

2023 CDBG Applications

Row 7

Submission Date	01/31/23 12:49 PM
Applicant Organization	AIM Services, Inc.
Activity Name	Finley Street Landscaping
Address	4227 Route 50
City	Saratoga Springs
State	NY
Zip Code	12866
Phone Number	+1 (518) 587-3208
Email Address	lstpierre@aimservicesinc.org
Contact Person	Lauren St. Pierre
Title	Director of Grants
Applicant Type	Non-Profit Organization
Department	
Agency	
Federal ID #	14-1609398
DUNS #	805086290

National Objective	Benefit persons of low-moderate income
Low-Mod Income Benefits	Low-Mod Income Limited Clientele Activities
Requested CDBG Entitlement Funding	\$15,755.00
Funding leveraged from other sources	\$6,600.00
Total activity cost	\$22,355.00
Proposal Summary	Exterior landscaping improvement at a residential home for 12 people with intellectual and developmental disabilities.
Persons served	12
This activity is...	new
Approval/ Permit?	N/A
Previous CDBG awards	Yes
Award Completion	Yes
Signature	<input checked="" type="checkbox"/>



CITY OF SARATOGA SPRINGS

OFFICE OF COMMUNITY DEVELOPMENT

City Hall - 474 Broadway
Saratoga Springs, New York 12866
518.587.3550 x2575 www.saratoga-springs.org



Community Development Block Grant (CDBG) Entitlement Program

IMPORTANT

2023 CDBG Guidebook

****DO NOT attempt to complete this application prior to reviewing the 2023 CDBG Guidebook (link provided above). Questions should be directed to the Community Development Planner at Amber.Upton@saratoga-springs.org****

Applicant Organization*

Address*

City*

State*

Zip Code*

Phone Number*

Email Address*

Proposal Abstract * Please provide an overview of your proposal.

Priorities Addressed*

Please include which of the community development priorities listed in the City's 2020 Consolidated Plan this project will address. Describe how the project fill those identified needs.

Activity Beneficiaries* Identify who will benefit from the proposed activity. If the activity is designed to benefit: 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. 2) The inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located. 3) A low-moderate income "limited clientele", identify the "limited clientele" group.

Performance Goals and Indicators* 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, # of businesses assisted, # of jobs saved or created, etc.)

Activity Timeframe/Schedule * Include start, completion dates, and other significant performance stages.

Organization Overview*

Provide an overview of your organization including length of time in existence. List current officers and board members.

Experience* 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.

Key Persons* 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.

Partner Agencies* Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

4227 Route 50
Saratoga Springs, NY 12866
Phone: 518.587.3208
Fax: 518.587.7236
www.aimservicesinc.org



Brian Gwynn
President, Board of Directors

Christopher R. Lyons, Esq.
Executive Director

2023 Board of Directors Listing

Brian Gwynn President

Specialty Wines & More
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Phone: 423-5050

Martin Glastetter, Vice President

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518-885-1223

Jim Norton, Treasurer

Stewart's Shops
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E-Mail: jnorton@stewartsshops.com
Phone: 518-581-1301 x-1501 (Work)
518-867-7293 (Cell)

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Jeff Vukelic

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Brian Gwynn
President, Board of Directors

Christopher R. Lyons, Esq.
Executive Director

2023 Leadership Members Listing

Christopher Lyons
Executive Director

Josh Phelps
Chief Operating Officer

Brittany Hoosier
Associate Executive Director

Debby Gabler
Director of Self Direction

Audrey Marion
Assistant Director of Com Hab/Respite

Diane Hall
Associate Executive Director/Compliance Officer

Janine Gennett
Director of Clinical

Robert Wiltsie
Director of Maintenance

Devin Grant
Director of Finance

Carrie Locke
Controller

Matt Stevens
Director of Finance, Self-Direction

Tammy Fuda
Assistant Director of Fiscal, Self-Direction

Bo Goliber
Chief of Development & Communications

Marissa Romero
Director of Marketing & Events

Lauren St. Pierre
Director of Grants

Elizabeth Lent
Associate Executive Director

Aimee Dake
Director of Agency Relations

Nafeesa Koslik
Director of Workforce Development and Culture

Kayla Winsman
Assistant Director of HR

Charity Clement
Director of Residential Services

Brandy Donbeck
Director of Clinical Services

Lisa Norton & Damon Casey
Senior Behavior Specialists

Heather Harple
Assistant Director-Department of Health

Kristine Bouldin & Brooke Mattison
Assistant Directors of Employment

Derek Taylor
Director of Residential Development & Housing

Ricke Mabie
Assistant Director of Staff

**Dan Hickey, Kim Mackey, Melissa Thomas,
Alex Svoboda & Heather Savio**
Assistant Residential Directors



Yard Work N More Property Services Inc
Larry Kilburn
Owner & Operator
15 Treible Ave Suite 5
PMB 270
Ballston Spa, NY 12020
Phone: (518)669-3536
Email: l.kilburn@yardworknmore.com

Aim Services, Inc

Danny Nazzaro
Director Of Operations
4227 Route 50,
Saratoga Springs, NY 12866
Office: (518) 587-3208 | Direct: (518) 450-2815
dnazzaro@aimservicesinc.org

PROJECT TYPE: Property Cleanup, Landscape and Lawn Renovation

PROJECT LOCATION: 1 Finley St, Saratoga Springs, NY 12866

Requested Scope of Work:

- **Fill in front bowl in front lawn and seed planted.**
- **All landscape/mulch will be removed and/or buried. In the front bowl area.**
- **Along the left side, there is a gazebo and walkway area. The soil is to be renovated/top dressed to accept seed and grow.**
- **Remove the small beds in the middle of the yard, but not the bed along the front fence. It does need to be revamp, mulched and flowered.**
- **The right and back side is small strips of grass.**
- **The back side needs to have the brush cleared to the fence and then seeded.**

Proposed Scope of Work:

- ✓ **Removal all landscape/mulch from front bowl area. Dispose of all debris.**
- ✓ **Fill in front bowl in front lawn and seed planted.**
 - **Install topsoil to the car port footing and grade soil away from car port. Slope grade to road to prevent water pooling.**
 - **Apply sun & shade grass seed.**
 - **Apply starter fertilizer.**
- ✓ **Front left yard in front of fence.**
 - **Cut down hanging vines on property line.**
 - **Remove leaves and yard debris.**
 - **Top-dress lawn area and over seed with sun & shade grass seed.**
 - **Spread starter fertilizer.**
- ✓ **Gazebo & Walkway Area.**
 - **Remove tall brush hanging over walkway. Replace with low maintenance perennial plants.**
 - **Cleanup plant bed by front fence. Remove undesirable plants.**
 - **Install new perennial plants.**

- ✓ **Renovate plant bed in front of front deck.**
 - **Trim overgrown shrubs.**
 - **Remove undesirable plants.**
 - **Install low maintenance perennial plants.**
 - **Install black aluminum edging to keep mulch in bed.**
 - **Install brown chocolate mulch.**

- ✓ **Cleanup left side of property.**
 - **Remove all sticks and brush.**
 - **Removal multiple years of leaves along slit fence.**
 - **Cut down brush.**
 - **Cut back low hanging branches and branches close to building.**

- ✓ **Left side of Property.**
 - **Top-dress bare soil area.**
 - **Apply sun & shade grass seed**
 - **Apply starter fertilizer.**

- ✓ **Rear Fence Area:**
 - **Cut down all brush along rear fence.**
 - **Remove all leaves and yard waste.**
 - **Pull out all stumps from brush.**
 - **Top dress and grade rear lawn area.**
 - **Apply sun & shade grass seed.**
 - **Apply starter fertilizer.**

- ✓ **Right Side of Parking Lot:**
 - **Cut down all brush along property line.**
 - **Cleanup all leaves and debris.**
 - **Pull out all brush stumps.**
 - **Top dress and grade grass area.**
 - **Apply sun & shade seed.**

Concerns to Consider:

- ✓ **Seeded grass area must not be disturbed during germination and traffic must be limited after the first couple of months.**
- ✓ **Grass area will need continuous water through out the growing season, every year.**
- ✓ **RFP states to include pricing for gardening hoses and timers.**
 - **Dragging hoses over the grass area would disturb the seed and soil.**
 - **Soaker hoses would be a better choice. Multiple hoses would be required to be placed on all grass areas. Multiple timers maybe needed.**
 - **Timers do not turn off when it rains.**
 - **Does this site have a well or city water? If site has city water are the outside hose connections on a separate water meter? This will reduce the sewer and water bill.**
 - **Profession opinion before renovating the lawn. I would strong consider installing an irrigation system. This is the best option and eliminates moving of hoses and disturbing the seed and soil.**
 - **I am intentionally in included pricing of purchasing of hoses, sprinklers and timers.**
 - **I can revisit this after my opinions are considered.**

Projected Timeline

✓ **Stage One: Brush and Property Cleanup.**

- **Can start as soon as the snow melts and the ground is dry.**
- **Cut the brush down and remove.**
- **Remove stumps and roots from brush**
- **Cleanup leaves and remove unwanted landscape.**

✓ **Stage Two: Lawn Renovations and Landscape Installation.**

- **Timeline May or Early June. Soil temperatures need to be at least 65 degrees for grass seed to germinate.**
- **Chances of a frost are very slim and better time to install plants.**
- **Install Aluminum edging and mulch.**
- **Top-dress lawn area with topsoil.**
- **Put down sun & shade grass seed and fertilizer.**

Material List

- ✓ Sun & Shade Grass Seed: 3) 40# Bags
- ✓ Starter Fertilizer: 1) 40# bag
- ✓ Topsoil: 15-20 Yards
- ✓ Chocolate Much: 8 Yards
- ✓ Black Aluminum Edging: 22 Pieces
- ✓ Peatmoss 1 Bail

Items Not listed: * Items not listed due potential damage to the renovation of lawn, difficulty of watering, the number of times need and inefficiency of use.

- ✓ Garden House
- ✓ Garden Timer

Estimated Labor Hours

Property Cleanup:

- ✓ **Brush Removal- including roots/stumps:**
- ✓ **Leaf and yard waste removal.**
- ✓ **Landscape removal.**
- ✓ **Landscape trimming.**
- ✓ **3 – 4 loads of debris.**
- ✓ **Includes travel time.**

Estimated Days/Hours: 3 days- 24 Hrs.

Lawn Renovation:

- ✓ **Spreading and leveling topsoil.**
- ✓ **Spread grass seed and fertilizer.**
- ✓ **Watering grass seed after installation.**

Estimated Day/Hours: 1.5 Day- 12 Hours

Landscape Renovation:

- ✓ **Plant installation**
- ✓ **Mulch installation**
- ✓ **Edging Installation**

Estimated Day/Hours: 1.5 Day- 12 Hours

Total Bid

<u>Project</u>	<u>Labor</u>	<u>Material</u>	<u>Total</u>
Property Cleanup	\$9100	N/A	\$9100
Lawn Renovation	\$3600	2855	\$6455
Landscape Renovation	\$3600	\$3200	\$6800
			\$22,355

- ✓ **Material Cost can be negotiated based on needs and desires by your company. I would recommend setting up a meeting before winning bid. We can discuss what your companies plans, or ideas are for the property.**
- ✓ **Due to Covid and inflations pricing of Material is subject to change at any time, Before project is to begin, material pricing will need to be reevaluated.**
- ✓ **Labor rates: Include Fuel Sure Charge, Delivery Charges, Dump Fees, Equipment Usage.**
- ✓ **Bid Total is Tax Exempt!**
- ✓ **All Work and Material is guaranteed. Except for acts of good and mother nature.**

For any questions or concerns please contact:

Owner and Operator

Larry Kilburn

518-669-3536

l.kilburn@yardworknmore.com

Budget Form 2
CONSTRUCTION / SITE DEVELOPMENT

	Entitlement Grant	Leveraged Funding	Total Activity Cost
PRECONSTRUCTION			
Legal			\$ -
Land Acquisition			\$ -
Engineering			\$ -
Architectural/Design			\$ -
Fees and Permits			\$ -
<i>Subtotal</i>	\$ -	\$ -	\$ -
DEVELOPMENT			
Relocation			\$ -
Site Preparation			\$ -
Construction - materials	\$ 6,055.00		\$ 6,055.00
Construction - labor	\$ 9,700.00	\$ 6,600.00	\$ 16,300.00
Construction Financing			\$ -
Other (please list below)			
			\$ -
			\$ -
			\$ -
<i>Subtotal</i>	\$ 15,755.00	\$ 6,600.00	\$ 22,355.00
TOTAL COST	\$ 15,755.00	\$ 6,600.00	\$ 22,355.00

NET BUDGET

Source of leveraged Funds and In-Kind Services

\$6,600 From NYS Residential Repair Fund



Property Description Report For: 1 Finley St, Municipality of City of Saratoga Springs, Inside



Status: Active
Roll Section: Wholly Exem
Swis: 411501
Tax Map ID #: 178.26-1-48.1
Property Class: 633 - Aged - home
Site: COM 1
In Ag. District: No
Site Property Class: 633 - Aged - home
Zoning Code: UR2
Neighborhood Code: 15192
School District: Saratoga Springs
Total Assessment: 2021 - \$601,900

Property Desc: S-18 B-C L-286 Lot 2
 Aa 21
Deed Page: 9105
Grid North: 1544818

Total Acreage/Size: 0.51
Land Assessment: 2021 - \$148,100
Full Market Value: 2021 - \$986,721
Equalization Rate: ----

Deed Book: 2013
Grid East: 681598

Owners

AIM Services Inc
 4227 Route 50
 Saratoga Springs NY 12866

Sales

No Sales Information Available

Utilities

Sewer Type: Comm/public **Water Supply:** Comm/public
Utilities: Gas & elec

Inventory

Overall Eff Year Built: 2000 **Overall Condition:** Normal
Overall Grade: Average **Overall Desirability:** 3

Buildings

AC%	Sprinkler%	Alarm%	Elevators	Basement Type	Year Built	Eff Year Built	Condition	Quality	Gross Floor Area (sqft)	Stories
100	100	100	0	Unfinished	1988	2000	Normal	Average	4624	1

Improvements

Structure	Size	Grade	Condition	Year
Canpy-com st	21 × 18	Average	Normal	1988
Porch-open/deck	27 × 6	Average	Normal	1988
Pavng-asphlt	2000 × 4	Average	Normal	1988

Special Districts for 2021

Description	Units	Percent	Type	Value
SE010-County sewer dist #1	0	0%		0

Exemptions

Year	Description	Amount	Exempt %	Start Yr	End Yr	V Flag	H Code	Own %
2021	NON- PROFIT	\$601,900	0	2013				0

Taxes

Year	Description	Amount
2013	City	\$5,414.72
2012	City	\$5,390.43

*** Taxes reflect exemptions, but may not include recent changes in assessment.**