equals or exceeds \$100,000. Sub-contractors/vendors and all not-for-profit grant recipients should be registered in the New York State VendRep System. The grant recipient then must upload each original signed and notarized questionnaire. **We prefer vendors file the required Vendor Responsibility Questionnaire online via the New York State VendRep System.** If the sub-contractor completes the questionnaire online, the grant recipient shall provide a copy of the system certification to DEC. Additional information is available on the [NYS Office of the State Comptroller's VendRep webpage](#)

MWBE Reporting

[Minority and Women-Owned Business Enterprises/ Equal Employment Opportunity Program Requirements](#) - This page provides instructions and forms for reporting compliance with the M/WBE program. An M/WBE-EEO [Staffing Plan \(PDF\)](#) and [Policy Statement \(PDF\)](#) must be completed and uploaded to the Grants Management System prior to contract execution. An MWBE Utilization Plan is required to be submitted prior to contract execution. To submit an MWBE Utilization Plan, log in to [NYSCS](#). For further guidance, refer to the attached Utilization Plan manual. Contact MWBE@dec.ny.gov if the plan is not visible on the dashboard.

Please remember: There is a 30% goal on all WQIP grant contract awards unless otherwise determined. It is crucial to emphasize that adherence to NYS Executive Law Article 15-A mandates MWBE compliance through the demonstration of thorough Good Faith Efforts (GFE). Simply advertising in the NYS Contractor Reporter will not suffice. Grantees and contractors must actively engage and solicit MWBEs and SDVOBs for subcontracting opportunities within the grant contract budget to ensure compliance. Please feel free to use the attached Good Faith Efforts Guide and MWBE Solicitation Log to track GFE.

For assistance in ensuring compliance with GFE or creating an MWBE vendor list for solicitation, please contact MWBE@dec.ny.gov. This is highly recommended.

SDVOB Reporting

Contractors with a SDVOB subcontracting goal established within their contract must make good-faith efforts to subcontract SDVOBs for the percentage of the contract outlined in the SDVOB section of the contract. Contractors must complete and upload the [SDVOB Utilization Plan](#) in SFS prior to the contract execution. SDVOB-101 Quarterly Compliance forms will be submitted to sdvob@dec.ny.gov on the 10th of the month following each quarter.

Please remember: There is a 6% goal on all WQIP grant contract awards unless otherwise determined. It is crucial to emphasize that adherence to NYS Veteran Services' Law, Article 3 mandates SDVOB compliance through the demonstration of thorough Good Faith Efforts (GFE). Simply advertising in the NYS Contractor Reporter will not suffice. Grantees and contractors must actively engage and solicit MWBEs and SDVOBs for subcontracting opportunities within the grant contract budget to ensure compliance. Please reach out to SDVOB@DEC.NY.GOV with any questions.

Please complete these items within 90 days of the date of this email. DEC reserves the right to withdraw a grant award if a grant recipient does not complete these items by the deadline.

If you have administrative, financial or contract process related questions please contact me at constanze.gottwick@dec.ny.gov or 518-402-9160. If you have technical questions about the workplan please contact your DEC Regional Project Manager Kristen Martinez or 518-402-8099.

If you are not the appropriate contact for this grant, or other people should be included (such as a person with day-to-day knowledge of the project), please let me know and I will update any future correspondence.

Thank you and I look forward to working with you.

Constanze Gottwick

Project Manager 2, Fiscal Planning and Management
Bureau of Water Assessment and Management

New York State Department of Environmental Conservation

4th Floor, 625 Broadway, Albany, NY 12233-3502

P: (518) 402 9160 | constanze.gottwick@dec.ny.gov

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Department of
Environmental
Conservation

