

APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM
 — 2012 Program Year Funding —

ACTIVITY NAME: Replacement of boilers and replacement of leaking/rotted windows- Senior Center

APPLICANT: Department of Public Works- City of Saratoga

MAILING ADDRESS: City Hall; Broadway. Saratoga Springs, NY 12866

PHONE: 518-587-3550 FAX: _____ EMAIL: _____

CONTACT PERSON: Anthony Scirocco

TITLE: Commissioner

APPLICANT (select 1): City Department _____ Private non-profit organization _____ Other Public Agency _____
(List Dept.) (List Federal ID #) (Specify)

(DUNS #)

NATIONAL OBJECTIVE (select 1):

“Benefit persons of Low/moderate income”

“Address slum/blight Conditions”

“Urgent CD Need”

- L/M Income Area Benefit
- L/M Income Limited Clientele Activities
- L/M Income Housing Activities
- L/M Income Job Creation/Retention

- “N/A.” Slum/blighted Area
- Slum/blighted Spot Basis
- “N/A.” Urban Renewal Completion

“N/A.” Urgent Need

REQUESTED ENTITLEMENT FUNDING: \$47,418.00
 Funding Leveraged from Other Sources: \$11,854.00
 Total Activity Cost: \$59,272.00

Proposal Abstract - please provide a *brief* overview of your proposal including the number of persons that will be served with this grant in the space below:

The City building currently being used as the Senior Citizens Center of Saratoga Springs is in need of repairs and replacement of the current boiler. The Center services approximately 2,000 low to moderate income seniors per year. In addition the Center is an emergency warming shelter, public polling place, and provides space to other community members and events including Mayor’s Senior Advisory Committee, AA meetings, Rotary. In an emergency situation the Center can hold between 300-400 community members at one time and provide food and temporary shelter.

The City, through past CDBG’s replaced rotted doors and windows, partially fixed the heating systems, and continues to work on repairs to this city building which services so many community members. In phase one the heating and cooling project, the Kilmer room furnace was replaced and repairs and adjustments were made in the kitchen, community room, bathrooms, dining room and art room. Heat was added to the front and back vestibules and front office. Per the NYSERDA audit, programmable thermostats were installed, and repairs made in the boiler room. The existing boiler still needs to be replaced with two new high energy efficient boilers. In addition, the windows in the dining room are leaking and the wood surrounding them rotted. These need replacing to ensure the safe and reliable use of the building as well as addressing the heat loss experienced through these existing windows.

Anthony J. Scirocco
 (Authorized Signature)
Anthony J. Scirocco
 (Typed or Printed Name)

Commissioner
 (Title)
1/25/12
 (Date)

Please respond in writing to each of the following (add additional pages as necessary):

1. ACTIVITY DESCRIPTION

Provide a detailed description of your proposed activity. In this description, provide responses to the following items:

- A) Identify whether the activity is new, ongoing, or expanded from previous years.

The replacement of the boiler would complete the final phase of the heating and cooling system repair. The replacement of the rotted and leaking windows in the dining room is a new project but much needed and directly impacts the heating and cooling project. They currently leak into the dining room which is the main gathering area that will be used if the building is opened as an emergency shelter and used for the daily OFA lunch program. In addition the newly painted walls continue to have cracks and need repair as the water drains down through them.

- B) Describe the community need that your activity is intended to address and how your activity will address that need. Provide evidence that this need is currently not being addressed through existing programs or activities.

This proposal is for a new boiler and replacement of the leaking and rotted windows. This will not only address the heating and cooling needs at the Center, but ensure the building is reliable and safe for use to the seniors and the community in an emergency shelter situation. The Senior Center is a designated warming shelter in a state of emergency and polling place for elections. Currently the Senior Center is responsible for paying the utility costs for this building. The city needs to complete the heating and cooling upgrades and replacement to meet the needs not only of the seniors in our community but to the community as a whole. This project will continue to allow the City to upgrade, repair and ensure that the existing systems are in code and safe in the structure currently used as the Senior Center.

- C) Identify who will benefit from the proposed activity. If the activity is designed to benefit:

This work will benefit the seniors in our community, a presumed low to moderate income group, and the community as a whole as an emergency shelter.

C-1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve.

C-2) the inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located.

C-3) designed to benefit a low-moderate income "limited clientele", identify the "limited clientele" group.

- D) Identify your performance goals and the types of indicators you will use to document activity accomplishments and success.

(Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, etc.)

1. Goal:

Obtain 3 quotes for replacement and removal of existing boiler and complete project

Verification Measures:

Project completion

2. Goal:

Obtain 3 quotes for the replacement and removal of existing rotted and leaking windows in the dining room.

Verification Measures:

Project completion

- E) Provide an activity timeframe/schedule (include start, completion dates, and other significant performance stages).

Upon approved funding, bids will be sought for the boiler and window projects and work will begin pending weather restrictions.

- F) Identify whether the activity requires additional local, state or federal approval (license, permit, design/historic/environmental review, etc.). For construction/site development projects, provide evidence of site control.

2. ORGANIZATIONAL CAPACITY

- A) Provide an overview of your organization including length of time in existence. List current officers and board members and identify any prior funding by the City of Saratoga Springs (year, activity, and amount).

- B) Describe your organization's experience in successfully conducting this type of activity. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

- C) Identify the person(s) responsible for program and financial management of the activity. Identify all other persons involved in this activity noting whether these positions are current or new, pending this award. For construction/site development projects, identify the development team including proposed contractors, subcontractors, and project manager.

D) Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

3. ACTIVITY BUDGET - (ATTACHMENTS 1, 2)

A) Include attached budgets (Attachments 1, 2) as appropriate. Depending on the activity, the applicant may need to submit one or both of the attached budget forms. More detailed budgets may be attached (and are recommended) in support of the proposal. If an architect, engineer, or other personnel have conducted a cost analysis, attach a copy noting the author and date of analysis.

- PROGRAM OPERATING BUDGET (Attachment 1) - for all proposals including public service projects and construction/site development projects
- CONSTRUCTION/SITE DEVELOPMENT BUDGET (Attachment 2) - for construction/site development projects

B) Identify the amount and sources of leveraged funding for this activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.). Attach copies of funding commitment letters or other evidence of funding support.

4. MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS - (ATTACHMENT 3)

The City of Saratoga Springs is responsible for ensuring that subrecipients expend awards in accordance with applicable laws, regulations, and provisions of contracts and grant.

- A) In accordance with OMB Circular A-133, please complete Attachment 3 and include it with your application.
- B) During your last fiscal year, if your organization expended more than \$500,000 in total federal financial awards (including CDBG and all other federal assistance), please include a copy of your latest Single Audit Report with this application.

(ATTACHMENT 1)

PROGRAM OPERATING BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PERSONNEL				
Salaries				
Fringe				
Other (consultants, etc.)				
<i>Subtotal</i>				

OVERHEAD				
Advertising/Marketing				
Program Supplies				
Rent & Utilities				

Other – list below				
<i>Subtotal</i>				

TOTAL COST

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(ATTACHMENT 2)

CONSTRUCTION / SITE DEVELOPMENT BUDGET

See attached.

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PRECONSTRUCTION				
Legal				
Engineering				
Architectural/Design				
Fees and Permits				
<i>Subtotal</i>				

DEVELOPMENT

Relocation				
Site Preparation				
Construction - materials				



PROPOSAL FORM

QUOTATIONS ARE DUE NO LATER THAN:

NOVEMBER 22, 2011 TUESDAY AT 4:00 PM

RETURN TO:

**City of Saratoga Springs
Office of the City Engineer
474 Broadway
Saratoga Springs, NY 12866**

DEAR COMMISSIONER:

The undersigned has inspected the proposed site and hereby agrees to perform the specified work below, complete as installed at the Senior Center, including all labor, materials, machinery, scaffolding, lifts, bracing, tools, equipment and other means of construction necessary and incidental, complete and ready for use:

LUMP SUM BASE BID:

<p>ITEM 1 - Kilmer Room - Replace existing natural gas furnace located inside closet with new York high efficiency condensing furnace. Replace supply / return transitions, venting, gas piping, rewiring, complete as installed. Include the addition of fresh air, new programmable thermostat with autochanger. Modify existing ductwork for addition of four (4) new ceiling diffusers for cold air diffusion, complete as installed. New system shall include all modifications required to comply with all applicable codes.</p>	<p>\$ 2,579.00</p>
<p>ITEM 2 - Kitchen - Clean unit and replace existing Zone Valve with T-Static Zone Valve and actuator, add modulating valve on radiator, complete as installed.</p>	<p>\$ 822.00</p>
<p>ITEM 3 - Boiler and Boiler Room - Repair combustion blower power, clean burner/boiler flue, install new T-Static Zone Valve and actuator in boiler room to control baseboard, complete as installed.</p>	<p>\$ 1,154.00</p>
<p>ITEM 4 - Vestibule Heaters (off of Multi Purpose Room) - Replace two (2) leaking ball valves, install new T-Static Zone Valve and actuator, clean wheels and coils, complete as installed.</p>	<p>\$ 998.00</p>

ITEM 5 - Lounge - Replace existing thermostat with programmable thermostat, complete as installed.	\$ 273.00
ITEM 6 - Bathrooms - Replace two (2) zone valves with Honeywell three way valves with T-Static actuator, complete as installed.	\$ 1,294.00
ITEM 7 - Multi-purpose Room - Replace one (1) fan coil unit motor with new Dayton fan motor, clean wheels and coils, replace one (1) three way zone valve, replace two (2) existing thermostats with programmable thermostats.	\$ 1,044.00
ITEM 8 - Craft Room - Replace one (1) zone valve, replace one (1) existing thermostat with programmable thermostat.	\$ 920.00
ITEM 9 - Vestibule - Provide hot water cabinet heater. Directors Office - Provide hot water zoned base board Back Porch Area - Provide hot water base board Provide modulating valves for control by occupants.	\$ 6,225.00

TOTAL LUMP SUM BASE PROPOSAL (ITEMS 1 - 9) = \$ 14,975.00

ADD ALTERNATE:

<p>BID ALTERNATE 1 - Remove/dispose/replace existing Weil McClain steam boiler. Furnish/install two(2) new high efficiency condensing boilers rated at 500 MBH each with 5:1 turndown ratios modulation, Boiler model Lochinvar KBN501N, Knight XL, natural gas. Cap existing chimney, piping for new boiler connections, PVC flues through sidewall, electronic controls and power hook-ups, flush/clean hot water piping, charging, startup and testing, motorized make up air vent, complete as installed.</p>	<p>\$ 39,300.00</p>
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ACKNOWLEDGEMENTS:

Acknowledgement is hereby made of the receipt of the following Addenda:

Addendum No. none dated

Old Saratoga Restorations Inc.
77 Vandam Suite 7
Saratoga Springs NY 12866

The Senior Citizens Center of Saratoga Springs
5 William Street
Saratoga Springs NY 12866

January 17, 2012

Attention: Lois Celeste

We hereby propose to furnish the necessary labor and materials to complete the following restoration project. All work specifications, quantities, limitations to be outlined and abided by future contract documents. All work to be performed in a timely professional manner. Materials to be applied in accordance with manufactures recommendations, federal, state and local building codes. Workers to comply with all OSHA, DEC, SHPO regulations as standard practice. "OSR" will provide Liability, Workers Compensation and Disability insurance. All staff and subcontractors will actively participate in "OSR" health and safety program.

Scope of Work: Window Replacement

- A. Protect surfaces not scheduled for demolition and maintain clean walking path to front door with dust control for construction operations.
- B. Provide rolling scaffold for interior operations, expect one window installed per day with a total of 5 days of operations upon clean up and completion.
- C. Remove existing exterior vinyl siding and trim around window openings.
- D. Remove and salvage interior window treatments. Remove existing interior window casings to expose window frames.
- E. Remove (4) existing double panel windows in there entirety.
- F. Based on DPW inspections it is assumed all sill material is rotten. Replace existing sills with treated 2x6 materials. Inspect all stud and sheeting material for integrity prior to closing up walls.
- G. Install new windows with appropriate flashing details, apply interior casing and finishes. Install exterior siding and trim.
- H. Perform clean up daily and remove all debris.

Labor- \$5,250.00

Materials - \$9,360.00

Job Total: \$14,610.00



BUILDERS INCORPORATED

8 Butler Place • Saratoga Springs • New York • 12866 • 518.587.2880 • 518.587.2855 Fax

January 18, 2012

Lois Celeste
Executive Director
Senior Citizens Center of Saratoga Springs
5 Williams Street
Saratoga Springs, New York 12866

Re: WINDOW RESTORATION

Lois:

Thank you for your interest in working with Teakwood Builders. I have enjoyed corresponding with you on the planned restoration work for the Senior Citizens Center.

Enclosed please find a Proposal which includes a summary of the scope of work and corresponding fixed fee to complete the work as described. Teakwood would be involved in performing or coordinating the performance of the work as noted.

Should you choose to move forward with having Teakwood complete the project, you can expect our exceptional attention to detail, seamless project management and communication, and the peace of mind provided by our trusted "one-stop" design/build services that ensure a beautiful outcome with a hassle-free process.

We would welcome the opportunity to begin work in March, or as soon thereafter as the windows are available. I look forward to hearing from you on this proposal, and to scheduling this project at your earliest convenience. Thank you again for your consideration.

Respectfully,

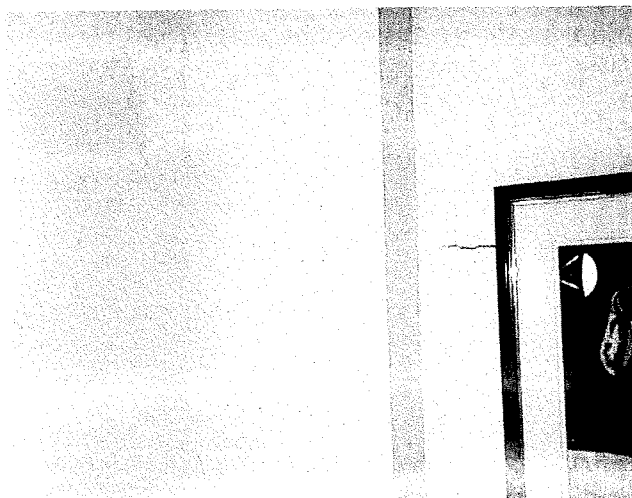
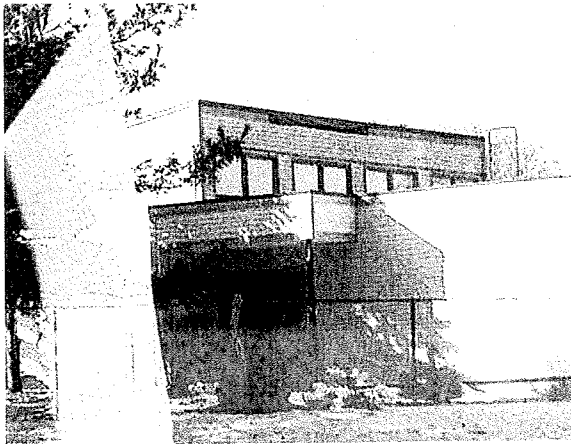
A handwritten signature in black ink, appearing to read "JAS", is written over a light blue horizontal line.

Jim Sasko
President/Owner

SCOPE OF WORK

Window Removal/Coordination of Installation & Associated Work

- Provide and install floor and dust protection
- Provide and install scaffolding at building interior., per OSHA standards
- Remove, salvage and store onsite siding adjoining windows as necessary to remove windows
- Remove existing window trim and flashing
- Remove and dispose of (8) windows
- Coordinate and supervise the supply and installation of windows as quoted by Allerdice Glass & Mirror, # G-3387-C dated 1/17/12
- Install, tape and finish drywall at window returns, integrating seamlessly with existing drywall
- Tape and finish drywall at damaged area
- Install new exterior window trim matching existing and reinstall siding
- Finish painting of interior wall surfaces and trims affects by the window installation, blending with existing
- Interior/exterior cleaning of each of the new windows when work is complete



PROJECT FEE: \$19,972

The Client's signature on this Proposal and payment of a deposit of \$1,900 will secure pricing and scheduling availability. Thank you for your consideration of this proposal, and for your interest in working with Teakwood Builders.

I understand the scope of work described in the proposal above and intend to proceed with the project as evidenced by my signature below and accompanying deposit of \$1,900.

Clients:

Lois Celeste, Senior Citizens Center of SS, Executive Director

Date

Contractor:

Jim Sasko, President/Owner

Date

PROPOSAL

ALLERDICE

Glass & Mirror

120 Excelsior Ave.
Saratoga Springs, NY 12866
phone:(518) 584-1127 fax:(518) 584-3985
email: chuck@allerdice.com

QUOTE G-3387-C

Date: 1/17/12

Proposal submitted to:

SARATOGA SENIOR CENTER
ATTN: LOIS

Job name:

ROOF WINDOWS

SCOPE OF WORK TO INCLUDE THE FOLLOWING:

IN PREPARED OPENINGS BY OTHERS:

FURNISH AND INSTALL 4 NEW 2 LITE ALUM. WINDOWS APPROX. 110" X 48" PLUS OR MINUS

FINISH: DARK BRONZE ANODIZED

GLAZING: 1" CLEAR TEMPERED LOW E INSULATED GLASS

FRAMING: 2" x 4 1/2" THERMALLY BROKEN WITH THERMAL SUBSILL

SEALANTS: INCLUDED

EXCLUSIONS: NO OTHER WORK THAN SPECIFIED ABOVE, NO REMOVALS OF THE EXISTING WOOD
FRAMES, NO FLASHING OF ANY KIND, NO EXTERIOR OR INTERIOR TRIM

THANK YOU

All capital improvement projects require the proper form submitted prior to ordering

All material is guaranteed to be made as specified, and the above work to be performed
in accordance with the drawings and specifications submitted for above work and
completed in a substantial workmanlike manner for the sum of:

\$8,159.00

NO TAX

ACCEPTED: DATE:

CHUCK SAXTON

Note: This proposal may be withdrawn by us if not accepted within 30 days.