



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

FINANCE INTRODUCTORY NO.

352

Lovely A. Warren
Mayor

September 24, 2020

LAW 12

TO THE COUNCIL

Ladies and Gentlemen:

Re: Adoption of Records Retention and
Disposition Schedule LGS-1

Transmitted herewith for your approval is legislation adopting the Retention and Disposition Schedule for New York Local Government Records (LGS-1) for use by the City of Rochester.

Presently, the City's Records Management program retains and disposes records in accordance with the New York State Records Retention and Disposition Schedule MU-1, which was adopted by the City in Ordinance No. 89-118. The new LGS-1 retention and disposition schedule, promulgated by the New York State Archives pursuant to Article 57-A of the Arts and Cultural Affairs Law, replaces and supersedes the MU-1. The LGS-1 sets forth legal minimum retention periods for local government records. In some circumstances, the City may elect to retain certain records for a longer period based on an assessment that the records have sufficient administrative, fiscal, legal, or historical value to merit retention beyond the minimum period set forth in LGS-1.

Respectfully submitted,

Lovely Warren
Mayor



352

Ordinance No.

Adoption of record retention and disposition schedules

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Retention and Disposition Schedule for New York Local Government Records (Schedule LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all City officers and employees in legally disposing of valueless records listed therein.

Section 2. In accordance with Article 57-A:

- (a) only those records will be disposed of that are described in the Schedule LGS-1, after they have met the minimum retention periods described therein;
- (b) after the minimum retention period prescribed in Schedule LGS-1, only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods, as may be prescribed in rules or schedules issued by the Records Management Officer.

Section 2. The Schedule LGS-1 and any City record retention rules or schedules issued by the Records Management Officer shall be kept on file with the City Clerk.

Section 4. The Municipal Code of the City of Rochester, as amended, is hereby further amended by adding a new section to Chapter 18, Public Records, to read in its entirety as follows:

§ 18-4 Retention of records.

- A. In accordance with Article 57-A of the NYS Arts and Cultural Affairs Law, only those records will be disposed of that are described in the Retention and Disposition Schedule for New York Local Government Records (Schedule LGS-1), after they have met the minimum retention periods described therein.
- B. After the minimum retention period prescribed in Schedule LGS-1, only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods, as may be prescribed in rules or schedules issued by the City's Records Management Officer.
- C. The Schedule LGS-1 and any City record retention rules or schedules issued by the Records Management Officer shall be kept on file with the City Clerk.

Section 5. The Municipal Code of the City of Rochester, as amended, is hereby further amended in Chapter 39, Building Code, by modifying Subsection 39-205(B) to read in its entirety as follows:

- B. All records listed in Subsection A of this section shall be retained for at least the minimum time period so required by ~~the Records Retention and Disposition Schedule MU-1 in Section 18.11 of 8 NYCRR (Appendix H)~~ Municipal Code § 18-4, Retention of records.

Section 6. By its adoption herein, Schedule LGS-1 supersedes Schedule MU-1 as adopted in Ordinance No. 89-118.

Section 7. This ordinance shall take effect immediately.

Strikeout indicates deleted text, new text is underlined



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NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

353

Lovely A. Warren
Mayor

September 24, 2020

NBD 07

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appointments – Zoning Board of Appeals

Transmitted herewith for your approval is legislation confirming the appointment of two full-time members to the Zoning Board of Appeals and reappointing 5 full time members. The current terms of the reappointments expired on May 31, 2020; therefore the new, two-year terms will expire on May 31, 2022. The two new appointments terms will expire May 31, 2022.

New full-time members:

Name

Holly Wheeler
Matt Bain

Address

138 Merwin Ave, 14609 (East)
64 Albemarle, 14613 (NW)

Reappointments:

Name

Tyrese Bryant
Cora Murphy
David Carr
James Best
Laureen Jennings

District

South
NW
NE
NE
East

Alternates:

Name

Joseph O'Donnell

District

NE

Resumes for all individuals are on file with the City Clerk.

Respectfully submitted,

Lovely A. Warren
Mayor



353

Resolution No.

Resolution approving appointments to the Zoning Board of Appeals

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the appointment of the following individuals to the Zoning Board of Appeals, each as a new regular member for a term which shall expire on May 31, 2022:

Name	Address (Counsel District)
Holly Wheeler	138 Merwin Ave, 14609 (East)
Matt Bain	64 Albemarle, 14613 (Northwest)

Section 2. The Council hereby approves the re-appointment of the following individuals to the Zoning Board of Appeals, each as a regular member for a term which shall expire on May 31, 2022:

Name	Council District
James Best	Northeast
Cora Murphy	Northwest
Tyrese Bryant	South
David Carr	Northeast
Laureen Jennings	East

Section 3. The Council hereby approves the appointment of the following individual to the Zoning Board of Appeals, as an alternate member for a term which shall expire on May 31, 2022:

Name	Address (Council District)
Joseph O'Donnell	150 Versailles Rd, 14621 (Northeast)

Section 4. This resolution shall take effect immediately.



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NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

354

Lovely A. Warren
Mayor

September 24, 2020

NBD 08

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appointments – City Planning Commission

Transmitted herewith for your approval is legislation confirming the appointment of two full-time members to the City Planning Commission and reappointing 5 full time members. The current terms of the reappointments expired on May 31, 2020; therefore the new, two-year terms will expire on May 31, 2022. The two new appointments terms will expire May 31, 2022.

New full-time members:

Name

Markeba Williams
Kimberly Harding

Address

599 West Main St, 14608 (South)
150 Elmcroft Road, Rochester 14609 (East)

Reappointments:

Name

David Watson
Eugenio Marlin
Bradley J. Flowers
Milton Pichardo
Kaeri Carroll

District

South
NW
South
NE
East

Alternates:

Name

Steven V. Rebholz
Richard Mauser

District

East
East

Resumes for all individuals are on file with the City Clerk.

Respectfully submitted,

Lovely A. Warren
Mayor



354

Resolution No.

Resolution approving appointments to the City Planning Commission

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the appointment to the City Planning Commission of the following persons as regular members for a term that shall expire May 31, 2022:

Name	Address (Council District)
Markeba Williams	599 West Main St, 14608 (South)
Kimberly Harding	150 Elmcroft Road, 14609 (East)

Section 2. The Council hereby approves the re-appointments to the City Planning Commission of the following persons as regular members, each for a two-year term that shall expire May 31, 2022:

Name	Address (Council District)
David Watson	South
Eugenio Marlin	NW
Bradley J. Flowers	South
Milton Pichardo	NE
Kaeri Carroll	East

Section 3. The Council hereby approves the re-appointments to the City Planning Commission of the following persons as alternate members, each for a two-year term that shall expire May 31, 2022:

Name	Address (Council District)
Steven V. Rebholz	East
Richard Mauser	East

Section 4. This resolution shall take effect immediately.



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NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

355

Lovely A. Warren
Mayor

September 24, 2020

NBD 09

TO THE COUNCIL

Ladies and Gentlemen:

Re: Appointments – Preservation Board

Transmitted herewith for your approval is legislation confirming the appointment of three full-time members and one alternate to the Preservation Board and reappointing 4 full time members. The current terms of the reappointments expired on May 31, 2020; therefore the new, two-year terms will expire on May 31, 2022. The two new appointments terms will expire May 31, 2022.

New full-time members:

Name

Karsten Solberg
Kijana Crawford
Isaac Bracher

Affiliation

Architect (moved up from alternate list)
Susan B. Anthony Preservation District resident
Architect

Reappointments:

Name

Christopher Carretta
Deborah Beardslee
James DeVinney
Dave Matthews

Affiliation

Real estate professional
At-large City resident
Historical Association
Architect

Alternates:

Edward Cain
Jason Dobbs

East Avenue Preservation District resident
Architect

Resumes for all individuals are on file with the City Clerk.

Respectfully submitted,

Lovely A. Warren
Mayor



355

Resolution No.

Approving appointments to the Rochester Preservation Board

BE IT RESOLVED, by the Council of the City of Rochester as follows:

Section 1. The Council hereby approves the appointment to the Rochester Preservation Board of the following persons as regular members, for a term which shall expire on May 31, 2022:

Name	Affiliation
Karsten Solberg	Architect
Kijana Crawford	Preservation District Resident
Isaac Bracher	Architect

Section 2. The Council hereby approves the re-appointment to the Rochester Preservation Board of the following persons as regular members, for a term which shall expire on May 31, 2022:

Name	Affiliation
Christopher Carretta	Realtor
Deborah Beardslee	At-large City resident
James DeVinney	Historic association
Dave Matthews	Architect

Section 3. The Council hereby approves the appointment to the Rochester Preservation Board of the following persons as alternate members, for a term which shall expire on May 31, 2022:

Name	Affiliation
Edward Cain	Preservation District Resident
Jason Dobbs	Architect

Section 4. This resolution shall take effect immediately.



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NEIGHBORHOOD & BUSINESS DEVELOPMENT INTRODUCTORY NO.

356

Lovely A. Warren
Mayor

September 24, 2020

NBD11

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreements- Cities RISE Grant, Additional
Outreach Funding

Council Priority: Rebuilding and Strengthening
Neighborhoods, Jobs and Economic Development

Transmitted herewith for your approval is legislation related to the Cities RISE grant, which is funded by the NYS Attorney General, and administered by Enterprise Community Partners. The grant supports several ongoing initiatives aimed at enhancing the City's code enforcement operations, and fostering equitable housing access. The City was recently awarded additional funding to support outreach to vulnerable tenants and landlords to prevent eviction and foreclosure related to the COVID-19 pandemic. This legislation will:

1. Authorize an amendatory grant agreement with Enterprise Community Partners, for the receipt and use of additional Cities RISE program grant funding. The amendatory agreement shall increase the amount of the grant agreement, which was authorized in Ordinance Nos. 2018-389 and 2020-33, by \$10,652.61, from \$950,000.00 to \$960,652.61. All other terms will remain the same.
2. Authorize \$10,652.61 as maximum compensation for an agreement with The Housing Council at PathStone, Inc. (Mary Leo, Executive Director, 75 College Ave, 4th Floor, 14607) to conduct an outreach campaign aimed at preventing eviction and foreclosure related to the COVID-19 pandemic. The term of the agreement will be for 6 months with an option to extend for an additional 6 months.

Enterprise is required to deploy the additional funding to Rochester by the end of October, or risk it being recaptured by the NYS Attorney General. There is also urgency to deploy this outreach campaign due to the expiration of the NYS eviction moratorium on October 1st and local courts now accepting new cases. The Housing Council will serve as lead agency overseeing the outreach campaign and proposes to subcontract with The Cause Collaborative, a local MWBE media firm that specializes in outreach and marketing for non-profits. The Housing Council will work with City and partner agency representatives to distill the most up-to-date information on local resources aimed at helping tenants and landlords mitigate eviction risk and foreclosure. They will also integrate the outreach campaign with their existing services for tenants and landlords, including the long running Housing Hotline. The Cause Collaborative will develop the media content, advise on media strategy, and coordinate advertisement placement.

The outreach campaign will feature a three pronged approach. First, the contractor will print and distribute a well-designed hard-stock resources card with information on resources for eviction and foreclosure prevention. This will be direct mailed to small and vulnerable landlords, based on characteristics identified in the COVID-19 Landlord Survey deployed in partnership with Harvard. It will also be direct mailed to the tenants residing in the units in their properties. The card will also be hand delivered to landlords and tenants by City Code Enforcement Officers during the course of their inspection activities. The contractor will also produce a radio advertisement sharing the same information to play on local stations that cater to the Black and Latinx listener populations respectively.



Finally, the contractor will design and deploy a social media campaign including purchasing targeted advertisements, sharing the same information as above.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lovely A. Warren". The signature is fluid and cursive, with the first name "Lovely" and last name "Warren" clearly distinguishable.

Lovely A. Warren

Mayor

NO RFP JUSTIFICATION STATEMENT

Awarding a Professional Services Agreement Without a Request for Proposals

The Procurement of Professional Services Policy (Ord. No. 2012-318) requires an RFP to be issued under most circumstances. If it is determined that an RFP will not be issued, this form must be completed, signed by the Department Head, and kept on file (electronically or hard copy). It must also be submitted:

1. To City Council as an attachment to the transmittal letter for any PSA that exceeds \$10,000, and
2. To the contract record when entered in Munis.

Department: NBD **Services(s):** Tenant/Landlord Outreach Campaign

Vendor/Consultant selected: The Housing Council at PathStone

How was the vendor selected? The vendor was selected because it is already a contracted provider for Tenant and Landlord services, as well as foreclosure prevention counseling. They are an immediate fit to spearhead an outreach campaign on these topics.

Why was no RFP issued for this service?

(Your rationale should include the following information when applicable)

- **Is there previous experience with the vendor?** Describe why it is in the City's best interest to continue with them and not solicit others.

Yes, the City has contracted with the Housing Council for more than a decade to provide services to tenants and landlords. They operate a housing hotline that provides information and guidance to callers help stop evictions and foreclosures. They also provide courses for landlords and homeowners.

The Housing Council is an ideal fit and they are already on contract with the City to be our primary resource for landlord and tenant education, and foreclosure counseling. Having them oversee the outreach effort will help integrate it with their existing services and impart their expertise working with these populations. The Housing Council will subcontract with The Cause Collaborative, a local MWBE firm that specializes in outreach and marketing for non-profits and mission based businesses. They have the expertise to support all the necessary components of design, media strategy, and outreach execution. The Cause Collaborative has also worked with the City and provided quality services.

- **Are there unique or emergency circumstances?** Describe how an RFP process would jeopardize the success of the project.

There are unique and pressing circumstances to execute this contract quickly. The grantor, Enterprise Community Partners, has a need to deliver the funds to the City by the end of October due to the terms of their agreement with the NYS Attorney General. Enterprise only notified the City about the potential for this

additional funding on September 14th. Additionally, there is urgent need to deploy the funding to mitigate evictions and foreclosure related to the COVID-19 pandemic. With the NYS eviction moratorium expiring on October 1st and courts beginning to accept new cases, there is urgency to communicate to tenants about their rights and resources available to help with legal assistance and back rent support. Landlords are also facing urgent hardship, many of which have gone more than 6 months with minimal rental revenue, and vulnerable landlords may be facing the potential of foreclosure. Getting information and resources into tenants and landlords hands quickly is essential to mitigate the negative impacts for Rochester.

- Is the service **specialized and unique**? Is the number of **qualified providers limited**? Describe the Department's experience with and knowledge of the market and why an RFP would not produce additional qualified consultants.

The service is indeed specialized and unique. The Housing Council has a long track record as the primary provider of information to tenants and landlords in Rochester. They are the only operator of a general housing hotline service that provides on-demand information and guidance to tenants and landlords. No other provider has the experience working with, and breadth of knowledge on the resources, for both the landlord and tenant populations. This background will be essential to inform the design of an outreach strategy and allow them to hit the ground running. The Cause Collaborative, will be able to bring the knowledge and expertise of the Housing Council to life through a multi-pronged media strategy. The Cause Collaborative is one of few local firms that has expertise in all the required areas and specialized in working with non-profits.

- Does the project include **multi-year State or Federal funding**? Explain why it is in the best interest of the project and the City to continue with the same consultant (e.g. where the design consultant on a project is retained for resident project representation services).

No, there is not state or federal funding. However, as stated above, it is in the best interest to the City to contract with this vendor given their experience and long track record with similar services under contract with the City. There is not another provider who has the capacity, expertise, and built in service synergies like the Housing Council.

- Compensation Amount: \$10,652.61

How was this determined? Explain how it is a reasonable and best value for the City.

\$10,652.61 in additional funding was made available through the Cities RISE Grant Phase III budget to fund this tenant and landlord outreach activities. A proposed budget for the outreach campaign was provided by the Housing Council. The City negotiated a revised budget to reduce staffing and overhead and maximize the budget for advertising and materials costs that will directly impact residents.

The MWBE Officer has reviewed the proposed Agreement for MWBE and Workforce goals. MWBE Officer Initials:

Date: 9/23/20

GK (HRF)

9/23/2020

Signature: Department Head

Date

Form date 1/7/1

356

Ordinance No.

Authorizing agreement and funding for the Cities RISE program

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an amendatory grant agreement with Enterprise Community Partners, Inc. for the receipt and use of additional Cities RISE program grant funding. The amendatory agreement shall increase the amount of the grant agreement, which was authorized in Ordinance Nos. 2018-389 and 2020-33, by \$10,652.61, to a new total of \$960,652.61. The term of the amendatory agreement shall not exceed three years.

Section 2. The Mayor is hereby authorized to enter into a professional services agreement with The Housing Council at Pathstone, Inc. to conduct an outreach campaign to prevent evictions and foreclosures arising from the COVID-19 pandemic. The maximum compensation for the agreement shall be \$10,652.61, which amount is hereby appropriated for that purpose from the amendatory grant agreement funds authorized in Section 1 herein. The term of the agreement shall be 6 months with an option to extend for up to 6 months.

Section 3. The agreements authorized herein shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.



City of Rochester

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PARKS & PUBLIC WORKS INTRODUCTORY NO.

357

Lovely A. Warren
Mayor

DES01

September 24, 2020

TO THE COUNCIL

Ladies and Gentlemen:

Re: Architectural Professional Services Term
Agreements

Council Priority: Creating and Sustaining a Culture of
Vibrancy

Comprehensive Plan 2034 Initiative Area:
Sustaining Green and Active Systems

Transmitted herewith for your approval is legislation authorizing agreements with the following companies for the provision of various services related to architectural professional services. This legislation will authorize six (6) separate Professional Service Term Agreements with the following companies:

1. Architectura, P.C. (Jennifer Takatch, AIA, C.E.O, 17 Pitkin Street, Suite 100, Rochester, NY)
2. Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors, D.P.C. (Pietro V. Giovenco, C.E.O., 280 East Broad Street, Suite 200, Rochester, NY)
3. HBT Architects LLP (James Tripp, AIA, C.E.O, 2 Elton Street, Rochester, NY)
4. The Pardi Partnership Architects, P.C. (Scott L. Fiske, C.E.O, 25 Circle Street, Suite 101, Rochester, NY)
5. Passero Associates, Engineering, Architecture & Surveying, D.P.C (Andrew M. Holesko, CM, C.E.O., 242 West Main Street, Suite 100, Rochester, NY)
6. Richard A. Mauser, R.A., dba RAM Architects or Richard A. Mauser Architects (91 Pinnacle Road, Rochester, NY)

The agreements will be financed from the annual budgets of the Department of Environmental Services and, if necessary from capital funds appropriated for specific projects. The cost for services will be provided utilizing pre-specified billing rates within the agreements. The agreements will have a term of three (3) years with the option to renew for two (2) additional years.

The companies listed above were selected through a request for qualifications (RFQ) process described in the attached summary. Engagement of each company will be based on project specific proposals, type of services required, and the ability to perform the services within the time specified by the City.

Respectfully submitted,

Lovely A. Warren
Mayor



Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: Pardi Partnership Architects PC
Method of selection: Request for Qualifications (RFQ)

1. **Date RFQ issued** (and posted on City web site): June 22, 2020
2. **RFQ was also sent directly to:** See attached Consultant List.
3. **Qualification Proposals were received from:**

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
APD Engineering/Architecture	615 Fishers Run	Victor, NY 14564
Architectura, P.C.	17 Pitkin St., Suite 100	Rochester, NY 14607
Bergmann Associates	280 East Broad St., Suite 200	Rochester, NY 14604
C&S Companies	150 State Street, Suite 120	Rochester, NY 14614
Clark, Patterson, Lee	205 St. Paul St., Suite 500	Rochester, NY 14604
EI Team	2060 Sheridan Drive	Buffalo, NY 14223
HBT Architects	2 Elton Street	Rochester, NY 14607
Hanlon Architects	1300 University Avenue	Rochester, NY 14607
Hunt EAS	4 Commercial St., Suite 300	Rochester, NY 14614
LaBella Associates	300 State Street, Suite 201	Rochester, NY 14614
LiRo Group	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates	510 Clinton Square	Rochester, NY 14604
MRB Group	145 Culver Road, Suite 160	Rochester, NY 14620
Pardi Partnership	25 Circle St., Suite 101	Rochester, NY 14607
Passero Associates	242 West Main St., Suite 100	Rochester, NY 14614
Pathfinder Engieners	134 South Fitzhugh Street	Rochester, NY 14608
Peter L. Morse & Associates	875 E. Main Street, Suite 130	Rochester, NY 14605
Popli Design Group	555 Penbrooke Drive	Penfield, NY 14526
Richard A. Mauser Architects	91 Pinnacle Road	Rochester, NY 14620
SEI Design Group	224 Mill Street	Rochester, NY 14614
T.Y. Lin International	255 East Avenue	Rochester, NY 14604
Young + Wright Architectural	85 Allen Street, Suite 200	Rochester, NY 14608

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	8
Technical Approach	40%	40	28
Architectural Team Qualifications	50%	50	36
TOTAL		100	72
<u>Bonus Criteria</u>			
City business	10%	10	7.2
M/WBE firm	10%	10	0

TOTAL POINTS AND BONUS POINTS = 79

5. Review team included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *amy / lmm* Date: *8/21/2020*

Attachment – Architectural Consultants Sent RFQ Notifications:

Architectura, P.C., Rochester, NY (WBE)
Barkstrom & Lacroix Architects, Rochester, NY
Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: HBT Architects LLP
Method of selection: Request for Qualifications (RFQ)

1. Date RFQ issued (and posted on City web site): June 22, 2020
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4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	7
Technical Approach	40%	40	30
Architectural Team Qualifications	50%	50	34
TOTAL		100	71

Bonus Criteria

City business	10%	10	7.1
M/WBE firm	10%	10	0

TOTAL POINTS AND BONUS POINTS = 78

5. Review team included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *cmj/lmm* **Date:** *8/21/2020*

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Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: Architectura, P.C.
Method of selection: Request for Qualifications (RFQ)

1. **Date RFQ Issued** (and posted on City web site): June 22, 2020
2. **RFQ was also sent directly to:** See attached Consultant List.
3. **Qualification Proposals were received from:**

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
APD Engineering/Architecture	615 Fishers Run	Victor, NY 14564
Architectura, P.C.	17 Pitkin St., Suite 100	Rochester, NY 14607
Bergmann Associates	280 East Broad St., Suite 200	Rochester, NY 14604
C&S Companies	150 State Street, Suite 120	Rochester, NY 14614
Clark, Patterson, Lee	205 St. Paul St., Suite 500	Rochester, NY 14604
EI Team	2060 Sheridan Drive	Buffalo, NY 14223
HBT Architects	2 Elton Street	Rochester, NY 14607
Hanlon Architects	1300 University Avenue	Rochester, NY 14607
Hunt EAS	4 Commercial St., Suite 300	Rochester, NY 14614
LaBella Associates	300 State Street, Suite 201	Rochester, NY 14614
LiRo Group	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates	510 Clinton Square	Rochester, NY 14604
MRB Group	145 Culver Road, Suite 160	Rochester, NY 14620
Pardi Partnership	25 Circle St., Suite 101	Rochester, NY 14607
Passero Associates	242 West Main St., Suite 100	Rochester, NY 14614
Pathfinder Engineers	134 South Fitzhugh Street	Rochester, NY 14608
Peter L. Morse & Associates	875 E. Main Street, Suite 130	Rochester, NY 14605
Popli Design Group	555 Penbrooke Drive	Penfield, NY 14526
Richard A. Mauser Architects	91 Pinnacle Road	Rochester, NY 14620
SEI Design Group	224 Mill Street	Rochester, NY 14614
T.Y. Lin International	255 East Avenue	Rochester, NY 14604
Young + Wright Architectural	85 Allen Street, Suite 200	Rochester, NY 14608

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	9
Technical Approach	40%	40	34
Architectural Team Qualifications	50%	50	41
TOTAL		100	84

Bonus Criteria

City business	10%	10	8.4
M/WBE firm	10%	10	8.4

TOTAL POINTS AND BONUS POINTS = 100

5. Review team included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *Cnj / umm* **Date:** *8/21/2020*

Attachment – Architectural Consultants Sent RFQ Notifications:

Architectura, P.C., Rochester, NY (WBE)
Barkstrom & Lacroix Architects, Rochester, NY
Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: RAM Architects / Richard Alfred Mauser Architects
Method of selection: Request for Qualifications (RFQ)

1. **Date RFQ Issued** (and posted on City web site): June 22, 2020
2. **RFQ was also sent directly to:** See attached Consultant List.
3. **Qualification Proposals were received from:**

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
APD Engineering/Architecture	615 Fishers Run	Victor, NY 14564
Architectura, P.C.	17 Pitkin St., Suite 100	Rochester, NY 14607
Bergmann Associates	280 East Broad St., Suite 200	Rochester, NY 14604
C&S Companies	150 State Street, Suite 120	Rochester, NY 14614
Clark, Patterson, Lee	205 St. Paul St., Suite 500	Rochester, NY 14604
EI Team	2060 Sheridan Drive	Buffalo, NY 14223
HBT Architects	2 Elton Street	Rochester, NY 14607
Hanlon Architects	1300 University Avenue	Rochester, NY 14607
Hunt EAS	4 Commercial St., Suite 300	Rochester, NY 14614
LaBella Associates	300 State Street, Suite 201	Rochester, NY 14614
LiRo Group	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates	510 Clinton Square	Rochester, NY 14604
MRB Group	145 Culver Road, Suite 160	Rochester, NY 14620
Pardi Partnership	25 Circle St., Suite 101	Rochester, NY 14607
Passero Associates	242 West Main St., Suite 100	Rochester, NY 14614
Pathfinder Engieners	134 South Fitzhugh Street	Rochester, NY 14608
Peter L. Morse & Associates	875 E. Main Street, Suite 130	Rochester, NY 14605
Popli Design Group	555 Penbrooke Drive	Penfield, NY 14526
Richard A. Mauser Architects	91 Pinnacle Road	Rochester, NY 14620
SEI Design Group	224 Mill Street	Rochester, NY 14614
T.Y. Lin International	255 East Avenue	Rochester, NY 14604
Young + Wright Architectural	85 Allen Street, Suite 200	Rochester, NY 14608

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	9
Technical Approach	40%	40	35
Architectural Team Qualifications	50%	50	40
TOTAL		100	84

Bonus Criteria

City business	10%	10	8.4
M/WBE firm	10%	10	0

TOTAL POINTS AND BONUS POINTS = 92

5. Review team included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *cnj/lmm* Date: *8/21/2020*

Attachment – Architectural Consultants Sent RFQ Notifications:

Architectura, P.C., Rochester, NY (WBE)
Barkstrom & Lacroix Architects, Rochester, NY
Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: Passero Associates, Engineering, Architecture & Surveying, D.P.C
Method of selection: Request for Qualifications (RFQ)

1. **Date RFQ issued** (and posted on City web site): June 22, 2020

2. **RFQ was also sent directly to:** See attached Consultant List.

3. **Qualification Proposals were received from:**

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
APD Engineering/Architecture	615 Fishers Run	Victor, NY 14564
Architectura, P.C.	17 Pitkin St., Suite 100	Rochester, NY 14607
Bergmann Associates	280 East Broad St., Suite 200	Rochester, NY 14604
C&S Companies	150 State Street, Suite 120	Rochester, NY 14614
Clark, Patterson, Lee	205 St. Paul St., Suite 500	Rochester, NY 14604
EI Team	2060 Sheridan Drive	Buffalo, NY 14223
HBT Architects	2 Elton Street	Rochester, NY 14607
Hanlon Architects	1300 University Avenue	Rochester, NY 14607
Hunt EAS	4 Commercial St., Suite 300	Rochester, NY 14614
LaBella Associates	300 State Street, Suite 201	Rochester, NY 14614
LiRo Group	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates	510 Clinton Square	Rochester, NY 14604
MRB Group	145 Culver Road, Suite 160	Rochester, NY 14620
Pardi Partnership	25 Circle St., Suite 101	Rochester, NY 14607
Passero Associates	242 West Main St., Suite 100	Rochester, NY 14614
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Richard A. Mauser Architects	91 Pinnacle Road	Rochester, NY 14620
SEI Design Group	224 Mill Street	Rochester, NY 14614
T.Y. Lin International	255 East Avenue	Rochester, NY 14604
Young + Wright Architectural	85 Allen Street, Suite 200	Rochester, NY 14608

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	8
Technical Approach	40%	40	28
Architectural Team Qualifications	50%	50	36
TOTAL		100	72
<u>Bonus Criteria</u>			
City business	10%	10	7.2
M/WBE firm	10%	10	0

TOTAL POINTS AND BONUS POINTS = 79

5. Review team Included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *cmj / umm* **Date:** *8/21/2020*

Attachment – Architectural Consultants Sent RFQ Notifications:

Architectura, P.C., Rochester, NY (WBE)
Barkstrom & Lacroix Architects, Rochester, NY
Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

Vendor / Consultant Selection Process Summary

Department: DES/Bureau of Architecture and Engineering
Project / Service Title: Architectural Services Professional Term Agreements
Consultant Selected: Bergmann Associates, D.P.C.
Method of selection: Request for Qualifications (RFQ)

1. Date RFQ Issued (and posted on City web site): June 22, 2020
2. RFQ was also sent directly to: See attached Consultant List.
3. Qualification Proposals were received from:

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
APD Engineering/Architecture	615 Fishers Run	Victor, NY 14564
Architectura, P.C.	17 Pitkin St., Suite 100	Rochester, NY 14607
Bergmann Associates	280 East Broad St., Suite 200	Rochester, NY 14604
C&S Companies	150 State Street, Suite 120	Rochester, NY 14614
Clark, Patterson, Lee	205 St. Paul St., Suite 500	Rochester, NY 14604
EI Team	2060 Sheridan Drive	Buffalo, NY 14223
HBT Architects	2 Elton Street	Rochester, NY 14607
Hanlon Architects	1300 University Avenue	Rochester, NY 14607
Hunt EAS	4 Commercial St., Suite 300	Rochester, NY 14614
LaBella Associates	300 State Street, Suite 201	Rochester, NY 14614
LiRo Group	85 Allen Street, Suite 300	Rochester, NY 14608
Lothrop Associates	510 Clinton Square	Rochester, NY 14604
MRB Group	145 Culver Road, Suite 160	Rochester, NY 14620
Pardi Partnership	25 Circle St., Suite 101	Rochester, NY 14607
Passero Associates	242 West Main St., Suite 100	Rochester, NY 14614
Pathfinder Engieners	134 South Fitzhugh Street	Rochester, NY 14608
Peter L. Morse & Associates	875 E. Main Street, Suite 130	Rochester, NY 14605
Popli Design Group	555 Penbrooke Drive	Penfield, NY 14526
Richard A. Mauser Architects	91 Pinnacle Road	Rochester, NY 14620
SEI Design Group	224 Mill Street	Rochester, NY 14614
T.Y. Lin International	255 East Avenue	Rochester, NY 14604
Young + Wright Architectural	85 Allen Street, Suite 200	Rochester, NY 14608

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Points received by Selected Firm:</u>
Firm Qualifications	10%	10	8
Technical Approach	40%	40	27
Architectural Team Qualifications	50%	50	34
TOTAL		100	69
<u>Bonus Criteria</u>			
City business	10%	10	6.9
M/WBE firm	10%	10	0

TOTAL POINTS AND BONUS POINTS = 76

5. Review team included staff from: DES/Bureau of Architecture and Engineering (4)

6. Additional considerations/explanations: MWBE and Workforce Utilization plans were not required for the RFQ. Consultant shall be required to submit a plan for each project for which a proposal is solicited under this term services agreement.

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *Chiy* Date: *9/10/20*

Attachment – Architectural Consultants Sent RFQ Notifications:

Architectura, P.C., Rochester, NY (WBE)
Barkstrom & Lacroix Architects, Rochester, NY
Bergmann Architects, Engineers & Planners, Rochester, NY
Bero Architecture, PLLC, Rochester, NY (WBE)
C&S Companies, Rochester, NY
CHA Consulting, Inc., Rochester, NY
CJS Architects, Rochester, NY
Chait Studios, N. Chili, NY
Clark, Patterson, Lee, Rochester, NY
Dwyer Architectural, LLC, Rochester, NY (WBE)
Edge Architecture, PLLC, Rochester, NY
Habza Architecture, PC, Rochester, NY
HBT Architects, Rochester, NY
Hanlon Architects, Rochester, NY
Integrative Design & Architecture, Rochester, NY (MBE)
Konopka Architecture, PC, Rochester, NY
LaBella Associates, Rochester, NY
LiRo Group, Rochester, NY
Lothrop Associates, Rochester, NY
MRB Group Engineers, Architects, Surveyors, P.C., Rochester, NY
NH Architecture, P.C., Rochester, NY
Pardi Partnership Architects, P.C., Rochester, NY
Passero Associates, Rochester, NY
Pathfinder Engineers & Architects, LLP, Rochester, NY (MWBE)
Peter L. Morse & Associates, Rochester, NY
PLAN Architectural Studio, P.C., Rochester, NY
Popli Design Group, Penfield, NY (MBE)
Razak Associates, Penfield, NY (MBE)
RHEN Design Architecture, LLC, Rochester, NY (WBE)
Richard A. Mauser Architects, Rochester, NY
SEI Design Group, Rochester, NY
Smith & Associates Architects, Rochester, NY
Stantec Consulting Services, Inc., Rochester, NY
SWBR Architecture Engineering & Landscape Architecture, P.C., Rochester, NY
T.Y. Lin International, Rochester, NY
Wendel Companies, Rochester, NY
Young + Wright Architectural, Rochester, NY

357

Ordinance No.

Authorizing Architectural Professional Services Term Agreements

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into professional services agreements with the following companies for the provision of various services related to architectural professional services:

Architectura, P.C.

Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors, D.P.C.

HBT Architects LLP

The Pardi Partnership Architects, P.C.

Passero Associates, Engineering, Architecture & Surveying, D.P.C.

Richard A. Mauser, R.A., dba RAM Architects or Richard Alfred Mauser Architects

Section 2. The agreements shall be funded from the annual budgets of the Department of Environmental Services and, if necessary, from capital funds appropriated for specific projects. The cost for services shall be based on billing rates pre-specified within each agreement. Each agreement shall have a term of 3 years with the option to renew for up to two additional years.

Section 3. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. This ordinance shall take effect immediately.



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

PARKS & PUBLIC WORKS INTRODUCTORY NO.

358, 359

Lovely A. Warren
Mayor

DES02

September 24, 2020

TO THE COUNCIL

Ladies and Gentlemen:

Re: 965 Maple Street Roof Replacement

Council Priority: Creating and Sustaining a Culture of
Vibrancy

Comprehensive Plan 2034 Initiative Area:
Reinforcing Strong Neighborhoods

Transmitted herewith for your approval is legislation related to 965 Maple Street Roof Replacement project. This legislation will:

- 1) Authorize the issuance of bonds totaling \$649,000 and the appropriation of the proceeds thereof to finance design and construction of the project; and,
- 2) Establish \$85,000 as maximum compensation for a professional services agreement with Lothrop Associates LLP, (John Cutsumpas, AIA, CEO, 510 Clinton Square, Rochester, NY) for design phase and construction administration services to be funded with bonds appropriated herein.

The project includes replacement of the roof, and related electrical, mechanical, and plumbing alterations as necessary. The 23,630 square foot building houses DES Parks Operations.

Lothrop Associates LLP was selected for design services through a Request for Proposal (RFP) process which is described in the attached summary. The term of the agreement shall extend until three (3) months after the two-year guarantee inspection of the project.

Design phase services will begin in fall 2020. Construction is anticipated to begin spring 2021 with anticipated substantial completion in fall 2021. The project will result in the creation and/or retention of the equivalent of 7.0 full-time jobs.

Respectfully submitted,

Lovely A. Warren
Mayor



Vendor / Consultant Selection Process Summary

Department: DES/ Bureau of Architecture and Engineering
Project / Service Sought: DES Parks Operation Center Roof Replacement
Consultant Selected: Lothrop Associates LLP
Method of Selection: Request for Proposal (RFP)

1. Date RFP Issued (and posted on City web site): June 22, 2020
2. The link to download the RFP was sent directly to: See attached list
3. Proposals were received from:

<u>Firm:</u>	<u>Address:</u>	<u>City/State/Zip:</u>
Popli Design Group	555 Penbrooke Dr.	Penfield, NY 14526
Hunt Engineers	4 Commercial St.	Rochester, NY 14614
Lothrop Associates	510 Clinton Sq.	Rochester, NY 14604
Stantec Consulting	61 Commercial St.	Rochester, NY 14614
EI Team	2060 Sheridan Dr.	Buffalo, NY 14223
Young + Wright	85 Allen St.	Rochester, NY 14608
Bergmann Associates	260 East Broad St.	Rochester, NY 14604
Passero Associates	242 West Main St.	Rochester, NY 14614
Clark Patterson Lee	205 St. Paul St.	Rochester, NY 14604
SWBR	387 East Main St.	Rochester, NY 14604
Dwyer Architectural	17 Pitkin St.	Rochester, NY 14607

4. Evaluation criteria

<u>Criteria</u>	<u>Weighting</u>	<u>Points possible</u>	<u>Average Points received by Lothrop</u>
Firm Qualifications	10%	10	8
Technical Proposal	40%	40	37
Team Qualifications	50%	50	41
TOTAL	100%	100	86

Additional Evaluation Points:

Located within City limits	10% of total = 10
NYS Certified M/WBE firm	10% of total = 0
MWBE subcontractors use (0-10%)	10% of total = 10
Minority Workforce goals met	10% of total = 10

TOTAL RATING WITH BONUS = 116

5. Review team included staff from:
DES/Architecture and Engineering (3)

6. **Additional considerations/explanations:** Lothrop's project proposal highlights the proposed project team's qualifications and relevant experience in roofing projects, along with understanding of the required programmatic requirements of the City.

7. **MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals.** MWBE Officer Initials: *Cmj* Date: *8/31/20*


8. **Letters of Invitation and RFP website were sent to:**

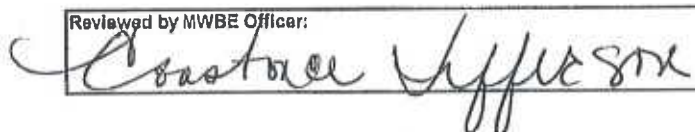
Architectura, P.C.
Barkstrom & Lacroix Architects
Barton & Loguidice, D.P.C.
Bergmann Associates
Bero Architecture, PLLC
C & S Engineers, Inc.
CHA Consulting, Inc.
Chaintreuil Jensen Stark Associates
Clark, Patterson, Lee Associates
DeWolff Partnership Architects, LLP
Dwyer Architectural LLC
Edge Architecture, PLLC
EI Team, Inc.
Erdman Anthony & Associates, Inc.
HABZA Architecture
HBT Architects
Hunt Engineers, Architects & Land Surveyors, P.C.
Integrative Design & Architecture
Konopka Architecture, P.C.
LaBella Associates, D.P.C.
LoMonaco Associates
Lothrop Associates LLP Architects
Lu Engineers
Marques & Associates, P.C.
MRB Group

O'Brien & Gere
Pardi Partnership Architects, P.C.
Passero Associates, P.C.
Pathfinder Engineers & Architect, LLP
Peter L. Morse & Associates
PLAN Architectural Studio, P.C.
Popli Design Group
Prudent Engineering
RHEN Design Architecture, LLC
Richard A. Mauser Architects
SEI Design Group
Smith & Associates Architects
Stantec Consulting Services, Inc.
SWBR
T.Y. Lin International
The LiRo Group
Vanguard Engineering
Vargas Associates Inc.
Wendel Companies
Young + Wright
David Carli Architects
Diana Robinson P.E.
Larsen Engineer PC
Razak Associates Architecture
Engineering & Land Surveying

City of Rochester
Professional Consultant Services Workforce Staffing Plan

WORKFORCE STAFFING PLAN FOR PROFESSIONAL CONSULTANT SERVICES								
PROJECT NAME: DES Parks Operation Center Roof Replacement				DATE: 8/19/2020		MINORITY GOAL		FEMALE GOAL
CONSULTANT: Lothrop Associates LLP				AGREEMENT NUMBER: City Project No. 21010		20.00%		8.00%
CLASSIFICATION	NUMBER OF EMPLOYEES WORKING ON PROJECT						MINORITY %	FEMALE %
	TOTAL		MINORITY		NON-MINORITY			
	M	F	M	F	M	F		
Officials, Administrators	4				4			
Professionals	10	3		1	9	2	2%	6.2%
Technicians	18	5	6	3	12	2	19%	10.4%
Sales Workers								
Office, Clerical	3	5		3	3	2	6%	10.4%
Craft Workers								
Laborers								
Temporary, Apprentices								
Other (Specify)								
TOTAL WORKFORCE	35	13	6	7	26	6	27%	27%

Prepared by (Signature): 	Title:	Phone:
	Senior Associate	585-939-7576 or 914-489-2477
Printed Name: Arthur J. Seckler, III	Date:	Email:
	8/19/2020	aseckler@lothropassociates.com

Reviewed by MWBE Officer: 	Date: 8/31/20
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CITY OF ROCHESTER
MWBE FORM A
MWBE UTILIZATION PLAN – PROFESSIONAL CONSULTANT SERVICES

Project Name DES Parks Operation Center Roof Replacement Agreement # City Project No. 21010

Consultant Lothrop Associates LLP Total Contract Amount* \$ 74,500.00 Original Plan ☒ Revised Plan ☐

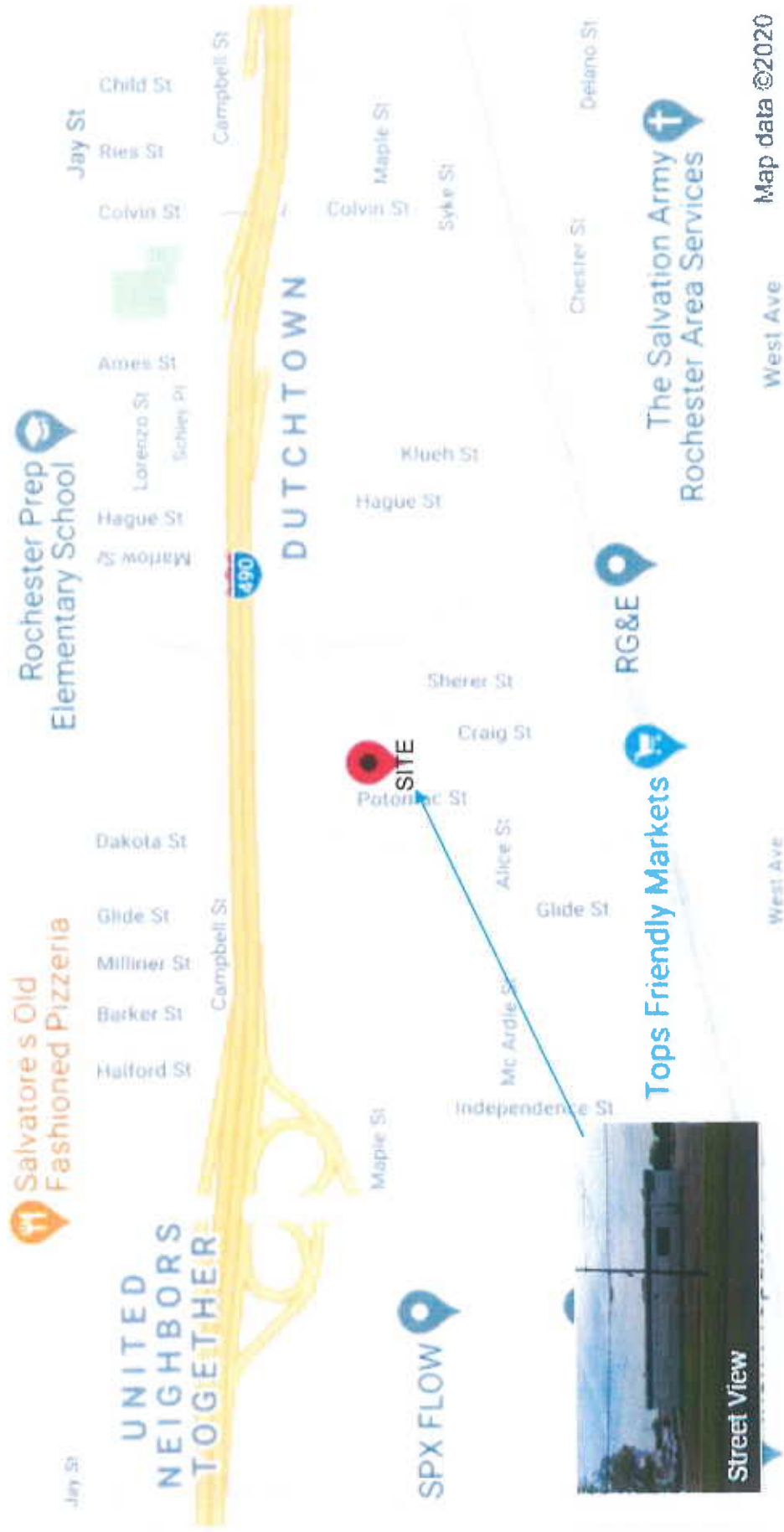
MWBE Business Name	M B E	W B E	Scope of Work to be Performed	Projected Start Date	Projected End Date	Total Amount of MWBE Subcontract	Percentage of Total Contract*
Ravi Engineering & Land Surveying, P.C.	X		Structural Engineering & RPR	TBD	TBD	\$10,000.00	13.5%
Ram-Tech Engineers, P.C.	X		Mechanical Electrical Plumbing Engineering & Fire Protection	TBD	TBD	\$5,000.00	7%
Nasco Construction Services Inc.		X	Cost Estimating	TBD	TBD	\$3,500.00	5%
TOTAL:							

*Total Contract equals contract award plus all change orders

Authorized Person Arthur J. Seckler, III Title Senior Associate Phone 585-939-7576

Signature [Signature] Date 8/31/20 Email aseckler@lothropassociates.com

Approved by MWBE Officer [Signature] Date 8/31/20



358

Ordinance No.

Bond Ordinance of the City of Rochester, New York authorizing the issuance of \$649,000 Bonds of said City to finance the 965 Maple Street Roof Replacement Project

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The City of Rochester, in the County of Monroe, New York (herein called "City"), is hereby authorized to finance the costs of replacing the roof, and related electrical, mechanical and plumbing alterations, for the Parks Operations building located at 965 Maple Street (the "Project"). The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof, is \$649,000. The plan of financing includes the issuance of \$649,000 bonds which are hereby appropriated therefor, and the levy and collection of taxes on all the taxable real property in the City to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Bonds of the City in the principal amount of \$649,000 are hereby authorized to be issued pursuant to the Constitution and laws of the State of New York, including the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called the "Law"), this Ordinance, and other proceedings and determinations related thereto.

Section 3. The City intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the City, pursuant to this Ordinance, in the amount of \$649,000. This Ordinance is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. The period of probable usefulness of said class of objects or purposes described in Section 1 of this Ordinance, within the limitations of 11.00.a.12(a)(1) of the Law, is twenty-five (25) years.

Section 5. Each of the bonds authorized by this Ordinance and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds and any notes issued in anticipation of said bonds, shall be general obligations of the City, payable as to both principal and interest by an ad valorem tax upon all the taxable real property within the City without limitation as to rate or amount. The faith and credit of the City are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the City by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 6. Subject to the provisions of this Ordinance and of said Law, and pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of Sections 50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the City Council relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, and relative to providing for substantially level or declining debt service, prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, as well as to executing agreements for credit enhancement, are hereby delegated to the Director of Finance, as the Chief Fiscal Officer of the City.

Section 7. The validity of the bonds authorized by this Ordinance and of any notes issued in anticipation of the sale of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the City is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such Ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This Ordinance shall take effect immediately, and the City Clerk is hereby authorized and directed to publish a summary of the foregoing Ordinance, together with a Notice attached in substantially the form prescribed by Section 81.00 of the Law in "The Daily Record," a newspaper published in Rochester, New York, having a general circulation in the City and hereby designated the official newspaper of said City for such publication.

359

Ordinance No.

Authorizing agreement for the 965 Maple Street Roof Replacement Project

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into a professional services agreement with Lothrop Associates LLP to provide design phase and construction administration services for the 965 Maple Street Roof Replacement Project (Project). The maximum compensation for the agreement shall be \$85,000, which shall be funded from the proceeds of bonds appropriated for the Project in a concurrent ordinance. The term of the agreement shall continue until three months after completion of the two-year guarantee inspection of the Project.

Section 2. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 3. This ordinance shall take effect immediately.



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

PARKS & PUBLIC WORKS INTRODUCTORY NO.

360

Lovely A. Warren
Mayor

DES03

September 24, 2020

TO THE COUNCIL

Ladies and Gentlemen:

Re: Preventive Maintenance Northwest Group 12 -
Driving Park (Ramona Street to Dewey Avenue),
Emerson Street (Mt. Read Boulevard to Sherman
Street), Jay Street (Mt. Read Boulevard to At-
Grade Railroad Crossing)

Council Priority: Jobs and Economic Development

Comprehensive Plan 2034 Initiative Area:
Sustaining Green & Active Systems

Transmitted herewith for your approval is legislation related to the Preventive Maintenance Northwest Group 12 Improvement Project. This legislation will authorize changes in pavement width as follow:

- 1) On Driving Park Avenue:
 - a) A decrease in pavement width of 6 feet, from 37 feet to 31 feet, beginning 55 feet east of Lark Street and continuing west to Lark Street.
- 2) On Emerson Street:
 - a) A tapered variable decrease in pavement width of 0 feet to 8 feet, from 44 feet to 36 feet, beginning 220 feet west of Norman Street and continuing 145 feet east; and,
 - b) A decrease in pavement width of 8 feet, from 44 feet to 36 feet, beginning 75 feet west of Norman Street and continuing east to Norman Street; and,
 - c) A tapered variable decrease in pavement width of 0 feet to 6 feet, from 44 feet to 38 feet, beginning 164 feet east of Norman St and continuing west to Norman Street.

This is a Federal Aid Project that is administered by the City under agreement with the New York State Department of Transportation (NYSDOT).

No additional right-of-way is required to accommodate the pavement width changes.

This project includes milling and resurfacing of the pavement, spot curb replacements, installation or upgrade of sidewalk curb ramps, adjustment and repair of manholes, receiving basins, and water valve castings, and replacement of traffic pavement markings. Additional enhancements include new bike lanes, curb bump-outs, new left turn lanes on Emerson Street at Glide Street and an evaluation for converting the signalized intersection of Jay Street and Glide Street to a four-way stop. These improvements will enhance the surface drainage and riding quality of the roadway, improve accessibility for all users, and expand the useful life of the pavement structure.



The project is being designed by Joseph C. Lu Engineering, P.C. (Cletus O. Ezenwa, P.E., CEO, 339 East Avenue, Suite 200, Rochester, NY), as authorized in August 2019 (Ordinance No. 2019-258).

A public informational meeting was held on August 28, 2020. A copy of the minutes of this meeting are attached. The pavement width changes required for the project will be presented to the Traffic Control Board on September 2, 2020.

Design phase services are anticipated to be completed in fall/winter 2020. Construction is anticipated to begin in early 2021 with substantial completion by fall 2021.

A public hearing on the pavement width changes is required.

Respectfully submitted,



Lovely A. Warren
Mayor

PREVENTIVE MAINTENANCE NORTHWEST GROUP 12
Driving Park Avenue - Ramona St to Dewey Ave
Emerson Street - Mt Read Blvd to Sherman St
Jay Street - Mt Read Blvd to At-Grade Railroad Crossing



MAPLEWOOD

North Side: New Sharrow from
Ramona St to RR Bridge then
New Bike Lane to Argo Pk

South Side: New Bike Lane
from Ramona St to Wren St

Driving Park Avenue

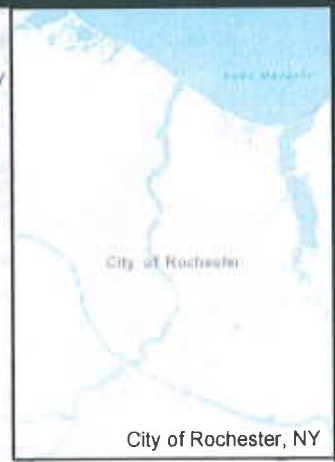
Emerson Street

New Bike Lanes from
Mt Read Blvd to Curlew St
(Both Sides)

LYELL-OTIS-AVERY

Jay Street

New Bike Lanes from
Glide St to At-Grade
Railroad
(Both Sides)



City of Rochester, NY



LARK
STREET

55'

37' EXISTING

31' PROPOSED

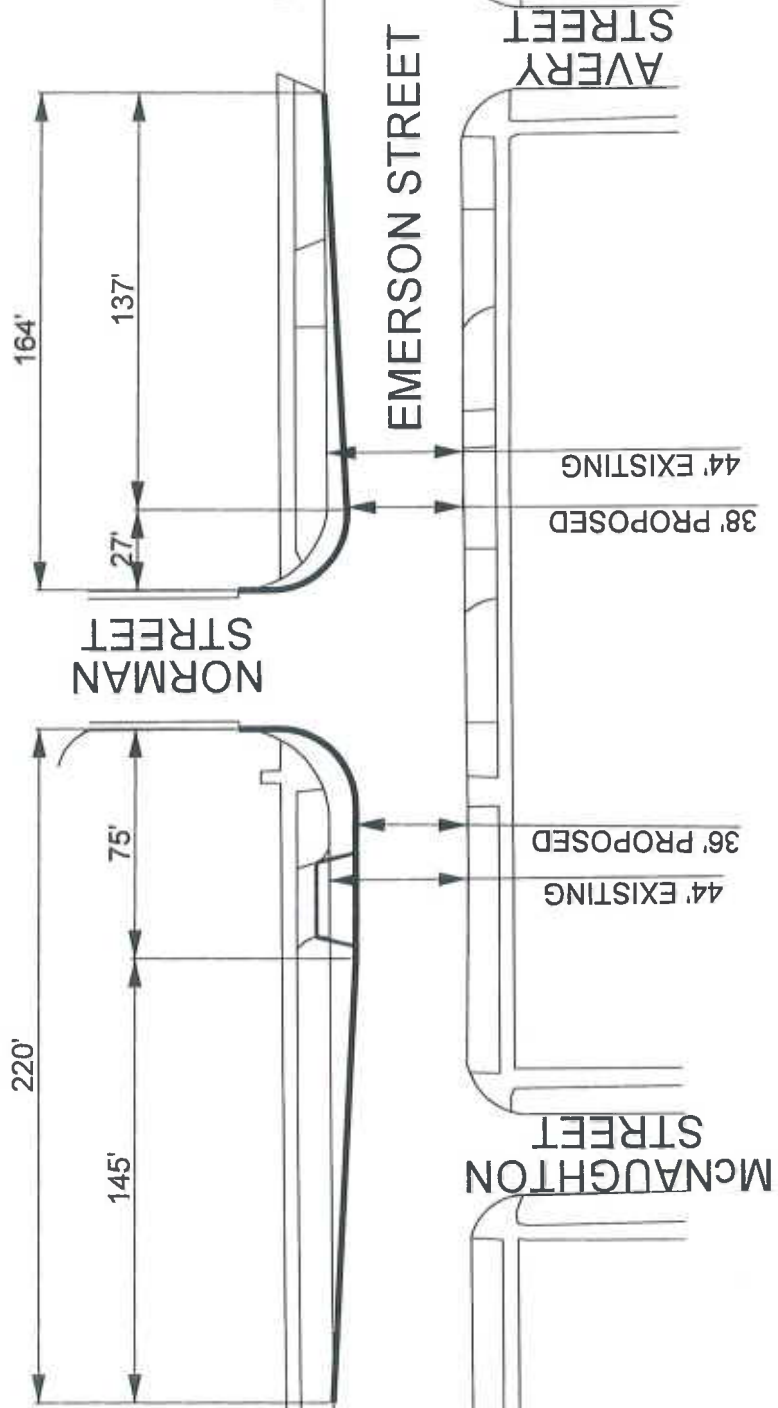
DRIVING PARK AVENUE

SCHOOL #34

ONE WAY
↑

LARK
STREET

DRIVING PARK AVE
(AT LARK STREET)
PAVEMENT WIDTH CHANGES
NORTHWEST QUADRANT



EMERSON STREET

(AT NORMAN ST)

PAVEMENT WIDTH CHANGES

NORTHWEST QUADRANT

PUBLIC INFORMATION MEETING MINUTES
Preventive Maintenance Northwest Group 12
Driving Park Avenue (Ramona Street to Dewey Avenue)
Emerson Street (Mount Read Boulevard to Sherman Street)
Jay Street (Mount Read Boulevard to CSX Railroad)
PIN 4CR0.11
August 27, 2020

The following is a summary of the above referenced project Public Information Meeting held on August 27, 2020 between 5:30pm to 6:30pm via Zoom Video Conference.

The following representatives were present at the meeting:

City of Rochester

Phoenix Howell - Project Manager / Zoom Video Conference HOST

Dominic Fekete, PE - COR Manager of Street Design / Zoom Video Conference CO-HOST

NYS DOT

Frank DiCostanzo, PE - Regional Local Project Liaison (RLPL) / Zoom Video Conference PANELIST

MCDOT

Tom Polech, PE, CPESC, CPSWQ - Monroe County Traffic Engineer / Zoom Video Conference PANELIST

Lu Engineers

Jonathan Ottman, PE - Consultant Project Manager / Zoom Video Conference PANELIST

The Public Information Meeting (Zoom Video Conference) began with the introduction of the project through a Slide Presentation followed by a live question / answer period afterward. There were three (3) attendees from the public joining the meeting. The public attendees were reminded at the conclusion of the meeting that if they choose not to provide a comment or question during the meeting they could contact the City of Rochester Project Manager by phone or email to provide their input and ask questions.

At the end of the Project Slide presentation the following comments/questions were received from the public attendees as part of the meeting:

1. Tony Monaco – Rochester Colonial (1099 Jay Street)

Mr. Monaco asked why the City is now considering removing the traffic signal at the intersection of Jay Street and Glide Street and replacing with the signal with 4-way stop control instead.

This intersection improvement was presented to the public in the slide presentation including the process for removal of the traffic signal along with the benefits of replacing with a 4-way stop control. Monroe County has temporarily installed the 4-way stop control at this intersection starting this July 2020 for observation. The trial period will last 6-12 months. After which the County will evaluate the safety data (vehicle accidents) and observed vehicle traffic delays to determine if this intersection is a candidate for permanent replacement of the traffic signal with the 4-way stop control.

Mr. Monaco continued to explain that he believes that the installation of the 4-way stop control creates an unsafe situation for motorists and believes many accidents will occur as a result. Mr. Monaco also made it clear that he has spoken with many other motorists who use this intersection and they overwhelmingly agree with him.

Mr. Monaco will file an official complaint with the City to request that the traffic signal be placed back in operation as soon as possible at this intersection.

Tom Polech from MCDOT answered that the County will record Mr. Monaco's concern and take it into consideration during the intersection safety analysis at the end of the trial period. Tom also stated that the traffic signal can be placed back into operation as a result of the County safety analysis.

At the end of the meeting Phoenix Howell reemphasized that the public could visit the City Project website to review project materials and ask questions to her directly by phone or email. The meeting was adjourned at approximately 6:10pm.

Attached to these meeting minutes are the following:

- Public Informational Meeting Notice
- Public Informational Meeting Agenda

The following materials are posted on the City project website for public viewing:

<https://www.cityofrochester.gov/PMNWGroup12/>

- Initial Project Proposal / Final Design Report
- Parking Study
- Presentation Plans
- Public Informational Meeting Materials
 - ✓ Zoom Conference Meeting Slide Presentation
 - ✓ Zoom Conference Meeting Minutes

360

Ordinance No.

Authorizing pavement width changes for the Preventive Maintenance Northwest Group 12 Improvement Project

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Council hereby approves the following payment width changes for the Preventive Maintenance Northwest Group 12 Improvement Project (the Project):

1. On Driving Park Avenue:

- a. A decrease in pavement width of 6 feet, from 37 feet to 31 feet, beginning 55 feet east of Lark Street and continuing westward to Lark Street.

2. On Emerson Street:

- a. A tapered variable decrease in pavement width of 0 feet to 8 feet, from 44 feet to 36 feet, beginning 220 feet west of Norman Street and continuing 145 feet eastward; and
- b. A decrease in pavement width of 8 feet, from 44 feet to 36 feet, beginning 75 feet west of Norman Street and continuing eastward to Norman Street; and
- c. A tapered variable decrease in pavement width of 0 feet to 6 feet, from 44 feet to 38 feet, beginning 164 feet east of Norman Street and continuing westward to Norman Street.

Section 2. The changes authorized herein shall be made in accordance with the plans and specifications approved by the City Engineer, who may make reasonable modifications.

Section 3. This ordinance shall take effect immediately.



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

PARKS & PUBLIC WORKS INTRODUCTORY NO.

Lovely A. Warren
Mayor

361, 362

DES04

September 24, 2020

TO THE COUNCIL

Ladies and Gentlemen:

Re: Agreement – Labella Associates, D.P.C.
Pont de Rennes Bridge and Brown's Race
Rehabilitation Project

Council Priority: Creating & Sustaining a Culture of
Vibrancy

Comprehensive Plan 2034 Initiative Area:
Fostering Prosperity and Opportunity

Transmitted herewith for your approval is legislation related to the Pont de Rennes Bridge and Browns Race Rehabilitation Project. The legislation will:

1. Authorize the Mayor to enter into an agreement with New York State Department of Transportation (NYSDOT) to participate in and administer the project; and,
2. Appropriate \$576,000 in anticipated reimbursements from ROC the Riverway / Upstate Revitalization Initiative funding administered by the New York State Department of Transportation (NYSDOT) to finance the engineering and design of the project; and,
3. Establish \$1,177,000 as maximum compensation for an agreement with Labella Associates, D.P.C. (Steven Metzger, C.E.O., 300 State Street, Rochester, NY) for comprehensive bridge inspection, design, and construction administration services related to the project. The term of the agreement shall extend until three (3) months after the completion of the two-year guarantee inspection of the project; and,
4. Approve a resolution, in a form that is required by the New York State Department of Transportation (NYSDOT), committing the City to pay for the State-funded portion of the Project in the first instance before seeking reimbursement from the State, and, if applicable, commit the City Council to meet promptly to consider appropriating money to make up any cost overruns.

The project includes significant structural repairs to protect the historic asset of Pont de Rennes Bridge and to ensure its safety and viability for generations to come. In addition to the needed structural repairs, the City will create a more dynamic public space on the bridge with creative lighting, public art, plantings, and trail connections to enhance the visitor experience. Brown's Race street improvements includes replacing underdrain systems, removal and resetting of pavers, bollard and light fixture replacements, and site amenity upgrades. The limits of the Brown's Race street improvements are from Platt Street to Furnace Street. Both projects are being progressed under the same contract to utilize efficiencies during the design and construction phases.

The project is partially funded with \$4,000,000 in ROC the Riverway funds awarded by the Honorable Governor Andrew M. Cuomo and administered through the NYSDOT.



Construction costs outlined below are estimated. Actual costs will be determined at the time of public bid and further legislation will be necessary to authorize construction funding. The estimated total project cost will be financed as follows:

Source of Funds	Design	Estimated Construction	Total
NYSDOT funds authorized herein	576,000	0	\$ 576,000
NYS DOT funds to be authorized in future legislation	0	3,424,000	\$ 3,424,000
2017-18 Cash Capital	601,000	0	\$ 601,000
Bonds to be authorized in future legislation	0	5,350,000	\$ 5,350,000
Total:	\$ 1,177,000	\$8,774,000	\$ 9,951,000

Labella Associates, D.P.C. was selected for comprehensive bridge inspection and design services through a request for proposal process, which is described in the attached summary.

Design services are anticipated to begin in fall 2020. Construction is anticipated to begin in spring 2023 with scheduled completion in fall 2024. The design portion of the project results in the creation/retention of the equivalent of 12.8 full-time jobs.

Respectfully submitted,



Lovely A. Warren
Mayor

Vendor / Consultant Selection Process Summary

Department: DES/ Bureau of Architecture and Engineering
Project / Service Sought: Pont de Rennes Bridge Rehabilitation
Design Services
Consultant Selected: Labella Associates, D.P.C.
Method of Selection: Request for Proposal

1. Date RFP issued (and posted on City web site): 11/18/2019

2. The link to download the RFP was sent directly to: The RFP was not sent directly to any firms. The RFP was posted on City of Rochester's website. An additional link to the RFP was posted on the New York State Contract Reporter.

3. Proposals were received from

<u>FIRM</u>	<u>Address</u>	<u>City/ST</u>
• Labella Associates, D.P.C.	300 State St	Rochester, NY 14614
• SWBR Architecture, Engineering & Landscape Architecture, D.P.C	387 E Main St	Rochester, NY 14604
• Erdman, Anthony and Associates, Inc	145 Culver Rd	Rochester, NY 14620
• Joseph C. Lu Engineering, P.C.	339 East Ave	Rochester, NY 14604
• Stantec Landscape Architecture and Geology P.C.	61 Commercial St	Rochester, NY 14614

4. Evaluation criteria

The proposals were evaluated by a review committee consisting of five people. The committee evaluated each proposal and filled out a scoring sheet which included the selection criteria and relative scoring weights. Evaluation forms were used to rank the consultant teams and develop a short list for consultants to be invited to an interview.

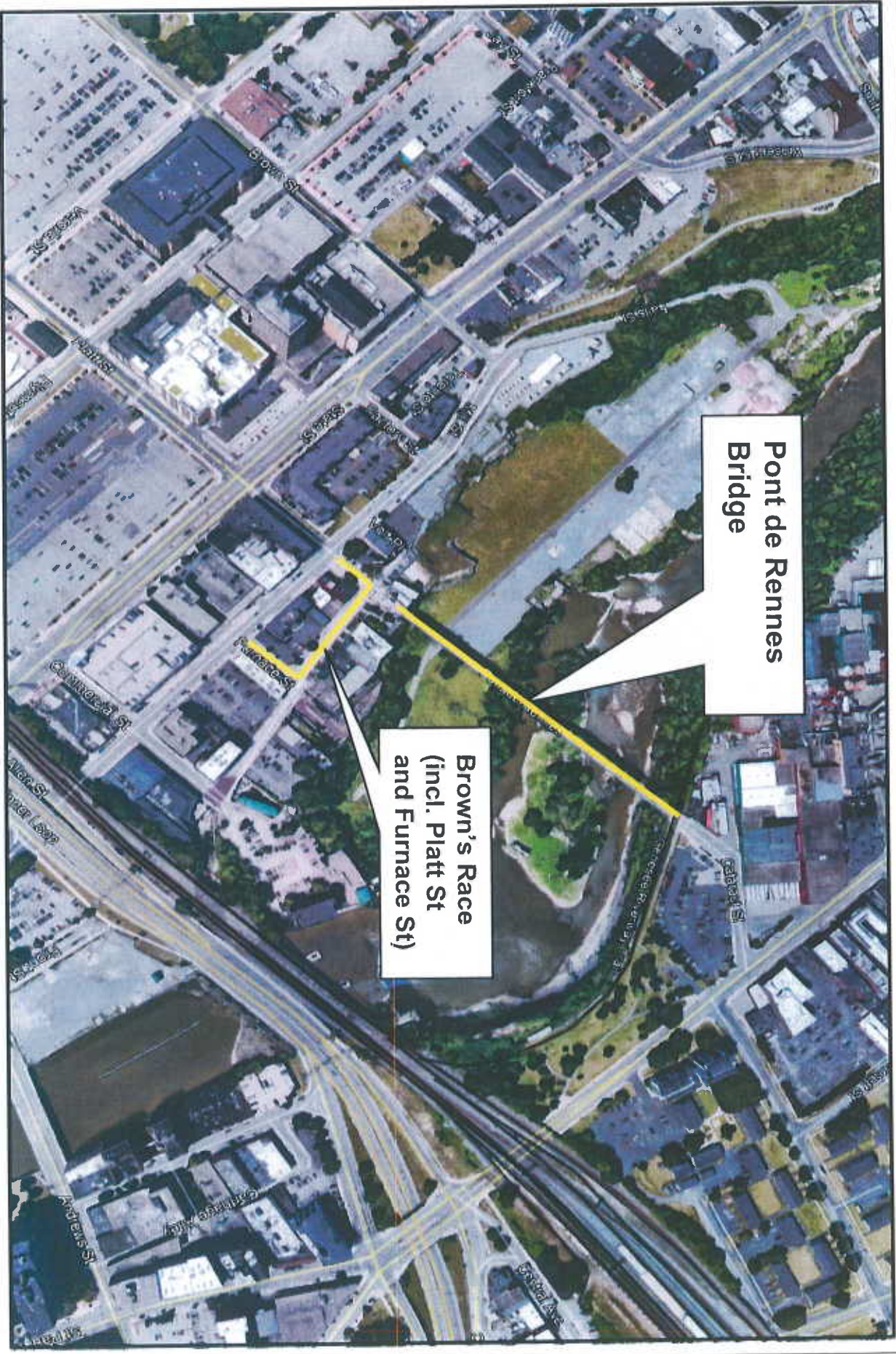
Four consultant were short listed and invited to an interview. A separate review committee ranked the interviews based on the criteria shown below:

<u>Criteria</u>	<u>Points possible</u>	<u>Points received by Labella Associates, D.P.C.</u>
Team Qualifications	20	18
Technical Approach	20	19
Artistic Design	20	17
Environmental Review	20	12
Public Outreach	20	14
	100	80

5. Review team included staff from: (5) DES/A&E

6. Additional considerations/explanations:

7. MWBE Officer has reviewed the recommended firm's proposal for meeting MWBE and Workforce goals. MWBE Officer Initials: *Cmj* Date: *8/31/20*



Pont de Rennes
Bridge

Brown's Race
(incl. Platt St
and Furnace St)

Pont de Rennes and Brown's Race Project Project Location Map

Map Not To Scale



361

Ordinance No.

Authorizing agreements and appropriating funds for the Pont de Rennes Bridge and Brown's Race Rehabilitation Project

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the New York State Department of Transportation (NYSDOT) to participate in and administer the Pont de Rennes Bridge and Brown's Race Rehabilitation Project (the Project) and for the receipt and use of ROC the Riverway/Upstate Revitalization Initiative funding for the Project.

Section 2. The sum of \$576,000 in anticipated reimbursements from NYSDOT through the ROC the Riverway/Upstate Revitalization Initiative is hereby appropriated to fund a portion of the professional services for the Project.

Section 3. The Mayor is hereby authorized to enter into a professional services agreement with Labella Associates, D.P.C. to provide bridge inspection, design, and construction administration services for the Project. The maximum compensation for the agreement shall be \$1,177,000, which shall be funded in the amount of \$576,000 from the appropriation authorized in Section 2 herein and in the amount of \$601,000 from 2017-18 Cash Capital. The term of the agreement shall continue until three months after completion of the two-year guarantee inspection of the Project.

Section 4. The agreements shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 5. This ordinance shall take effect immediately.

362

Resolution No.

Authorizing the implementation and funding in the first instance of the State-aid Program eligible costs of a capital project and appropriating funds therefor

WHEREAS, a Project for Pont de Rennes Bridge, P.I.N. 4RTR.02 (the "Project") is eligible for funding under a New York State Program administered by the NYS Department of Transportation (NYSDOT);

WHEREAS, a sum not to exceed \$1,052,000 in Program funding is available to progress the Project; and

WHEREAS, the City of Rochester desires to advance the Project by making a commitment of 100% of the State share of the costs of design work.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Rochester as follows:

THAT the Council of the City of Rochester hereby approves the above-subject project;

THAT the Council of the City of Rochester hereby authorizes the City of Rochester to pay in the first instance 100% of design work for the Project or portions thereof;

THAT the sum of \$1,052,000 appropriated pursuant to Ordinance No. 2020-____ [fill in Ordinance No. of October Mayor No. 4a] is available to cover the cost of participation in the above described phase of the Project;

THAT in the event that the full State share costs of the Project exceed the amount appropriated above, the Council of the City of Rochester shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the City Engineer thereof;

THAT the Mayor of the City of Rochester be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for State Aid on behalf of the City of Rochester with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefor that are not so eligible;

THAT a certified copy of this Resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project between the City of Rochester and the State of New York; and

THAT this Resolution shall take effect immediately.



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

PARKS & PUBLIC WORKS INTRODUCTORY NO.

363

Lovely A. Warren
Mayor

DES05

September 24, 2020

TO THE COUNCIL

Ladies and Gentlemen:

Re: Official Map Amendment – Theodore Street
Abandonment

Council Priority: Reinforcing Strong Neighborhoods
and Fostering Prosperity & Opportunity

Transmitted herewith for your approval is legislation related to the amending of Theodore Street right-of-way (ROW) as part of the CDS Life Transitions development project. This legislation will amend the Official Map by abandoning Theodore Street to be incorporated into the CDS Life Transitions development project site.

CDS Life Transitions development project includes the new construction of seven (7) buildings on approximately 3.5 acres of land. When completed, 164 affordable residential units will have been created.

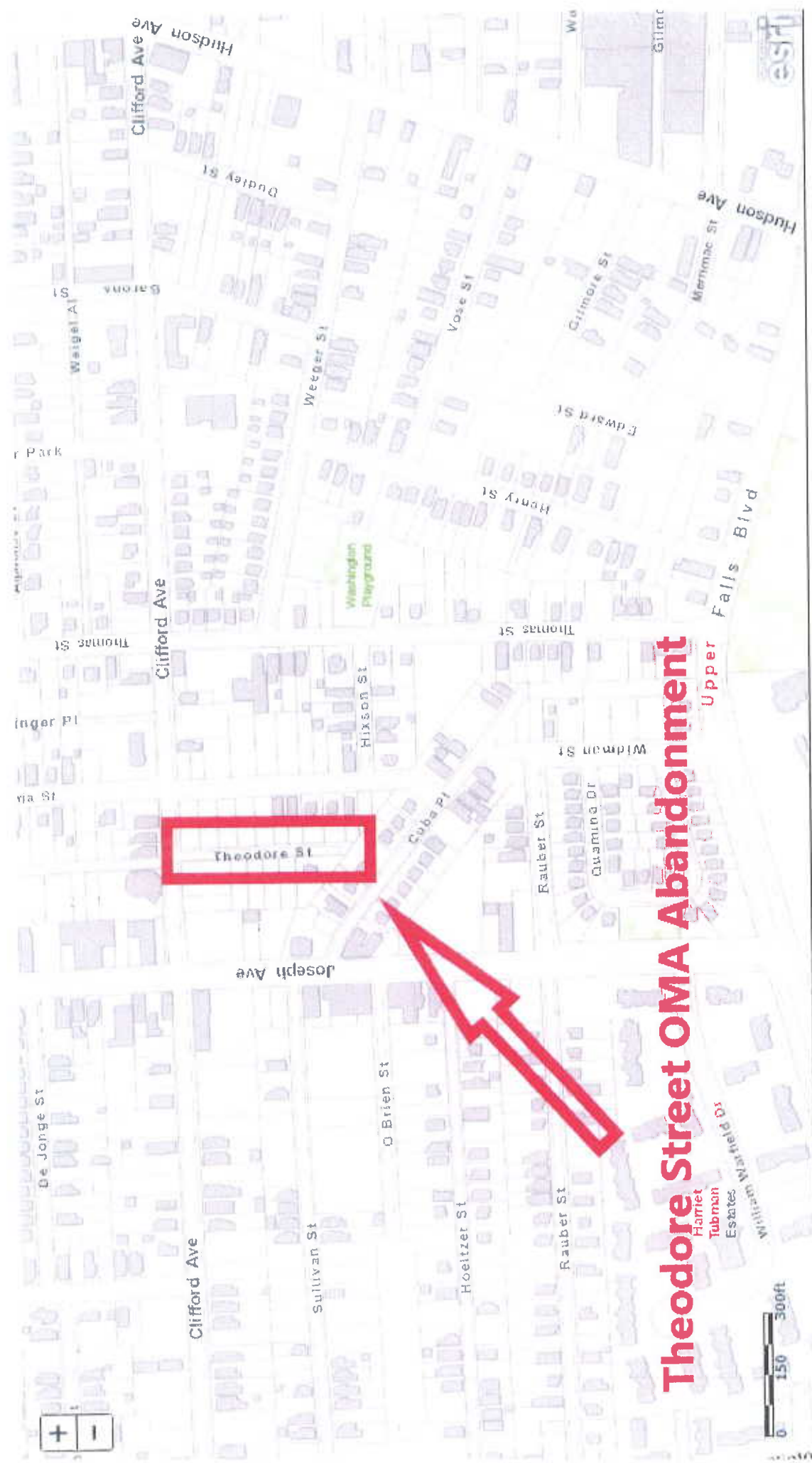
The abandonment shall take effect upon the compliance by the applicant with the recommendations and conditions established by the City Planning Commission. The City Planning Commission, at its May 11, 2020 meeting recommended approval of this abandonment by a vote of 7-0-0. Minutes of that meeting, along with the application, are attached.

A public hearing is required.

Respectfully submitted,

Lovely A. Warren
Mayor





Theodore Street OMA Abandonment

Upper

Harriet Tubman Estates



629 Clifford Ave

Fordham, New York



Street View

Google





City of Rochester

Department of Environmental Services
City Hall Room 300B, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

Bureau of Architecture
and Engineering

Inter-Departmental Correspondence

To: Traffic Control Board Members
From: Holly Barrett, Chairperson
Date: August 10, 2020
Subject: Traffic Control Board Minutes – **MARCH 4, 2020**

BOARD MEMBERS PRESENT

Darin Ramsay, representing Chairperson, Holly Barrett
Brent Penwarden, representing Timothy Frelie, Monroe County Department of Transportation
Kelly Miterko, representing Timothy Curtin, Law Department
Sgt. Jon Rivers, representing Chief La'Ron Singletary, Rochester Police Department
Laura Miller, representing Rosiland Brooks-Harris, Finance Department
Rick Rynski, representing Commissioner Gary Kirkmire, Neighborhood and Business Development

BOARD MEMBERS ABSENT

OTHERS IN ATTENDANCE

Ruben Cruz, Monroe County Department of Transportation
Dave Darling, Victor Excavating
Brian Dooley, Victor Excavating
Melissa Kunes, Mark Cerrone
John Sprinler, RSMP Savin
Stephen Ruduicki, Jesen/BRV Engineering
Austin Ingerick, LeFrois
Bre'Asia Griffin, DES/Permits
Michael Hershelman, DES/Water Bureau

MINUTES

D. Ramsay motioned to approve minutes for October 2, 2020, October 16, 2020, and November 6, 2020.

R. Rynski seconded the motion and the motion was approved.

Minutes circulating: September 18, November 20, December 4 and 18, 2019
Minutes not circulating: January 15, Feb 5 and 19, 2020

CONSTRUCTION

1. 95-121 Howell St – Curb Cut on Savannah St
This project was not represented at the meeting.

Item tabled by D. Ramsay.

2. City Water Distribution Large Valve Replacement - MPOT
M. Hershelman noted this project is to replace gate valves. There will be spot street excavations. Two way traffic will be maintained at all times. B. Penwarden noted he had reviewed their plans



and found them acceptable.

B. Penwarden motioned to approve the MPOT for the City Water Distribution Large Valve Replacement project.

R. Rynski seconded the motion and the motion was approved.

3. Cleaning & Structurally Lining of Water Mains 2020 – MPOT

M. Hershelman noted that this project will see excavating for pipes. Two way traffic will be maintained at all times. B. Penwarden noted he had reviewed the plans and found them acceptable.

B. Penwarden motioned to approve the MPOT for the Cleaning and Structurally Lining of Water Mains 2020, PC 20W103.

R. Rynski seconded the motion and the motion was approved.

4. 260 E. Broad St – MPOT

A. Ingerick described the desired location for the crane. As this project is being built on top of an underground garage, the crane outriggers must be placed on top of the garage pylons. This limits the location of the crane to one spot on Elm Street, one spot on E Broad Street, and one spot on S. Clinton Avenue. Due to traffic concerns and the need to close two lanes, the S. Clinton Avenue location will not be used. On Elm Street, traffic will need to be closed in the eastbound direction for 3 months, starting in April. A detour will be posted. E Broad Street will be a proposed 2 month closure. Two way traffic will be maintained. B. Penwarden was concerned about the detour and the crosswalk. H. Barrett to be requested to review the proposal prior to approval.

D. Ramsay tabled this item.

5. 651 N. Plymouth Ave – MPOT

D. Horn noted that two lanes need to be closed on Plymouth Ave for three weeks for sewer and water laterals and manholes. A full restoration will follow. B. Penwarden noted he reviewed and provided a revised MPOT plan.

B. Penwarden motioned to approve the revised MPOT plan for Zweigles project at 651 N. Plymouth Ave.

R. Rynski seconded the motion and the motion was approved.

6. 353 Congress Ave/School 10 – MPOT

M. Kunes noted that they need to close sidewalks around school #10 from April 1 to July 1 for construction activities. Sidewalks to be closed on Post Ave, Congress Ave, and Virginia Ave abutting the school property. Signs will be posted detouring pedestrians to the opposite side of the street. Parking signs that have been removed are to be replaced.

B. Penwarden motioned to approve MPOT for School 10.

R. Rynski seconded the motion and the motion was approved.

OLD BUSINESS

1. 321 Post Ave/School 16 – Parking Changes

D. Ramsay noted this is still pending.

D. Ramsay tabled this item.

(H. Barrett joined meeting briefly but left for a staff meeting)

2. Exchange Blvd at BCA – Request for curb cuts/crosswalk
B. Penwarden noted that a meeting was held with County Courts, BCA representatives, MCDOT, City Police, City DES, and County Sheriff to discuss keeping the elevator open during events to allow handicapped individuals access to the parking garage from the tunnel. The County insists on having Sheriffs deputies on duty and paid for by BCA. BCA does not want to take on this expense. He noted the alternative is to level the median and create two curb cuts on either side of Exchange. He will work with J. Pond at MCDOT to come up with a design.

D. Ramsay tabled this item.

3. Emmett St
D. Ramsay noted this will be dealt with through the TCB Manual update.

D. Ramsay tabled this item.

4. St Bridgets Dr
D. Ramsay noted this will be dealt with through the TCB Manual update.

D. Ramsay tabled this item.

NEW BUSINESS

1. Theodore St – Endorse Abandonment
In support of the CDS Monarch housing project at the corner of Clifford Ave and Joseph Ave, Theodore Street will be abandoned.

B. Penwarden motioned to endorse abandonment of Theodore St in its entirety. OMA #19-6-133.

R. Rynski seconded the motion and the motion was approved.

2. State St – Food Truck Zone Add "Restricted During Special Events" panel
D. Ramsay noted that New Business items 2 & 3 are to add 'Restricted During Special Events' panels to all food truck zones as requested by the City Clerk's office and the Food Truck Policy Group.

B. Penwarden noted that the process for this will be to abolish the existing TCBO and re-establish the same regulations, but with 'Restricted During Special Events' added.

B. Penwarden motioned to Abolish TCBO (no number) for No Parking 7:00 AM-2:00 AM, 4 Hour Limit, Licensed Vendor Only on the west side of State St between 62' south of Morrie Silver Way and 242' south of Morrie Silver Way and Establish:

- No Parking 7:00 AM-2:00 AM, 4 Hour Limit Restricted During Special Events on the west side of State St between 62' south of Morrie Silver Way and 242' south of Morrie Silver Way.

R. Rynski seconded the motion and the motion was approved.

3. Cascade Dr – Food Truck Add "Restricted During Special Events" panel
B. Penwarden motioned/proposed to Abolish TCBO # 1403033 and Establish:
 - No Parking Licensed Vendor Only 7:00 AM-2:00 AM, 4 Hour Limit, Restricted During Special Events on the west side of Cascade St between 90' north of Industrial St and 40' north of Industrial St.

R. Rynski seconded the motion and the motion was approved.

Traffic Control Board Minutes

March 4, 2020

Page 4 of 4

Next meeting – Wednesday, March 18, 2020 at 9:15 AM on Conf. Room 300B

Holly Barrett, Chairperson
Traffic Control Board

Recorded by: J. Gómez

363

Ordinance No.

Amending the Official Map by abandoning the Theodore Street right-of-way that is south of Clifford Avenue

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. Chapter 76 of the Municipal Code, Official Map, as amended, is hereby further amended by changing and deleting therefrom the following described property, heretofore dedicated to street purposes and constituting a portion of Theodore Street:

Legal Description of Theodore Street Right-of-Way to be Abandoned

All that tract or parcel of land, situate in the City of Rochester, County of Monroe, State of New York, and being more particularly bounded and described as follows:

Beginning at a point at the westerly right-of-way of Theodore Street, said point being at the intersection with the southerly right-of-way line of Clifford Avenue; thence,

1. N 87° 08' 55" E, along the southerly right-of-way of Clifford Avenue, a distance of 31.00 feet to a point; thence,
2. S 02° 30' 55" E, along the easterly right-of-way of Theodore Street, a distance of 431.18 feet to point at the southeasterly corner of the right-of-way of Theodore Street; thence,
3. N 53° 43' 54" W, along the southerly right-of-way of Theodore Street, a distance of 39.77 feet to a point on the westerly right-of-way of Theodore Street; thence,
4. N 02° 30' 55" W, along the westerly right-of-way of Theodore Street, a distance of 406.09 feet to the point of beginning.

Hereby intending to describe a parcel of land containing 0.298 more or less acres of land, all as shown on a map entitled "THEODORE STREET RIGHT OF WAY TO BE ABANDONED", dated November 19, 2019 as prepared by Passero Associates.

Section 2. This ordinance shall take effect upon the compliance by the applicant with the conditions established by the City Planning Commission in its recommendations of May 11, 2020.



City of Rochester

City Hall Room 308A, 30 Church Street
Rochester, New York 14614-1290
www.cityofrochester.gov

PUBLIC SAFETY, YOUTH & RECREATION INTRODUCTORY NO.

364

Lovely A. Warren
Mayor

September 24, 2020

TO THE COUNCIL

FIRE 06

Ladies and Gentlemen:

Re: Grant Agreement – 2020 State Homeland
Security Program (SHSP)
Council Priority: Public Safety
Comprehensive Plan 2034 Initiative Area: Reinforcing
Strong Neighborhoods

Transmitted herewith for your approval is legislation authorizing an agreement with the New York State Division of Homeland Security and Emergency Services (NYSDHSES) for the receipt and use of \$111,700.00 from the 2020 State Homeland Security Program (SHSP) grant and amending the 2020-21 Budgets of the Fire Department by \$42,000 and Undistributed Expenses by \$14,500 for related personnel expenses. The remaining non-personnel expenses will be funded directly from a Special Revenue Fund specific to this grant. Since this is a multi-year grant, any remaining personnel expenses will be appropriated in the 2021-22 Budget of the Fire Department, contingent upon its approval.

This grant is provided to support building, sustainment and delivery of core capabilities for achieving preparedness and resilience in the event of terrorist attacks, severe weather and other significant events in the Rochester/Monroe County region. Grantees are required to build capabilities that relate to the prevention of, protection from, or response to significant events. The program period is September 1, 2020 through August 31, 2023, and no matching funds are required.

The 2020 allocation will be used for equipment, such as: rescue task force personal protective gear, search and rescue equipment and pandemic preparedness PPE (\$55,200). Funding will also support overtime back-fill for rescue task force sustainment training and Community Emergency Response Training (CERT) (\$42,000) and fringe benefits for all personnel expenses included in the funding allocation (\$14,500).

Respectfully submitted,

Lovely A. Warren
Mayor



364

Ordinance No.

Authorizing a grant agreement for the 2020 State Homeland Security Program

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with the New York State Division of Homeland Security and Emergency Services for the receipt and use of a \$111,700 grant from the 2020 State Homeland Security Program. Said funds are hereby appropriated to support preparedness and resilience in the event of terrorist attacks, severe weather and other emergency events.

Section 2. The term of the agreement shall be from September 1, 2020 through August 31, 2023.

Section 3. The agreement shall contain such additional terms and conditions as the Mayor deems to be appropriate.

Section 4. Ordinance No. 2020-161, the 2020-21 Budget of the City of Rochester, as amended, is hereby further amended by increasing the revenue estimates and appropriations to the Budget of the Fire Department by \$42,000 and Undistributed Expenses by \$14,500, which amounts are hereby appropriated from the Program grant authorized herein.

Section 5. This ordinance shall take effect immediately.



City of Rochester

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PUBLIC SAFETY, YOUTH & RECREATION INTRODUCTORY NO.

365, 366

Lovely A. Warren
Mayor

September 24, 2020

DRYS 10

TO THE COUNCIL

Ladies and Gentlemen:

Re: Amending the City Charter – Department name

Transmitted herewith for your approval is legislation amending Article XIA of the City Charter with regard to the name of the Department of Recreation and Youth Services. The Department of Recreation and Youth Services will become the Department of Community Advancement Services. There will be an associated change in the name of the Commissioner.

The name change is necessary to represent the department's full scope of services available to the community, including services provided to young adults, adults, and families. The new name is also responsive to the recent implementation of the Crisis Intervention Services unit within the department, which will allow the City to effectively respond to crisis situations with trained and experienced behavioral and mental health professionals independent of law enforcement protocols.

Respectfully submitted,

Lovely A. Warren
Mayor



365

Local Law No.

Local Law amending the City Charter with respect to the name of the Department of Recreation and Youth Services

BE IT ENACTED, by the Council of the City of Rochester as follows:

Section 1. Chapter 755 of the Laws of 1907, entitled "An Act Constituting the Charter of the City of Rochester", as amended, is hereby further amended by modifying the title and Sections 11A-1 and 11A-2 of Article XIA, Department of Recreation and Youth Services, to read as follows:

Article XIA DEPARTMENT OF COMMUNITY ADVANCEMENT SERVICES**§ 11A-1 Department of Community Advancement Services.**

The Department of Community Advancement Services shall be responsible for the administration of programs providing recreation, cultural and other leisure-time services to residents; for parks programming; for the administration of youth services programs; and for providing such other special events and public services as may be required and assigned to the Department, including responsibility for the Public Market. The Department shall be organized into bureaus, divisions or other operating units as deemed necessary by the Commissioner and the Mayor.

§ 11A-2 Commissioner of Community Advancement Services.

The Commissioner of Community Advancement Services shall be the head of the Department of Community Advancement Services and shall be responsible to and report to the Mayor. He or she shall appoint, with the approval of the Mayor, the heads of bureaus, divisions or other operating units that may be established. He or she shall also have such powers and duties as may be assigned by the Mayor and granted to him or her by law or ordinance.

Section 3. Chapter 755 of the Laws of 1907, entitled "An Act Constituting the Charter of the City of Rochester", as amended, is hereby further amended by modifying

§ 2-3, Administrative departments, to replace "Department of Recreation and Youth Services" with "Department of Community Advancement Services".

Section 4. Chapter 755 of the Laws of 1907, entitled "An Act Constituting the Charter of the City of Rochester", as amended, is hereby further amended by modifying Subsections 2-18(B)(8) and 2-18(G)(1) of § 2-18, Code of Ethics, to replace each of the two clauses reading "Commissioner of Recreation and Youth Services" with "Commissioner of Community Advancement Services" and to replace the one clause reading "Deputy Commissioner of Recreation and Youth Services" with "Deputy Commissioner of Community Advancement Services".

Section 5. This local law shall take effect immediately upon filing in the Office of the Secretary of State as provided by Section 27 of the NYS Municipal Home Rule Law.

366

Ordinance No.

Amending the Municipal Code and 2020-21 Budget with respect to the Department of Recreation and Youth Services

BE IT ORDAINED, by the Council of the City of Rochester as follows:

Section 1. The Municipal Code of the City of Rochester, as amended, is hereby further amended in sections and subsections 30-3, 60-8(B), 60-21(B), 62-8(B), 79-1(B), 79-18(A), 91-2, 111-28(B), and 111-28(K) thereof, by deleting the words "Commissioner of Recreation and Youth Services" in each place that they appear therein, and by inserting in their place the words "Commissioner of Community Advancement Services".

Section 2. The Municipal Code of the City of Rochester, as amended, is hereby further amended in §120-149(A)(10)(a)[3] thereof by deleting the words "Department of Recreation and Youth Services" and by inserting in their place the words "Department of Community Advancement Services".

Section 3. Ordinance No. 2020-161, the 2020-21 Budget of the City of Rochester, as amended, is hereby further amended by deleting the words "Department of Recreation and Youth Services" in every instance and by inserting in their place the words "Department of Community Advancement Services".

Section 4. This ordinance shall take effect upon the effective date of the Local Law amending the City Charter with respect to the name of the Department of Recreation and Youth Services, which is introduced with this ordinance.