

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, May 15, 2012 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Contract with Young Explosives for the 2012 July 4th Fireworks Display (Recreation) – Request from Jerry LaVigne for Town Board action to authorize the Supervisor to execute a contract with Young Explosives in the amount of \$11,400 for the July 4th 2012 celebration. Funding is available through donations and/or through the celebrations budget if needed (see letter from J. LaVigne).
2. Amend Contract for Bank Courier Services (Court) – Request from Suzanne Zaso for Town Board action to authorize the Supervisor to execute an amendment to the existing agreement with Brinks Inc. to provide bank courier services for the Brighton Town Court. This amendment is necessitated due to the buyout of HSBC Bank by First Niagara Bank, requiring deposits to be transported to a different location. The base contract price would increase from \$169.00 per month to \$199.33 (plus fuel surcharges) (see memo from S. Zaso).
3. Extension of Temporary Employment and Increase in Hours (Building/Planning) – Request from Ramsey Boehner for Town Board authorization to extend the temporary increase in hours for the Town's part-time Architect from 20 hours per week to 35 hours per week and to continue the temporary part-time Building Inspector position at 20 hours per week. Both extensions are requested until September 11, 2012. This request is necessitated by the extended medical leave of the Town's full-time building Inspector. Funds are available in the Building and Planning 2012 budget for this expense (see letter from R. Boehner).
4. Contract for Veteran's Memorial Construction Documents and Administration and Request to Seek Bids (Public Works) – Request from Mike Guyon for Town Board to authorize the Supervisor to enter into an agreement with Bergmann Associates for \$17,000 to provide the balance on Phase III and IV consisting of construction documents and construction inspection/administration for the Veteran's Memorial Project. Sufficient donated funds are available in the Veteran's Memorial account to support this contract. In addition, Town Board authorization is sought to seek bids for construction (see letter from M. Guyon).
5. Local Matching Funds for Monroe Avenue Green Innovation Grant – Request from Mike Guyon for the Town Board to approve a resolution to provide 10% in matching funds to the NY State Environmental Facilities Corp. for the \$1.565 million Monroe Avenue Green Innovation Project. This commitment of local matching funds is necessary to finalize the grant agreement. Town crews will be utilized to provide the 10% match through in-kind services (see letter from M. Guyon).

6. Award Bid for Arborist Consulting Services (Public Works) – Request from Tim Keef for Town Board action to award a bid and enter into an agreement with Jerry Peterson for Arborist Consulting Services. Three bidders responded to the request for Proposals with Jerry Peterson as the low responsible bidder at a rate of \$72 per hour. Funds are available in the 2012 budget for this expense (see letter from T. Keef).
7. Probationary Promotion to Motor Equipment Operator (Highway) – Request from Tim Keef for Town Board action to promote Mr. Joseph Wesley to the position of Motor Equipment Operator in the Highway Department. The promotion would be effective as of May 28, 2012 and subject to the standard 26 week probationary period at an hourly rate of \$24.51 per the CSEA union contract. Funding for this promotion is available in the 2012 budget due to recent retirements (see letter from T. Keef).
8. Contract with Verizon Wireless for GPS Unit Mobile Hot Spot (Sewer) – Request from Tim Keef for Town Board action to authorize the Supervisor to enter into a contract with Verizon for an as needed data plan of \$39.99 per month for use with the Sewer GPS unit. This service is necessary for the upcoming MCC Sewer Project (see letter from T. Keef).

The next regularly scheduled meeting of the FASC will be held **Tuesday June 5, 2012, at 3:30 pm**, in the Stage Conference room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



(1a.)

TOWN OF BRIGHTON
RECREATION, PARKS & COMMUNITY SERVICE DEPARTMENT

220 Idlewood Road
Rochester, NY 14618
<http://www.townofbrighton.org>

(585) 784-5260
Fax: (585) 784-5365
TTY: (585) 784-5381

May 7, 2012

Honorable Finance Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Dear Finance Committee Members:

I respectfully request that you authorize the Supervisor to execute a contract with the Young Explosives for the 2012 July 4th fireworks display. The cost will be \$11,400, and funding will be available through donations, or through our celebrations budget if needed. As part of their agreement, the contractor is required to submit a certificate of insurance, naming the Town as certificate holder and additionally insured.

I will be happy to answer any questions you may have regarding this matter.

Sincerely,

Jerry LaVigne
Director of Parks and Recreation

YOUNG EXPLOSIVES CORPORATION
Fireworks Exhibition Agreement

(16)

This agreement made this 8th day of May, 2012 by and between Young Explosives Corporation of Rochester, N.Y., hereafter designated **Young**, and

Town of Brighton
220 Idlewood Road
Rochester, NY 14618

hereafter designated the **customer**, providing for the sale of and an exhibition of fireworks to be located at

Meridian Center Park at Canal Path

on the date of Wednesday, July 4, 2012 in a location to be designated by the customer and approved by Young.

The parties hereto mutually agree, one with the other, as follows:

1. Guaranteed Exhibition of Fireworks

Young agrees to furnish an exhibition of fireworks substantially in accordance with the program submitted and that it shall be of first quality and properly made. Young shall supply a sufficient number of technicians to execute the display in a safe and artistic manner. Young guarantees that the display will be performed to any specifications outlined in this contract or in any approved addendums.

2. Spectator Control

The customer agrees to furnish and set up rope lines or similar dividers between the public and the display area and agrees to furnish ample police protection to Young's property and for the assembly, firing and dismantling of the exhibition without interference from the public.

3. Permits

The customer agrees to procure and pay for all necessary permits and licenses which may be required by the municipal authorities. Young will apply for and obtain necessary permits and licenses only at the request in writing of the customer. In that event, customer will pay in advance to Young the amount needed to pay for the permits and licenses. Permit and licensing fees are non-refundable unless refunded by the licensing authority. Customer assumes the responsibility for seeking a refund when applicable.

4. Insurance

- a) Young agrees to procure liability insurance for \$ 2,000,000.00 coverage and zero deductibility on behalf of the customer. The insurance cost is included in the payable sum shown on this agreement.
- b) Young will provide Workmen's Compensation for the fireworks technicians.

5. Postponement or Cancellation

- a) Young agrees that in the event of rain or inclement weather, a reasonable postponement may be made with **no extra charge**.
- b) If the customer cancels the exhibition, Young reserves the right to bill the customer for travel expenses incurred, labor performed, and for the cost of the insurance.
- c) If the customer cancels the exhibition before Young's technicians have been dispatched to the site, there will be **no charge**. However, customer is responsible for the actual expenses incurred by Young for special work and for nonrefundable fees outlined in this contract. Young may retain from any deposit the amount necessary to reimburse it for expenses incurred on behalf of the customer when applicable.

6. Terms of Payment

- a) Check box that applies. Young requires no down payment. Young requires a down payment of \$ _____, due by _____, 20____. If the exhibition is canceled the deposit will be refunded, less the expenses for which Young is entitled to reimbursement under Paragraph 5. above.
- b) The customer agrees to pay Young, or his agent, the total sum of 11,400.00 Dollars for an exhibition of fireworks, which will include fireworks, insurance and technicians and expenses incurred by Young, forthwith at the end of said exhibition.
- c) In the event of customer's failure to pay when due all sums due Young under this contract, Young shall be entitled to collect from customer its reasonable costs of collection, including interest and reasonable attorney's fees.

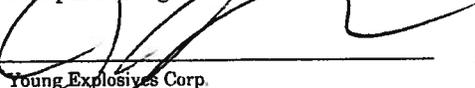
Total sum 11,400.00 Dollars.

Young Explosives Corp.
Display Fireworks

(800) 747-1781
(585) 394-1783
(585) 396-2663 Fax
P.O. Box 18653
Rochester, N.Y. 14618

email: young@frontiernet.net

The parties sign below:



Young Explosives Corp.

James R. Young

(Please Print Name)

William Muehle

Customer

(Please Print Name)

President

Title

Town Supervisor

Title

(1c)

Customer Contact Information

Primary Contact Name and Address:

Secondary Contact Name and Address:

Jerry LaVigne

Telephone Work: 585-784-5261
Fax: 585-784-~~5394~~ 5365
Home: _____
Cell Phone: 585-737-7619
Email: _____

Work: _____
Fax: _____
Home: _____
Cell Phone: _____
Email: _____

Insurance Information

Please list all parties to be listed as additional insured. **If special policy endorsements or language is needed for full coverage of customer and additional insureds, specify below. Customer is responsible for providing all information needed for full insurance coverage.**

Town of Brighton, New York Canal Corporation;

Customer Requests

Time of show: 10:00 AM PM

List special requests, such as ground pieces, shells or finale. List quantity or time requirements. List any other special requests such as salutes at certain times (i.e., if the show is a surprise for someone), etc.

Customer agrees to provide 5 people to review and clean up display site and fall out area

on July 5th at 8:00 am with Young Explosives Corp representatives.

20 minute display

2a.



SUZANNE ZASO, DIRECTOR OF FINANCE
2300 ELMWOOD AVENUE
ROCHESTER, NEW YORK 14618
Phone (585) 784-5210 Fax (585) 784-5396

MEMORANDUM

To: The Honorable Town Board
Attn.: Finance and Administrative Services Committee
From: Suzanne Zaso, Director of Finance
Date: May 15, 2012
Subject: Amend Bank Courier Services Contract

Due to the upcoming buyout of HSBC Bank by First Niagara Bank, the current contract between the Town and Brinks Inc. to provide two (2) bank deposit deliveries per week needs to be amended. Since Brinks will be required to make a delivery to an additional location that they do not currently have scheduled, they are requiring an additional \$3.50 per pickup. This will increase the current monthly contract from \$169.00 to \$199.33 (plus fuel surcharges). This rate will still be below the other quote received by the Court in September of 2011 from another service provider.

I request that Your Honorable Body authorize the Supervisor to execute an amendment to the existing agreement with Brinks Inc. through the current contract period which will expire on October 1, 2012, to include the additional fee to transport court deposit to First Niagara Bank.

I would be happy to respond to any questions that members of the Committee or other members of the Town Board may have regarding this matter.

Copy to: D. Burdett, K. Gordon

2b.

RIDER

This RIDER executed this 19 day of May, 2012 and effective on and after 5/19/2012, to Agreement dated 10/1/2011, between Brink's U.S., a Division of Brink's, Incorporated ("Brink's"), and BRIGHTON TOWN COURT, 2300 ELMWOOD AVE, ROCHESTER, NY 14618 ("Customer").

EXHIBIT	SERVICE	DESCRIPTION OF SERVICE
RIDER	CHANGE DEPOSITORY BANK & DELIVERY LOCATION	EFFECTIVE 5/19/2012, BRIGHTON TOWN COURT DEPOSITS WILL BE DELIVERED TO FIRST NIAGARA BANK, 1655 MONROE AVE, ROCHESTER, NY 14618
UPDATED MONTHLY RATE		\$199.33 PER MONTH

CHARGES FOR THE SERVICES DESCRIBED HEREIN SHALL BE THOSE AS SPECIFIED IN A SEPARATE RATE SCHEDULE MADE A PART HEREOF AND INCORPORATED HEREIN BY REFERENCE.

Any capitalized terms in this Rider or any of the referenced Exhibits shall have the same meaning as defined in the Agreement, unless otherwise specified in the applicable Exhibit(s).

Services – Listed below are Services, which, when stated above, shall be performed by Brink's in accordance with the provisions set forth in the respective Exhibit(s) applicable to such Services.

- 1. Change Fund Service – Exhibit E
- 2. Check Reconstruction – Exhibit E
- 3. Coin Processing Service – Exhibit C
- 4. Consolidation Service – Exhibit E
- 5. Currency Processing Service – Exhibit D
- 6. Extended Service Schedule – Exhibit A
- 7. Listing of Service Locations – Exhibit B
- 8. Safe Control Service – Exhibit E

Agreement Modifications – In addition to the Services listed above, this Rider may amend an Agreement in any one or more of the following items.

- 1. Change of Name
- 2. Eliminate Item(s) of Service
- 3. Rate Revision
- 4. Term Extension

ACCEPTED:

BRIGHTON TOWN COURT

By: _____
(Signature)

Title: _____

Brink's U.S., a Division of Brink's, Incorporated

By: Lawrence Redo
Executive Vice President – North America

COUNTERSIGNED:

By: [Signature]
Representative



TOWN OF BRIGHTON
MONROE COUNTY, NEW YORK

3

May 11, 2012

Honorable Finance Committee
Town of Brighton
2300 Elmwood Avenue
Brighton, NY 14618

Re: Authorization to temporarily increase the Town's part time Architect hours per week and the continuation of the temporary part time building inspector position.

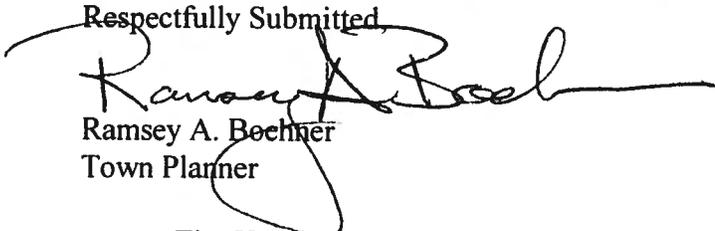
Honorable Members:

The Town's building inspector will be on medical leave until September 11, 2012. To cover the anticipated work load for compliance review and inspections for building permit submissions during the building inspector's absence, I request that the Town Board to authorize the following:

1. The hours for the Town's part time Architect to be temporarily increased from 20 hours per week to 35 hours per week until September 11, 2012; and
2. Continuation of the temporary part time building inspector position to work up 20 hours per week at \$25.40 per hour until September 11, 2012.

Funds are available in the Building and Planning Department's 2012 Budget wage account.

Respectfully Submitted


Ramsey A. Bochner
Town Planner

cc: Tim Keef
Gary Brant
Suzanne Zaso



(4a)



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE * ROCHESTER, NEW YORK 14618 * PHONE (585)784-5250 * FAX (585)784-5368

May 12, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, New York 14618

Re: Veteran's Memorial
Construction Documents and Administration

Dear Councilperson Werner and Committee Members:

Bergmann Associates has completed Phase I, Field Work and Preliminary Design, Phase II, Design Development, and Phase III Memorial Foundation for the Veteran's Memorial Committee, as approved by the Town Board. The project continues to progress and the committee is planning to unveil the memorial this Veterans Day, November 12, 2012. Final construction documents must be prepared to complete the construction of the memorial. Bergmann Associates has developed a fee estimate to provide those professional services necessary to prepare construction documents and to administer the construction for the Veterans Memorial as described in their May 7, 2012 proposal which is attached for the FASC reference. These professional services include:

- Preparation of construction documents
- Assistance during bidding
- Periodic site visits
- Review shop drawings
- Coordinating the installation of the Eagle sculpture with Mary Taylor
- Administer project close out.

The estimated fee to complete this work is \$17,000. The Veteran's Memorial Committee is requesting that the FASC authorize the Supervisor to enter into an agreement with Bergmann Associates to provide those professional services outlined above for a cost not to exceed \$17,000. In addition, the Committee is requesting authorization to advertise the project for bidding once the construction documents are complete. The Veteran's Memorial Committee will return to the FASC for authorization to award the lowest responsible construction bid.

Table - 1 compares Bergmann Associate's original Veterans Memorial proposal fee versus the contract fees authorized by the Town of Brighton and the current request. This comparison demonstrates that total reimbursement requested by Bergmann Associates does not exceed their initial fee.

Table 1

Phase	Phase Description	Initial Contract Fee	Contract Fee Awarded
I	Preliminary Design and Field Work, <i>(complete)</i>	\$10,000.00	\$10,000.00
II	Design Development, <i>(complete)</i>	\$6,000.00	\$6,000.00
III	Construction Documents, Phase III & IV	\$13,000.00	\$11,585.00
IV	Construction Inspection and Administration, Phase III & IV	\$16,350.00	\$13,100.00
TOTAL =		\$45,350.00	\$40,685.00



Veteran's Memorial
May 12, 2012
Page 2

46

The Veteran's Memorial Account, TE 92.VETS contains sufficient donations to fund the costs associated with this request.

I will be in attendance at your regularly scheduled May 15, 2012 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

Michael E. Guyon, P.E.
Department of Public Works

Cc: Suzanne Zaso
Tim Keef
Mary Ann Hussar

4c

our people and our passion in every project

May 7, 2012

Mr. Mike Guyon, Town Engineer
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

Re: Veterans Memorial, Buckland Park
Phase III Construction Documents

Dear Mr. Guyon:

Bergmann Associates is pleased to provide you this proposal for continuing our services on the Veterans Memorial in Buckland Park. As requested, below is an outline of scope and fee required to prepare the Construction Documentation suitable for bidding for the remaining Memorial elements.

We will prepare construction documents including details and specifications for Phase I and Phase II components of the projects.

Phase I components include:

- Inner ring stone curb and Armed Forces medallions (mounted on curb)
- Sculpture lighting
- Stone bollards with medallions, alternate
- Excavation, base and stone dust sidewalk and plaza
- Flagpole with lighting
- Stone curb ring encircling flagpole
- Electrical connection to Buckland House
- Topsoil placement, fine grading and seeding
- Planting of ornamental trees

Phase II components include:

- Stone curb edging for walkway, plaza, and outer flagpole circle
- Illuminated bollards and conduit
- Benches
- Planting of major deciduous trees and coniferous trees
- Establishment of wildflowers (alternate)

Construction phase services will include assistance during bidding, periodic site visits to observe construction progress, review shop drawing submittals, coordination with the Town and the artist for sculpture installation, and punch list project close out. We will assume a four (4) week construction period with three (3) visits per week at four (4) hours per visit.

Scope and Fee

Final CD's.....	\$8,000.00
Construction Administration	<u>\$9,000.00</u>
Total	\$17,000.00



our people and our passion in every project

If you are in agreement with the proposed scope and fee, kindly sign below and return one executed copy to our office. We will treat this as our letter of understanding for this phase of the project. If you have any questions please contact me at your earliest convenience.

Sincerely,

BERGMANN ASSOCIATES

TOWN OF BRIGHTON



Peter V. Giovenco, PE
Vice President

Signature

I:\Town of Brighton\8915.00 Veterans Memorial\1.0 Admin\1.1 Workplan\1.1.1 Proposal\5.7.12 Proposal.docx





Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ★ ROCHESTER, NEW YORK 14618 ★ PHONE (585)784-5250 ★ FAX (585)784-5368

5.

May 12, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, New York 14618

Re: Monroe Avenue, GIGP Grant Project
Local Match Resolution

Dear Councilperson Werner and Committee Members:

The New York State Environmental Facilities Corp, EFC, administers the Green Innovation Grant Program, GIGP, and requires that the Town provide a Local Match Resolution before the grant agreement can be finalized. The GIGP grant amount is \$1,565,000 and requires a 10% matching contribution, \$156,500, from the Town of Brighton. The Town of Brighton will utilize Town forces to construct the proposed green infrastructure project to fulfill its matching contribution obligation through in-kind services.

I am requesting that the FASC authorize the Town Board to adopt the appropriate Local Match Resolution as prepared by the Town Attorney.

I will be in attendance at your regularly scheduled May 15, 2012 meeting in the event that you have any questions regarding this correspondence. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,

Michael E. Guyon, P.E.
Department of Public Works

Cc: Suzanne Zaso
Tim Keef



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618
PHONE: (585)784-5250 FAX: (585) 784-5368

600

May 13, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: Arborist Consulting Services 2011
Recommendation of Award

Dear Chairman Werner and Committee Members:

Pursuant to previous authorization from the Committee, requests for proposals were solicited from three firms for the above services. Ted Collins Tree and Landscape, Urban Forestry, LLC and Jerry Peterson responded as attached. Based upon the hourly rates (\$84.00/hour, \$90.00/hour and \$72.00/hour, respectively) provided from the proposers, it is recommended that an agreement be entered into with Jerry Peterson with provisions for additional services as contained therein as necessary to perform the evaluations. Funds to provide this service have been included in the 2012 budget.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled May 15, 2012 meeting in the event that you have any questions regarding this matter.

Sincerely,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

cc: T. Anderson
M. Hussar
S. Zaso
A. Banker
M. Guyon

64



Ted Collins Associates, Ltd.
8000 Victor-Mendon Road
Victor, NY 14564-9122
Ph: 585-381-9000
Fax: 585-924-1551
www.tedcollinst-l.com

Timothy E. Keef, P.E.
Commissioner of Public Works
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

April 30, 2012

RE: Professional Services

Dear Mr. Keef:

Per your request, dated April 13, 2012, regarding the provision of professional arboricultural consulting services, we are submitting the following proposals for your consideration.

1. Inspect and evaluate the condition and failure risk of certain street trees, as requested by the Town of Brighton. Provide a letter report for each tree with a summary of the evaluation, risk potential and mitigation recommendations.
2. Evaluate potential construction impacts upon certain street trees, as requested and provide written report with recommendations.

Professional Fees for the above services:

For inspections, research and office preparation -	\$84.00 per hour
For travel time to and from Brighton locations -	\$45.00 per hour

The Arborist performing these services will be Robert E. Howard, whose resume is enclosed.

As an alternative to using the Resistograph as an internal condition diagnosis tool, we are proposing the use of "Tree Radar". This system provides a non-invasive assessment of internal tree structure with follow up documentation.

Cost per tree for this system -	\$395.00 per tree
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If you have any questions regarding these proposals, please contact me at (585) 314 8413 (mobile) or (585) 924 7105 ext. 37 (office)

Thank you for this opportunity to be of service.

Sincerely,

Robert E. Howard
A.S.C.A. Registered Consulting Arborist #419

60c



April 30, 2012

Mr. Timothy E. Keef
Commissioner of Public Works
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

Re: Tree Evaluations Request for Proposal - 2012

Dear Mr. Keef:

Thank you for the opportunity to serve the Town of Brighton. Per your request, this letter serves as a proposal for the above referenced request for proposal. I believe you will find that our experience, education and skills in delivering the services your request are superior to any of our competitors in the field of urban forest management consulting.

Urban Forestry, LLC is prepared to provide all of the services requested for the in the request for proposal with the following clarifications, additions and exceptions and fee structure.

1) Clarifications

- a. Resistograph Measurements – We will provide resistograph measurement services for no additional fee on a tree at the request of the Town and on any tree that we believe this service is required to make an accurate assessment and make management recommendations.

2) Exceptions

- a. Urban Forestry, LLC does not have aerial lift equipment. For tree evaluations that the Town requests an aerial lift inspection, the Town will secure an aerial lift at the Town's expense for Urban Forestry, LLC to complete that inspection.

3) Fee Structure

- i. Consulting - \$90 per hour
- ii. Travel - \$45 per hour

Please don't hesitate to contact me if you have any questions or require additional information and thank you again for the opportunity to serve the Town of Brighton.

Lead



Tree Evaluations Request for Proposal – 2012, pg 2 of 2

Respectfully,

A handwritten signature in black ink, appearing to read "A. Pleninger", is written over the typed name.

Andrew Pleninger
Vice President

Enclosures:

- Staff Resumes
- Basic Tree Report
- Enhanced Tree Report

Lee

Jerry M. Peterson
444 Clover St.
Rochester, NY 14610
585. 288.1975 / e: treesareme@hotmail.com
ISA # NY-0468AM

April 30, 2012

Dear Mr. Keef,

Thank you for the opportunity to bid on the Town of Brighton's 2012 Tree Evaluation's Contract. Please find all the required documents attached.

In addition to the list of services in the request for proposal, I have expertise in any matters relating to the current and future state of Emerald Ash Borer issues. My membership in the Monroe County Emerald Ash Borer Task Force will serve as a valuable benefit in this regard.

Additionally, any request by myself in completion of contract services that requires aerial inspection of subject trees would be the responsibility of the town through your tree service provider. My presence at the inspections would be at the town's request at the proposed hourly rate.

Again, thank you for this opportunity to submit this bid and I look forward to hearing from and working with the town.

Sincerely,



Jerry M. Peterson
ISA Certified Arborist – Municipal Specialist
NY-0468AM

(6f)

Jerry M. Peterson
444 Clover St.
Rochester, NY 14610
585.288.1975 / e: treesareme@hotmail.com
ISA # NY-0468AM

Employment History:

- **Town of Brighton**
 - **1979 - 2012 Skilled Laborer**
 - **1998 - 2012 Town Arborist**

Tree Arborist:

- **Performed town's tree risk assessment**
- **Initiated tree risk assessment rating system**
- **1999 – Began bareroot street tree planting program**
 - **Planting protocol included the first use of portable drip irrigation resulting in a tree survival rate in excess of 90%**
- **2000 - Conducted town street tree inventory via paper**
- **2010 - Created towns street tree digital database via computer with the assistance of town engineering staff**
- **Performed first use of air excavation and structural soil for tree construction conflict mitigation.**

Projects & Design:

- **Twelve Corners renovation**
- **75 Trees/75 Years project with Allyn's Creek Garden Club**
- **Design and re-landscape of town hall foundation plantings**
- **Implementation of Right Tree/Right Place protocol**
- **Created preservation through relocation project at town library**
 - **Relocation of 17 large trees using a tree spade resulting in tree preservation as well as cost savings**
- **Participant on Tree Ordinance Search Committee**
- **Proposal and implementation of Emerald Ash Borer Street Tree Program**

Memberships:

- **International Society of Arboriculture (ISA)**
- **Society of Municipal Arborists (SMA)**
- **NYS Arborist Association**
- **NYS Urban and Community Forestry Council**
- **Western Finger Lakes Releaf**
- **Monroe County Emerald Ash Bore Task Force**



PROPOSAL

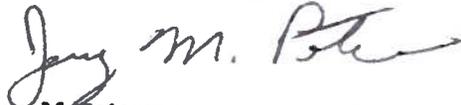
I propose an hourly rate of \$72.00 an hour for items (a) (b) (c) & (d) as stated in the RFP. This rate is inclusive of field inspection and report preparation.

An additional charge of \$200.00 for non-recording resistograph drilling per tree or \$320.00 for recording resistograph drilling per tree upon request.

As a resident of the town and only minutes away from any worksite, I will forgo any charge for travel time.

Proof of insurance will be provided upon award of the tree evaluation contract.

Respectfully submitted by,



Jerry M. Peterson

ISA Certified Arborist – Municipal Specialist
585.288.1975 / e: treesareme@hotmail.com
NY-0468AM
April 30, 2012

Leh.

TREE RISK ASSESSMENT METHODOLOGY

Tree risk assessment is a complex process applied to individual trees. There are new methods available to evaluate trees for risk, but even the best of these systems can only describe the potential for failure but cannot determine when or what environmental force will cause failure.

There is dialog in the tree industry concerning the procedures for evaluating risk. One method being used is the ISA, Tree Hazard Evaluation Form. This form was developed by Nelda Matheny and James Clark and presented in their book "A Photographic Guide to the Evaluation of Hazard Trees in Urban Environments." 1994.

The authors of this form have stated that it is intended for prioritizing tree maintenance or risk management for large tree populations. Nothing in this form sets a level for removing individual trees as a hazard. It only sets a level for prioritizing tree maintenance to reduce potential hazards.

ISA has developed new risk assessment protocols including Best Management Practices (BMP's) and a testing /training program that result in a new "qualified risk assessor".

Risk assessment involves a visual inspection of the tree from the ground. Obvious signs of structural issues may exist. Other internal and underground defects that are undetectable may exist. Claus Mattheck and Helge Breloer in their book "The Body Language of Trees" (1994) describe how trees react to defects, how they repair them, and how repaired defects may be visible externally.

The next step in the process depends on the type and severity of defects, the tree owner's tolerance for risk and the presence of targets.

I will be utilizing the ISA, Tree Hazard Evaluation Form as a means of standardization with Town of Brighton's in-house procedures. In addition, I will also use reporting derived from ISA Best Management Practices (copyright 2011). The publications referred to in this document are available for your inspection upon request.

Jerry Peterson
ISA Certified Arborist-Municipal Specialist
NY-0468AM

(6i.)

ARBORIST DISCLAIMER STATEMENT

Arborists are tree specialists who use their education, knowledge, training, experience, and research to examine trees. Arborists recommend measures to enhance the beauty and health of trees, while attempting to reduce the risk of living near them. Clients may choose to accept or disregard the recommendations of the arborist, or seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms subject to attack by disease, insects, fungi and other forces of nature. There are some inherent risks with trees that cannot be predicted with any degree of certainty, even by a skilled and experienced arborist. Arborists cannot predict acts of nature including, without limitation, storms of sufficient strength, which could cause even a healthy tree to fail. Any entity that develops land and builds structures within the vicinity of trees should be aware and inform future residents of the risks of living with trees and this Arborist Disclaimer.

Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time. Likewise remedial treatments, like medical treatments, cannot be guaranteed 100%.

Treatment, pruning and removal of trees may include considerations beyond the scope of the arborist services such as property boundaries, property ownership and other issues. Consulting arborists cannot take such considerations into account unless complete and accurate information is disclosed to the arborist by the client. An arborist should then be expected to reasonably rely upon the completeness and accuracy the information provided,

This author has not assumed any responsibility for liability associated with the trees on or adjacent to this site, their future demise and/or any damage which may result therefrom. To live near trees is to accept some degree of risk.

Jerry Peterson
ISA Certified Arborist-Municipal Specialist
NY-0468AM



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585)784-5250 FAX: (585) 784-5368

May 13, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

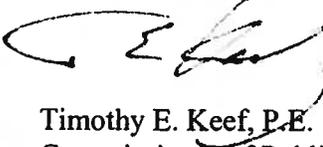
re: Proposed Motor Equipment Operator Promotion at the Highway Department

Dear Chairman Werner and Committee Members:

As you are aware, recent retirements at the Highway Department have created vacancies that should be filled in order to maintain the operational efficiency of the department. At this time I am recommending that Mr. Joseph Wesley be promoted to the position of motor equipment operator pending Town Board action and subsequent Civil Service approval. I further recommend that Mr. Wesley begin at the starting rate of \$24.51 per hour, per the current CSEA wage schedule, with a 26 week probationary period effective as of May 28, 2012. Pending successful completion of the probationary period the rate would be adjusted to \$25.60 per hour, again per the CSEA wage schedule. There are funds available in the 2012 budget for this promotion due to the aforementioned vacancies. Said opening was posted in accordance with our current CSEA agreement with Mr. Wesley being the most qualified and senior candidate from a total of two interested applicants. He is capable to serve in this capacity and will compliment our existing staff.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled May 15, 2012 meeting in the event that you have any questions regarding this matter.

Very truly yours,



Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wp

cc: T. Anderson
S. Zaso
G. Brandt



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Town of Brighton

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May 13, 2012

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

re: Sewer Department GPS Service

Dear Chairperson Werner and Committee Members:

The Sewer Department has updated the Global Positioning System (GPS) unit for use in data procurement and management, specifically our upcoming MCC Sewer Project. To maximize its efficiency and capabilities a Verizon 4G LTE Mobile Hot Spot 4510L device with service will be necessary. The initial cost for this is \$49.99 with a one time activation fee of \$35.00 and \$39.99 monthly account fee. The monthly fee can be activated as the GPS services are needed. Funds are available for the device in the Sewer Equipment budget and for the monthly service fee in contracted services.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled May 15, 2012 meeting in the event that you have any questions regarding this matter.

Sincerely,

Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

cc: S. Zimmer
M. Guyon
S. Zaso
A. Banker
M. Hussar