

**Canandaigua Town Board
Meeting Agenda
May 24, 2017
5:00pm**

- Call To Order and Pledge of Allegiance
 - Pledge led by Greg Westbrook, Town Supervisor
- Roll Call
 - Town Clerk Confirmation meeting was properly advertised
- Privilege of the Floor
- Public Hearings

Continued Public Hearings: None

New Public Hearings: None

- Privilege of the Floor
- Resolutions

Continued Resolutions: None

New Resolutions:

RESOLUTION NO. 2017 – 202: RATIFICATION OF THE PURCHASE OF 5450 STATE ROUTE 5 & 20 WEST, TAX MAP NO. 83.00-1-21.000, AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE DOCUMENTS RELATIVE TO PURCHASE

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) wishes to purchase the property at 5450 Route 5 & 20 West, Tax Map # 83.00-1-21.000 adjacent to the current Town of Canandaigua property; and

WHEREAS, the above described property was foreclosed upon by Ontario County for non-payment of taxes; and

WHEREAS, the Town Manager on behalf of the Town of Canandaigua was the high bidder of \$ 32,000 at the Ontario County Tax Foreclosure Public Auction on May 17, 2017 as described in Attachment 1 ; and

NOW THEREFORE BE IT RESOLVED, the Town Board ratifies the purchase of 5450 State Route 5 & 20 West, Tax Map # 83.00-1-21.000; and

BE IT FURTHER RESOLVED, the Town Board authorizes the Town Manager to execute any and all documents relative to the purchase of the aforementioned property in an amount not to exceed \$ 35,000 with recording fees; and

BE IT FINALLY RESOLVED, the Town Board authorizes expenditures relative to this purchase in an amount not to exceed \$ 35,000 from A.1940.200 and authorizes the Bookkeeper to transfer an amount not to exceed \$ 35,000 from unassigned fund balance to A.1940.200 for the purchase of 5450 Route 5 & 20 West.

RESOLUTION NO. 2017 – 203: APPOINTMENT OF PART-TIME CLERK TO BE ASSIGNED TO THE TOWN COURT

WHEREAS, Justices Walter Jones and David Prull have requested the appointment of a part-time clerk to be assigned to the Town Court on a temporary bases during the transition of court clerks; and

WHEREAS, Ms. Woolley will be retiring in June 2017 and has offered to assist in training a replacement; and

WHEREAS, Justices Jones and Prull have requested the appointment of a part-time clerk on a temporary bases to be assigned to the Town Court in order to provide overlap during the training period of less than one month; and

WHEREAS, the open position was advertised in the Daily Messenger and posted on the Town’s website and mailchimp program; and

WHEREAS, the Justices received applications and/or resumes from 10 interested candidates and after conducting interviews with 3 candidates are recommending _____ be appointed as Clerk, part-time to be assigned to the Town Court; and

WHEREAS, it is the intent to appoint the Clerk, part-time to the position of Clerk to Town Justice once the position has been certified as vacant; and

NOW THEREFORE BE IT RESOLVED, that the Canandaigua Town Board herby approves the hiring of _____ at a rate of \$ _____ / hour to be charged to the 2017 Adopted Budget Line A.1110.140, and the number of hours worked will be managed so that the expense does not exceed the approved budgeted amount; and

BE IT FINALLY RESOLVED, the Town Manager is authorized to execute any and all documents relative to this appointment.

RESOLUTION NO. 2017 – 204: AUTHORIZATION FOR TOWN SUPERVISOR AND TOWN BOARD MEMBER TO EXECUTE LETTER TO BONADIO & CO., LLP FOR PERFORMANCE OF ANNUAL AUDIT OF TOWN OF CANANDAIGUA RECORDS

WHEREAS, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) has authorized Bonadio & Co., LLP to conduct an audit of the financial statements of the Town of Canandaigua for the calendar year 2016; and

WHEREAS, Bonadio & Co., LLP has requested a representation letter from the Town of Canandaigua as described in further detail in Attachment 2; and

NOW THEREFORE BE IT RESOLVED, the Town Board authorizes the Town Supervisor and one Town Board member to execute the representation letter to Bonadio & Co., LLP as part of the overall report presented by Bonadio & Co.,LLP to the Town Board on May 24, 2017.

RESOLUTION NO. 2017 - 205: ACCEPTANCE OF THE PROPOSAL FROM M/E ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE TOWN HALL HVAC SYSTEM AND AUTHORIZING THE TOWN MANAGER TO EXECUTE AGREEMENT

WHEREAS, the Town of Canandaigua Town Hall has an outdated, over twenty year old, inefficient HVAC system that has had repeated failures, costing the Town money in the form of

maintenance and repairs as well as lost hours worked due to the forced closure of the Town Hall on multiple occasions; and

WHEREAS, there have been extensive conversations relating to the replacement of the HVAC system including the need to better understand previous bids for replacement at meetings of the Town Board in December 2016, January, February, and March 2017; and

WHEREAS, previous bids submitted to the Town of Canandaigua ranged in price from fifty thousand to one hundred thousand dollars for the proposed HVAC system providing no real continuity between proposals; and

WHEREAS, in an effort to better understand the basic HVAC needs of the space, the Town Manager has contacted numerous educational institutions with HVAC programs to receive guidance on how to best consider the best solution for the Town Hall HVAC needs; and

WHEREAS, those groups have recommended the Town of Canandaigua utilize the services of a mechanical electrical engineer to design a system that will meet the needs of the Town of Canandaigua Town Hall; and

WHEREAS, the Town of Canandaigua Town Engineer has also recommended the Town of Canandaigua utilize M/E Engineering to design an HVAC system that is appropriate for the upper floor of the Town of Canandaigua Town Hall; and

WHEREAS, the original proposal from M/E Engineering of \$19,900 for services including design, construction, and bidding were reduced to \$ 8,000 following meetings with the Highway Superintendent, Town Manager, and Town Engineer to a more manageable number after understanding internal capabilities in terms of systems and staff; and

WHEREAS, the Town of Canandaigua Highway Superintendent and Town Manager are recommending the Town Board authorize the hiring of M/E Engineering to design an HVAC system that will adequately address the needs of the Town Hall; and

WHEREAS, M/E Engineering provided a proposal for engineering services for the Town Hall HVAC system for \$ 8,000.00 and this proposal is attached here and labeled as Attachment 3; and

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Canandaigua accepts the proposal from M/E Engineering for engineering services for preparation of floor plan background, schematic phase, and design development of the Town Hall HVAC system for the upstairs portion of the building; and

BE IT FURTHER RESOLVED, this action supersedes Resolution # 2017 – 42 “Budget Transfer and Authorization for Emergency Repair/Replacement of the Town Hall HVAC system”; and

BE IT FURTHER RESOLVED, this action supersedes Resolution # 2017 – 86 “Authorization of Town Engineer to Conduct Analysis of Town Hall HVAC system”; and

BE IT FURTHER RESOLVED, the Town Board authorizes the Bookkeeper to reduce contingency funds account A.1990.400 in an amount of \$ 8,000 and transfer \$ 8,000 to account A.1620.400 buildings contractual; and

BE IT FINALLY RESOLVED, the Town Board authorizes the Town Manager to execute any and all necessary documentation for the purpose of executing a contract with said firm for an amount not to exceed \$ 8,000.00 to be paid from account A.1620.400.

RESOLUTION NO. 2017 – 206: AUTHORIZATION FOR TOWN SUPERVISOR OR TOWN MANAGER TO EXECUTE ALL DOCUMENTS, APPLICATIONS, AND PERMITS RELATIVE TO COUNTY ROAD 30 – WATER QUALITY IMPROVEMENT AREA - SUCKER BROOK

WHEREAS, the Town Board of the Town of Canandaigua has been working closely with the City of Canandaigua and the Canandaigua Lake Watershed Council on water quality improvement projects along Sucker Brook; and

WHEREAS, the Town Board has previously approved Resolution No. 2017-58, authorizing the Town Supervisor to sign documents relative to land acquisition on County Road 30 and the Town Board's intent to declare lead agency in terms of State Environmental Quality Review (SEQR) in terms of the water quality improvement project; and

WHEREAS, the Town Board has previously approved Resolution No. 2017-59, authorizing the Town Supervisor to execute an engineering proposal for the County Road 30 water quality improvement project; and

WHEREAS, the Town of Canandaigua is now required to submit permit applications to the New York State Department of Environmental Conservation (DEC) and the U.S. Army Corps of Engineers; and

NOW THEREFORE BE IT RESOLVED, the Town Board of the Town of Canandaigua hereby authorizes the Town Supervisor and/or the Town Manager to execute any and all documents relative to the County Road 30 Water Quality Improvement Project for permit applications, and environmental review by the DEC or the U.S. Army Corps of Engineers.

RESOLUTION NO. 2017 – 207: SETTING PUBLIC HEARING FOR PROPOSED WATER EXTENSION # 42, CANANDAIGUA CONSOLIDATED WATER DISTRICT

WHEREAS, the Town Board of the Town of Canandaigua, ("Board"), Ontario County, New York in relation to the establishment of a proposed water district extension to be known as the "Water Extension #42 to the Canandaigua Consolidated Water District", ("Extension"), pursuant to article 12 of the Town Law, has received a petition purporting to be executed by more than fifty-percent (50%) of all owners of taxable real property within the proposed Extension and executed by more than fifty-percent (50%) of all resident owners of taxable real property within the proposed Extension, a copy of which petition is on file in the Town Clerk's Office, and

WHEREAS, the Town Board has appropriated money from the General Funds of said Town to compensate the Town Engineer for preparation of a report, plan and map outlining the Extension, and

WHEREAS, said map, plan and report, including an estimate of cost, were duly prepared by MRB Group, P.C., engineers duly licensed under the laws of the State of New York, and

WHEREAS, said map, plan and report has been filed in the Office of the Town Clerk of the Town of Canandaigua where the same is available for inspection during regular business hours, and

WHEREAS, the Extension shall be bounded and described as set forth in the map, plan and report, and

WHEREAS, the improvements proposed for the Extension are extending an existing water main located on Rossier Road beginning approximately 500 feet west of the intersection with NYS Route 21, heading west a distance of approximately 2,400 linear feet to the intersection of Woolhouse Road, thence extending south along Woolhouse Road a distance of approximately 3,400 feet to an existing connection, and consisting of the installation of an 8-inch water main, valves, hydrants, and appurtenances, and

WHEREAS, the maximum amount proposed to be expended for said improvements is **\$258,545.00** shall be a capital contribution from the Canandaigua Consolidated Water District in the amount of \$60,000.00, with the balance of \$198,545.00 being financed by the issuance of serial bonds of the Town of Canandaigua maturing in annual installments over a period not exceeding 30 years, such bonds to be payable from the assessment levied upon all the taxable real property in the extension, assessed upon all the taxable real property within the Extension at the same time and in the same manner as other Town Charges, in an amount sufficient to pay the principle and interest on said bonds as the same become due, but if not paid by such source, all the taxable real property in the Town of Canandaigua shall be subject to the levy of ad valorem taxes without limitation as to the rate or amount sufficient to pay the principle and interest on said bonds as the same shall become due, and

WHEREAS, the establishment of said Extension as proposed has been determined to be an Unlisted Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, and the Board will consider and determine, pursuant to SEQRA, if the proposed action will result in any significant environmental impacts as part of its review of the proposed action, and

WHEREAS, the estimated cost of hookup fees to the typical property in the Extension is **\$925.00** and the estimated cost of hookup fees to the typical one or two family home in the Extension is **\$925.00**, and

WHEREAS, the annual estimated cost of the Extension to the typical property therein is **\$1,303.15** for operation, maintenance and other charges and expenses to be paid, and the annual estimated cost of the Extension to the typical one or two family home therein is **\$1,303.15** for operation, maintenance, and other charges and expenses to be paid, and

WHEREAS, an explanation of the manner by which were computed said estimated costs of hookup fees and annual cost to the typical property and the typical one or two family home in said Extension has been duly filed in the Office of the Town Clerk where the same is available during regular office hours for examination by any person interested in the subject matter thereof, and

WHEREAS, the Extension will require the approval of the New York State Comptroller prior to construction of the improvements as the annual estimated charge of the Extension, under either financing proposal, exceeds the maximum average annual cost allowance established by the New York State Department of Audit and Control, and

WHEREAS, the Board intends to call a public hearing upon the proposed Extension pursuant to Town Law,

NOW THEREFORE BE IT RESOLVED, the Town Board establishes a public hearing to be held at the Canandaigua Town Hall, 5440 Route 5 & 20 West, Canandaigua, New York, on June 19, 2017 at 6:00, P.M. for the purpose of holding a public hearing to consider the establishment of the proposed extension in said Town as described in the preambles hereof, and to consider the map, plan and report, including the estimate of cost filed in relation thereto, and to hear all persons interested in the subject matter thereof concerning the same, and for such other action

on the part of said Board as may be required by law or shall be proper under the circumstances; and

BE IT FURTHER RESOLVED, the Town Clerk of the Town of Canandaigua is hereby authorized and directed to cause a copy of this order to be published once in the official newspaper of the Town of Canandaigua, the first publication thereof to be not less than 10 nor more than 20 days before the day set herein for the hearing as aforesaid, and said Town Clerk shall also cause a copy thereof to be posted on the signboard of the Town maintained pursuant to subdivision 6 of section 30 of the Town Law not less than 10 nor more than 20 days before the day set for the hearing as aforesaid.

RESOLUTION NO. 2017 - 208: SETTING A PUBLIC HEARING ON THE 202-B CONTRIBUTION FOR WATER DISTRICT #42, CANANDAIGUA CONSOLIDATED WATER DISTRICT

WHEREAS, previously hereto a map, plan and report for the proposed Water Extension #42 to the Canandaigua Consolidated Water District was prepared by MRB Group, P.C., in such manner and in such detail as required by the Town Board of the Town of Canandaigua relating to the extension of the District, (the "Extension"); and

WHEREAS, such map, plan and report have been filed in the offices of the Town Clerk of the Town of Canandaigua, where the same is available during regular office hours for examination by any persons interested in the subject matter thereof; and

WHEREAS, the establishment of the proposed Extension and the improvements therein have been determined to be an Unlisted Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, implementation which as proposed, the Town Board has determined will not result in any significant environmental effect; and

WHEREAS, the Extension, if approved, will benefit the Canandaigua Consolidated Water District; and

WHEREAS, the Canandaigua Consolidated Water District has determined that the Extension will be an increase and improvement to the District and benefit all the residents within the District and has determined to contribute the sum of \$60,000.00 to the Extension, if and when approved, for improvements which consist of construction and maintenance of distribution mains, with associated appurtenances, machinery, apparatus, incidental improvements and expenses; and

WHEREAS, the maximum amount to be expended for the Extension is \$258,545.00, of which \$198,545.00 is to be financed by the property within the boundaries of the Extension, and of which \$60,000.00 is to be contributed by the Canandaigua Consolidated Water District pursuant to the Town Law of the State of New York; and

NOW THEREFORE BE IT RESOLVED, the Town Board establishes a public hearing to be held at the Canandaigua Town Hall, 5440 Route 5 & 20 West, Canandaigua, New York, on June 19, 2017 at 6:00 PM, for the purpose of holding a public hearing to consider the capital contribution of \$60,000.00 to the establishment of the extension in said Town as described in the preambles hereof, and to hear all persons interested in the subject matter thereof concerning the same, and for such other action on the part of said Town Board as may be required by law or shall be proper under the circumstances; and

BE IT FURTHER RESOLVED, the Town Clerk of the Town of Canandaigua is hereby authorized and directed to cause a copy of this order to be published once in the official newspaper of the Town of Canandaigua, the first publication thereof to be not less than 10 nor more than 20 days before the day set herein for the hearing as aforesaid, and said Town Clerk shall also cause a copy thereof to be posted on the signboard of the Town maintained pursuant to subdivision 6 of section 30 of the Town Law not less than 10 nor more than 20 days before the day set for the hearing as aforesaid.

RESOLUTION NO. 2017 - 209: AWARDING OF LOWEST RESPONSIBLE BID FOR HIGHWAY FACILITY IMPROVEMENT PROJECT

WHEREAS, the Town Board of the Town of Canandaigua (hereinafter referred to as Town Board) has determined there is a need to construct a new highway facility; and

WHEREAS, the Public Works Committee has recommended the construction of an approximately 41,000 square feet facility and has held regular public meetings including with the Town Board through 2014, 2015, 2016, and to date in 2017; and

WHEREAS, the Town Board previously held public meetings regarding the release of bids for the proposed project on April 21, 2017 and April 26, 2017; and

WHEREAS, the Town Board authorized by Resolution No. 2017- 170, the advertising for the receipt of sealed bids associated with the project; and

WHEREAS, the Town Board authorized by Resolution No. 2017-172 the release of bid documents for the receipt of sealed bids for general construction, plumbing, HVAC, and electrical; and

WHEREAS, the request for proposals for receipt of bids associated with the project was released on April 26, 2017; and

WHEREAS, the bids were required to be returned to the Town of Canandaigua Town Clerk by 2:00pm on May 18, 2017; and

WHEREAS, all bids were open and read aloud at 2:00pm on May 18, 2017 with the Public Works Committee, Town Engineer, and Town Clerk overseeing described as Attachment 4; and

WHEREAS, the Town Engineer has reviewed all bid materials as specified and bid tabs were checked and follow-up on respective references was completed by the Town Engineer; and

NOW THEREFORE BE IT RESOLVED, the Town Board awards the following contracts to the identified contractors for expenditures and alternates not to exceed the amount listed:

General Contractor: Contractor _____ Amount: _____

Plumbing Contractor: Contractor _____ Amount: _____

Mechanical (HVAC) Contractor: Contractor _____ Amount: _____

Electrical Contractor: Contractor _____ Amount: _____

BE IT FURTHER RESOLVED, the Town Board awards these contracts with the understanding that all bonds and insurance are acceptable and in conformance with the contract documents; and

BE IT FINALLY RESOLVED, the Town Supervisor is hereby authorized to sign the Notice of Award and all other appropriate documents (Agreement and Notice to Proceed) for all contracts.

- Payment of the Bills
 - Abstract Claim Fund Totals presented by Town Clerk
 - Voucher Summary Report for Town Board signatures
 - (By signing, Town Board members represent they have reviewed the purchases for compliance with the Town's approved policies & approve of the prepared Voucher Summary Report and the attached invoices)

Abstract dated 5/18/2017 totaling \$38,893.42
General fund \$38,754.33
Water fund \$139.09

- Privilege of the Floor
- Other Business
- Privilege of the Floor
- Executive Session, as requested
- Adjournment

ATTACHMENT 1

Town Canandaigua

Auctions International
11167 Big Tree Rd
East Aurora, NY 14052
(716) 656-1400

Auction Lot #: 5

Winning Bid #: 81

Ontario County Auction Receipt

I have purchased on this date, 05/17/17 at public auction from Auctions International the agent for Ontario County, New York, real property known as:

Address: 5450 Route 5 & 20 Parcel #: 58
Description: Single Family Res 83.00-1-21.000

Purchase price bid \$ 32,000.00
Buyers Premium + 1920.00
Current taxes due + 790.54
Total due = 34,710.54


Deposit amount - 7,700.00 cash cert/guar funds check
Remainder due \$ 27,010.54

BUYER: Town of Canandaigua & **Tele:** 585-394-1120
ADDRESS: 5440 Route 5 & 20 West **Tele:** _____
ADDRESS: Canandaigua, NY **Zip:** 14424

Specific to the above property for which I am **HIGH BIDDER**, I do hereby certify and acknowledge that as Bidder, I

1. accept all auction Terms & Conditions, as itemized in the bid package, whether stated orally or in writing.
2. accept that all auction Terms & Conditions will be strictly enforced without exception.
3. have sufficient funds to meet the deposit requirements as established by the Terms & Conditions of sale.
4. understand that my signature to this required document is legally binding.

Received by
For Ontario County Treasurer


Buyer's Signature *Town Manager*

MEMORANDUM TO BIDDERS CONCERNING THE CLOSING PROCESS

1. The property transfer and closing process will be handled by the Ontario County Attorney's Office.
2. The following steps are involved:

A. On or before 1:00 p.m., Friday, June 2, 2017, deliver the balance of the purchase price, if any, to the Ontario County Treasurer's Office. **Payment of the balance must be in cash, or in the form of a bank or certified check, or money order**, payable to the Ontario County Treasurer.

B. RECORDING FEES:

- The Recording Fee of (\$180.00) (\$305.00) must be delivered to the Ontario County Attorney's Office on or before June 2, 2017.
- Checks must be made payable to "Ontario County Clerk".
- When signed this memorandum acknowledges receipt of the recording fees.

o Paid May 17, 2017 - \$ will pay after Town Bd mtg

C. DEED: A deed will be recorded to transfer the property to you. You must tell us the name or names to put on the deed:

Name(s): Town of Canandaigua

Address: 5440 Rte 5 + 20 West
Canandaigua NY 14424

Telephone No: 314-1120 x 2234

Social Security Number(s): _____

or Federal I.D. Number: * _____

Doug Finch

***NOTE:** We need a social security number for each name on the deed.

D. TRANSFER REPORT FORMS: You will need to sign two Transfer Report Forms before we can record your deed. If you do not sign them immediately after the auction, they will be available at the County Attorney's Office.

3. If we have the payment in full, the executed Transfer Reports, and the information requested above, we will be able to record the transfer documents and complete the closing process on June 2, 2017 or within a short time thereafter.
4. If you have questions about this process, please call Arthur James or Nanci Dunn at 585-396-4411.

LOT	<u>5</u>
PARCEL	<u>58</u>

ATTACHMENT 2

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, NY 14424
(585) 394-1120
Fax: (585) 394-9476
www.townofcanandaigua.org

Established 1789

May 12, 2017

Bonadio & Co., LLP
171 Sully's Trail
Pittsford, New York, 14534

This representation letter is provided in connection with your audit of the financial statements of the Town of Canandaigua, New York (the Town), which comprise the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information as of December 31, 2016, and the respective changes in financial position for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated August 23, 2016, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
- 8) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims or assessments.
- 9) Guarantees, whether written or oral, under which the Town is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

10) We have provided you with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
- b) Additional information that you have requested from us for the purpose of the audit.
- c) Unrestricted access to persons within the Town from whom you determined it necessary to obtain audit evidence.
- d) Minutes of the meetings of the Town Board or summaries of actions of recent meetings for which minutes have not yet been prepared.

11) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

12) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

13) We have no knowledge of any fraud or suspected fraud that affects the Town and involves:

- Management,
- Employees who have significant roles in internal control, or
- Others where the fraud could have a material effect on the financial statements.

14) We have no knowledge of any allegations of fraud or suspected fraud affecting the Town's financial statements communicated by employees, former employees, regulators, or others.

15) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

16) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.

- 17) We have disclosed to you the identity of the Town's related parties and all the related party relationships and transactions of which we are aware.

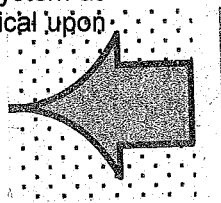
Government—specific

- 18) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 19) We have a process to track the status of audit findings and recommendations.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The Town has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- 25) We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The Town has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The Town has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.

- 31) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.
- 32) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 33) Components of net position (net investment in capital assets; restricted; and unrestricted) , and components of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 34) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 35) Provisions for uncollectible receivables have been properly identified and recorded.
- 36) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 37) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 38) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 39) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 40) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
- 41) Tax abatement agreements have been properly disclosed in the notes to the financial statements.
- 42) We have appropriately disclosed the Town's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 43) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 44) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 45) With respect to the combining non-major fund financial statements (supplementary information):
 - a) We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

b) If the supplementary information is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

46) We understand that as an issuer of municipal securities we are required to make our financial statements widely available to the public. This can be accomplished through posting on my website or dissemination to all known users. In the event that we have outstanding debt, we understand that posting these completed statements to municipal securities rulemaking board's electronic municipal market access (EMMA) system as a necessary element of making this widely available and should be accomplished as soon as practical upon receipt of the issued financial statements.



Very truly yours,

TOWN OF CANANDAIGUA, NEW YORK

Town Supervisor

Board Member

ATTACHMENT 3



May 12, 2017

CANANDAIGUA TOWN HALL
M/E Reference P170092
Revision No. 1

TOWN OF CANANDAIGUA
5440 Route 5 & 20 West
Canandaigua, NY 14424

Attention: Mr. James Fletcher

Dear Mr. Fletcher:

M/E Engineering, P.C. is pleased to submit this proposal to provide engineering services as described below. This proposal has been revised from the original dated March 14, 2017 to only address the upper floor of the building, and to limit services to the Schematic and Design Development Phases as discussed in our May 2nd teleconference. We have also included time for preparation of the required drawing floor plan background, which will be based on scanned floor plan emailed to us on May 8, 2017.

GENERAL

Professional services will consist of HVAC and electrical engineering design for the proposed upgrades to the Canandaigua Town Hall HVAC system.

This proposal is based on the assumption that the existing HVAC system/equipment serving the upper floor will be removed and replaced with new. We are proposing that we provide a schematic phase design, within which we would evaluate the existing HVAC system components and, if applicable, make recommendations with regard to possible reuse of existing components. Once decisions have been made based on the schematic design, we would progress into the Design Development Phase, with very limited Construction Phase services as described below.

SCOPE OF WORK

M/E Engineering, P.C. proposes to provide professional design services as follows:

A. BASIC SERVICES

1. Schematic Design Phase:

- a. Site visit to review field conditions.
- b. Schematic design, including:
 - 1) Descriptions of proposed HVAC and electrical systems.
 - 2) Narrative of applicable codes and design parameters.
 - 3) Outline specifications.
- c. One (1) schematic review meeting with the Owner.

2. Design Development Phase:
 - a. Site visit to review field conditions.
 - b. HVAC and electrical plans and technical specifications for bidding at a "Design Development" level as discussed. This will allow all bidders to provide bids on similar designs.
 - c. Documents will be formatted on a single mechanical construction contract.
3. Bidding Negotiations:
 - a. Not included.
4. Construction Phase Services:
 - a. Shop Drawing Review – Review of shop drawings for HVAC and electrical trades.
 - b. Field Visits During Construction – Not included.
 - c. Attendance at Job Meetings – Not included.
 - d. Clarifications and Interpretations of Field Orders or RFI's – Not included.
 - e. Site Observation List – Not included.
 - f. Record Drawings – CAD input of Contractor ('s') Certified "As-Built" information to the original project files. M/E Engineering, P.C. cannot verify or certify "as-built" conditions.

B. ADDITIONAL SERVICES

The following services are not provided as part of the Basic Services outlined above. Should any of the below services be required, M/E will furnish a fee proposal upon Client request:

1. Construction Document Phase services beyond design development phase as described above.
2. Construction Phase services beyond those specifically described above.
3. Life Cycle Cost Analysis for systems alternatives.
4. Commissioning Design Services.
5. Engineer's Opinion of Probable Construction Cost.
6. Expanded construction phase services that include on-site project field representative services and/or visits to the project in addition to those included in Basic Services.
7. Verification of Energy Conservation Construction Code of New York State compliance using the Department of Energy ComCheck - Plus™ Software.
8. Pre-Test and balance of existing air and water systems.

9. Field investigation involving opening of electrical equipment. If it is determined that such investigation is required for this project, we can provide a proposal from a qualified electrician to obtain the necessary information.
10. Detailed controls system installation verifications and post-construction system operations review.

SERVICES NOT INCLUDED

- A. Hazardous materials (i.e. asbestos, lead, etc.) consultation, identification of hazardous materials in the project area, or design of hazardous materials abatement.
- B. Commissioning of systems and equipment, i.e., commissioning agent/authority responsibilities.
- C. Preparation of specification boilerplate.
- D. Reproduction and distribution of contract documents.

OWNER-FURNISHED SERVICES

- A. Overall project coordination.
- B. Printing and reproduction of all documents required for progress submissions, review meetings, etc. M/E Engineering will furnish one set of documents to the Owner for these submissions.
- C. Available as-built drawings for existing structures, mechanical and electrical systems.
- D. Drawings, data, quantities, details, and similar information vital to the Engineer's design for the new work.
- E. Proposed new and existing equipment data consisting of complete mechanical and electrical utility requirements and connection information (such as vendor drawings).
- F. Liaison work and application submittals to all local, state, and federal agencies.
- G. Owner part-time staff engineer to assist in overall coordination.

FEE FOR BASIC SERVICES

Our fee for Basic Services will be on an hourly basis as indicated on the attached rate schedule. Our total fee, including reimbursable expenses, will not exceed EIGHT THOUSAND DOLLARS (\$8,000.00) (USD). The following is an approximate breakdown of our fee by phase:

Basic Services	Fee Amount
Preparation of Drawing Floor Plan Background	\$500.00
Schematic Phase	\$3,000.00
Design Development Phase	\$4,500.00
Total	\$8,000.00

Mr. James Fletcher
M/E Reference P170092
May 12, 2017
Revision No. 1
Page 4

REIMBURSABLE EXPENSES

M/E Engineering, P.C. will be reimbursed for project expenses included in the above fee:

- Travel outside of Monroe County (At Cost)

RATE SCHEDULE

We have included our rate schedule for hourly billing rates for the current calendar year. Should the duration of the project extend beyond this calendar year, a revised rate schedule will be provided and M/E will invoice based on those hourly billing rates.

TERMS AND CONDITIONS

Included you will find "M/E Engineering, P.C. Terms and Conditions" which shall apply to this proposal for services.

We appreciate this opportunity to serve you and we look forward to a very successful project. If the preceding is acceptable, please sign the enclosed copy and return it to us.

Sincerely,

M/E ENGINEERING, P.C.



James P. Chatelle, P.E., LEED AP
Principal

JPC:jlb
cc: Mr. Greg Hotaling, P.E. - MRB Group
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ACCEPTED FOR TOWN OF CANANDAIGUA

SIGNATURE _____

DATE _____

PRINT NAME _____

TITLE _____

Mr. James Fletcher
M/E Reference P170092
May 12, 2017
Revision No. 1
Page 5

M/E ENGINEERING, P.C. TERMS & CONDITIONS

Performance of Services:

M/E Engineering, P.C. (M/E) shall perform the services outlined in the attached proposal in consideration of the stated fee and payment terms.

Billings/Payments:

Invoices for M/E services will be submitted on a monthly basis. Invoices are due upon presentation and shall be payable in United States Dollars (USD) within 30 days of the invoice date. If the invoice is not paid within 60 days, M/E may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend the performance of services. Retainers will be credited on the final invoice. Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid 120 days after the invoice date, the Client shall pay M/E all costs of collection, including reasonable attorney's fees.

Access to Site:

Unless otherwise stated, M/E shall have access to the site for activities necessary for the performance of the services. M/E will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage due to site investigations and exploratory work.

Indemnification:

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless M/E, its officers, directors, employees, agents and sub consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, to the extent caused by the Client's negligent acts in connection with the project and the acts of its contractors, subcontractors, consultants or anyone for whom the Client is legally liable. Neither the Client nor M/E shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence, nor will either party be subject to consequential, special, incidental or punitive damages.

Certifications, Guarantees and Warranties:

M/E shall not be required to execute any document that would result in their certifying, guaranteeing or warranting the existence of conditions whose existence of M/E cannot ascertain.

Ownership of Documents:

All reports, drawings, specifications, computer files, field data, notes and other documents and instruments prepared by M/E are instruments of service under this agreement and shall remain the property of M/E, and may not be used by the Client for any other endeavor without the written consent of M/E. M/E shall retain all common law, statutory and other reserved rights, including the copyright thereto.

Dispute Resolution:

Any claims or disputes made during design, construction or post-construction between the Client and M/E shall be submitted to non-binding mediation. Client and M/E agree to include a similar mediation agreement with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

Termination of Services; Suspension of Project:

A party may immediately terminate this agreement and/or cease providing services in the event of a material breach of any term, warranty, condition or covenant by another party which remains uncured for fifteen (15) days after written notice to the defaulting party.

Notwithstanding the above, if the Client fails to make payments to M/E in accordance with this Proposal, such failure shall be considered substantial non-performance and cause for termination or, at M/E's option, cause for suspension of performance of services under this proposal. Prior to suspension or termination of services, M/E shall give three (3) days' written notice to the Client. M/E shall have no liability to the Client or Owner for delay or damage caused because of such suspension or termination of services. In the event of suspension of services, and before resuming services, M/E shall be paid for all sums due prior to suspension and any expenses incurred in the interruption and resumption of M/E's services. M/E's compensation and schedule for remaining services shall be equitably adjusted, as necessary.

Assignment:

Neither Client nor M/E shall transfer, sublet or assign any rights or interest to the proposed services, including, but not limited to monies that are due or monies that may be due, without the prior written consent of the other party, except that M/E can hire subconsultants as is usual and customary in the execution of this agreement.

Changes in Scope and Schedule:

M/E shall not be responsible for additional services resulting from significant changes in the scope, extent, or complexity of any portions of the Project designed or specified by M/E caused by changes in Owner's schedule, Contractor's Schedule, length of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations or Codes enacted subsequent to the Effective Date of this Agreement or are due to any other causes beyond M/E's control.

Entire Agreement:

This Proposal constitutes the entire agreement of the parties concerning the subject matter hereof. No covenants, agreements, representations or warranties of any kind whatsoever have been made by any party to this proposal except as specifically set forth herein. All prior agreements, discussions and negotiations are entirely superseded by this proposal.

M/E Engineering, P.C.

Rate Schedule

for the period

January 1, 2017 through December 31, 2017

<u>CLASSIFICATION</u>	<u>BILLING RATES</u>
Principal	\$250.00
Associate.....	\$200.00
Group Manager	\$170.00
Senior Engineer	\$150.00
Senior Designer	\$145.00
Senior Commissioning Agent.....	\$145.00
Project Engineer/Project Designer.....	\$110.00
Commissioning Agent	\$110.00
Designer	\$85.00
CAD Operator	\$60.00
Word Processor	\$50.00
<u>REIMBURSABLE EXPENSES</u>	
Travel Outside of Monroe County	At Cost

ATTACHMENT 4

Town of Canandaigua
 Highway Garage
 MRB Project #0300.16001
 April 2017

GC Bid Tabulation

Summary of Bids Received
 5/18/17
 2:00 PM

General Construction	Contractor #1	Contractor #2	Contractor #3	Contractor #4	Contractor #5	Contractor #6
	B.I.G	LeFrois	Chrisantha	Taylor	D'Agostino	Bell Mech.
Lump Sum Base Bid:	\$ 2,737,821.00	\$ 3,194,747.00	\$ 3,295,940.00	\$ 3,335,000.00	\$ 3,375,000.00	\$ 3,856,000.00
Allowance:	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Total of Base Bid & Allowance:	\$ 2,757,821.00	\$ 3,214,747.00	\$ 3,315,940.00	\$ 3,355,000.00	\$ 3,395,000.00	\$ 3,876,000.00

Alternate 1 (Add) Cold Storage Bldg Addition & Renovation	\$ 175,832.00	\$ 155,000.00	\$ 194,406.00	\$ 230,000.00	\$ 184,000.00	\$ 202,000.00
Alternate 2 (Add) Eight Additional Clerestory Windows	\$ 20,842.00	\$ 15,400.00	\$ 14,800.00	\$ 27,000.00	\$ 37,000.00	\$ 29,500.00
Alternate 3 (Add) Mezzanine	\$ 83,082.00	\$ 95,000.00	\$ 34,100.00	\$ 54,000.00	\$ 52,000.00	\$ 112,000.00
Alternate 4 (Add) Epoxy Floor Coating	\$ 44,967.00	\$ 11,000.00		\$ 41,000.00	\$ 4,400.00	\$ 80,000.00
Alternate 4 (Add) Snow Guards	\$ 19,525.00	\$ 17,500.00	\$ 38,950.00	\$ 21,000.00	\$ 42,000.00	\$ 34,000.00

Total Base, Allowance, Alternates 1 - 5	\$ 3,102,069.00	\$ 3,508,647.00	\$ 3,598,196.00	\$ 3,728,000.00	\$ 3,714,400.00	\$ 4,333,500.00
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	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No
Addenda Acknowledgment	Yes	Yes	Yes	Yes	Yes	Yes
Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes
Qualifications	Yes	Yes	Yes	Yes	Yes	Yes
Non-Collusion Bidding Certification	Yes	Yes	Yes	Yes	Yes	Yes

Plumbing Construction	Contractor #1	Contractor #2	Contractor #3	Contractor #4	Contractor #5	Contractor #6	Contractor #7
	Thurston Dudek	HMI Mech.	Lloyd Mech.	Landry Mech.	Ferrauilo	Nairy Mech	Unified Mech.
Lump Sum Base Bid:	\$ 433,300.00	\$ 435,000.00	\$ 473,600.00	\$ 475,600.00	\$ 483,600.00	\$ 579,700.00	\$ 631,000.00
Allowance:	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Total of Base Bid & Allowance:	\$ 443,300.00	\$ 445,000.00	\$ 483,600.00	\$ 485,600.00	\$ 493,600.00	\$ 589,700.00	\$ 641,000.00

Alternate 1 (Add) Cold Storage Bldg Addition & Renovation	\$ 15,000.00	\$ 1,000.00	\$ 11,200.00	\$ 25,700.00	\$ 24,700.00	\$ 18,900.00	\$ 62,700.00
Alternate 2 (Add) Fire Suppression System Under Mezzanine	\$ 7,500.00	\$ 8,000.00	\$ 3,400.00	\$ 6,800.00	\$ 4,000.00	\$ 6,400.00	\$ 4,500.00

Total Base, Allowance, Alternates 1 - 5	\$ 465,800.00	\$ 454,000.00	\$ 498,200.00	\$ 518,100.00	\$ 522,300.00	\$ 615,000.00	\$ 708,200.00
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	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No
Addenda Acknowledgment	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Qualifications	Yes	Yes	No	Yes	No	No	Yes
Non-Collusion Bidding Certification	Yes	Yes	No	Yes	No	No	Yes

HVAC Construction	Contractor #1	Contractor #2	Contractor #3	Contractor #4	Contractor #5	Contractor #6	Contractor #7	Contractor #8	Contractor #9	Contractor #10
	HMI Mech.	Lloyd Mech.	Landry Mech.	Amering & Johnston	Bell Mech.	Pipitone	Ferrauilo	Nairy Mech.	King & King	Navalis Comp.
Lump Sum Base Bid:	\$ 480,000.00	\$ 483,000.00	\$ 514,000.00	\$ 518,200.00	\$ 538,000.00	\$ 540,177.00	\$ 546,000.00	\$ 582,700.00	\$ 602,909.00	\$ 639,700.00
Allowance:	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Total of Base Bid & Allowance:	\$ 490,000.00	\$ 493,000.00	\$ 524,000.00	\$ 528,200.00	\$ 548,000.00	\$ 550,177.00	\$ 556,000.00	\$ 592,700.00	\$ 612,909.00	\$ 649,700.00

Alternate 1 (Add) Cold Storage Bldg	\$ -	\$ 5,000.00	\$ 27,000.00	\$ 7,700.00	\$ 5,700.00	\$ 2,550.00	\$ 6,500.00	\$ -	\$ 3,800.00	\$ 4,748.00
Purchase & Install Unit Heater										
Alternate 2 (Add) Overhead	\$ -	\$ 44,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Radiant Heat - OMIT PER ADD. #3										

Total Base, Allowance, Alternates 1 - 5	\$ 490,000.00	\$ 542,000.00	\$ 551,000.00	\$ 535,900.00	\$ 553,700.00	\$ 552,727.00	\$ 562,500.00	\$ 592,700.00	\$ 616,709.00	\$ 654,448.00
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	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No
Addenda Acknowledgment	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes (1-3)
Bid Bond	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Qualifications	Yes	No	Yes	Yes	Yes	Yes	No	No	Yes	Yes
Non-Collusion Bidding Certification	Yes	No	Yes	Yes	Yes	Yes	No	No	Yes	Yes

Town of Canandaigua
 Highway Garage
 MRB Project #0300.16001
 April 2017

EC Bid Tabulation

Summary of Bids Received
 5/18/17
 2:00 PM

HVAC Construction	Contractor #1	Contractor #2	Contractor #3	Contractor #4	Contractor #5
	Billitier	Colacino	Concord	Kaplan Schmidt	Knapp Electric
Lump Sum Base Bid:	\$ 347,800.00	\$ 370,750.00	\$ 387,000.00	\$ 388,000.00	\$ 402,420.00
Allowance:	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Total of Base Bid & Allowance:	\$ 357,800.00	\$ 380,750.00	\$ 397,000.00	\$ 398,000.00	\$ 412,420.00

Alternate 1 (Add) Cold Storage Bldg and Renovation	\$ 39,600.00	\$ 19,900.00	\$ 24,000.00	\$ 39,400.00	\$ 54,000.00
Alternate 2 (Add) Ceiling Fans	\$ 25,800.00	\$ 39,900.00	\$ 33,000.00	\$ 36,000.00	\$ 29,475.00
Alternate 3 (Add) Mezzanine	\$ 5,000.00	\$ 9,900.00	\$ 3,000.00	\$ 5,000.00	\$ 5,300.00

Total Base, Allowance, Alternates 1 - 5	\$ 428,200.00	\$ 450,450.00	\$ 457,000.00	\$ 478,400.00	\$ 501,195.00
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	Yes or No	Yes or No	Yes or No	Yes or No	Yes or No
Addenda Acknowledgment	Yes	Yes	Yes	Yes	Yes
Bid Bond	Yes	No	Yes	Yes	Yes
Qualifications	Yes	Yes	Yes	Yes	Yes
Non-Collusion Bidding Certification	Yes	Yes	Yes	Yes	Yes