

COMMON COUNCIL
of the
CITY OF SYRACUSE

(11/19)

REGULAR MEETING – NOVEMBER 25, 2024

1:00 P.M.

1. *Pledge of Allegiance to the Flag*
2. *Invocation*
3. *Roll Call*
4. *Minutes – November 12, 2024*
5. *Petitions*
6. *Committee Reports*
7. *Communications*

NEW BUSINESS

BY PRESIDENT HUDSON:

8. *Resolution - Approving the Appointment of Various Persons as Commissioners of Deeds for 2025/2026.*

BY COUNCILOR CALDWELL:

9. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2024/2025 NY SWIMS Thornden Park Pool Reconstruction Capital Improvement Project, Total amount not to exceed \$400,000.*
10. *Authorize – The Parks Department 2024/2025 NY SWIMS Thornden Park Pool Reconstruction Capital Improvement Project, for the Reconstruction and Improvements to Thornden Park Pool and Bathhouse, which includes structural, operational, and accessibility improvements (related to Ord #605-2024). Total cost not to exceed \$400,000.*
11. *Bond Ordinance – Authorizing the issuance and sale of bonds of the City of Syracuse to defray the cost of the 2024/2025 NY SWIMS Onondaga Park Pool Reconstruction Capital Improvement Project, Total amount not to exceed \$400,000.*

12. *Authorize – The Parks Department 2024/2025 NY SWIMS Onondaga Park Pool Reconstruction Capital Improvement Project, for the Reconstruction and Improvements to Onondaga Park Pool and Bathhouse, which includes structural, operational, and accessibility improvements (related to Ord #605-2024). Total cost not to exceed \$400,000.*

BY COUNCILOR MAJOK:

13. *Agreement - With American Medical Response of Central New York (AMR) for a Field Internship Affiliation that allows the Fire Department NYS-EMT recruits to participate in ride-alongs in American Medical response ambulances, to help them with NYS-EMT class requirements and Final exam. There is no cost to the City.*
14. *Agreement – With Syracuse University, to control traffic and parking generated by events at the JMA Wireless Dome, on behalf of the Police Department, for the period of June 1, 2024-June 30, 2025. The University will reimburse the City to include full salary and fringe, details outline in the attached agreement.*
15. *Agreement – With Light to the Darkness Photography, to provide photography Services at various Police Athletic League (PAL) events, from October 2024-January 2025, as detailed in the attached contract. Total amount not to exceed \$9,923, charged to Account #599802.02.31225 Project #205522123. The Mayor waived the RFP process.*
16. *Amend – Ord. #519 (06/17/2024), “Appropriation Agreement with Liberty Resources, Inc, to continue working in collaboration with the Police Department (911) to provide Mobile Crisis Response Services, to persons in crisis exhibiting mental health and/or substance abuse related behaviors, that includes deploying mental health professionals to the incident resulting from a call to a dispatch of law enforcement from a 911 center, to expire June 30, 2024. Total amount not to exceed \$315,211”. Amend the contract to expire June 30, 2025, and increase the amount by \$100,000, from Account #541500.01.31230. Total amount not to exceed \$415,211 The Mayor waived the RFP process. All other terms and conditions remain the same.*
17. *Application & Agreement – To and with the Rosamond Gifford Charitable Corporation, as a subrecipient for a grant in an amount not to exceed \$84,231, under the United States Department of Justice FY22 Project Safe Neighborhoods Program, to be used by the Police Department for overtime for the Gang Violence Task Force (GVTF) to address gun and gang violence. No local match is required.*
18. *Resolution – Honoring the Nottingham High School Boys soccer Team, for winning the 2024 Section III AA Boys Soccer Championship.*

BY COUNCILOR MAJOK; COUNCILORS CALDWELL, JONES-ROWSER AND MONTO:

19. *Amend - Local Law #1-2012 Of the Charter of the City of Syracuse, Section 6 (3a) and (3b) entitled “Officers and Staff”, relative to the Citizen Review Board, as set forth in the attached legislation.*

BY COUNCILOR MAJOK AND COUNCILOR WILLIAMS:

20. *Transfer Funds – Within the July 1, 2024 – June 30, 2025, City Budget from Account #590301.01.90300 (Social Security) \$136,000 to Account #593000.01.90000, (One Time Expenditures). Assessment will use the funds to retain a Project Manager for the Fire and Police Department relocation to 1153 West Fayette Street.*
21. *Authorize – An agreement to retain CHA Consulting Inc. (“CHA”) to serve as a project manager, to provide management and coordination services related to the move of Syracuse Fire and Police Departments from their current respective location to 1153 West Fayette Street. The term of the agreement will be for fifteen (15) months. The transfer (\$136,000) only covers costs related to fiscal year 2025 that will be charged to Account #593000.01.90000. The total amount for the whole term of the agreement shall not exceed \$454,176, which will result in coming back to the Council to amend for fiscal year 2026.*

BY COUNCILOR GETHERS:

22. *Amend – Ord. #756 (10/30/2023), “Agreement - With Fisher Associates, D.P.C., for the Design Phase Fee and Final Design Services for the Midland Avenue Paving Project (Ostrander Avenue to Route 173 (West Seneca Turnpike), PIN 3756.83. Total cost not to exceed \$529,000, charged to Capital Account #599807.07.700375683.80405. Total project cost not to exceed \$4,666,000.” Amend to add additional Final Design Services and an additional amount of \$60,000. Total cost not to exceed \$589,000.*

BY COUNCILOR HOGAN:

23. *Authorize – The City of Syracuse to adopt a Negative Declaration pursuant to the SEQR Act, as it relates to Appendix “A” to dispose of real property located at 1025 Sunnycrest Road, (“the Property”). The action is related to the request for a local law authorizing sale of the property to the Syracuse Housing Authority (SHA).*
24. *Local Law – Of the City of Syracuse authorizing the sale of all right, title and interest in the real property known as Eastwood Heights, located at 1025 Sunnycrest Road, (“the Property”) (SBL 027.-09-01.1), to Syracuse Housing Authority (SHA). This Local Law should authorize the Mayor to sign a Purchase and Sale Agreement, including an Options Agreement for the East Taylor Street property located at 301-311 East Taylor Street (SBL 095.-08-01.0). Should closing on the Property occur prior to closing on the East Taylor Street parcel, consideration will consist of a note and mortgage in the amount of \$500,000.*

25. *Authorize – The City of Syracuse to adopt a Negative Declaration pursuant to the SEQR Act, as it relates Appendix “A” relative to the Department of Public Works request to acquire real property located at 301-311 Taylor Street, commonly known as Latimer Terrace (the “Property”). The action is related to the request for a local law authorizing sale of 1025 Sunnycrest Road to the Syracuse Housing Authority (SHA).*
26. *Acquire – An approximately 186,393.50 square foot portion of property located at 301-311 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0), commonly known as Latimer Terrace (the “Property”) from the Syracuse Housing Authority. This property is being accepted as consideration for the City-owned property located at 1025 Sunnycrest Road, which the City intends to convey to SHA under separate Common Council authorization, as detail in the legislation. The City plans to enter into a lease agreement with Blueprint 15 (the “Tenant”). The Tenant will develop the Children Rising Center on the site.*
27. *Lease Agreement – With the City of Syracuse (the “City”) and Blueprint 15 (the “Tenant”), for a 186,393.50 square foot portion of property located at 301-311 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0). The Tenant will develop the Children Rising Center on the site; the facility will encompass daycare, children’s activity opportunities, and health and wellness services for the surrounding community, to be an integral part of the East Adams Neighborhood Transformation Project, a mixed-income, inclusive redevelopment of block of public housing south of Downtown, for a term of ninety-nine (99) years, effective on January 1, 2025-December 31, 2123, with a monthly rental fee of one dollar (\$1.00), plus utilities, charges, and fees. Additional consideration for the City will take the form of site preparation and environmental remediation expenditures, to be borne by the Tenant as part of the redevelopment project.*

BY COUNCILOR WILLIAMS:

28. *Agreement – With AMCS, on behalf of the Office of Analytics, Performance & Innovation, to migrate our fleet management software (Dossier) from on-premises to the cloud, to help the City track preventive maintenance of vehicles and equipment across all City departments, to expire June 30, 2025. Total cost not to exceed \$54,864, from Account #12140.01.540530. The Mayor waived the RFP process.*
29. *Amend – Ord. #273 (04/22/2024) “Agreement – With Sarah Stephens d/b/a SS Funding and Procurement and Consulting Resources, LLC, for grant management services that includes researching, writing, reporting, best practices and to include program management services associated with the CARES Act grant received by the City and extend the contract through August 31, 2024. Total cost not to exceed \$72,100 charged to CARES Act project grant Account #202022122. The Mayor waived the RFP process.” Amend to extend services through January 31, 2025, for the completion of programmatic closeout reports and increase the amount not to exceed by \$2,700, charged to CARES Act project grant Account #14805.599802.02.202022122.*

30. *Authorize – The City to adopt a Type II determination pursuant to the New York State Environmental Quality Review Act, to complete the JSCB Phase 3 Construction Project, in accordance with Article 8 of the Environmental Conservation Law, which will not have a significant impact on the environment and is not subject to further review under SEQRA.*
31. *Bond Ordinance - Authorizing the issuance and sale of Bond Anticipation Notes (BAN's) of the City of Syracuse to be used to defray the cost of Phase III of the Joint Schools Construction Board, as authorized by SCSD Resolution #1124-083. Total amount not to exceed \$2,000,000.*

BY COUNCILOR JONES-ROWSER:

32. *Amend - Ord. #708 (07/26/2024) "Agreement – With CBN Geneva LLC d/b/a CBN-Syracuse LLC (the provider) to install, maintain, and operate a municipal broadband network, providing affordable internet service to low-income families in Syracuse. The internet network will be piloted in the 10 census tracts, serving 2,500 households annually, as detailed in the legislation, for a period of three (3) years. Total project cost not to exceed \$15,212,004, from Account #08.8.12105.800015423, in which \$500,000 of ARPA funds, is reserved until the City has reached 2,500 subscribing households across the Surge Link market". Amend to remove eligibility restrictions based on income for residents who live in the pilot area, allowing CBN to collect and manage fees, as well as provide authorization to modify the income eligibility requirements for Surge Link enrollment for the initial service area, as detailed in the legislation. All other terms and conditions remain the same.*
33. *Application & Agreement - To and with the Cities for Financial Empowerment Fund, Inc, on behalf of Neighborhood Business and Development, in an amount not to exceed \$160,000. There is a local match of \$120,000 from Account #90000.01.593003 FEC budgeted allocation.*
34. *Sell – All right, title and interest of the City of Syracuse in and to the premises known as 113 Baldwin Avenue, a wood house & garage, to the Greater Syracuse Property Development Corporation for the total sum of \$326 (District 4).*
35. *Sell – All right, title and interest of the City of Syracuse in and to the premises known as 135 Delray Avenue, a wood house & garage, to the Greater Syracuse Property Development Corporation for the total sum of \$326 (District 5)*
36. *Sell – All right, title and interest of the City of Syracuse in and to the premises known as 171 Fenway Drive, a wood house & garage, to the Greater Syracuse Property Development Corporation for the total sum of \$326 (District 5).*

BY COUNCILORS MONTO, WILLIAMS, JONES-ROWSER AND PANIAGUA:

37. *Local Law – To opt in to the New York State Good Cause Eviction Law (NYS Real Property Law Chapter 50 Article 6-a).*

Ordinance No.

2024

ORDINANCE AUTHORIZING THE CITY OF SYRACUSE DEPARTMENT OF PARKS, RECREATION AND YOUTH PROGRAMS TO PROCEED WITH THE 2024/2025 THORNDEN PARK POOL RECONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

BE IT ORDAINED, that this Common Council hereby authorizes the City of Syracuse Department of Parks, Recreation and Youth Programs to proceed with the 2024/2025 Thornden Park Pool Reconstruction Capital Improvement Program to cover costs associated with the necessary construction and engineering related to the Thornden Park Pool Reconstruction Capital Improvement Program, at a total cost not to exceed \$400,000.00, which will meet the City's 20% matching funds requirement for the \$2,000,000 NYS SWIMS grant for the Project; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount of \$400,000.00 authorized contemporaneously herewith by ordinance of this Common Council.



9-10

DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 7, 2024

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

Syeisha Byrd
Commissioner

Chris Abbott
Deputy Commissioner

RE: REQUEST FOR LEGISLATION – 2024/2025 CIP – NY SWIMS Grant Match - Thornden Park Pool Reconstruction Project

Dear Ms. McBride:

Please have the following legislation prepared and placed on the next Common Council meeting agenda:

- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2024/2025 Thornden Park Pool Reconstruction Project at a cost not to exceed \$400,000.00.
- Ordinance authorizing the Department of Parks, Recreation, & Youth Programs to proceed with the 2024/2025 Thornden Park Pool Reconstruction Project at a cost not to exceed \$400,000.00.

These funds will be used as the 20% matching funds required for the 2024 NY SWIMS grant awarded for \$2,000,000.00 to the City of Syracuse for the Reconstruction and Improvements to Thornden Park Pool and Bathhouse in September 2024. The project aims to modernize the 1920's pool facility with substantial improvements to its structural and operational efficiency. Together the grant and matching funds will enable critical improvements from enhanced accessibility features to poolside facilities for improved community use. The proposed design will be submitted to NYS SHPO for approval prior to grant fund award disbursement.

The requested allocation will use one line at \$400,000.00 from the 2024/25 CIP – Line Item 29, Parks Pool Improvements for \$1,500,000.00.

Funds, not to exceed \$400,000.00, from the 2024/2025 Capital Improvement Program will be established in an account, 70205.07.999999, as to be determined by the Commissioner of Finance.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

Syeisha Byrd
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	11/07/24	Department:	Parks
Project Name:	24/25 Thornden Park Pool Reconstruction		
Project Cost:	400,000.00		
Contact Name:	Joshua Wilcox		
Project Description:	These funds will be used as the 20% matching funds required for the 2024 NY SWIMS grant awarded for \$2,000,000.00 to the City of Syracuse for the Reconstruction and Improvements to Thornden Park Pool and Bathhouse in September 2024. The project aims to modernize the 1920's pool facility with substantial improvements to its structural and operational efficiency. Together the grant and matching funds will enable critical improvements from enhanced accessibility features to poolside facilities for improved community use.		

Projected Time Line & Funding Source(s)

Estimated Start Date: _____ Estimated Completion Date: _____

<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$400,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	

Estimated Project Borrowing Timeline

<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2024	\$400,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes No _____ Reason("No"): _____

Director of Administration: [Signature] Date: 13 Nov 24

Director of Management & Budget: [Signature] Date: 11-12-24

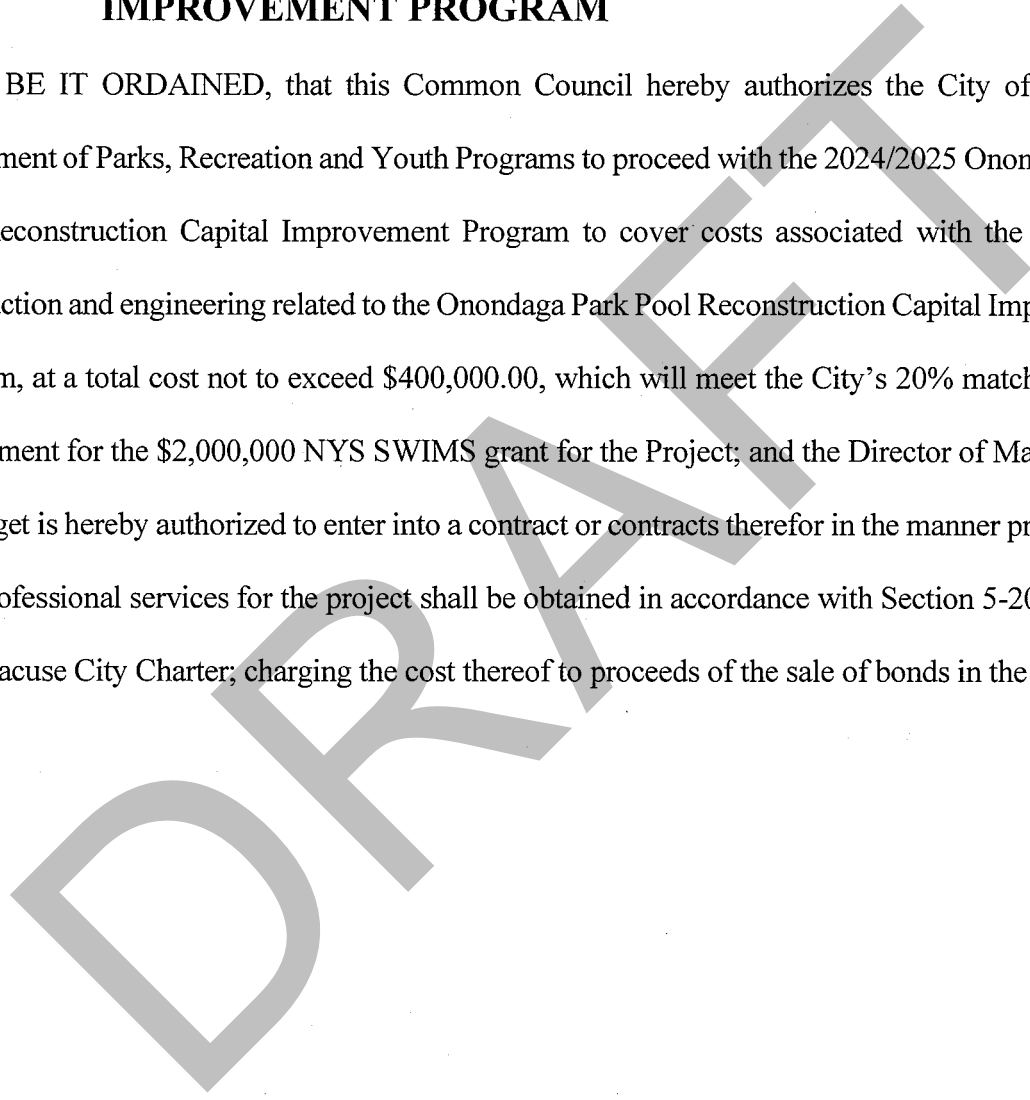
Commissioner of Finance: [Signature] Date: 11/12/24

Ordinance No.

2024

**ORDINANCE AUTHORIZING THE CITY
OF SYRACUSE DEPARTMENT OF PARKS,
RECREATION AND YOUTH PROGRAMS
TO PROCEED WITH THE 2024/2025 ONONDAGA
PARK POOL RECONSTRUCTION CAPITAL
IMPROVEMENT PROGRAM**

BE IT ORDAINED, that this Common Council hereby authorizes the City of Syracuse Department of Parks, Recreation and Youth Programs to proceed with the 2024/2025 Onondaga Park Pool Reconstruction Capital Improvement Program to cover costs associated with the necessary construction and engineering related to the Onondaga Park Pool Reconstruction Capital Improvement Program, at a total cost not to exceed \$400,000.00, which will meet the City's 20% matching funds requirement for the \$2,000,000 NYS SWIMS grant for the Project; and the Director of Management & Budget is hereby authorized to enter into a contract or contracts therefor in the manner provided by law; professional services for the project shall be obtained in accordance with Section 5-205A (8) of the Syracuse City Charter; charging the cost thereof to proceeds of the sale of bonds in the amount



11-12



DEPARTMENT OF PARKS, RECREATION & YOUTH PROGRAMS

CITY OF SYRACUSE, MAYOR BEN WALSH

November 7, 2024

Patricia McBride
City Clerk
231 City Hall
Syracuse, NY 13202

Syeisha Byrd
Commissioner

Chris Abbott
Deputy Commissioner

RE: REQUEST FOR LEGISLATION – 2024/2025 CIP – NY SWIMS Grant Match - Onondaga Park Pool Reconstruction

Dear Ms. McBride:

Please have the following legislation prepared and placed on the next Common Council meeting agenda:


- Ordinance authorizing the sale and issuance of bonds to defray the cost of the 2024/2025 - Onondaga Park Pool Reconstruction Project at a cost not to exceed \$400,000.00.
- Ordinance authorizing the Department of Parks, Recreation, & Youth Programs to proceed with the 2024/2025 Onondaga Park Pool Reconstruction Program at a cost not to exceed \$400,000.00.

These funds will be used as the 20% matching funds required for the 2024 NY SWIMS grant awarded for \$2,000,000.00 to the City of Syracuse for the Reconstruction and Improvements to Onondaga Park Pool and Bathhouse in September 2024. The project aims to modernize the pool facility with substantial improvements to its structural and operational efficiency. Together the grant and matching funds will enable critical improvements from enhanced accessibility features to poolside facilities for improved community use. The proposed design will be submitted to NYS SHPO for approval prior to grant fund award disbursement.

The requested allocation will use one line at \$400,000.00 from the 2024/25 CIP – Line Item 29, Parks Pool Improvements for \$1,500,000.00.

Funds, not to exceed \$400,000.00, from the 2024/2025 Capital Improvement Program will be established in an account, 70205.07.999999, as to be determined by the Commissioner of Finance.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

Syeisha Byrd
Commissioner

Syracuse Department
of Parks, Recreation
& Youth Programs
412 Spencer Street
Syracuse, N.Y. 13204

Office 315 473 4330
Fax 315 428 8513

www.syr.gov.net

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City of Syracuse

AUTHORIZATION TO PROCEED WITH CIP PROJECT

Date:	11/07/24	Department:	Parks
Project Name:	24/25 Onondaga Park Pool Reconstruction		
Project Cost:	400,000.00		
Contact Name:	Joshua Wilcox		
Project Description:	These funds will be used as the 20% matching funds required for the 2024 NY SWIMS grant awarded for \$2,000,000.00 to the City of Syracuse for the Reconstruction and Improvements to Onondaga Park Pool and Bathhouse in September 2024. The project aims to modernize the pool facility with substantial improvements to its structural and operational efficiency. Together the grant and matching funds will enable critical improvements from enhanced accessibility features to poolside facilities for improved community use.		

Projected Time Line & Funding Source(s)

Estimated Start Date: _____ Estimated Completion Date: _____

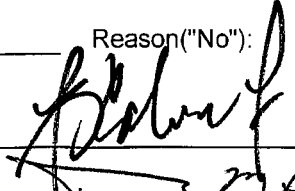
<u>Funding Source:</u>	<u>Dollar Amount:</u>
Local Share: Cash Capital	
Local Share: Bonds (complete schedule below)	\$400,000.00
State Aid/Grant (identify)	
Federal Aid/Grant (identify)	
Other (identify)	
Other (identify)	
Total Project Funding (must equal cost):\$	

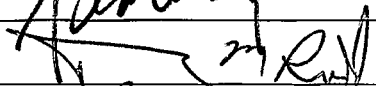
Estimated Project Borrowing Timeline

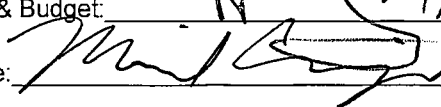
<u>Year</u>	<u>Fiscal Year</u>	<u>Estimated Amount to Borrow</u>
1	2024	\$400,000.00
2		
3		
4		
5		
Total Estimated Amount to Borrow (if different than "Local Share: Bonds" above, explain)		\$

Approval to proceed with request for legislation is hereby granted.

Project in CIP Plan: Yes No _____ Reason("No"): _____

Director of Administration:  Date: 13 Nov 24

Director of Management & Budget:  Date: 11-12-24

Commissioner of Finance:  Date: 11/12/24

Ordinance No.

2024

ORDINANCE AUTHORIZING AN AGREEMENT WITH AMERICAN MEDICAL RESPONSE RELATIVE TO THE ESTABLISHMENT OF A FIELD INTERNSHIP AFFILIATION WITH THE SYRACUSE FIRE DEPARTMENT IN ORDER TO PERMIT SYRACUSE FIRE DEPARTMENT NYS-EMT RECRUITS TO PARTICIPATE IN RIDE ALONGS IN AMERICAN MEDICAL RESPONSE AMBULANCES

BE IT ORDAINED, subject to the approval of the Mayor, that the Chief of Fire of the Syracuse Fire Department be and he is hereby authorized to enter into an agreement with American Medical Response relative to the establishment of a field internship affiliation with the Syracuse Fire Department in order to permit Syracuse Fire Department NYS-EMT recruits to participate in ride-alongs in American Medical Response ambulances and thereby assist the Syracuse Fire Department recruits to meet the eligibility requirements of having ten (10) patient contacts/interactions to complete their course requirements and become eligible to take the New York State EMT final exam; and

BE IT FURTHER ORDAINED, that there shall be no cost to this Agreement; and

BE IT FURTHER ORDAINED, that said agreement shall contain such other terms and conditions as the Corporation Counsel shall deem in the best interest of the City of Syracuse.



SYRACUSE FIRE DEPARTMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

Michael J. Monds
Chief of Fire

Daniel P. Downes
First Deputy Chief

Elton Davis
Executive Deputy Chief

Deputy Chiefs

James Farewell
Zachary Smith
Nicholas Pagano
David Munki
Matthew Craner

November 7, 2024

Patricia K. McBride
City Clerk
230 City Hall
Syracuse, NY 13202

Re: Request for Legislation

Dear Ms. McBride:

Please prepare legislation to be introduced at the next meeting of the Common Council authorizing the City of Syracuse Department of Fire to enter into an agreement with American Medical Response. The agreement would be for a Field Internship Affiliation that allows Syracuse Fire Department NYS-EMT recruits to participate in ride alongs in American Medical Response ambulances.

Syracuse Fire Department recruits taking an original NYS-EMT class need to have 10 patient contacts/interactions to complete the course and be eligible to take the New York State EMT final exam. Utilizing AMR as our partner agency for these patient contacts will speed the process up for certification due to the large volume of emergency calls that AMR responds to.

There is no cost associated with this agreement.

Thank you for your consideration.

Respectfully submitted,

Michael J. Monds
Chief of Fire

Chief's Office
Syracuse Fire Dept.
Public Safety Building
511 S. State St.
6th Floor, Rm. 607
Syracuse, N.Y. 13202

Office 315 473 5525
Fax 315 422 7766

www.syr.gov



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: November 8, 2024
SUBJECT: Agreement – American Medical Response


On behalf of the Department of Fire, I am requesting that the City of Syracuse enter into an agreement with American Medical Response. The agreement would be for a Field Internship Affiliation that allows Syracuse Fire Department NYS-EMT recruits to participate in ride alongs in American Medical Response ambulances.

Syracuse Fire Department recruits taking an original NYS-EMT class need to have 10 patient contacts/interactions to complete the course and be eligible to take the New York State EMT final exam. Utilizing AMR as our partner agency for these patient contacts will speed the process up for certification due to the large volume of emergency calls that AMR responds to.

There is no cost associated with this agreement.

If you agree to enter into this agreement, please indicate by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

11/13/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2024

**ORDINANCE AUTHORIZING AN AGREEMENT
WITH SYRACUSE UNIVERSITY FOR THE
SYRACUSE POLICE DEPARTMENT TO
PROVIDE TRAFFIC AND PARKING CONTROL
SERVICES FOR TRAFFIC GENERATED BY
EVENTS AT THE JMA WIRELESS DOME**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to enter into an agreement with Syracuse University for the Syracuse Police Department to provide traffic and parking control services for traffic generated by events at the JMA Wireless Dome; and

BE IT FURTHER ORDAINED, that Syracuse University shall reimburse the City of Syracuse the full salary and fringe benefit costs for the Syracuse Police Officers providing traffic and parking control services for traffic generated by events at the JMA Wireless Dome in addition to all other costs to be provided to the City pursuant to the terms and conditions of the agreement for such events; and

BE IT FURTHER ORDAINED, that this agreement shall be in effect July 1, 2024 through June 30, 2025; and

BE IT FURTHER ORDAINED, that such agreement shall be subject to the approval of the Corporation Counsel as to terms, form and content; and

BE IT FURTHER ORDAINED, that all funds received from Syracuse University relating to the Agreement shall be deposited into an appropriate account as designated by the Commissioner of Finance.

1st Deputy Chief
Richard F. Shoff, Jr.



Deputy Chiefs
Richard H. Trudell
Julie L. Shulsky
Mark M. Rusin

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SYRACUSE POLICE DEPARTMENT

Joseph L. Cecile, Chief

November 6, 2024

Ms. Patricia McBride,
City Clerk
Room 231 City Hall
Syracuse, New York 13202

Re: Authorization to enter into an agreement with Syracuse University to control traffic and parking generated by events at the JMA Wireless Dome.


Dear Ms. McBride:

Please prepare legislation to be introduced at the next Common Council meeting to authorize the Syracuse Police Department to enter into a contract with Syracuse University to control traffic and parking generated by events at the JMA Wireless Dome.

The term of the contract will be from July 1, 2024 to June 30, 2025. Syracuse University will reimburse the City of Syracuse to include full salary and fringe.

If you have any questions or comments regarding this request please contact our office.

Sincerely,


Richard Shoff Jr.
1st Deputy Chief of Police

Policing the community through partnerships, prevention, and problem-solving.

511 South State Street, Syracuse, NY 13202 315.442.5250 www.syr.gov/police

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director


TO: Mayor, Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: November 8, 2024
SUBJECT: Agreement – Syracuse University

On behalf of the Department of Police, I am requesting the City of Syracuse enter into a contract with Syracuse University to control traffic and parking generated by events at the JMA Wireless Dome.

The term of the contract will be from July 1, 2024 to June 30, 2025. Syracuse University will reimburse the City of Syracuse to include full salary and fringe.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

11/13/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syrgov.net

AGREEMENT

This is the record of an Agreement, effective as of the Effective Date defined below, by and between the City of Syracuse, a municipal corporation organized and existing under the laws of the State of New York, having offices at 233 East Washington Street, Syracuse, New York 13202 (the "City") and Syracuse University, having offices at Skytop Office Building, Skytop Road, Syracuse, New York 13244 (the "University").

1. Recitals.

The parties wish to enter into this Agreement confirming their understanding (this "Agreement") relating to traffic and parking control for events to be held at the University's athletic facility (the "Dome"). This Agreement sets forth arrangements for the City of Syracuse by its Police Department to control traffic and parking generated by events at the Dome and for the University and the City to allocate the costs of such traffic and parking control. The intent of the parties is to minimize the filtering of Dome traffic and parking through residential areas.

The Mayor of the City of Syracuse and the Common Council, by Ordinance No. XX dated XXXXX, authorized this Agreement, and this Agreement is subject to such authorization.

2. Effective Date and Term.

This Agreement and the arrangements set forth in it shall take effect as of July 1, 2024 (the "Effective Date") and shall continue through June 30, 202X. The period from July 1, 2024 through June 30, 2025 shall be "Contract Year One." Contract Year One and each one-year period thereafter during the term of this Agreement shall each be referred to as a "Contract Year."

3. Spectator Attendance.

The University shall give the City: (i) not less than ten (10) business days prior written or oral notice of the date, time, and nature of all events to be held at the Dome for which the University anticipates attendance numbers that will require deployment of workforce pursuant to this Agreement; and (ii) not less than five (5) business days prior written or oral notice of the anticipated spectator attendance for such event. Any oral notice shall be followed by written confirmation to the City by the University. The University shall calculate the anticipated spectator attendance for an event based upon all available information at the time, which may include, but is not limited to: sales reports from the University's computerized ticket-selling system; geographical distribution of the sales to the extent reasonably available; historical information such as "no-show" ratios for events; anticipated ticket sales on the day of an event based on attendance anticipated in light of the sales and distribution reports; and complimentary tickets provided to individuals and/or groups by the University. Upon request from the City, the University shall share with or make available to the City any data used by the University in determining the anticipated spectator attendance for an event for the purpose of assisting the City to determine the anticipated spectator attendance as precisely as possible. The actual spectator attendance at an event shall be determined by the University, provided that as per current practice, the number of University student attendees shall not be included in such count (as so determined, the "Actual Attendance Count"). An Actual Attendance Count report shall be provided to the City by the University annually in the month of June.

4. Work Force and Other Items; Hours Worked.

a. City to Provide Work Force and Mobile Command Post

The City shall provide the workforce and items necessary to direct and control traffic generated by events at the Dome and to enforce parking regulations in the area surrounding the Dome. The City shall determine the workforce and items it will provide for each such event based upon the anticipated spectator attendance numbers provided by the University. The City will own, operate, maintain and insure a mobile command post together with staff, radio equipment and other items necessary for its effective operation (the "Mobile Command Post"). The Mobile Command Post shall be located on City property in the vicinity of the Dome as determined by the Syracuse Police Department acting through its Chief of Police or authorized designee, in consultation with the Syracuse University Department of Public Safety ("DPS"), or, if the circumstances warrant, and at the sole discretion of the University, and subject to the approval of the Chief of Police, upon University property, in the vicinity of the Dome. The Chief of Police shall have final authority over the location of the Mobile Command Post on City streets, and the Chief of DPS shall have final authority over its location on University property. The City acknowledges that at no times shall the Mobile Command Post interfere with; (1) the construction of and activities at the University or at SUNY ESF; (2) future construction on University owned property in the Campus West area and activities at such buildings; (3) entry or egress to or from any University owned buildings, with the exception of locations pre-approved, in writing, by the Chief of DPS, or (4) any University events or property, except in cases of emergency and as necessary to maintain public safety, subject to the approval of the Chief of DPS, which approval shall not be unreasonably withheld. In the event that the University hosts an event at another venue within the City of Syracuse that requires 33 or more Syracuse Police Officers or Community Service Officers for traffic control, the Mobile Command Post will be deployed at a location mutually agreed upon by the Chief of Police and the Chief of Public Safety. In any event, the parties agree to negotiate in good faith any requested changes in the location and placement of the Mobile Command Post.

For the duration of University-related events, the City shall maintain staff, radio equipment, and other resources necessary to operate the Mobile Command Post. The City shall transport the Mobile Command Post at reasonable times before, during, and after University-related events, and shall position the Mobile Command Post on City streets or on University property, under the conditions set forth above. The Mobile Command Post shall be reserved for use at University-related events, except that when use of the unit is not required at a University-related event, the City may use the Mobile Command Post elsewhere as determined by the Chief of Police. The Mobile Command Post shall be deployed accordingly in all instances when at least 33 officers are required to work an event, as set forth below in the section entitled "Traffic Deployment Brackets." Subject to the other limitations set forth herein, the City may, at its discretion, deploy the Mobile Command Post for events that do not meet the 33-officer threshold for mandatory deployment.

b. Deployment Levels

The City shall deploy workforce as set forth below for each bracket of anticipated spectator attendance.

Traffic Deployment Brackets

Officers Per Event Bracket

#	Attendance Range	Football	Basketball and other Non-football events
1	1-2,999	0	0
2	3,000- 5,999	4	4
3	6,000 - 7,999	6	6
4	8,000- 11,999	10	10
5	12,000 - 13,999	15	15
6	14,000 - 16,999	21	21
7	17,000 - 19,999	33	33
8	20,000 - 22,999	35	35
9	23,000-25,999	47	47
10	26,000 - 29,999	55	53
11	30,000- 34,999	65	53
12	35,000 or greater	72	53

The deployment of Officers Per Event in the Traffic Deployment Brackets set forth above includes the workforce of all kinds for which the City is responsible including sworn and civilian personnel and any personnel provided as supervisory or command staff, including a mix of sworn Police Officers and Community Service Officers for the direction of traffic. The City by its Chief of Police, in consultation with the University, shall determine how to use its officers and any command staff support services, security services, or other personnel, as well as any consumable items it may provide. The City shall provide the University deployment information at least 48 hours prior to a Dome event that will identify the location and duty for Officers working the event

c. Disagreement Over Anticipated Spectator Attendance

Should the University and the City disagree concerning the anticipated spectator attendance for an event, they shall attempt to resolve the disagreement through the use of their best efforts in good faith. Should they be unable to resolve the disagreement, the City may provide a workforce in excess of the deployment levels set forth in the Traffic Deployment Brackets based on the anticipated spectator attendance furnished by the University. In the event that the City provides such additional workforce for an event and the Actual Attendance Count falls within the bracket of anticipated spectator attendance furnished by the University, the University shall not be obligated to pay for the additional workforce or any other charges related to that workforce. However, in the event that the City provides such additional workforce for an event and the Actual Attendance Count exceeds die bracket of anticipated spectator attendance furnished by the University, the University shall pay the City for the additional workforce and any other charges

related to that workforce at the lesser of the actual workforce provided by the City or the cost of the deployment level for the bracket in which the Actual Attendance Count level falls.

In the event that the Actual Attendance Count is less than the bracket of anticipated spectator attendance furnished by the University, the University shall pay for the traffic and parking control furnished by the City at the deployment level for the bracket of anticipated spectator attendance furnished by the University. The City shall be responsible for any costs or expenses of deployment only if and to the extent the deployment exceeds the level for the bracket of anticipated spectator attendance furnished by the University.

d. Minimum and Maximum Hours of Work

Each person provided by the City as part of the workforce deployment for traffic and parking control at a Dome event shall be subject to a minimum number of hours worked. Except what a law, regulation, or other obligation binding upon the City shall mandate a different number of hours, the minimum number of hours shall be six (6) hours for a football game and four (4) hours for a basketball game and all other events. In addition, the maximum average number of hours for all personnel provided as part of the workforce deployment for traffic control shall not exceed the amounts set forth below for the various categories of the workforce'.

Event	Category of Personnel	Maximum Average Hours
Football		
(a)	Traffic control, parking checkers and related supervisory personnel	7.0 hours
(b)	Command staff support services and any related supervisory personnel	9.5 hours
	Impound Personnel	
(c)	Command staff support services and any related supervisory personnel	7.5 hours
	Impound personnel	
Basketball		
(a)	Traffic control, parking checkers and related supervisory personnel	5.0 hours
(b)	Command staff support services and any related supervisory personnel	7.0 hours
(c)	Impound personnel	5.5 hours

Concerts and other Events

- | | |
|--|--|
| (a) Traffic Control, parking checkers and related | 2.0 hours prior to the supervisory personnel event t- 1.5 hours after the event + actual running time of event |
| (b) Command staff support services and any related supervisory personnel | 3.0 hours prior to the event +
2.0 hours after the event + actual running time of event |
| (c) Impound Personnel | 1.0 hour prior to the event + 1.5 hours after the event + actual running time of event |

In the event that the workforce deployment for an event exceeds the maximum amounts set forth above without agreement from the University, the City shall be responsible for any related costs and expenses. Nothing in this Agreement shall prevent the parties from agreeing on an event-by-event basis to a revision in the workforce from the deployments set forth above or in the number of hours to be worked. Any such revision shall be confirmed in writing between the parties including, but not limited to, e-mail or facsimile communication. In the event the parties agree to a revision in the workforce that deviates from the deployments set forth above or the number of hours to be worked, the costs and expenses shall be paid pursuant to Section 6 and 7 of this Agreement. Monthly, the City shall provide confirmation of the number and location/post of the Officers that worked events for the prior month.

5. Schedule of Events,

By July 15 during each Contract Year, the University shall deliver to the City the then current schedule of Dome events for the upcoming Contract Year including the anticipated spectator attendance (other than for the University's Commencement events) anticipated as of that time. As each schedule is revised or updated the University shall promptly deliver such updated or revised schedule to the City. Each schedule contemplated by this Section 5 shall be referred to as a "Contract Year Schedule".

6. City's Funding of Traffic Control Coats.

The City shall bear the cost of any consumable items used by its officers in the course of performing traffic and parking control. The City shall share the cost of providing the workforce necessary to direct and control traffic and parking generated by Dome events only in the event of a disagreement over anticipated spectator attendance, in which case the City's share will be determined by the terms described in Section 4(c) of this Agreement.

7. University's Funding of Traffic Control Costs.

The University shall pay all workforce costs necessary to direct and control traffic and parking at Dome events. For purposes of this Section 7, the City shall provide the University no less often than monthly with statements showing the amount of costs of providing workforce necessary to direct and control traffic and parking at Dome events. For purposes of this Section 7, workforce costs shall be the actual wages paid to the workforce plus the actual fringe benefit cost with respect to such workforce.

In addition,(i) notwithstanding Sections 3 and 4 of this Agreement each Contract Year the University and the City shall confer in good faith thirty (30) days prior to the date of toe Commencement to determine an agreed upon level of traffic control for the University's Commencement events, and the University shall

pay the cost of providing the agreed upon workforce and items necessary to direct and control traffic for such Commencement events; and (ii) at its own expense the University shall provide barrels, barricades and cones, as well as the workforce to place and remove such items, for traffic control in such amounts as may be mutually agreed upon by the parties.

For all large Dome events that sell more than 23,000 tickets, and mutually agreed upon special events like Commencement, the University shall reimburse the City workforce costs at a higher overtime rate of two times the regular wage rate, in addition to the actual fringe cost.

Each payment due from the University to the City shall be paid within thirty (30) days of receipt of a statement from the City properly documenting the amount due to the City from the University. Such document shall be provided annually in the month of June.

8. Additional Events.

The University may schedule events at the Dome, including concerts, that are in addition to the events listed on any Contract Year Schedule. If the University schedules such an event, the cost of providing workforce and items necessary to direct and control traffic and parking at each such event shall be funded and paid for as provided in Sections 6 and 7 of this Agreement.

Notwithstanding the preceding, whenever the University shall be required to collect and remit to the City a surcharge of \$.75 with respect to each ticket sold to the event as provided in an agreement between the City and the University dated December 15, 1986, the University shall receive a credit against any amounts due from it to the City pursuant to the preceding Section 7 for the aggregate amount of such surcharges collected and paid to the City.

9. NCAA Tournament Games.

Notwithstanding any other provision of this Agreement, the University shall not be obligated to pay the City any amount for traffic or parking control provided for NCAA tournament basketball games held at the Dome, due to the large economic benefits generated from the attendees of such events.

10. Construction.

The parties recognize that at the time of entering into this Agreement, the University is undertaking significant renovations at the Dome, and the City acknowledges that any workforce deployment plans may be disrupted as a result of these activities. The University and the City agree to cooperate in generating traffic control plans and deployment maps that maximize the flow of traffic under the varying circumstances as may be present due to such activities. Furthermore, the parties are aware that plans are being developed that may result in construction related disruption on Interstate Route 81. The City and the University agree that it is in the best interests of both parties to work together ensure a smooth and efficient traffic plan for events that may occur during any such period of disruption.

Additionally, the parties recognize that during the term of this Agreement, Commencement and Convocation may occur outside of the Dome due to Dome-related construction. It is the parties' intent that traffic and parking control services furnished by the City for Commencement and Convocation shall be covered by this Agreement.

11. Prior Agreement.

As of the Effective Date, this Agreement shall supersede all prior agreements between the parties pertaining to the same subject matter. Notwithstanding the preceding, any such prior agreements shall continue to govern and control with respect to the time period to which each prior agreement pertains as approved by the City Common Council.

12. Police Power.

This Agreement is not intended to, and shall not be, any limitation on the police powers of the City. Notwithstanding any other provision of this Agreement to the contrary, the City may exercise such police powers as it possesses including, but not limited to, deploying more workforce, for traffic control or other purposes, than is contemplated by this Agreement. The University shall not, however, be required to pay for any exercise of such police powers except as expressly set forth in this Agreement

13. Audit Rights.

Each party, and its designated representatives, shall from time to time be given a reasonable opportunity during normal business hours and upon reasonable advance notice to review, at its own expense, the relevant books and records of the other party in order to confirm the accuracy of the information provided by the other party pursuant to this Agreement. During the term of this Agreement and for a period of three years thereafter, each party shall retain all such relevant books and records.

14. Amendment.

No provision of this Agreement can be modified or amended except by written agreement signed by both parties.

15. Governing Law.

This Agreement shall be governed by the laws of the State of New York. It is agreed that each and every provision of law required by law to be included herein shall be deemed to be included as though set forth at length. The parties agree that this Agreement does not waive or dispense with the requirements of any law including but not limited to the Charter of the City of Syracuse.

16. Waiver.

Failure of either party to insist upon strict performance of any of the covenants or conditions of this Agreement shall not be construed as a waiver or relinquishment of any of the covenants or conditions contained herein but the same shall remain in full force and effect.

17. Laws.

The University, the City and their agents and employees, shall comply with all applicable federal, state and local laws, ordinances, rules and regulations, pertaining to the fulfillment of obligations under this Agreement.

[SIGNATURE PAGE FOLLOWS]

ORDINANCE AUTHORIZING AN AGREEMENT WITH SHANAY BRADLEY D/B/A LIGHT TO DARKNESS FOR PHOTOGRAPHY SERVICES ON BEHALF OF THE SYRACUSE POLICE DEPARTMENT POLICE ATHLETIC LEAGUE (PAL) AT A COST NOT TO EXCEED \$9,923.00

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Syracuse Police Department is in need of photography services for various Syracuse Police Athletic League (PAL) events; and

WHEREAS, the Mayor has waived the RFP process and approved the retention of Shanay Bradley d/b/a Light to Darkness to provide the photography services on behalf of the Syracuse Police Department PAL under the following terms:

- (1) Shanay Bradley d/b/a Light to Darkness shall provide photography services on behalf of the Syracuse Police Department for various Syracuse PAL events on an as-needed basis;
- (2) The total cost not to exceed for all services to be provided under the agreement is \$9,923.00.

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such agreement, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, the costs associated with the agreement authorized herein shall be charged to FY 22 NYS DCJS COPS PAL Grant Budget Account # 599802.02.31225 Project #205522123 or another appropriate budget account as designated by the Commissioner of

Finance.

DRAFT



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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 8, 2024

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia K. McBride
City Clerk
231 City Hall
Syracuse, NY 13202

Re: Request for Legislation

Dear Ms. McBride,

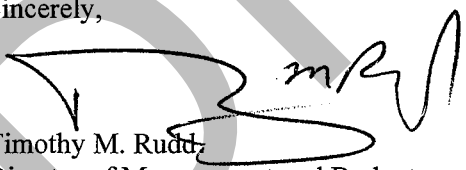
Please prepare legislation to be introduced at the next Common Council meeting on behalf of the Syracuse Police Department, authorizing a waiver of the RFP process to enter into an agreement to utilize the services of Shanay Bradley d/b/a Light to the Darkness.

Shanay Bradley will be engaged to provide photography services at various Police Athletic League events.

Expenditures not to exceed \$9,923 related to these services will be charged to the FY22 NYS DCJS COPS PAL Grant under account 599802.02.31225 Project #205522123.

Thank you.

Sincerely,



Timothy M. Rudd,
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget 
DATE: November 8, 2024
SUBJECT: Waiver of RFP Process & Enter an Agreement – Shanay Bradley d/b/a Light to the Darkness

On behalf of the Syracuse Police Department, I am requesting a waiver of the RFP process to enter into an agreement to utilize the services of Shanay Bradley d/b/a Light to the Darkness.

Shanay Bradley will be engaged to provide photography services at various Police Athletic League events.

Expenditures not to exceed \$9,923 related to these services will be charged to the FY22 NYS DCJS COPS PAL Grant under account 599802.02.31225 Project #205522123.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

11/14/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

1st Deputy Chief
Richard F. Shoff, Jr.



Deputy Chiefs
Richard H. Trudell
Julie L. Shulsky
Mark M. Rusin

SYRACUSE POLICE DEPARTMENT

Joseph L. Cecile, Chief

November 6, 2024

Timothy Rudd
Director of Budget
City Hall
Syracuse, New York 13202

Re: Requesting a waiver of RFP – Shanay Bradley – d/b/a Light to the Darkness

Dear Mr. Rudd

I hereby request that you take necessary action to have legislation introduced at the next regular meeting of the Syracuse Common Council requesting a waiver of RFP to authorize the Syracuse Police Department to utilize the services of Shanay Bradley.

Shanay Bradley will be engaged to provide photography services at various Police Athletic League events.

Expenditures not to exceed \$9,923 related to these services will be charged to the FY22 NYS DCJS COPS PAL Grant under account 599802.02.31225 Project #205522123.

If you have any questions or comments regarding this, please contact our office.

Sincerely,


Richard Shoff Jr.
1st Deputy Chief of Police

Policing the community through partnerships, prevention, and problem-solving.

511 South State Street, Syracuse, NY 13202

315.442.5250

www.syracusepolice.org

Contract

Date: Oct 28th, 2024

To:

City of Syracuse Police Department

Syracuse P.A.L. Program

Office of Community Engagement

Contact person-Jimmy Oliver 511 S.

State Street Syracuse NY, 13202



Shanay Bradley

Light to the Darkness Photography (LTTDP)

(551)233-6205 lttddpc@gmail.com

www.shineslight.com

LTTDP is Syracuse based, NYS MWBE Certified business who strives to make an impact in the community through intentional teaching, mentorship, serving and photography.

Photography services are requested for the following dates and times:

1. P.A.L. Award ceremony- 5:30 pm- 7:30 pm TBD (**Rescheduled, \$30 rescheduling fee**).
2. P.A.L. Basketball League Selection Day- October 26th- 9 am-1 pm - 1106 Lancaster Ave, Syracuse, NY 13210 (**completed**)
3. Veteran Day event at SPD- November 8th- 5:30 pm - 7:30 pm- 511 South State Street. Syracuse NY 13202
4. P.A.L. Basketball league game day- December 7th, 9-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
5. P.A.L. Basketball league game day- December 14th, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
6. P.A.L. Basketball league game day- December 21, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
7. P.A.L. Basketball league game day- December 28th, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
8. P.A.L. Basketball league game day- January 4th, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
9. P.A.L. Basketball league game day- January 11th, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210
10. P.A.L. Basketball league game day- January 18th, 9 am-4 pm 1106 Lancaster Ave, Syracuse, NY 13210

During and before this time, the client is responsible for directing/gathering those needed in the images and stating clearly where I am to be and what to capture. If you want more time, **it will be \$110 for each hour or \$65 for up to 30 minutes**. If an event is cancelled or rescheduled with less than 2 days of notice, there will be a **\$30 fee** (which will be submitted via timecard).

Client (City of Syracuse Police Department) agrees to photographer submitting event times into timecard via Client system and agrees to pay photographer based on the submitted timecard and prices listed on previous page. Client will pay via direct deposit or other payment option mentioned on previous page. Client agrees to provide a clear time and place where photographer can take a **30 min break**. Food/Snacks are provided for work after 3 hours of work by the client unless otherwise discussed.

The client (Syracuse Police Department) will receive the best images with minimal edits. If you want Advanced editing there is an additional charge. Your delivery timeframe is **7-10 business days** after the session or sooner. If you need the completed album done before it's time, **it's \$100 rush fee** (also submitted via timecard).

Itemized Events

Date: Oct 28th, 2024

Bill to:

**City of Syracuse Police Department
Syracuse P.A.L. Program**

Office of Community Engagement
Contact person-Jimmy Oliver 511 S.
State Street Syracuse NY, 13202



Shanay Bradley
Light to the Darkness Photography
(551)233-6205 lttddpc@gmail.com
www.shineslight.com

Date	Item Description	Price	Qty	Total
TBD (rescheduled)	PAL Award Ceremony 5:30pm-7:30pm		1	\$350
10/26/2024	PAL League Selection Day 9:00am-1:00pm		1	\$648
11/8/2024	Veteran's Event at SPD 5:30pm-7:30pm		1	\$350
12/7/2024	PAL League Game Day 9:00am-4:00pm		1	\$1225
12/14/2024	PAL League Game Day 9:00am-4:00pm		1	\$1225
12/21/2024	PAL League Game Day 9:00am-4:00pm		1	\$1225
12/28/2024	PAL League Game Day 9:00am-4:00pm		1	\$1225
1/04/2025	PAL League Game Day 9:00am-4:00pm		1	\$1225
1/11/2025	PAL League Game Day 9:00am-4:00pm		1	\$1225
1/18/2025	PAL League Game Day 9:00am-4:00pm		1	\$1225

Notes:

Payment Options:
Venmo: \$loveverse
Zelle: shanaybob@gmail.com,
Paypal (with a fee): @Lighttothedarkness
BILLS.com
CashApp: \$loveverse
Cash
Checks are written to Light to the Darkness Photography
(only for certified/verified businesses or known people)

Total: \$9923

There is a cancellation/rescheduling fee of \$30 when there is less than a 2 day notice.

THANK YOU!

*PLEASE*download your online images within a month of receiving them just in case the link is unavailable. I am not responsible for keeping files after the exchange. Images taken may be used for LTTDP for business marketing purposes and branding.

Ordinance No.

2024

**ORDINANCE AMENDING ORDINANCE
 NO. 162-2022 AS PREVIOUSLY AMENDED
 BY ORDINANCE NO. 335-2022 AND
 ORDINANCE NO. 306-2024, AND AS LAST
 AMENDED BY ORDINANCE NO. 519-2024
 AUTHORIZING THE APPROPRIATION OF
 \$257,000 OF THE AMERICAN RESCUE PLAN
 ACT OF 2021 (ARPA) FUNDS RECEIVED BY
 THE CITY OF SYRACUSE TO BE USED
 TOWARDS COSTS ASSOCIATED WITH MOBILE
 CRISIS RESPONSE SERVICES IN THE
 CITY OF SYRACUSE AND AUTHORIZE
 THE CITY OF SYRACUSE TO ENTER
 INTO AN AGREEMENT WITH LIBERTY
 RESOURCES WITHOUT ADVERTISING
 OR COMPETITIVE BIDDING TO PROVIDE
 MOBILE CRISIS RESPONSE SERVICES
 ON BEHALF OF THE SYRACUSE POLICE
 DEPARTMENT**

BE IT ORDAINED, that Ordinance No. 162-2022 as previously amended by Ordinance No. 335-2022 and Ordinance No. 306-2024 and as last amended by Ordinance No. 519-2024 is hereby amended to read as follows:

BE IT ORDAINED, that this Common Council hereby appropriates the sum of \$257,000 of the American Rescue Plan Act of 2021 (ARPA) funds received by the City of Syracuse to an account to be determined by the Commissioner of Finance; said funds are to be used for costs associated with Mobile Crisis Response Services in the City of Syracuse. The funds will be used to cover \$7,000 of the cost of the salary and fringe of the position of City of Syracuse Emergency Solutions Grant administrator for Project Management; and the remaining \$250,000 will be disbursed to Liberty Resources, the City’s non-profit partner for Mobile Crisis Response Services, to be used to provide support to the Syracuse Police Department by providing assistance to persons

in crisis exhibiting mental health and/or substance abuse related behavior that could bring harm to themselves or others, in the manner provided by law; and

BE IT FURTHER ORDAINED, that the Mayor has waived the Request for Proposal Process to enter into an Agreement with Liberty Resources, Inc, to provide Mobile Crisis Services on behalf of the Syracuse Police Department at a cost not to exceed the \$250,000 in ARPA funds allocated for this Project; and

BE IT FURTHER ORDAINED, that the term for the agreement authorized herein shall be from the date of execution through October 31, 2023; the term of the agreement was previously extended through March 31, 2024; and then further extended to the run through June 30, 2024 with an increase of \$65,211.00 to be charged to Police Department Budget Account # 541500.01.31230 or another appropriate account as designated by the Commissioner of Finance; and is now hereby further extended for one (1) additional one (1) year period effective July 1, 2024 through June 30, 2025 at a cost not to exceed \$100,000; and

BE IT FURTHER ORDAINED, that the agreement shall be subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that upon execution of the aforementioned agreement, the ARPA funds will be expended, subject to the approval of the Commissioner of Finance; and

BE IT FURTHER ORDAINED, that the costs associated with the Fiscal Year 2024-2025 extension period shall be charged to Budget Account #541500.01.31230 or another appropriate account as designated by the Commissioner of Finance.

_____ = new material

1st Deputy Chief
Richard F. Shoff, Jr.



Deputy Chiefs
Richard H. Trudell
Julie L. Shulsky
Mark M. Rusin

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SYRACUSE POLICE DEPARTMENT

Joseph L. Cecile, Chief

November 7, 2024

Patricia McBride
City Clerk
Room 231 City Hall
Syracuse, New York 13202

RE: Amend Ordinance #519-24 to authorize a waiver of the RFP process, increase approved funding and extend contract term – Liberty Resources, Inc.

Dear Ms. McBride,

I hereby request that you take the necessary action to have legislation introduced at the next regular meeting of the Syracuse Common council to amend Ordinance #519-24 which authorized the City to enter into a contractual agreement with Liberty Resources, Inc. The purpose of this amendment is to authorize a waiver of the RFP process, increase the authorized funding amount and extend the contract term.

The contract extension if authorized will be for the period of 07/01/24 to 06/30/25.

The amount of authorized expenditures will be increased by an amount not to exceed \$100,000 and will be charged to account 541500.01.31230.

If you have any questions or comments regarding this, please contact our office.

Sincerely,

Richard Shoff, Jr.
1st Deputy Chief of Police

Policing the community through partnerships, prevention, and problem-solving.

511 South State Street, Syracuse, NY 13202 315.442.5250 www.syr.gov/police



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor, Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: November 18, 2024
SUBJECT: Amend Agreement – Liberty Resources, Inc.

On behalf of the Syracuse Police Department, I am requesting the City of Syracuse amend Ordinance #519-24 which authorized the City to enter into a contractual agreement with Liberty Resources, Inc. The purpose of this amendment is to authorize a waiver of the RFP process, increase the authorized funding amount and extend the contract term.

The contract extension if authorized will be for the period of 07/01/24 to 06/30/25.

The amount of authorized expenditures will be increased by an amount not to exceed \$100,000 and will be charged to account 541500.01.31230.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.

Mayor Ben Walsh
City of Syracuse, New York

NOV 19 2024

Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Ordinance No.

2024

**ORDINANCE AUTHORIZING THE MAYOR
TO ENTER INTO AN AGREEMENT WITH
ROSAMOND GIFFORD CHARITABLE CORP
AS A SUBRECIPIENT FOR GRANT FUNDS IN
AN AMOUNT NOT TO EXCEED \$84,231.00
UNDER THE 2022 PROJECT SAFE
NEIGHBORHOODS PROGRAM TO BE USED
BY THE SYRACUSE POLICE DEPARTMENT
FOR OVERTIME FOR THE SYRACUSE GANG
VIOLENCE TASK FORCE**

BE IT ORDAINED, that the Mayor be and he hereby is authorized to enter into an agreement with the Rosamond Gifford Charitable Corp as a subrecipient for grant funds in an amount not to exceed \$84,231.00 under the 2022 Project Safe Neighborhoods Program; said funds will be used by the Syracuse Police Department for overtime for the Syracuse Gang Violence Task Force (GVTF) to address gun and gang violence in Syracuse; and

BE IT FURTHER ORDAINED, that the Mayor be and he hereby is authorized to execute all necessary contracts and/or written instruments associated with this grant funding, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that upon receipt of said funds or any part thereof, pursuant to said agreement authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

November 1, 2024

Janet L. Burke
Director, Bureau of
Research

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation

Dear City Clerk McBride:

Please prepare legislation for an upcoming meeting of the Common Council authorizing the City of Syracuse to enter into an agreement with the Rosamond Gifford Charitable Corp. as a subrecipient for grant funds under the United States Department of Justice FY22 Project Save Neighborhoods Grant Program for a grant in an amount not to exceed \$84,231.00.

Grant funds will be used to by the Syracuse Police Department for overtime for the Syracuse Gang Violence Task Force (GVTF) to address gun and gang violence in Syracuse.

No local match is required.

If you have any questions or need any additional information, please contact me at your convenience.

Sincerely,

Janet L. Burke
Director, Bureau of Research

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: November 8, 2024
SUBJECT: Agreement – Rosamond Gifford Charitable Corp.

Julie Castellitto
Assistant Director

On behalf of the Bureau of Research, I am requesting the City enter into an agreement with the Rosamond Gifford Charitable Corp, as a subrecipient for grant funds under the United States Department of Justice FY22 Project Save Neighborhoods Grant Program for a grant in an amount not to exceed \$84,231.00.

Grant funds will be used to by the Syracuse Police Department for overtime for the Syracuse Gang Violence Task Force (GVTF) to address gun and gang violence in Syracuse.

No local match is required.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

11/13/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

RESOLUTION – TO HONOR THE NOTTINGHAM BULLDOGS BOYS’ SOCCER TEAM FOR THE 2024 SECTION III CLASS AA CHAMPIONSHIP

WHEREAS, the Nottingham Bulldog’s Boys’ Soccer team, led by Coach Claude Tuyishimire, opened their season with high expectations after playoff appearances in 2021, 2022 and 2023, and were collectively determined to get over the hump and win a Section III Championship; and

WHEREAS, all season long the team played selflessly and put their trust in one another, which is part of the “Nottingham Ball” philosophy the Bulldogs have bought into and which has grown into something bigger than the game;

WHEREAS, the Nottingham program has over 20 different cultures represented, with backgrounds including Chad, Central African Republic Guyanese, Congolese, Tanzanian, Bantu, Kenyan, Jamaican, Nepali, Somali, Iraqi, Cuban, Syrian, Thai, Korean, Burmese, American and Zimbabwean, this diverse environment has built something the kids love to be a part of; and

WHEREAS, Nottingham approached every game with an intensity that helped propel them to a historic, 16-win undefeated regular season and a No. 4 ranking in New York State; and

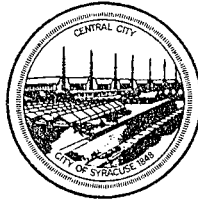
WHEREAS, riding high on confidence following their stellar regular seasons, Nottingham went into the playoffs determined to keep winning, and they did just that, cruising to victories over PSLA @ Fowler and Watertown, setting up a showdown with ESM in the Section III Championship Game; and

WHEREAS, at G. Ray Bodley High School in Fulton, the Bulldogs stuck to their winning formula of “Nottingham Ball”, with lots of ball movement the players were always looking for the open man, knowing they would soon have their chance; and

WHEREAS, after about 30 minutes of play, Ebuella Bilengana finally got off a clean shot and put the Bulldogs on the board first, and following an ESM goal, the teams went into halftime in a tie game, but Nottingham’s never-say-die attitude prevailed, with Azizi Juma scoring the go-ahead goal, and Mairo Kovo scoring the final goal, sealing the win and delivering Nottingham its first Section III Championship in 37 years.

NOW THEREFORE,

BE IT RESOLVED, that the Syracuse Common Council, as duly elected representatives of the proud citizens of the City of Syracuse, do hereby congratulate Coach Claude Tuyishimire and the entire Nottingham Boys Soccer Team for their historic season that created lifelong memories and culminated with the Bulldogs raising the Section III Class AA Championship Banner.



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CITY OF SYRACUSE COMMON COUNCIL

CHOL MAJOK
Councilor-at-Large
Majority Whip

November 15, 2024

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Dear Ms. McBride:

Please prepare a resolution for the regularly scheduled Common Council meeting of Monday, November 25, 2024, honoring the Nottingham High School Boys Soccer Team for winning the 2024 Section III AA Boys Soccer Championship.

The Nottingham Boys Soccer Team, led by head coach Claude Tuyishimire and assistant coach Bobby Lawler, achieved a remarkable 16-0 regular season record. Following their undefeated regular season, the Nottingham Bulldogs defeated PSLA Fowler and Watertown to reach the Section III Championship game. On November 4th, 2024, Nottingham defeated East Syracuse Minoa 3-1 to win the Section III Championship with goals from Ebuela Bilengana, Azizi Juma, and Mario Kavo.

Over 20 different cultures are represented in the Nottingham soccer program. Some of the backgrounds include Guyanese, Chad/Central Republic, Congolese, Tanzanian, Bantu, Kenyan, Jamaican, Nepali, Somali, Iraqi, Cuban, Syrian, Thai, Koren, Burmese, American, and Zimbabwean. The Nottingham boys' soccer team mirrors the diversity of the City of Syracuse.

The Nottingham Boys' Soccer Team made history by winning the program's first Section III championship in 37 years and has made the City of Syracuse proud.

Thank you for your assistance in this regard.

Sincerely,



Chol Majok

Hon. Chol Majok
Councilor-at-Large
Majority Whip

18

19 29 16

Local Law No.
City of Syracuse

2024

**A LOCAL LAW OF THE CITY OF SYRACUSE
AMENDING LOCAL LAW 11 OF 1993 WHICH
ESTABLISHED A CITIZEN REVIEW BOARD
AS LAST AMENDED BY LOCAL LAW 1 OF 2012
IN ORDER TO AMEND THE PROVISIONS OF
SECTION SIX ENTITLED "OFFICERS AND
STAFF"**

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

Section 1. Local Law 11 of 1993, which established a Citizen Review Board, as last amended by Local Law 1 of 2012 is hereby further amended to amend the provisions of Section Six (3) of the Local Law entitled "Officers and Staff" which shall hereby now read as follows

Section Six. Officers and Staff.

(1) The Board shall elect its Chair, by majority vote for a one-year term, at the first meeting of the calendar year. No individual shall serve more than two consecutive terms as Chair. The Chair will be a voting member of the Board. The first order of business for the newly convened Board is to select such a Chair, who shall then convene a search committee for a CRB Administrator and a committee to establish rules of procedure not provided for herein. The Chair will also be responsible to:

- a. Facilitate meetings of the Board;
- b. Establish committees of Board members as needed;
- c. Work with the CRB Administrator to create agendas for Board meetings;

and

- d. Establish a rotation of Board Members to serve on hearing panels.

(2) In the absence of a chair, the members of the Board shall select a member to facilitate that meeting unless otherwise provided for in the by-laws. A quorum must be present to conduct business. Unless otherwise specified within the legislation, when a quorum is present, action shall be taken by a vote of the majority of the Board members present.

(3) a. The Board shall appoint a CRB Administrator. Public notice shall be made of the Administrator's vacancy for the purpose of providing the opportunity to qualified citizens to apply. The Administrator shall be a resident of Syracuse. The Administrator shall be considered an employee of the City of Syracuse and as such shall be subject to all law, policies, rules, regulations as outlined in the most recent edition of the City of Syracuse Employee Handbook. The Common Council, through the annual budget process as set forth in Article VI of the City Charter, 1960, as amended, shall provide for the compensation and benefits for the person appointed by the Board to be CRB Administrator. The CRB Administrator will be responsible to the Board and may be called to report to the Common Council. The CRB Administrator shall serve at the discretion of the Board.

b. A Committee of five (5) people shall have the primary responsibility for oversight and annual review of the performance of the CRB Administrator, and may, if necessary, make a recommendation to the Board for the removal of a CRB Administrator for good cause. This Committee shall consist of the Board Chair; two additional members of the Board selected by a majority of the Board (provided, however that the three (3) Board Members so designated shall consist of one Mayoral appointee, one Councilor at Large appointee, and one District Councilor appointee), the Mayor or his/her designee, and the Chair of the Common Council Public Safety Committee. In addition to the aforementioned removal authority of the CRB Board, the Common Council, acting through an ordinance and by majority vote shall have

the authority to remove the CRB Administrator upon a finding of Good Cause and after allowing the CRB Administrator to hear such charges and respond to them in executive session in accordance with the Open Meetings Law. Good Cause includes but is not limited to a recommendation by the Office of Personnel that the CRB Administrator has violated City employment policies, created a hostile workplace or has violated State or Federal laws.

c. The CRB Administrator shall not be currently employed by the Syracuse Police Department or any other local, state or federal law enforcement agency, nor shall any of his or her immediate family be employed by the Syracuse Police Department. Neither shall the CRB Administrator be a member of the immediate family of any incumbent elected official of the City of Syracuse, nor have financial interests with either such an elected official or any member of the Syracuse Police Department or their immediate family, or have litigation pending against the City of Syracuse involving a claim of police misconduct, or be a member of the immediate family of a person, or be an attorney representing a person, with such pending litigation.

d. The CRB Administrator shall be responsible, on a full-time basis, for the daily administrative work of the Board, which shall include:

- maintaining secure files of Board records;
 - developing an ongoing account and statistics of Board business, including all data required for monthly, quarterly, and annual reports;
 - interviewing complainants or persons seeking information about the complaint process;
 - making referrals;
 - representing the Board;
 - assisting complainants with filing and presenting their cases to the Board
- including:

- interviewing witnesses and taking statements,

- advising complainants regarding requests for subpoenas from the Board,

- offering conciliation to complainants as an alternative to hearings and making appropriate referrals for such conciliation and/or to facilitate arrangements for such conciliation.

- conducting investigations of complaints. The CRB Administrator may also oversee investigations, or portions of investigations, conducted by an investigator, hired by the CRB as described below;

- creating and maintaining such forms and processes that may be necessary to document and summarize a complaint and any subsequent investigation, to present a complaint to the board, to track the processing and disposition of a complaint, and to identify statistics and trends related to complaints and in reference to the categories of misconduct as defined in Section 3 of this law and the demographics of residents of the City of Syracuse, including but not limited to race and/or ethnicity, sex or gender, sexual orientation and/or gender identity or expression, religion, disability, primary or secondary language other than English, immigrant or refugee, city quadrant or council district in which an incident occurred;

- evaluating information in each complaint, summarizing the key facts in each complaint for presentation to the full board and making a recommendation to the board as to whether there is a reasonable basis on which a complaint should proceed to a hearing;

- providing written notice to complainants regarding the disposition of a complaint and the basis for this disposition;

- assisting the Board in pursuing community and youth engagement;
- seeking supplemental grant funding for the Board;
- keeping regular working and office hours consistent with other city departments;

- researching and seeking out ongoing training for the Board to assist it in developing further competence;

- assisting the Board in designing and delivering appropriate public education programs;

- tracking Board expenses, preparing periodic written and oral reports;

- facilitating communication and scheduling for Board meetings and hearings;
- providing written notice to the Common Council and the Mayor of vacancies within one week of a resignation or removal of a Board member by action of the Council, and at least 60 days prior to the end of a term;
- and other tasks as needed or as directed by the Board and its Chair within the jurisdiction of the Board.

(4) Should the Board deem that the volume or complexity of complaints filed with the Board justify the need for an investigator, the Board shall direct the CRB Administrator to submit a request to the Common Council to approve the Board's hiring of a qualified investigator on a part time, full time, or contractual basis. Any such person shall be free of any conflict of interest, including but not limited to current employment with the Syracuse Police Department or any other local, state or federal law enforcement agency, nor shall any of his or her immediate family be employed by the Syracuse Police Department. The investigator shall conduct investigations at the direction and under the supervision of the CRB Administrator.

Section 2. Severability Clause

Severability is intended throughout and within the provisions of this Local Law. If any section, subsection, sentence, clause, phrase or portion of this Local Law is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this Local Law.

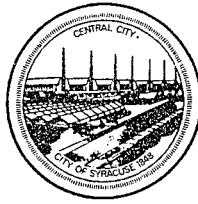
Section 3. Savings Clause

This Local Law is not intended to rescind or repeal any existing City of Syracuse Charter Provision, Local Law, or General Ordinance unless such change is made by its express terms. Otherwise all other provisions of the Syracuse City Charter, Revised General Ordinances and Local Laws not inconsistent with the provisions of this Local Law shall remain in full force and effect.

Section 4. Effective and Operative Date

This Local Law shall be effective immediately in accordance with the provisions of New York State Municipal Home Rule Law.

19 29 16



CITY OF SYRACUSE COMMON COUNCIL

**CHOL MAJOK
Councilor-at-Large
Majority Whip**

October 21, 2024

Patricia K. McBride
City Clerk
City Hall Room 231
Syracuse, New York 13202

Dear Ms. McBride,

Please prepare legislation for October 28, 2024, Common Council Regular Meeting to amend Local Law No. 1-2012, relative to the Citizen Review Board. The amendments are outlined below:

Section Six. Officers and Staff

3(a) TO ADD: The Administrator shall be considered an employee of the City of Syracuse and as such shall be subject to all law, policies, rules, regulations as outlined in the most recent edition of the City of Syracuse Employee Handbook.

3(b) To ADD: In addition to the aforementioned removal authority of the CRB Board, the Common Council, acting through an ordinance and by majority vote shall have the authority to remove the CRB Administrator upon a finding of Good Cause and after allowing the CRB Administrator to hear such charges and respond to them in executive session in accordance with the Open Meetings Law. Good Cause includes but is not limited to a recommendation by the Office of Personnel that the CRB Administrator has violated City employment policies, created a hostile workplace or has violated State or Federal laws.

Thank you.

Chol Majok / bcl
Chol Majok Chair, Public Safety Committee

Rashonda Caldwell / bcl
Councilor Rashonda Caldwell

Patrona Jones-Rowser / bcl
Councilor Patrona Jones-Rowser

Jimmy Monto / bcl
Councilor Jimmy Monto

20

20 30

Ordinance No.

2024

ORDINANCE AUTHORIZING TRANSFER OF FUNDS AND USE OF FUNDS IN FISCAL YEAR 2024/2025 BY THE OFFICE OF MANAGEMENT AND BUDGET

BE IT ORDAINED, that this Common Council hereby authorizes the following transfer of funds within the 2024/2025 City Budget and the use of the funds transferred in 2024/2025 as set forth below:

From:	Social Security Account No. 590301.01.90300	\$136,000
To:	One Time Expenditures Account No. 593000.01.90000	\$136,000

said funds will be used to retain the services of a project manager for the City of Syracuse relative to the move of the Syracuse Fire Department and Syracuse Police Department from their current offices to 1153 West Fayette Street, Syracuse, New York, in the manner provided by law.

DRAFT

20 30



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

October 30, 2024

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: Request for Legislation – 2024/2025 Fiscal Year Budget Transfers

Dear Ms. McBride:

Please prepare the necessary legislation to be introduced at the next Common Council meeting authorizing the following transfer of funds within the FYE June 30, 2025 City Budget. The funds will be used by Assessment to retain a project manager for the Syracuse Fire and Police Departments' relocation to 1153 West Fayette Street.

<u>Account Number</u>	<u>General Fund</u>	<u>Budget Transfer</u>	<u>Budget 2024/2025</u>	<u>Budget as Amended</u>
Transfer from: 590301.01.90300	Social Security	\$136,000	\$11,446,840	\$11,310,840
Transfer to: 593000.01.90000	One Time Expenditures	\$136,000	\$5,000	\$141,000

Office of Management and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net

Thank you.

Sincerely,

Timothy Rudd
Director of Management and Budget

AA

ORDINANCE AUTHORIZING A CONTRACT WITH CHA CONSULTING, INC. TO PROVIDE PROFESSIONAL SERVICES ON BEHALF OF THE CITY OF SYRACUSE RELATIVE TO PROJECT MANAGEMENT AND COORDINATION OF THE MOVE OF THE SYRACUSE FIRE DEPARTMENT AND SYRACUSE POLICE DEPARTMENT FROM THEIR CURRENT OFFICES IN THE PUBLIC SAFETY BUILDING TO THEIR NEW LEASED SPACE AT 1153 WEST FAYETTE STREET, SYRACUSE, NEW YORK

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, a Request for Proposal (RFP) Process was conducted and the Mayor has approved the retention of CHA Consulting, Inc. (CHA), under the following terms:

- (1) CHA shall provide professional services for the City of Syracuse relative to the project management and coordination of the move of the Syracuse Fire Department and Syracuse Police Department from their current offices in the Public Safety Building to their new leased space at 1153 West Fayette Street, Syracuse, New York;
- (2) The term of the agreement authorized herein shall be effective as of the date execution of the contract and continue through June 30, 2025, with the option to renew for an additional period during Fiscal Year 2025/2026 subject to the approval of the Mayor and Common Council, The anticipated total term of the agreement with extensions is a fifteen (15) month period; and
- (3) The cost for the initial contract term through June 30, 2025 shall not exceed \$136,000 for all services to be provided pursuant to the agreement; the cost for the extension of the agreement during Fiscal Year 2025/2026 shall have a not to exceed cost of \$318,176, which is subject to the approval of the Mayor and Common Council. The total not to exceed amount for the initial term in Fiscal Year 2024/2025 and the extension period shall not exceed \$454,176 ;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that the costs associated with this agreement shall be charged Account #593000.01.90000 or another appropriate account as designated by the Commissioner of Finance.

DRAFT



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

21 31

October 31, 2024

Matthew D. Oja
Commissioner

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

Michael A. Lehmann
Deputy Commissioner

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation – Retain a Project Manager for Syracuse Fire and Police Departments’ Relocation to 1153 West Fayette Street

Dear Ms. McBride:

Please prepare legislation for the next Common Council meeting authorizing the City to retain CHA Consulting, Inc. (“CHA”) to serve as a project manager.

The City of Syracuse followed the Request for Professional Services procedure, advertising its intent to hire a qualified project manager to provide management and coordination services related to the move of Syracuse Fire and Police Departments from their current respective locations to 1153 West Fayette Street, Syracuse, NY 13204. The anticipated duration of these services is fifteen (15) months.

An inter-departmental/governmental committee was formed and evaluated the services proposals. Criteria such as cost, experience, and proximity to services were considered. This committee selected CHA to serve as a project manager.

The Ordinance should authorize a fee not to exceed One Hundred and Thirty-Six Thousand Dollars (\$136,000.00) for Fiscal Year 2025 services. This contract will have to be amended in the next Fiscal Year. The total amount for the whole term of the agreement shall not exceed Four Hundred and Fifty-Four Thousand and one Hundred and Seventy-Six Dollars (\$454,176.00).

The fee will be charged to account 593000.01.90000 as directed by the Commissioner of Finance.

**Department of
Assessment**
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

Sincerely,

Michael A. Lehmann
Deputy Commissioner of Assessment

50



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget
DATE: October 31, 2024
SUBJECT: Agreement RFP#24-291 – CHA Consulting, Inc. (“CHA”)

Julie Castellitto
Assistant Director

On behalf of the Department of Assessment, I am requesting the City authorize to retain CHA Consulting, Inc. (“CHA”) to serve as a project manager.

The City of Syracuse followed the Request for Professional Services procedure, advertising its intent to hire a qualified project manager to provide management and coordination services related to the move of Syracuse Fire and Police Departments from their current respective locations to 1153 West Fayette Street, Syracuse, NY 13204. The anticipated duration of these services is fifteen (15) months.


An inter-departmental/governmental committee was formed and evaluated the services proposals. Criteria such as cost, experience, and proximity to services were considered. This committee selected CHA to serve as a project manager.

The ordinance should authorize a fee not to exceed One Hundred and Thirty-Six Thousand Dollars (\$136,000.00) for Fiscal Year 2025 services. This contract will have to be amended in the next Fiscal Year. The total amount for the whole term of the agreement shall not to exceed Four Hundred and Fifty-Four Thousand and One Hundred and Seventy-Six Dollars (\$454,176.00).

The fee will be charged to account 593000.01.90000 as directed by the Commissioner of Finance.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

10/31/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov



REQUEST FOR PROFESSIONAL SERVICES

CITY OF SYRACUSE

**Project Manager for Relocation of Syracuse Fire and Police
Departments**

RFP REFERENCE #24-291

**Office of Management and Budget
Division of Purchase**

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1. Introduction

1.1 Overview

The City of Syracuse's Common Council has approved a lease for operational, administrative, and storage space at 1153 West Fayette Street. The City of Syracuse ("City") seeks a qualified project manager to provide management and coordination services ("Consultant") related to the move of Syracuse Police and Fire Departments from their current respective locations to 1153 West Fayette Street, Syracuse, NY 13204 ("Project").

1.2 Schedule

Date(s)	Milestone(s) / Event(s)
06/09/2024	City Issuance of RFPS. The City issues this RFPS.
06/25/2024	Submission deadline of Written Questions. Firms/Consultants are permitted to submit written questions, for purposes of clarifying this RFPS. Send questions to purchase@syr.gov
07/16/2024	Proposal Submission. Proposals are due by 2:30 p.m.
July-August	Evaluation Period. The RFP Committee will assess each Proposal
08/12/2024	Anticipated Project Award by Common Council

1.3 Background

The City is entering into a lease agreement with the owners of the property at 1153 West Fayette Street, Syracuse, NY 13202. The City will occupy the premises in its entirety.

1.4 Scope of Work

The Consultant shall provide the following and any other agreed upon services related to the Project:

1. Create and maintain a moving schedule, considering:
 - a. Employees
 - b. Furniture
 - c. IT
2. Work with the following departments to coordinate all efforts related to the move:
 - a. Fire
 - b. Police
 - c. Information Technology



- d. Assessment
3. Develop an RFP for moving companies, which should consider:
 - a. Cost
 - b. Timeliness
 - c. Experience
4. Work with Fire and Police to determine which items can be moved instead of being replaced.
5. Manage and oversee all aspects of the move/relocation.
6. Regularly report to the Department of Assessment any progress, concerns, or issues.

1.5 Duration of Contract

The duration of this contract shall be for a period of 12 months. The City of Syracuse reserves the right to extend this contract for any period or periods of time up to an additional two 3-month extensions.

2. Proposal Details and Criteria

Upon receipt of proposals, an RFPS committee will review each proposal and recommend its award. Proposals will be reviewed considering the following: team competency (education, experience and qualifications), relevant experience (including work with the City of Syracuse), Project approach, cost, professional capacity (ability to perform the services required on time and within budget), and client references.

Please address each of the following criteria in your proposal.

2.1 Team Competency

Provide the name and contact information for the lead consultant and all sub-consultants if applicable and identify the Consultant's Proposed Project Manager for the Project. Please provide a list of all team members who will work on this Project and describe their relevant experience and include a copy of each team member's resume.

2.2 Relevant Experience

Provide a list of projects, locations, and references for similar, public-sector projects that the Consultant and sub consultants, if applicable, have completed and/or begun in other communities.

2.3 Work for the City

For the lead firm, or if applicable for the respective joint-venture firms, provide information on all projects started (not only completed) for the City of Syracuse in the last ten (10) years.

2.4 Project Approach

Describe how Consultant will complete this project. Please include tasks you believe must be accomplished, how they would be executed and provide your insights regarding any additional or alternative methods you believe could benefit this project and think that the City should consider.

2.5 Cost / Fee Proposal

Proposer shall provide a Fee Proposal and Task Man Hour Breakdown to complete the proposed scope of work for the Project(s). The proposal must be a flat fee for all services described in the proposal. A list of direct expenses (such as mileage, photocopying, travel, lodging, other direct costs, etc.) shall be



provided. All expenses must be clearly identified. Consultant shall be paid on a time and expense method of payment.

2.6 Professional Capacity

Briefly describe evidence of the firm's demonstrated ability to perform and in a professional, competent, and timely manner. Address issues including but not limited to the following: financial stability, ability to adequately staff the project, and ability to meet appropriate public relations needs.

2.7 Client References

All proposers shall provide references from at least three (3) clients for which you have provided services similar to those we require. Include scope, client longevity and specific service descriptions. List the name of a responsible, knowledgeable owner's representative, and provide the individual's role on the project, and his or her current address and phone number.

3. Equity Goals

The City of Syracuse is committed to promoting diversity, fairness, and inclusively by harnessing its purchasing power for economic, social, and strategic outcomes. The City aims to create opportunity for all through three distinct procurement goals:

- a) Workforce Diversity,
- b) Local Hiring, and
- c) Minority-, Women-, and Service-Disabled Veteran-Owned Business (M/WBESDVOB) Subcontracting.

Additional information concerning the City of Syracuse Equity Goals, as well as the City's Certified M/WBE-SDVOB Directory, can be found at: <https://www.syr.gov/Departments/DECSI>. Compliance training will be available at the start of the contract to all vendors assigned to the contract and then available again upon request. If you have questions about the City's Equity Goals or need support with the City's compliance requirements, systems, or forms, please contact the Division of Equity Compliance and Social Impact (DECSI) at mwbe@syr.gov or call (315)448-8408.

3.1 Workforce Diversity

The workforce diversity goal applies to construction and professional service contracts over \$50,000. The City's goal is to be 30% diverse: the minority goal is 18% and the women goal is 12%.

To comply with this goal, vendors responding to this solicitation must:

- a) Complete and submit the Workforce Diversity form ('Required Forms' Section) with your proposal/bid response to note the current composition of your workforce.
- b) Describe your plan to achieve the City's workforce diversity goals, if not already employing a 30% diverse workforce.

Additionally, to comply with this goal, awarded vendors must:

- a) Upload certified payroll reports monthly through the City's workforce compliance system (LCPtracker)



3.2 Local Hiring

The local hiring goal applies to construction and non-professional service contracts valued at \$100,000 or more. The City's goal is for 20% of hours worked by contracted workforces to reside within the City of Syracuse. Small businesses that employ the equivalent of ten or fewer full-time employees are exempt.

To comply with the Local Hiring goal, awarded vendors must:

- a) Upload certified payroll monthly through the City's workforce compliance system (LCPtracker), throughout the life of the contract.

3.3 M/WBE-SDVOB Subcontracting

The City's M/WBE-SDVOB Participation Program aims to increase spending with local minority owned businesses (MBEs) and women-owned businesses (WBEs) on construction and professional service contracts valued at \$50,000 or more, by requiring subcontracting 18% of the value of the contract with City-certified MBEs and 12% with City-certified WBEs. For construction and professional service contracts valued at \$500,000 or more, additional subcontracting is required with City-certified Service-Disabled Veteran-Owned Businesses (SDVOBs) at 5% of the total contract value. The City's Certified M/WBE-SDVOB Vendor Directory, can be found at: <https://www.syr.gov/Departments/DECSI>.

To comply with this requirement, vendors responding to this solicitation must:

- a) Submit a draft subcontractor utilization plan on the form provided in ('Required Forms' Section).

To comply with the M/WBE-SDVOB subcontracting requirement throughout the life of their City contract, awarded vendors must:

- a) Submit a final subcontracting plan (or a waiver request with documented good faith efforts) prior to contract execution in the City's digital Diversity Compliance System (B2Gnow).
- b) Pay subcontractors in compliance with the City's Prompt Payment Policy.
- c) Submit monthly compliance reports on subcontractor participation and payment through the City's M/WBE-SDVOB compliance software (<https://syracuse.diversitycompliance.com>). (M/WBE and SDVOB subcontractors will be responsible for monthly verification of payments received from the prime vendor throughout the contract life.)

To receive a partial or full waiver of M/WBE-SDVOB subcontracting requirements, good faith efforts to comply must be documented and submitted. Examples may include, but are not limited to:

- a) Web capture(s) of the City's certified M/WBE-SDVOB directory, indicating a lack of local certified vendors that meet the contract's needs. Copies of any solicitations of certified minority- and/or women-owned business enterprises listed in the City of Syracuse Directory, and any responses received.
- b) Formal denial of services from relevant City-certified M/WBEs and/or SDVOBs.

If, due to market availability, you are unable to meet any of the City's Equity Goals, a waiver must be requested and approved by the City's Division of Equity Compliance and Social Impact, which requires documented attempt(s), which will serve as good faith efforts, to achieve the goal(s).



4. Instructions – How to Submit

Please submit one (1) original (marked as “Original”), nine (9) copies (marked as “Copies”), and one (1) USB drive of the proposal prior to 2:30pm on 07/16/2024 to:

Office of Management & Budget, Division Purchase
Division of Purchase
Room 213 City Hall
Syracuse, New York 13202
Attn: Mr. Timothy M. Rudd, Director Office of Management & Budget, Division of Purchase

Proposal packages must:

- Be sealed and clearly marked on the exterior showing the proposal name and reference number as listed in this solicitation.
- Clearly indicate the responsible proposer’s status and be signed by an individual authorized to enter into and bind that proposer into a contractual agreement.

Please retain a copy of this complete document for your records. You will be forwarded notice of the awarded items only.

5. Required Disclosures and Signature

5.1 Financial Disclosure

The Common Council by Ordinance No. 514 adopted on September 24, 1973 requires the following information from all persons, partnerships, corporations, trusts, and associations transacting business with the City of Syracuse relative to any proposed business transaction including but not limited to land purchase, construction, purchase, and lease agreement.

VENDORS

Name _____
Business Address _____ Telephone _____

PARTNERSHIPS

Names of Each Partner _____
Assumed Name _____
Where Assumed Name Certificate Was Filed _____
Business Address _____ Telephone _____

TRUST

Name of Trust _____
Principal of Trust _____
Business Address _____ Telephone _____



ASSOCIATION

Name of Association _____

Name of Each Principal of Association _____

Name and Address _____

Address of Association _____ Telephone _____

***FOREIGN OR DOMESTIC CORPORATION**

Name of Corporation _____

Foreign Corporation

Domestic Corporation

Yes _____ No _____

Yes _____ No _____

If foreign, State of Incorporation _____

Business Address _____

Officers of Corporation

President _____

Vice President _____

Secretary _____

Treasurer _____

List Others, if any _____

List of Directors

Names and Addresses _____

Name of Stockholders in privately owned and operated corporation:

Name	Address	Number of Shares

Total Number of Shares issued by aforementioned corporation _____

The ordinance specifically provides that a corporation required to file reports with the Security Exchange Commission need not provide such information.



5.2 Non-Responsibility Disclosure Determinations

Background: Under New York State Finance Law § 139-k(2), covered governmental entities are obligated to obtain specific information regarding prior non-responsibility determinations. This information must be collected in addition to the information that is separately obtained pursuant to State Finance Law § 163(9). In accordance with State Finance Law § 139-k, an Offerer must be asked to disclose whether there has been a finding of non-responsibility made within the previous four (4) years by a Government Entity due to: (a) a violation of State Finance Law § 139-j or (b) the intentional provision of false or incomplete information to a Government Entity. The terms "Offerer" and "Governmental Entity" are defined in State Finance Law § 139-k(1). State Finance Law § 139-j sets forth detailed requirements about the restrictions on Contacts during the procurement process. A violation of State Finance Law § 139-j includes, but is not limited to, an impermissible Contact during the restricted period (for example, contacting a person or entity other than the designated contact person, when such Contact does not fall within one of the exemptions).

As part of its responsibility determination, a covered governmental entity must consider whether an Offerer fails to timely disclose accurate or complete information regarding the above non-responsibility determination. In accordance with law, no Procurement Contract shall be awarded to any Offerer that fails to timely disclose accurate or complete information under this section, unless a finding is made that the award of the Procurement Contract to the Offerer is necessary to protect public property or public health safety, and that the Offerer is the only source capable of supplying the required Article of Procurement within the necessary timeframe.

Instructions: The attached form is to be completed and submitted by the individual or entity seeking to enter into a Procurement Contract.



5.3 Disclosure of Prior Non-Responsibility Determinations Form

Name of Individual or Entity Seeking to Enter into contract: _____

Address: _____

Name and Title of Person Submitting this Form: _____

Contract Procurement Number: _____

1. Has any Governmental Entity made a finding of non-responsibility regarding the individual or entity seeking to enter into the Procurement Contract in the previous four years?

(Please circle): No Yes

If yes, please answer the next questions:

A. Was the basis for the finding of non-responsibility due to a violation of State Finance Law § 139-j?

(Please circle): No Yes

B. Was the basis for the finding of non-responsibility due to the intention provision of false or incomplete information to a Governmental Entity?

(Please circle): No Yes

If you answered yes to any of the above questions, please provide the details below.

- a. Governmental Entity
- b. Date of Finding of Non-Responsibility
- c. Basis of Finding of Non-Responsibility

2. Has any Governmental Entity or other governmental agency terminated or withheld a Procurement Contract with the above-named individual or entity due to the intentional provision of false or incomplete information?

(Please circle): No Yes

If yes, please provide details below.

- a. Governmental Entity
- b. Date of Termination or Withholding of Contract
- c. Basis of Termination or Withholding:

Offerer certifies that all information provided to the Governmental Entity with respect to State Finance Law § 139-k is complete, true and accurate.

By: _____ Date: _____

Signature

Name: _____ Title: _____



5.4 Signature Page #24-291

The undersigned hereby declares that he/she is the only person interested in this proposal, that the proposal is in all respects fair and without collusion or fraud, and that no member of the Common Council or other officer of the City of Syracuse, or any person in the employ of said City, is directly or indirectly interested in this quote, or in the supplies or work to which it relates or in any portion of the profits thereof.

The undersigned also declares he/she carefully examined the form of contract and specifications and the drawings therein referred to on file in the office of the Division of Purchase, and will provide all necessary machinery, tools, apparatus, and other means of construction and do all the work and furnish all the materials called for by said contract and specifications, and the requirements under them.

The undersigned hereby declares that he/she has read and acknowledged the non-collusive bidding certifications, non-discrimination questionnaire and quote signature page set forth above, agrees to abide by the requirements therein and affirms under the penalties of perjury that all statements, figures or affirmations set forth therein are true and accurate.

Entity Making Proposal _____

SIGN HERE



Signature of Authorized Agent _____

Entity's Address _____

Print Name and Title of Authorized Person

Dated _____

Telephone Number _____

Fax Number _____

E-Mail Address _____



6. Required Forms

6.1 Non-Collusive Certification

These prices have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any competitor,

Unless otherwise required by law, the prices which have been proposed have not been knowingly disclosed and will not knowingly be disclosed prior to opening, directly, or indirectly, to any other competitor; and

No attempt has been made or will be made by the respondent to induce any other person, partnership or corporation to submit or not to submit a quote for the purpose of restricting competition. I hereby affirm under the penalties of perjury that the foregoing statement is true. I also acknowledge notice that a false statement made in the foregoing is punishable under Article 210 of the Penal Law.

6.2 Non-Discrimination Questionnaire

Complete All Items:

Is Your Firm:

		Yes	No
a)	Currently employing less than 25 persons, exclusive of the parents, spouse, or children of the employer?	_____	_____
b)	Quoting an amount which, added to the award amounts of other non-construction City of Syracuse contracts during this calendar year, totals less than \$10,000.00	_____	_____

During the performance of this contract, the contractor or vendor agrees:

That he/she will not discriminate against employee or applicant for employment because of race, religion, age, color, sex, or national origin.

That he/she will cooperate with the Human Rights Commission of Syracuse and Onondaga County in implementing the Fair Employment Program adopted pursuant to Ordinance #302, adopted by the Common Council on May 21, 1973, a copy of which is on file in the Office of the City Clerk.

That he/she will provide to said Commission relevant information or reports required under said ordinance or administrative regulations adopted pursuant thereto.



6.3 Workforce Diversity Form

Instructions: Complete this form by recording the gender and ethnicity of all employees associated with this specific contract. Employee job categories are listed in the left column. For each category, in the corresponding row, record the total number of employees, as well as the gender and ethnicity of those employees.

Division of Equity Compliance and Social Impact
Office of Management and Budget
Syracuse City Hall
Suite 213
315-448-8408

COMPANY NAME _____ TELEPHONE _____

ADDRESS (NUMBER & STREET) _____ CITY _____ STATE _____ ZIP CODE _____

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JOB CATEGORIES	EMPLOYEE GENDER/ETHNICITY																
	TOTAL	ALL		MALE						FEMALE							
		MALE	FEMALE	NOT MINORITY	MINORITY	WHITE	AFRICAN AMERICAN	LATINO	NATIVE AMERICAN	ASIAN OR PAC. ISLANDER	MULTI RACIAL	WHITE	AFRICAN AMERICAN	LATINO	NATIVE AMERICAN	ASIAN OR PAC. ISLANDER	MULTI RACIAL
Officials & Mgrs.																	
Professionals																	
Technicians																	
Sales Workers																	
Office & Clerical																	
Craftsman Skilled																	
Operatives Semi-Skilled																	
Laborer Un-skilled																	
Service Worker																	
TOTALS																	
PERCENT																	

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6.4 M/WBE Subcontracting Draft Plan

City of Syracuse M/WBE
Participation Plan

Project Address: _____ Agency: _____

Total Contract Amount: _____ MBE Goal: _____ WBE Goal: _____

Prime Contractor Information

Name of Prime Contractor: _____

Address: _____ Email: _____

Business Phone: _____ Cell Phone: _____ Other: _____

List below the names of all proposed Minority/Women Business Enterprises that are Certified by the City of Syracuse and the amount of money they will receive.

Name: _____ Amount: _____

Phone: _____ Email: _____ MBE WBE

Name: _____ Amount: _____

Phone: _____ Email: _____ MBE WBE

***Note: This Plan must be approved by the City of Syracuse prior to execution of the contract.**

Print Name: _____ Title: _____

Signature(s): _____ Date: _____

Authorized Signature(s) of General/Prime Contractor or Designee

For Official Use Only

Approved By: _____ Date: _____

***For DECSI Monitoring Purposes Only**
Return To: Rebecca Lumpkin, DECSI Assistant Director, Office of Budget and Management
City Hall, 233 E Washington Street, Room 213, Syracuse, N.Y. 13202
Phone: 448-8408



7.0 General Terms and Conditions

The City of Syracuse reserves the right to waive any formalities and to reject or negotiate any and all proposals without assigning any reason.

7.1 Award & Contract

The City of Syracuse reserves the right to award one or more contracts if it deems to be in the best interest of the City. The City of Syracuse reserves the right to waive any formalities and to reject or negotiate any and all proposals without assigning any reason. Execution of the contract is subject to the approval of the Mayor and the Syracuse Common Council. The final contract is subject to the approval of the Corporation Counsel.

7.2 Budgetary Funding

It is understood by and between the parties hereto that the contract awarded after this RFP shall be deemed executory only to the extent of the monies appropriated and available for the purpose of this contract and no liability on account thereof shall be incurred by the City beyond monies appropriated and available for the purpose thereof.

7.3 Termination

The City of Syracuse reserves the right to terminate the contract awarded pursuant to this RFP, or any part of said contract, within thirty (30) days written notice of the City of Syracuse's intent to do so by the Director of Management and Budget to the contractor.

7.4 Exceptions

Any and all exceptions to this specification must be clearly and completely indicated. Attach additional pages if necessary.

7.5 Note to Proposers

Please be advised that any exceptions to these specifications may cause for your proposal to be disqualified.

7.6 Confidentiality

To protect the confidentiality of the information contained in this RFP, you will agree not to disclose any information to any parties inside your organization, other than those with a need to know. You are prohibited from disclosing any information contained in this RFP to any parties outside of your organization without the express, written authorization of the City of Syracuse.

7.7 Unbalanced Proposals

The City of Syracuse, through the Director of the Office of Management and Budget, Division of Purchase, reserves the right to reject any and all proposals not deemed in the best interest of the City and to reject as informal such proposals, as in the Director's opinion, are incomplete, conditional, obscure, or which contain irregularities of any kind, including unbalanced proposals.

By an unbalanced proposal, it is meant one in which the amount proposed for one or more separate items is substantially out of line with the current market price.



7.8 Insurance

- a) No contractor shall commence work under this contract until he has obtained all the insurance required hereinafter, issued by a company duly authorized to do business in the State of New York and which has a Best's rating and financial size of at least B+, X and such insurance has been approved by the Owner. The contractor shall not allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved. Approval of the insurance by the Owner shall not relieve or decrease the liability of each contractor. CLAIMS MADE INSURANCE SHALL NOT BE ACCEPTABLE.

- b) Worker's Compensation and Other Mandated Insurance. Each contractor shall take out and maintain during the life of this contract the statutory Worker's Compensation and Employer's Liability Insurance, and all other insurance required by law, for all of his employees engaged in work under this contract, and in case any such work is sublet, the contractor shall require the subcontractor to provide all similar insurance.

- c) Bodily Injury and Property Damage Liability Insurance. Each contractor shall take out and maintain during the life of the contract a Comprehensive General Liability Insurance policy for Bodily Injury, including Accidental Death, and Property Damage, as shall protect him and any subcontractor performing work covered by this contract from claims for damages which may arise from operations under this contract, whether such operations be by himself, or by any subcontractor or by anyone directly or indirectly employed by either of them. The hazards insured against shall be as check below:

- Premises-Operations
- Explosions & Collapse
- Underground
- Products/Completed Operations
- CONTRACTUAL LIABILITY COVERAGE
- Board Form Property Damage
- Independent Contractors
- Personal Injury
- Automobile Liability, Including Owned, Hired and Non-Owned Automobiles

The policy limits shall be in an amount not less than One Million dollars single-limit bodily injury, including wrongful death, and property damage.

The City of Syracuse shall be named as additional insured on the certificate of insurance.

In addition to being named on the Certificate of Insurance, the City requires you to submit the Declarations page(s) or Endorsement Page(s) from your General Liability Insurance policy showing the endorsement that the City of Syracuse is indeed an additional insured.

Insurance Certificates and Policies. The certificate of Contractor's General Liability Insurance is to be filed with the City of Syracuse through the Office of Management and Budget. This certificate of insurance shall contain the following endorsement:

"IT IS UNDERSTOOD THAT THE _____ INSURANCE COMPANY WILL NOTIFY THE DIRECTOR OF MANAGEMENT AND BUDGET OF THE CITY OF SYRACUSE, NEW YORK, 213 CITY HALL, SYRACUSE, NEW YORK AND



THE CORPORATION COUNSEL BY REGISTERED MAIL TWENTY (20) DAYS PRIOR TO ANY CANCELLATION OF THE POLICY”.

7.9 Professional Liability, Errors & Omissions Insurance

The Consultant shall secure, at its expense, a professional liability insurance policy with contractual liability coverage. The professional liability insurance policy shall include coverage for errors and omissions resulting from services performed for the City of Syracuse. The insurance shall be in the minimum amount of \$2,000,000.00 per claim and \$2,000,000.00 as the aggregate limit of liability.

If coverage is provided on a “Claims-Made” basis and a retroactive date is used, the retroactive date must precede the commencement of work for the City of Syracuse. Coverage shall remain in effect for two (2) years following the completion of work. Failure to continue coverage during the contract period may be cause for cancellation.

The policy shall be in effect from the date on which services commence until final acceptance by the City of all work on the project and for a period of three years thereafter with the limits noted above.

7.10 Audits

Subject to Contractor’s reasonable security and confidentiality procedures, the City, or any third party retained by the City to audit or provide financial reporting to the City, may at any time, upon prior reasonable notice to Contractor, during normal business hours, audit the books, records and accounts of Contractor to the extent that such books, records and accounts pertain to the services hereunder. Contractor shall maintain all such books, records and accounts for a period of at least three (3) years after the date of expiration or termination of this Agreement. The City’s rights pursuant to this provision hereto shall survive the expiration or termination of this Agreement for a period of three (3) years after the date of such expiration or termination.

7.11 Tax Exempt Status

The City of Syracuse is exempt from the payment of Federal and State taxes for tangible personal property. The successful consultant will not be exempt from paying sales tax to suppliers of materials which are used in the fulfillment of the consultant’s contractual obligations with the City, nor will the successful consultant be authorized to use the City’s tax-exempt certificate in securing such materials.

7.12 Freedom of Information Law

The New York State Freedom of Information Law as set forth in Public Officer Law, Article 6, Sections 84-90, mandates public access to government records. However, proposals submitted in response to this RFP may contain technical, financial background or other data, public disclosure of which could cause substantial injury to the proposal’s competitive position or constitute a trade secret. Consultants who have a good faith belief that the information submitted in their proposals is protected from disclosure under the New York Freedom of Information Law, must clearly identify the pages of the proposals containing such information by typing in bold face on the top of each page: “THE CONSULTANT BELIEVES THAT THIS INFORMATION IS PROTECTED FROM DISCLOSURE UNDER THE STATE FREEDOM OF INFORMATION LAW.” The City of Syracuse assumes no liability for disclosure of information so identified, provided that the City has made a good faith legal determination that the information is not protected under applicable law or where disclosure is required to comply with an order or judgment of a court of competent jurisdiction.



7.13 Acceptance Period

All proposal information may be considered proprietary during the evaluation period. After award of the contract(s), all information will be considered public and will be made available for inspection by appointment and/or via the Freedom of Information Law (FOIL) process.

7.14 Ban the Box

This contract is subject to the Fair Employment and Licensure Opportunity Ordinance of the City of Syracuse (#45-2014). This ordinance requires that all City contractors shall not include any question about a job applicant's prior criminal history on the job application and shall defer making any criminal history inquiry about a job applicant's past criminal convictions until after a conditional offer of employment is made. The City of Syracuse shall have the authority to suspend and terminate the contract for violations of the Fair Employment and Licensure Opportunity Ordinance. ***

7.15 Notice to Proposers

Please retain a copy of this complete document for your records. This is the only copy you will receive. You will be forwarded notice of the awarded items only. The City of Syracuse reserves the right to waive any formalities and to reject or negotiate any and all proposals without assigning any reason. Please be advised that any exceptions to these specifications may be cause for your proposal to be disqualified. Any and all exceptions to this specification must be clearly and completely indicated. Attach additional pages if necessary. Various reports, exhibits, information and data furnished by the City of Syracuse to the proposers are considered confidential. The City of Syracuse requires that confidential information not be made available to any individual, firm or organization without the prior written approval of the City of Syracuse.

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OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF PURCHASE, 213 CITY HALL
233 E WASHINGTON ST
SYRACUSE, NEW YORK 13202

DATE: June 21, 2024

RFP REFERENCE: #24-291

TITLE: Project Manager for Relocation of Syracuse Fire and Police
Departments

ADDENDUM NO: 1

RFP OPENING DATE: July 16, 2024

SPECIFICATIONS FOR THE ABOVE MENTIONED PROPOSAL REMAIN IN EFFECT EXCEPT ONLY AS CHANGED BY THIS ADDENDUM WHICH NOW IS A PART OF THE PROPOSAL.

PLEASE SEE ATTACHED PAGES FOR UPDATED INSURANCE REQUIREMENTS.

SECTION 7.8 INSURANCE: The information attached for SECTION 7.8 *replaces* the requirements in this section that were published in the original RFP document. The General Liability policy limit is increased to an amount not less than Two Million dollars (\$2,000,000.00).

SECTION 7.9 PROFESSIONAL LIABILITY, ERRORS & OMISSIONS INSURANCE: The information attached for SECTION 7.9 *replaces* the requirements in this section that were published in the original RFP document. The Professional Liability policy limit is decreased to the minimum amount of One Million Dollars (\$1,000,000.00) per claim and One Million dollars (\$1,000,000.00) as the aggregate limit of liability.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND RETURNING A COPY OF THIS ADDENDUM, ALONG WITH YOUR SUBMITTED PROPOSAL.

DATE _____

REQUESTER _____

BY _____


TIMOTHY M. RUDD
DIRECTOR OF MANAGEMENT AND BUDGET

7.8 Insurance

- a) No contractor shall commence work under this contract until he has obtained all the insurance required hereinafter, issued by a company duly authorized to do business in the State of New York and which has a Best's rating and financial size of at least B+, X and such insurance has been approved by the Owner. The contractor shall not allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved. Approval of the insurance by the Owner shall not relieve or decrease the liability of each contractor. CLAIMS MADE INSURANCE SHALL NOT BE ACCEPTABLE.

- b) Worker's Compensation and Other Mandated Insurance. Each contractor shall take out and maintain during the life of this contract the statutory Worker's Compensation and Employer's Liability Insurance, and all other insurance required by law, for all of his employees engaged in work under this contract, and in case any such work is sublet, the contractor shall require the subcontractor to provide all similar insurance.

- c) Bodily Injury and Property Damage Liability Insurance. Each contractor shall take out and maintain during the life of the contract a Comprehensive General Liability Insurance policy for Bodily Injury, including Accidental Death, and Property Damage, as shall protect him and any subcontractor performing work covered by this contract from claims for damages which may arise from operations under this contract, whether such operations be by himself, or by any subcontractor or by anyone directly or indirectly employed by either of them. The hazards insured against shall be as check below:

- Premises-Operations
- Explosions & Collapse
- Underground
- Products/Completed Operations
- CONTRACTUAL LIABILITY COVERAGE
- Board Form Property Damage
- Independent Contractors
- Personal Injury
- Automobile Liability, Including Owned, Hired and Non-Owned Automobiles

The policy limits shall be in an amount not less than **Two Million dollars (\$2,000,000.00)** single-limit bodily injury, including wrongful death, and property damage.

The City of Syracuse shall be named as additional insured on the certificate of insurance.

In addition to being named on the Certificate of Insurance, the City requires you to submit the Declarations page(s) or Endorsement Page(s) from your General Liability Insurance policy showing the endorsement that the City of Syracuse is indeed an additional insured.

Insurance Certificates and Policies. The certificate of Contractor's General Liability Insurance is to be filed with the City of Syracuse through the Office of Management and Budget. This certificate of insurance shall contain the following endorsement:

"IT IS UNDERSTOOD THAT THE _____ INSURANCE COMPANY WILL NOTIFY THE DIRECTOR OF MANAGEMENT AND BUDGET OF THE CITY OF SYRACUSE, NEW YORK, 213 CITY HALL, SYRACUSE, NEW YORK AND THE CORPORATION COUNSEL BY REGISTERED MAIL TWENTY (20) DAYS PRIOR TO ANY CANCELLATION OF THE POLICY".

7.9 Professional Liability, Errors & Omissions Insurance

The Consultant shall secure, at its expense, a professional liability insurance policy with contractual liability coverage. The professional liability insurance policy shall include coverage for errors and omissions resulting from services performed for the City of Syracuse. The insurance shall be in the minimum amount of **One Million dollars (\$1,000,000.00)** per claim and **One Million dollars (\$1,000,000.00)** as the aggregate limit of liability.

If coverage is provided on a "Claims-Made" basis and a retroactive date is used, the retroactive date must precede the commencement of work for the City of Syracuse. Coverage shall remain in effect for two (2) years following the completion of work. Failure to continue coverage during the contract period may be cause for cancellation.

The policy shall be in effect from the date on which services commence until final acceptance by the City of all work on the project and for a period of three years thereafter with the limits noted above.

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OFFICE OF MANAGEMENT AND BUDGET
DIVISION OF PURCHASE, 213 CITY HALL
233 E WASHINGTON ST
SYRACUSE, NEW YORK 13202

DATE: **June 26, 2024**

RFP REFERENCE: **#24-291**

TITLE: **Project Manager for Relocation of Syracuse Fire and Police
Departments**

ADDENDUM NO: **2**

RFP OPENING DATE: **July 16, 2024**

SPECIFICATIONS FOR THE ABOVE MENTIONED PROPOSAL REMAIN IN EFFECT EXCEPT ONLY AS CHANGED BY THIS ADDENDUM WHICH NOW IS A PART OF THE PROPOSAL.


PLEASE SEE THE ATTACHED QUESTIONS AND ANSWERS. There are (4) pages with (17) questions & answers, including this cover page, as part of Addendum 2.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING AND RETURNING A COPY OF THIS ADDENDUM, ALONG WITH YOUR SUBMITTED PROPOSAL.

DATE _____

REQUESTER _____

BY _____



TIMOTHY M. RUDD
DIRECTOR OF MANAGEMENT AND BUDGET

City of Syracuse

Request for Proposal # 24-291
Professional Services | Project Manager for Relocation of
Syracuse Fire and Police Departments

Questions & Answers – Addendum #2

Q1: Will you share a list of interested parties whom you anticipate receiving proposals from?

A1: No, this is not shareable. The list of parties that have requested this RFP are private information and not public.

Q2: What is the earliest possible date at which move-in could begin, and is this date dependent upon a construction schedule? Please share the construction schedule if possible.

A2: October, 2025.

Q3: What is the desired “go-live” date for the Syracuse Fire Department (SFD) to begin functioning in the new location?

A3: October, 2025.

Q4: What is the desired “go-live” date for the Syracuse Police Department (SPD) to begin functioning in the new location?

A4: October, 2025.

Q5: How many people associated with the SPD will be moved as part of this relocation?

A5: ~150.

Q6: How many people associated with the Syracuse Fire Department will be moved as part of this relocation?

A6: ~/< 20.

Q7: How many offices and how many workstations/cubicles will be moved with this relocation?

A7: No – minimal will move over.

Q8: How much square footage does the SPD occupy at their current location, and how much will they occupy at the new location? Are floor plans of either location available to be shared?

A8: SPD will occupy approximately 82,000 square feet on floors 1-5. Floorplans aren't publishable yet.

City of Syracuse

Request for Proposal # 24-291
Professional Services | Project Manager for Relocation of
Syracuse Fire and Police Departments

Questions & Answers – Addendum #2

Q9: How much square footage does the SFD occupy at their current location, and how much will they occupy at the new location? Are floor plans of either location available to be shared?

A9: SFD will occupy approximately 16,000 square feet on the 6th floor. Floorplans aren't publishable yet.

Q10: Will all existing furniture and equipment at the current SPD location be moved to the new location?

A10: Crime analysis center and minimal other furniture and equipment.

Q11: Will all existing furniture and equipment at the current SFD location be moved to the new location?

A11: No – minimal will move over.

Q12: Will any new furniture and equipment be purchased and delivered as part of this move?

A12: Yes.

Q13: Is relocation of SPD employees able to be done during business hours on weekdays?

A13: Yes.

Q14: Is relocation of SFD employees able to be done during business hours on weekdays?

A14: Yes.

Q15: Has a budget for the relocation project been established already, or will that be a requirement under the Project Manager's responsibility?

A15: This shall be the Project Manager's responsibility.

Q16: What are the "public relations needs" referred to in paragraph 2.6 of the RFP?

A16: Applicant should provide relevant history of public relations experience with previous clients.

City of Syracuse

**Request for Proposal # 24-291
Professional Services | Project Manager for Relocation of
Syracuse Fire and Police Departments**

Questions & Answers – Addendum #2

Q17: What is the reasoning behind the requirement of Professional Liability Insurance (as outlined in Addendum # 1)?

A17: Professional Liability, Errors & Omissions Insurance helps protect businesses from mistakes or errors in the professional services they provide. When the City of Syracuse is contracting for Professional Services, this insurance is required. Addendum #1 decreased the minimum amount required to match better with the services being provided.

***** END OF ADDENDUM 2 FOR RFP #24-291 *****

DRAFT

Ordinance No.

2024

**ORDINANCE AMENDING ORDINANCE
NO. 830-2022 AS LAST AMENDED BY
ORDINANCE NO. 756-2023 AUTHORIZING A
CONTRACT WITH FISHER ASSOCIATES,
D.P.C. RELATIVE TO PROVIDING SERVICES
FOR THE PRELIMINARY DESIGN PHASE FOR
THE MIDLAND AVENUE PAVING PROJECT
(OSTRANDER AVENUE TO ROUTE 173),
PIN NO. 3756.83**

BE IT ORDAINED, that Ordinance No. 830-2022 as last amended by Ordinance No. 756-2023 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has approved the retention of Fisher Associates, under the following terms:

- (1) Fisher Associates, D.P.C. shall provide all required services for the preliminary design and final design phases for the Midland Avenue Paving Project (Ostrander Avenue to Route 173 (W.Seneca Turnpike), Pin 3756.83 ("the Project"); and additional final design services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike as part of the Project;
- (2) The City shall pay to Fisher Associates, D.P.C. a total amount not to exceed \$589,000.00* for all services to be provided (an amount not to exceed \$235,000.00 for the preliminary design phase services; an amount not to exceed \$294,000.00 for the final design phase services, and an amount not to exceed \$60,000 for additional final design services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike as part of the Project) to be paid on a time-and-expense basis for all services under this agreement;

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such amended contract, as hereinabove stated, subject to the approval of the

Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this agreement shall be charged to Capital Account #599807.07.700375683.80405 or another appropriate account as designated by the Commissioner of Finance.

_____ = new material

* previously read \$529,000

DRAFT



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DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

07 November 2024

Mary E. Robison, PE
City Engineer

Ms. Patricia McBride
Office of the City Clerk
231 City Hall
Syracuse, New York 13202

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Re: Request for Legislation: Ordinance amending Original Ordinance No. 830-2022 as last amended by Ordinance No. 756-2023 Authorizing Consultant Agreement with Fisher Associates, D.P.C. for Preliminary and Final Design Services Phases Fee for the Midland Avenue 2R Paving Project (Ostrander Ave to Route 173 (West Seneca Turnpike)), PIN 3756.83. Amend to provide additional Final Design Services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike.

Marc Romano
Mapping & Surveying

Dear Ms. McBride:

Please prepare the following legislation for the next meeting of the Syracuse Common Council:

An Ordinance amending Original Ordinance No. 830-2022 as last amended by Ordinance No. 756-2023 to include additional costs in the amount of \$60,000.00 with Fisher Associates, D.P.C. to provide additional final design services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike, resulting in a total fee not to exceed of \$589,000.00 (the previous agreement amount was for a total fee not to exceed of \$529,000.00). The total not to exceed amount is to be paid on a time and expense basis for all services required to produce the final design plans for the Midland Avenue 2R Paving Project, PIN 3756.83.

The City is expected to incur all initial costs for this project, with subsequent 80% reimbursement from the Federal government through the Transportation Improvement Program (TIP). The scoping, preliminary and detailed design phase is receiving 15% Marchiselli Funding. Costs will be charged to Capital Account No. 599807.07.700375683.80405.

Dept. of Engineering
233 E. Washington St.
City Hall, Room 401
Syracuse, N.Y. 13202
Office 315 448-8200
Fax 315 448-8488

The selection of the consultant was completed following the federal and state procedures for professional services and in accordance with the City's RFQ procedures. The RFQ Committee made the recommendation of Fisher Associates, D.P.C. to the Mayor, and the Mayor approved of the selection of Fisher Associates, D.P.C. on December 02, 2022. Per the attached memorandum, the Mayor further approved the not-to-exceed fee.

www.syr.gov.net

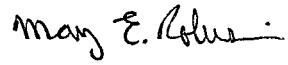
8

Topic: **Midland Avenue 2R Paving Project**
(Ostrander Ave to Route 173 (West Seneca Turnpike)), PIN 3756.83

7 November 2024
Page 2

Please let me know if you have any questions related to this request.

Very Truly Yours,



Mary E. Robison, P.E.
City Engineer

DRAFT



DEPARTMENT OF ENGINEERING

CITY OF SYRACUSE, MAYOR BEN WALSH

Mary E. Robison, PE
City Engineer

John Kivlehan
Design & Construction

Kelly Haggerty
Public Buildings

Marc Romano
Mapping & Surveying

TO: Ben Walsh, Mayor

ATTN: Tim Rudd, Budget Director, Office of Management & Budget

FROM: Mary Robison, P.E., City Engineer

DATE: November 07, 2024

RE: **MEMORANDUM OF APPROVAL – FISHER ASSOCIATES, D.P.C.
ADDITIONAL FINAL DESIGN SERVICE FEE FOR MIDLAND AVENUE 2R
PAVING PROJECT, PIN 3756.83.**

On December 02, 2022 you approved the selection of Fisher Associates, D.P.C., for the preliminary design of the Midland Avenue 2R Paving Project (Ostrander Ave. to Route 173 (West Seneca Turnpike)), PIN 3756.83 for a not to exceed fee of \$235,000.00. This was later amended by \$294,000.00 for the final design phase. We have now completed the negotiations of the scope of services and fee with Fisher Associates, D.P.C. for the additional Final Design Services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike. We have determined that the signal is in need of replacement and we currently do have funding available in the TIP project to cover this work.

We have negotiated an estimated maximum total cost not to exceed of \$60,000.00 for Fisher Associates, D.P.C. to complete the additional Final Design Services for the traffic signal replacement at the intersection of Midland Avenue and West Seneca Turnpike as detailed in their scope of services. We will negotiate a fee for Construction Inspection & Support services with Fisher Associates, D.P.C. once the final design process is complete. This will require amending this agreement at a later date.

Please advise if you approve of Fisher Associates, D.P.C. proposed total maximum fee not to exceed \$60,000.00 for the additional Final Design of the Midland Avenue 2R Paving Project, PIN 3756.83 (Total not to exceed for all phases = \$589,000.00).

Dept. of Engineering
233 E. Washington St.
City Hall, Room 401
Syracuse, N.Y. 13202
Office 315 448-8200
Fax 315 448-8488

If you approve of Fisher Associates, D.P.C. fee, we will present this to the Common Council for its approval.

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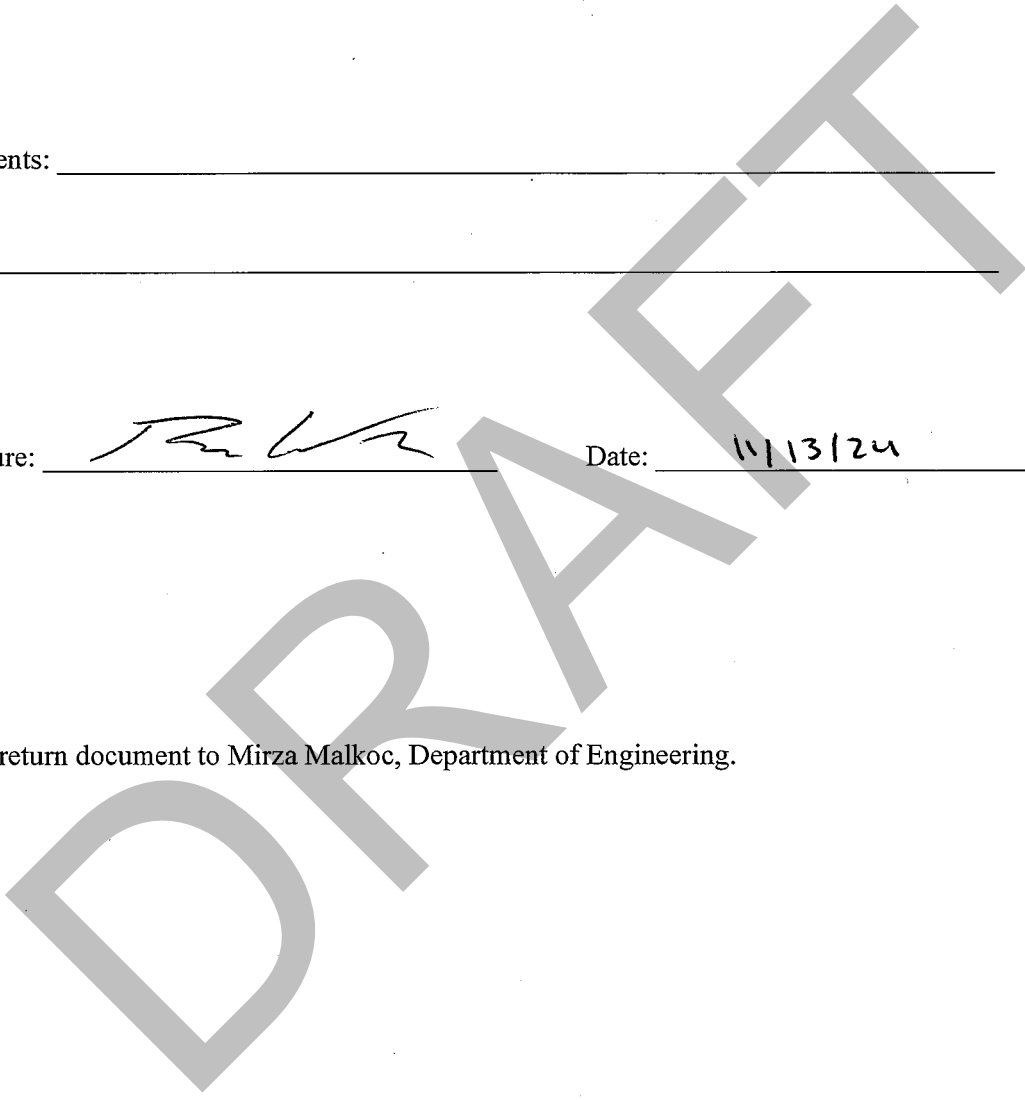
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YES NO

Comments: _____

Signature: *[Handwritten Signature]* Date: 11/13/24

Please return document to Mirza Malkoc, Department of Engineering.



Ordinance No.

2024

ORDINANCE AUTHORIZING THE CITY OF SYRACUSE TO ADOPT A NEGATIVE DECLARATION PURSUANT TO THE NEW YORK STATE ENVIRONMENTAL QUALITY REVIEW ACT REGARDING THE SALE OF 1025 SUNNYCREST ROAD EASTWOOD HEIGHTS TO THE SYRACUSE HOUSING AUTHORITY

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (the “SEQR Act”) and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the “Regulations”), the City of Syracuse (the “City”) desires to comply with the SEQR Act and the Regulations with respect to the sale of 1025 Sunnycrest Road to the Syracuse Housing Authority (the “Project”); and

WHEREAS, the City’s Planning Commission met on July 29, 2024 to approve the resubdivision of 1025 Sunnycrest Road and in the course of said review declared itself Lead Agency and made a negative declaration pursuant to SEQRA regarding the Project; and

WHEREAS, in furtherance of this objective, the City’s Common Council adopts the Environmental Assessment Form (“EAF”) for the Project completed by the Planning Commission as Lead Agency (a copy of the EAF is attached hereto as Appendix “A”); and

WHEREAS, pursuant to the Regulations, the City, acting through its Planning Commission, has considered the significance of the potential environmental impacts of

the Project by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the EAF for the Project, together with other available supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of relevant environmental concern; NOW, THEREFORE,

BE IT ORDAINED, that, subject to the approval of the Mayor, this Common Council authorizes the following findings and determinations:

Based upon an examination of the EAF and the SEQRA review conducted by the Planning Commission and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, based further upon the City's knowledge of the area surrounding the property and such further investigation of the sale and its potential environmental impact as the City has deemed appropriate, the City makes the following findings and determinations:

1. The Project is described on Appendix "A"; and
2. The Project constitutes an "Unlisted Action" (as the quoted term is defined in the Regulations); and
3. No significant adverse environmental impacts are noted in the EAF for the Project and none are known to the City. Therefore, the City hereby determines that the Project will not have a significant adverse environmental impact, and the City will not require the preparation of an environmental impact statement with respect to the Project; and;

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately.

EXHIBIT A

Agency Use Only [If applicable]

Project:	R-24-39
Date:	7/29/24

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project: R-24-39

Date: 7/29/24

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

DRAFT

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
City Planning Commission <hr/> Name of Lead Agency	7/29/24 <hr/> Date
Steven Kulick <hr/> Print or Type Name of Responsible Officer in Lead Agency	<hr/> Chairperson <hr/> Title of Responsible Officer
<hr/> Signature of Responsible Officer in Lead Agency	<hr/> Signature of Preparer (if different from Responsible Officer)



DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

23 31

October 29, 2024

Matthew D. Oja
Commissioner
Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

Patricia K. McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Michael A. Lehmann
Deputy Commissioner

Re: Request for Legislation – SEORA Negative Determination relative to 1025 Sunnycrest Road

Dear Ms. McBride:

Please prepare legislation for the next Common Council meeting authorizing a proposed ordinance to authorize the adoption of a negative determination in accordance with the environmental assessment form attached here to as Appendix "A" relative to the Department of Assessment's request to dispose of real property located at 1025 Sunnycrest Road, Syracuse, New York (the "Property").

This proposed action is related to the request for a local law authorizing sale of the Property to the Syracuse Housing Authority (SHA), allowing SHA, in partnership with a private-sector developer, to undertake a full renovation of the property that will add four residential apartments to the 49- unit building.

Sincerely,

Matthew D. Oja
Commissioner of Assessment

Department of Assessment
233 E. Washington St.
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270

assessment@syr.gov

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Local Law No.
City of Syracuse

2024

**A LOCAL LAW OF THE CITY OF SYRACUSE
AUTHORIZING THE MAYOR TO SELL ALL
RIGHT, TITLE AND INTEREST IN THE REAL
PROPERTY LOCATED AT 1025 SUNNYCREST
ROAD, SYRACUSE NEW YORK (TAX MAP ID
SBL 027.-09-01.3) TO THE SYRACUSE HOUSING
AUTHORITY (SHA) A NEW YORK STATE
AUTHORIZED HOUSING AUTHORITY**

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

Section 1. In accordance with the City Charter Section 6-202(3), the Mayor is hereby authorized and empowered to grant and convey all right, title and interest in 1025 Sunnycrest Road, Syracuse, New York (Tax Map ID # SBL 027.-09-01.3) as more fully described in the survey attached hereto as Exhibit A, to the Syracuse Housing Authority, a New York State authorized Housing Authority (“SHA”); in return for the conveyance to the City of a fee interest in an approximately 4.28-acre portion of SHA-owned property located at 301-11 East Taylor Street, (Tax Map ID# SBL 095.-08-01.0) commonly known as Latimer Terrace, upon such terms and provisions and conditions as the Mayor may prescribe.

Section 2. The Mayor is hereby authorized to execute any and all documents necessary to complete the aforementioned transaction subject to review and approval by the Corporation Counsel.

Section 3. This local law shall take effect immediately, subject to the provisions of the Municipal Home Rule Law of the State of New York.

Exhibit "A"

SUGGESTED LEGAL DESCRIPTION

PROPOSED LOT 46A.1

CITY OF SYRACUSE - EASTWOOD SYRACUSE HOUSING

ALL THAT PIECE OR PARCEL OF LAND, situate in the City of Syracuse, County of Onondaga, and State of New York, being part of Parcel I - Lot 46A in said city as shown on a map entitled "Location and Boundary Survey of Eastwood Junior High School" prepared by the City of Syracuse Department of Engineering dated April 4, 1984, last revised June 6, 1996 and filed on June 11, 1997 in the Onondaga County Clerk's Office as Map 8473, and being more particularly bounded and described as follows:

BEGINNING at the point of intersection of the northerly margin of Sunnycrest Road with the easterly margin of Nichols Avenue;

Thence North 03 deg. 51 min. 00 sec. West, along the easterly margin of Nichols Avenue, 368.56 feet to a point;

Thence through said Lot 46A the following three (3) courses and distances:

- 1) North 86 deg. 19 min. 05 Sec. East, 171.10 feet to a point; thence
- 2) North 04 deg. 10 min. 10 sec. West, 23.70 feet to a point; and
- 3) North 85 deg. 49 min. 50 sec. East, 139.03 feet to its intersection with the division line between said Lot 46A on the west and Lot 107A of said filed map on the east;

Thence South 03 deg. 51 min. 00 sec. East, along said division line, 390.80 feet to its intersection with the northerly margin of Sunnycrest Road;

Thence South 85 deg. 49 min. 50 Sec. West, along the northerly margin of Sunnycrest Road, 310.00 feet to the point or place of beginning.

CONTAINING 2.69 acres of land, more or less.

TOGETHER WITH an easement for access purposes over the hereinafter described parcel of land being more particularly described as follows:

BEGINNING at a point in the southerly margin of Avon Road, said point being located South 85 deg. 49 min. 50 sec. West, 30.00 feet from the northeast corner of Lot 46A as shown on a map entitled "Location and Boundary Survey of Eastwood Junior High School" prepared by the City of Syracuse Department of Engineering dated April 4, 1984, last revised June 6, 1996 and filed on June 11, 1997 in the Onondaga County Clerk's Office as Map 8473;

Thence South 03 deg. 51 min. 00 Sec. East, 99.20 feet to a point;

Thence South 85 deg. 49 min. 50 Sec. West, 30.00 feet to a point;

Thence North 03 deg. 51 min. 00 Sec. West, 99.20 feet to its intersection with the southerly margin of Avon Road;

Thence North 85 deg. 49 min. 50 Sec. East, 30.00 feet to the point or place of beginning.

ALSO TOGETHER WITH an easement for access purposes over the hereinafter described parcel of land being more particularly described as follows:

BEGINNING at the point of intersection of the southerly margin of Avon Road with the easterly margin of Nichols Avenue;

Thence North 85 deg. 49 min. 50 sec. East, along the southerly margin of Nichols Avenue, 13.91 feet to a point;

Thence South 30 deg. 20 min. 26 sec. East, 39.76 feet to a point;

Thence South 09 deg. 47 min. 02 sec. East, 86.52 feet to its intersection with the north line of the hereinabove described Proposed Lot 46A.1;

Thence South 86 deg. 19 min. 05 sec. West, along the north line of Proposed Lot 46A.1, 30.17 feet to a point;

Thence North 09 deg. 47 min. 02 sec. West, 77.87 feet to a point;

Thence North 30 deg. 20 min. 26 sec. West, 5.32 feet to its intersection with the easterly line of Nichols Avenue;

Thence North 03 deg. 51 min. 00 sec. West, along the easterly margin of Nichols Avenue, 39.26 feet to the point or place of beginning.

Prepared by: David J. Uhrinec, PLS 050052 on July 3, 2024

Prepared by: David J. Uhrinec, PLS
June 25, 2024

24 48

DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH



October 28, 2024

Matthew D. Oja
Commissioner

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

Michael A. Lehmann
Deputy Commissioner

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Sale of Real Property at 1025 Sunnycrest Road

Dear Ms. McBride:

The Department of Assessment requests a Local Law to authorize the sale of all right, title, and interest in the real property known as Eastwood Heights, located at 1025 Sunnycrest Road, (the Property) to the Syracuse Housing Authority (SHA).

This is a portion of a parcel, recently subdivided into two lots, that was previously identified as SBL 027.-09-01.1. The Property contains a three-story brick structure constructed in 1923 to serve as Eastwood High School; the City of Syracuse took title to the Property in 1926 when the Village of Eastwood was annexed by the City. After the school was decommissioned in the late 1970s, the City undertook a residential conversion project to construct 49 apartments in the building and retained (SHA) to serve as managing agent for the Property, which began operation as an apartment building in 1989.

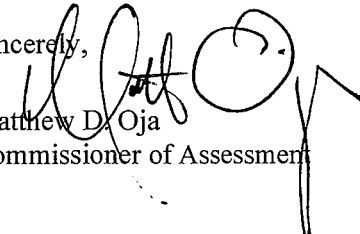
The Local Law should authorize the Mayor to sign a Purchase and Sale Agreement, including an Options Agreement for the East Taylor Street property to be received by the City with SHA to effectuate the purchase under the terms set forth in this request.

Per the terms of a shelter rent agreement authorized by Common Council ordinance in 2022 and amended in 2023, SHA has retained a private-sector development partner and intends to undertake a full renovation of the property that will add four residential units for a total of 53 apartments. To realize this redevelopment proposal, SHA seeks to acquire fee title to the Property. As consideration for the Property, SHA will convey to the City fee interest in an approximately 186,393.50 square foot portion of SHA-owned property located at 301-11 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0). Should closing on the Property occur prior to closing on the East Taylor Street parcel, consideration will consist of a note and mortgage in the amount of \$500,000.

Department of Assessment
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

Sincerely,


Matthew D. Oja
Commissioner of Assessment

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

41

Ordinance No.

2024

**ORDINANCE AUTHORIZING THE CITY TO
ADOPT A NEGATIVE DECLARATION
PURSUANT TO THE NEW YORK STATE
ENVIRONMENTAL QUALITY REVIEW
ACT REGARDING THE ACQUISITION OF
301-311 EAST TAYLOR STREET FROM
THE SYRACUSE HOUSING AUTHORITY**

WHEREAS, pursuant to Article 8 of the Environmental Conservation Law, as amended, the New York State Environmental Quality Review Act (the “SEQR Act”) and the regulations adopted pursuant thereto by the Department of Environmental Conservation of the State of New York, being 6 NYCRR Part 617, as amended (the “Regulations”), the City of Syracuse (the “City”) desires to comply with the SEQR Act and the Regulations with respect to the acquisition of 301-311 East Taylor Street from the Syracuse Housing Authority (the “Project”); and

WHEREAS, the City’s Planning Commission met on October 21, 2024 to approve the resubdivision of 927 South State Street into two new lots including the creation of 311 East Taylor Street and in the course of said review declared itself Lead Agency and made a negative declaration pursuant to SEQRA regarding the Project; and

WHEREAS, in furtherance of this objective, the City’s Common Council adopts the Environmental Assessment Form (“EAF”) for the Project completed by the Planning Commission as Lead Agency (a copy of the EAF is attached hereto as Appendix “A”); and

WHEREAS, pursuant to the Regulations, the City, acting through its Planning Commission, has considered the significance of the potential environmental impacts of

the Project by (a) using the criteria specified in Section 617.7 of the Regulations, and (b) examining the EAF for the Project, together with other available supporting information, to identify the relevant areas of environmental concern, and (c) thoroughly analyzing the identified areas of relevant environmental concern; NOW, THEREFORE,

BE IT ORDAINED, that, subject to the approval of the Mayor, this Common Council authorizes the following findings and determinations:

Based upon an examination of the EAF and the SEQRA review conducted by the Planning Commission and other available supporting information, and considering both the magnitude and importance of each relevant area of environmental concern, based further upon the City's knowledge of the area surrounding the property and such further investigation of the sale and its potential environmental impact as the City has deemed appropriate, the City makes the following findings and determinations:

1. The Project is described on Appendix "A"; and
 2. The Project constitutes an "Unlisted Action" (as the quoted term is defined in the Regulations); and
 3. No significant adverse environmental impacts are noted in the EAF for the Project and none are known to the City. Therefore, the City hereby determines that the Project will not have a significant adverse environmental impact, and the City will not require the preparation of an environmental impact statement with respect to the Project;
- and;

BE IT FURTHER ORDAINED, that this Ordinance shall take effect immediately.

EXHIBIT A

Agency Use Only [If applicable]

Project:	R-24-56
Date:	10/21/2024

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

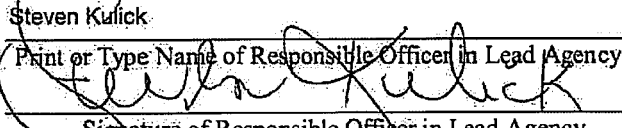
	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

PRINT FORM

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

DRAFT

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
Syracuse City Planning Commission _____ Name of Lead Agency	10/21/2024 _____ Date
Steven Kulick _____ Print or Type Name of Responsible Officer in Lead Agency	Chairperson _____ Title of Responsible Officer
 _____ Signature of Responsible Officer in Lead Agency	_____ Signature of Preparer (if different from Responsible Officer)

25 #1



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

October 29, 2024

Jeremy Robison
Commissioner

Ann Fordock
First Deputy
Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Patricia K. McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: Request for Legislation – SEQRA Negative Determination relative to acquisition of Latimer Terrace Lot (301 – 311 Taylor Street).

Dear Ms. McBride:

Please prepare legislation for the next Common Council meeting authorizing a proposed ordinance to authorize the adoption of a negative determination in accordance with the environmental assessment form attached here to as Appendix "A" relative to the Department of Public Work's request to acquire real property located at 301 – 311 Taylor Street, Syracuse, New York commonly known as Latimer Terrace (the "Property").

This proposed action is related to the request for a local law authorizing sale of 1025 Sunnycrest Road, Syracuse, New York to the Syracuse Housing Authority (SHA), allowing SHA, in partnership with a private-sector developer, to undertake a full renovation of the property that will add four residential apartments to the 49- unit building. As noted in the local law request letter, the acquisition of 301-311 Taylor Street is the consideration for the sale of 1025 Sunnycrest Road.

Sincerely,

Jeremy Robison
Commissioner of Public Works

Dept. of Public Works
1200 Canal St. Extension
Syracuse, N.Y. 13210

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

55

**ORDINANCE AUTHORIZING THE
COMMISSIONER OF PUBLIC WORKS TO
ACQUIRE 301-311 EAST TAYLOR STREET
COMMONLY KNOWN AS LATIMER TERRACE
FROM THE SYRACUSE HOUSING AUTHORITY**

WHEREAS, the acquisition by the City of an approximately 186,393.50 square foot portion of 301-311 East Taylor Street, Syracuse, New York, commonly known as Latimer Terrace, owned by the Syracuse Housing authority (“SHA”) is necessary for the Children’s Rising Center; and

WHEREAS, this property will be resubdivided from the parcel identified as SBL 095.-08-01.0); and

WHEREAS, this property is being acquired by the City as consideration for the sale of City owned property at 1025 Sunnycrest Road, Syracuse, New York, commonly known as Eastwood Heights, from the Syracuse Housing Authority (“SHA”), which the Commissioner Assessment has requested by a contemporaneous local law authorization by this Common Council;

NOW, THEREFORE,

BE IT ORDAINED, that the Commissioner of Public Works is hereby authorized with the assistance of the Commissioner of Assessment to acquire an approximately 186,393.50 square foot portion of 301-311 East Taylor Street, Syracuse, New York, commonly known as Latimer Terrace, owned by the Syracuse Housing authority (“SHA”); and

BE IT FURTHER ORDAINED, that in consideration for acquisition of the aforementioned property, the City of Syracuse will sell 1025 Sunnycrest Road, Syracuse, New York to the Syracuse Housing Authority (“SHA”) by local law authorized contemporaneously by this Council; and

BE IT FURTHER ORDAINED, that all transfer documents associated with this transaction shall be subject to review and approval by the City’s Corporation Counsel as to form and legality.



DEPARTMENT OF PUBLIC WORKS

CITY OF SYRACUSE, MAYOR BEN WALSH

26 AD

October 28, 2024

Jeremy Robinson
Commissioner

Ann Fordeck
First Deputy
Commissioner

Martin E. Davis, L.S.
Deputy Commissioner

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Re: Request for Legislation – Authorizing the Acquisition of a Portion of 301-11 East Taylor Street

Dear Ms. McBride:

Please prepare legislation for the next Common Council meeting authorizing the City of Syracuse to acquire an approximately 186,393.50 square foot portion of 301-11 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0) from the Syracuse Housing Authority (SHA). This property is being accepted as consideration for the City-owned property at 1025 Sunnycrest Road, which the City intends to convey to SHA under separate Common Council authorization. No additional consideration will be exchanged.

The city of Syracuse (the "City") plans on entering into a lease agreement with Blueprint 15 (the "Tenant") for the acquired property. The Tenant will develop and the Children Rising Center on the site; this facility will encompass daycare, children's activity opportunities, and health and wellness services for the surrounding community.

Sincerely,

Jeremy Robinson
Commissioner of Public Works

Dept. of Public Works
1200 Canal St. Extension
Syracuse, N.Y. 13210

Office 315 448-2489
Fax 315 448-8531

www.syr.gov.net

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

42

27 43

Ordinance No.

2024

ORDINANCE AUTHORIZING A LEASE AGREEMENT BETWEEN THE CITY OF SYRACUSE AND BLUEPRINT 15 RELATIVE TO A PORTION OF THE PROPERTY AT 310-311 EAST TAYLOR STREET FOR THE OPERATION OF THE CHILDREN'S RISING CENTER

WHEREAS, the Commissioner of Assessment has requested that this Common Council authorize a lease agreement with Blueprint 15 for a 186,393.50 square foot portion of property located at 301-311 East Taylor Street to be resubdivided from the parcel identified as SBL 095.-08-01.0; and

WHEREAS, Blueprint 15 will develop and construct the Children's Rising Center on the site which will encompass daycare, children's activities, and health and wellness services for the surrounding community; and

WHEREAS, the Children's Rising Center will be an integral part of the East Adams Neighborhood Transformation Project, a mixed income, inclusive redevelopment of blocks of public housing south of Downtown Syracuse; and

NOW, THEREFORE,

BE IT ORDAINED, that the Commissioner of Assessment, on behalf of the City of Syracuse, be and he hereby is authorized to execute a lease agreement under the following terms:

(1) The Lease term will be for the period from January 1, 2025 through December 31, 2123 at a rate of \$1.00 per year.

BE IT FURTHER ORDAINED, that said lease agreement shall be subject to the approval of the Corporation Counsel as to terms, form and content.

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DEPARTMENT OF ASSESSMENT

CITY OF SYRACUSE, MAYOR BEN WALSH

October 28, 2024

Matthew D. Oja
Commissioner

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

Patricia K. McBride
City Clerk
230 City Hall
Syracuse, New York 13202

Re: Lease of Portion of Property at 301-11 East Taylor Street

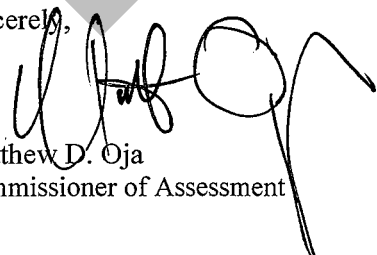
Michael A. Lehmann
Deputy Commissioner

Dear Ms. McBride:

The Department of Assessment requests that the Common Council authorize a Lease Agreement ("Lease") for a 186,393.50 square foot portion of property located at 301-11 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0). The Lease is between the City of Syracuse (the "City") and Blueprint 15 (the "Tenant"). The Tenant will develop and the Children Rising Center on the site; this facility will encompass daycare, children's activity opportunities, and health and wellness services for the surrounding community. This is expected to be an integral part of the East Adams Neighborhood Transformation Project, a mixed-income, inclusive redevelopment of blocks of public housing south of Downtown.

The term of the Lease is ninety-nine (99) years, commencing on January 1st, 2025 and expiring on December 31st, 2123.

The monthly rental amount to be paid under this Lease Agreement shall be one dollar (\$1.00) per month for the term of the lease, plus utilities, charges, and fees, due and payable on or before the first day of each month. Additional consideration for the City will take the form of site preparation and environmental remediation expenditures, to be borne by the Tenant as part of the redevelopment project.

Sincerely,

Matthew D. Oja
Commissioner of Assessment

Department of
Assessment
233 E. Washington St.
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management and Budget 
DATE: October 29, 2024
SUBJECT: Lease Agreement – Blueprint 15


On behalf of the Department of Assessment, I am requesting the City enter into a Lease Agreement (“Lease”) for a 186,393.50 square foot portion of property located at 301-11 East Taylor Street (to be resubdivided from the parcel identified as SBL 095.-08-01.0). The Lease is between the City of Syracuse (the “City”) and Blueprint 15 (the “Tenant”). The Tenant will develop and the Children Rising Center on the site; this facility will encompass daycare, children’s activity opportunities, and health and wellness services for the surrounding community. This is expected to be an integral part of the East Adams Neighborhood Transformation Project, a mixed-income, inclusive redevelopment of blocks of public housing south of Downtown.

The term of the Lease is ninety-nine (99) years, commencing on January 1st, 2025 and expiring on December 31st, 2123.

The monthly rental amount to be paid under this Lease Agreement shall be one dollar (\$1.00) per month for the term of the lease, plus utilities, charges, and fees, due and payable on or before the first day of each month. Additional consideration for the City will take the form of site preparation and environmental remediation expenditures, to be borne by the Tenant as part of the redevelopment project.

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

OCT 30 2024
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov



Project Vicinity Map

Block 151
Lot 1
Judge Langston C. McKinney Manor
East Adams - Phase I and III
Area: 132,459 Sq. Ft. +/-
3.014 Acre +/-

Lot 2
Area: 27189.1 Sq. Ft. +/-
0.624 Acre +/-

Lot 3
Area: 136,019 Sq. Ft. +/-
3.123 Acres +/-

Block 251
Lot 4
166,283.8 Sq. Ft. +/-
3.78 Acres +/-

State Street

Townsend Street

South State Street

South Townsend Street

Block 150

Block 152

Block 250

Jackson Street
(Abandoned 6-1-82)

Block 252

East Taylor Street
(60' - Wide)

General Notes

- 1) This survey was prepared without the benefit of an up to date Abstract of Title, and is subject to any additional facts such as are in said Abstract not shown.
- 2) This survey is subject to any and all subsurface conditions, encroachments, E. of R., as well as all easements, encroachments, etc. shown or adjacent to the parcel herein.
- 3) The locations of underground utilities shown herein were completed from observable surface evidence and mapping by other resources. The actual locations are subject to field excavation.
- 4) The data obtained for utilities shown herein were NOT furnished by any Utility Locator Company.
- 5) There are no Federal or State Worked-in within the parcel surveyed herein.
- 6) Platwork performed October 2023 & April 2024, August 2024.
- 7) Elevations are based on NYVD 1988 Datum.
- 8) Horizontal Datum based on City of Syracuse Block Plan.
- 9) Total Area of Lot 5 = 7.0 +/-
- 10) This surveyed parcel is zoned "R2P" Residential District, Class B, City of Syracuse.
Land Owner: Syracuse Housing Authority - Tax Parcel #995-08-01-6
Deed Reference Book 3303 - Page 176

This symbol system may be used in all drawings prepared by J.L.L. Land Surveying PLLC.

Legend

- Right-of-Way Boundary
- Easement Boundary
- Utility Lines
- Fire Hydrant
- Gas Valve
- Sewer Cleanout
- Catch Basin
- Manhole
- Pole/Post
- Survey Pin
- Iron Nail
- Corner Marker
- Monument
- Boundary Marker
- Survey Line
- Survey Point
- Survey Station
- Survey Marker
- Survey Nail
- Survey Pin
- Survey Nail

Onondaga County Health Department	City of Syracuse Department of Public Works
Property Owner	City of Syracuse Planning Commission Secretary
City of Syracuse Assessor	City of Syracuse Engineer

Map Reference
Resubdivision of Block 151
Judge Langston C. McKinney Manor
East Adams - Phase I and III
Prepared by David L. Lewis, S.C.
Syracuse, N.Y.
Sited June 28, 2005

Graphic Barscale
One Inch = Twenty Feet

J.L.L. Land Surveying PLLC
Professional Seal of David L. Lewis, S.C.
Syracuse, New York

Block 151, 251
City of Syracuse, County of Onondaga, State of New York
Official Map of Onondaga County Block 151 & 251
Judge Langston C. McKinney Manor East Adams Phase I and III
Lot 1, 2, 3, 4
Syracuse, NY
10/25/2024

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Ordinance No.

2024

ORDINANCE AUTHORIZING AN AGREEMENT WITH AMCS FOR SERVICES FOR CITY ON BEHALF OF THE OFFICE OF INFORMATION TECHNOLOGY AND DEPARTMENT OF PUBLIC WORKS IN CONJUNCTION WITH THE OFFICE OF ACCOUNTABILITY, PERFORMANCE AND INNOVATION RELATIVE TO THE TRANSFER OF THE CITY'S DOSSIER FLEET MANAGEMENT SOFTWARE PROGRAM FROM AN ON-PREMISES STORAGE SYSTEM TO A CLOUD BASED STORAGE SYSTEM AT A COST NOT TO EXCEED \$54,864.00

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the City is in need of a Consultant to assist the Office of Information Technology and the Department of Public Works in conjunction with the Office of Accountability, Performance and Innovation relative to the transfer of the City's Dossier Fleet Management Software that helps the City track preventative maintenance of vehicles, monitor costs for repairs, identify safety concerns with vehicles and overall manage the City's vehicles and equipment across all City departments from an on-premises storage system to a cloud based storage system in order to reduce the expense of maintaining Information Technology infrastructure and take advantage of the better services and support a cloud based system provides; and

WHEREAS, the Mayor has waived the RFP process and approved the retention of AMCS to provide services under the following terms:

- (1) AMCS. shall provide all required services for the City on behalf of the Office of Information Technology and the Department of Public Works in conjunction with

the Office of Accountability, Performance and Innovation relative to the transfer of the City's Dossier Fleet Management Software program from an on-premises storage system to a cloud-based storage system as detailed in the Scope of Services and Fee Schedule attached hereto as Appendix "A";

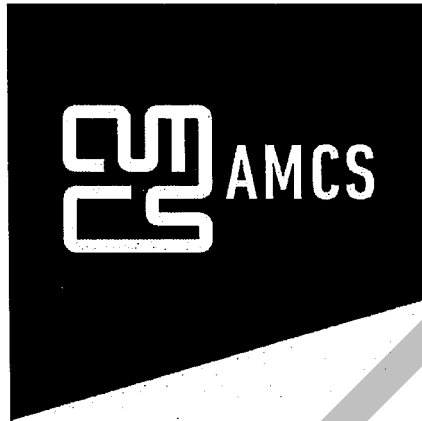
- (2) The total cost for all services to be provided pursuant to the agreement shall not exceed \$54,864.00.

NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such agreement, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, the costs associated with the agreement authorized herein shall be charged to Budget Account # 12140.01.540530 or another appropriate budget account as designated by the Commissioner of Finance.

"Appendix "A"



Dossier On-Demand (D6)

Prepared for:

City of Syracuse
1200 Canal St.
Syracuse, NY 13210

Attn: Rich Devesty

Prepared by:

Victor F Escudero
victor.escudero@amcsgroup.com
Proposal Ref: City of Syracuse/082924/V0/AMCS

*Confidential Information
Property of AMCS
Distribution Restricted to Authorised Persons*

AMCS GROUP INC. ("AMCS")
179 Lincoln Street, Boston, MA 02111

AMCS Internal Use Only					
DS	Initial	DS	DS	DS	DS
1. SM	2. SE	3. PS	4. C&P	5. CM	6. LE
TD	SH	SB	TD		

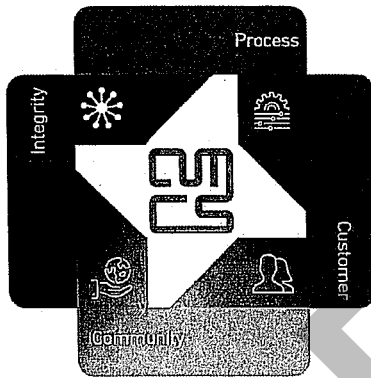
1. Introduction

1.1. Company Information

AMCS is the leading supplier of integrated software and vehicle technology for the waste, recycling and material resources, and transportation industries. Our enterprise software, a Software as a Service (SaaS) solution, delivers digital innovation to the emerging circular economy around the world.

AMCS is headquartered in Limerick, Ireland with offices in North America, Europe, and Australia employing over 800 people across 12 countries. AMCS helps over 3,500 customers in 23 countries to reduce their operating costs, increase asset utilization, optimize margins, and improve customer service. AMCS has a blue-chip customer base in 23 countries, which includes the world's leading companies in Commercial & Industrial, Municipal and Residential waste, Construction & Demolition, Metal Recycling, Paper and Plastics trading, MRFs/Landfill, Brokerage and Hazardous Waste, Trucking and Intermodal Logistics, Utilities/Telecom/Infrastructure, Food & Beverage, and People Transport businesses as well as Government entities.

Our beliefs and values:



Customer: We believe that our customers, both internal and external deserve our respect as they are the heart of our business. We focus on forming a partnership with our customers and dedicate ourselves to their success.

Community: We believe in contributing to our communities and in protecting the environment to create a sustainable future for the next generation. We get involved and have fun supporting our local communities. We demonstrate Community and Social Responsibility at every opportunity.

Integrity: We believe in doing the right thing for our customers, our colleagues, our investors and ourselves. We are professional, open and honest in everything we do. We take responsibility for our actions.

Process: We believe in engineering innovative processes that add value to every aspect of our business. We are process driven, systematic, and analytic in our approach. We learn from mistakes and continuously improve.

At AMCS we are driven by the results we deliver and are passionately committed to our Customer's success 'for life'. We consider ourselves 'digital warriors', driving practical circular economy innovations for a sustainable planet. We are AMCS. "Digital ways to a cleaner world".

2. AMCS Asset Maintenance - Dossier Subscription Offerings

The AMCS Asset Maintenance module automates the control and administration of truck or vehicle fleets and other assets. Its real-time workflow management not only guides your work order process but delivers visual KPIs, dashboards, and self-service reporting to unlock hidden productivity and cost savings. Easy to implement and use, it can reduce downtime and maintenance costs, extend the life of equipment, reduce fuel, tire and parts costs while also increasing productivity, admin efficiency & regulatory compliance. Support functions include:

- Preventive Maintenance Management
- Deep Analysis and Reporting including built-in Dashboards and KPI cards
- Work Order Workflow with Standard Repairs and Integrated Checklists
 - Mobile App Provides Anywhere Access
 - Drivers: Meters and Work Requests
 - Technicians: Work Order Workflow
- Management: Status and Approvals
- Asset Management
- Personnel/User Management
- Labor and Parts Cost Capture by Maintenance Category and GL
- Parts/Inventory/Storeroom Management with Top-Level Parts and Vendors
- Purchasing Workflow for Parts and Services
- Warranty Management and Claims for Assets and Parts
- Integrated Spending Management/Approval with Role Delegation



The Dossier on-Demand 6 subscription service of the City of Syracuse includes:

- Dossier Professional Edition with the following:
 - (2000) Maximum Assets (vehicles, equipment, units, etc.)
 - (27) Full Named User(s)
 - Inventory Option
 - Personnel Option
 - Vendor Option
 - Advanced Reporting Option
 - Barcode Option
 - Fuel & Meter import Option
 - Audit Trail Option

3. Pricing

The following section outlines AMCS' commercial approach. There are two pricing elements in this proposal.

- **Subscription Fees**
These are annual recurring subscription fees for various solution elements.

3.1. Dossier On-Demand Subscription Fees

This proposal includes the following Subscription Fees.

No	Item	Qty	Unit of Measure	Price per Unit (\$)	Total (\$)
1	Dossier On-Demand System (2000 Max Active Assets)	2000	Asset	Incl.	
2	Full Named Users	27	Named Users	\$1,784.89	\$48,192.00
3	Bar Coding Module	1	Module	\$1,128.00	\$1,128.00
4	Fuel & Meter import Module	1	Module	\$1,872.00	\$1,872.00
5	Audit Trail Module	1	Module	\$3,672.00	\$3,672.00
6	Inventory Management Module	1	Module	Incl.	
7	Personnel Management Module	1	Module	Incl.	
8	Vendor Management Module	1	Module	Incl.	
9	Advanced Reporting	1	Module	Incl.	
	Total Annual Subscription Fees				\$54,864.00

The Subscription Fees will be invoiced from the Effective Date of this Agreement (as defined in section 4 below) and annually thereafter prior to each anniversary of the Effective Date.

3.2. Key Terms

The terms of this Section are more fully set forth in the General Terms of Service (defined below) but are set forth in this Proposal for clarity. To the extent the terms in this Section conflict with the General Terms of Service (defined below), the conflicting terms herein constitute amendments to and will supersede the General Terms of Service to the extent of such conflict.

1. The Initial Dossier On-Demand Subscription Term shall be five (5) years, subject the Agreement.
2. This Proposal is valid for thirty (30) days from the date hereof, after which it shall automatically and without notice, be rescinded.
3. All amounts to be invoiced in USD Dollars \$.
4. Fees quoted are net of any applicable taxes, taxes will be charged at the appropriate rate at date of invoice.
5. Subscription Fees for each twelve (12) months of the Term will be first invoiced from the Effective Date of this Agreement (as defined in section 5 below) and annually thereafter prior to each anniversary of the Effective Date.
6. Payment terms, net 30 days from date of invoice.
7. If you are converting from version Dossier 6 to Dossier 7 under this proposal, the following will apply: (a) Customer will retain access to their existing Dossier 6 on premise system for use as a historical data

repository. (b) Unless you have an active On-Prem SMSS agreement, you are not eligible for system Support or Maintenance services for your On-Prem Dossier system (c) Your On-Prem SMSS will be terminated as of the effective date on this agreement, if there is any positive balance on your SMSS active period, this balance will be credited towards your new subscription fee.

- 8. All Fees will be adjusted annually, in accordance with the consumer price index provision of the Agreement. If the pricing for incremental purchases differ, due to tier pricing, the new rate will be prorated to the renewal date and then blended with the current rate.
- 9. As with the pricing of the Services set out this this Proposal, pricing for any incremental purchases during the Term of the Agreement will be adjusted annually, in accordance with the consumer price index provision of the Agreement. If the pricing for incremental purchases differs, due to tier pricing, the new rate will be prorated to the renewal date and then blended with the current rate.

4. Acceptance

When you choose the AMCS solution for your business, and accept the terms of this proposal, please take the following steps to initiate your order and schedule your project:

- review this document in its entirety, including the Agreement.
- complete the Effective Date below, which should be the date of Customer's signature.
- sign this proposal in the signature block below and print the signatory's name underneath.

The following terms and conditions which are expressly incorporated herein by this reference:

https://www.amcsgroup.com/media/lse13cpt/dod_tos-july152024.pdf

By signing this Proposal Customer is deemed to have fully reviewed and accepted it and the Agreement, which terms shall be binding on the parties.

DATED AND EFFECTIVE THIS _____ or, if not dated, the date signed by Customer below ("Effective Date").

Read and agreed by Customer through its authorized representative signing below:

AMCS (as defined on the cover page hereof)

CUSTOMER (as defined on the cover page hereof)

By:

By:

Date:

Date:



The following companies are now
part of AMCS Group:




powered by AMCS

Invoice

Invoice No: 165462
Date: 30-Sep-2024

Due Date: 30-Oct-2024
Terms: Net 30
Currency: US Dollar
PO No:
Customer Vat #

Memo
Proposal Ref: City of
Syracuse/082924/V0/
AMCS

Invoice To
Attn: Accounts Payable
City of Syracuse D.P.W.
1200 Canal Street Extension
Syracuse NY 13210
United States

Deliver To
Attn: Accounts Payable
City of Syracuse D.P.W.
1200 Canal Street Extension
Syracuse NY 13210
United States

Subscription Overview

Dossier On-Demand System (2000 Max Active Assets)

Description	Service Start	Service End	Qty.	Rate	Amount
Dossier DOD 2000 Max Active Assets	29-Jul-2024	28-Jul-2025	2,00	\$0.00	\$0.00
Dossier DOD Data Audit Trail - Professional only	29-Jul-2024	28-Jul-2025	1	\$3,672.00	\$3,672.00
Dossier DOD Barcoding system	29-Jul-2024	28-Jul-2025	1	\$1,128.00	\$1,128.00
Dossier DOD Fuel and Meter import	29-Jul-2024	28-Jul-2025	1	\$1,872.00	\$1,872.00
Dossier DOD Professional Standard Modules Inc. Parts Inventory, Personnel Management, Vendor Management, Advanced Reporting	29-Jul-2024	28-Jul-2025	1	\$0.00	\$0.00
Dossier DOD Full Users	29-Jul-2024	28-Jul-2025	27	\$1,784.89	\$48,192.00

Subtotal	\$54,864.00
Tax Total	\$0.00
Total	\$54,864.00

For ACH Payments: HSBC Bank, Routing: 022000020 Beneficiary Account: 889031029
Lockbox Remittance Address: AMCS Group, Inc. PO Box 360645 Pittsburgh, PA 15251-6645
We now accept Visa, Mastercard and American Express. Please make checks Payable to AMCS Group, Inc.
For any queries contact Billing/NA@amcsgroup.com
AMCS Group Inc, 179 Lincoln Street, 3rd Floor, Boston MA 02111 Phone: (800) 962-9264



28 4A

OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

October 25, 2024

Timothy M. Rudd
Director

Ms. Patricia K. McBride
City Clerk
231 City Hall
Syracuse, NY 13202

Julie Castellitto
Assistant Director

Re: Request for Legislation

Dear Ms. McBride,

On behalf of the Office of Analytics, Performance, & Innovation, please prepare legislation to be introduced at the next scheduled Common Council Meeting to authorize a wavier of the RFP process to enter into an agreement with AMCS to migrate our fleet management software (Dossier) from on-premise to the cloud. Dossier is the software for citywide fleet management that helps us track preventative maintenance of vehicles, monitor costs for repairs, identify safety concerns with vehicles, and overall manage the city's vehicles and equipment across all city departments. The reason for this migration is to reduce the expense of maintaining information technology infrastructure and to take advantage of the better services and support a cloud-based solution provides.

Funding for the Dossier cloud migration, at a cost not exceeding \$54,864.00, shall be charged to account #12140.01.540530 or another appropriate account designated by the Commissioner of Finance during the budget year 2024 – 2025.

Thank you.

Sincerely,

Timothy M. Rudd
Director of Management & Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

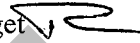
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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

TO: Honorable Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget 
DATE: October 25, 2024
SUBJECT: Waiver of RFP Process & Agreement – AMCS

Julie Castellitto
Assistant Director

On behalf of the Office of Analytics, Performance, & Innovation, I am requesting a waiver of the RFP process and to enter into an agreement with AMCS to migrate our fleet management software (Dossier) from on-premise to the cloud. Dossier is the software for citywide fleet management that helps us track preventative maintenance of vehicles, monitor costs for repairs, identify safety concerns with vehicles, and overall manage the city's vehicles and equipment across all city departments. The reason for this migration is to reduce the expense of maintaining information technology infrastructure and to take advantage of the better services and support a cloud-based solution provides.

Funding for the Dossier cloud migration, at a cost not exceeding \$54,864.00, shall be charged to account #12140.01.540530 or another appropriate account designated by the Commissioner of Finance during the budget year 2024 – 2025.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

OCT 30 2024
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

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**OFFICE OF ANALYTICS, PERFORMANCE & INNOVATION
CITY OF SYRACUSE, MAYOR BEN WALSH**

Nicolas Diaz,
Chief Innovation &
Data Officer

Conor Muldoon,
Deputy Chief
Innovation
& Data Officer

Mr. Timothy Rudd
Director of Budget
233 E. Washington Street
Syracuse, NY 13202

Request for Legislation:

Please prepare an Ordinance to fund the ongoing modernization of our information technology infrastructure.

Dear Mr. Rudd,

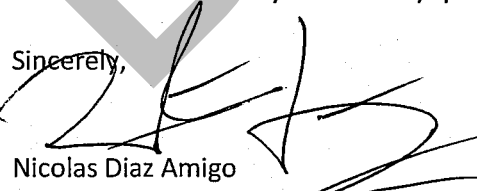
Please prepare the following legislation for the next meeting of the Syracuse Common Council:

An Ordinance authorizing the City of Syracuse to enter into an agreement with AMCS to migrate our fleet management software (Dossier) from on-premise to the cloud. Dossier is the software for citywide fleet management that helps us track preventative maintenance of vehicles, monitor costs for repairs, identify safety concerns with vehicles, and overall manage the city's vehicles and equipment across all city departments. The reason for this migration is to reduce the expense of maintaining information technology infrastructure and to take advantage of the better services and support a cloud-based solution provides.

Funding for the Dossier cloud migration, at a cost not exceeding \$54,864.00, shall be charged to account #12140.01.540530 or another appropriate account designated by the Commissioner of Finance during the budget year 2024 – 2025.

Please let me know if you have any questions regarding this request.

Sincerely,


Nicolas Diaz Amigo
Chief Innovation & Data Officer
Office of Analytics, Performance, and Innovation

ORDINANCE AMENDING ORDINANCE NO. 658-2023 AS LAST AMENDED BY ORDINANCE NO. 273-2024 AUTHORIZING A CONTRACT WITH SS FUNDING AND PROCUREMENT AND CONSULTING RESOURCES, LLC (SARAH STEPHENS) RELATIVE TO GRANT MANAGEMENT ON BEHALF OF THE BUREAU OF RESEARCH

BE IT ORDAINED, that Ordinance No. 658-2023 as last amended by Ordinance No. 273-2024 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the Mayor has waived the RFP process and has approved the retention of SS Funding and Procurement and Consulting Resources, LLC (Sarah Stephens), under the following terms:

- (1) SS Funding and Procurement and Consulting Resources, LLC shall provide grant management services, including but not limited to researching grant opportunities, writing grants, managing grants, and assisting in grant reporting requirements, on behalf of the Bureau of Research (the "Original Services"); the scope of services for the agreement is hereby increased to also include program management services associated with the grant received by the City from the Department of Health and Human Services Center for Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act (the "Additional Services");
- (2) As a part of the Additional Services SS Funding and Procurement and Consulting Resources, LLC shall attend weekly meetings with CHWs hired by SEIU1199, meet with City staff and CDC representatives, track outputs from outreach in the community, review performance measures ensuring program goals are met, organize data for reporting, and prepare and submit all programmatic reporting for the grant;
- (3) The term of the agreement shall be from July 1, 2023 through January 31, 2025*; the additional extension is to allow for the completion of the programmatic closeout reports; and

- (4) The City shall pay SS Funding and Procurement and Consulting Resources, LLC \$90 per hour on a time-and-expense basis with a total not to exceed amount of \$6,330.00 for all original services uthorized under this agreement; and the City shall pay SS Funding and Procurement and Consulting Resources, LLC an amount not to exceed \$72,100.00 for providing the Additional Services; the City shall pay SS Funding and Procurement and Consulting Resources, LLC a cost not to exceed \$2,700.00 for the completion of the programmatic closeout reports.

NOW, THEREFORE

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such amended contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with the completion of the programmatic closeout reports shall be charged to the Department of Health and Human Services Center of Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act (CARES Act) Project Grant Account #14805-599802.02.202022122 or another appropriate account as designated by the Commissioner of Finance.

_____ = New Material

* previously read August 31, 2024



Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

Janet L. Burke
Director, Bureau of
Research

November 7, 2024

Patricia McBride, City Clerk
City Hall
Syracuse, New York 13202

Dear Clerk McBride:

Please prepare legislation for the next meeting of the Common Council to amend Ordinance 273-2024 which authorized the City to enter into an agreement with Sarah Stephens d/b/a SS Funding and Procurement Resources, LLC to provide program management services associated with the grant received by the City from the Department of Health and Human Services Center of Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act ("CARES Act"). The original agreement with SS Funding and Procurement Services ended on 8/31/24. We would like to request an extension to the agreement to end on 1/31/25, for the completion of programmatic closeout reports and will not exceed \$2,700, that will be paid from Department of Health and Human Services Center of Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act ("CARES Act") project grant project account # 14805-599802.02 202022122.

The modified contract will begin upon execution and end on 1/31/25.

Sincerely,


Janet L. Burke
Research Director

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director


TO: Mayor Ben Walsh
FROM: Timothy M. Rudd, Director of Management & Budget
DATE: November 8, 2024
SUBJECT: Amend Agreement–Sarah Stephens d/b/a SS Funding and Procurement Resources, LLC

On behalf of the Bureau of Research, I am requesting the City amend Ordinance #273-2024 which authorized the City to enter into an agreement with Sarah Stephens d/b/a SS Funding and Procurement Resources, LLC to provide program management services associated with the grant received by the City from the Department of Health and Human Services Center of Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act (“CARES Act”). The original agreement with SS Funding and Procurement Services ended on 8/31/24. We would like to request an extension to the agreement to end on 1/31/25, for the completion of programmatic closeout reports and will not exceed \$2,700, that will be paid from Department of Health and Human Services Center of Disease Control and Prevention Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) project grant project account # 14805-599802.02 202022122.

The modified contract will begin upon execution and end on 1/31/25.

Please indicate your concurrence by signing below and returning this memo to me so that I may forward a copy to the Common Council along with the legislation request for the next Common Council Meeting.

Thank you for your attention regarding this matter.



Mayor Ben Walsh
City of Syracuse, New York

11/13/24
Date

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

November 19, 2024

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

Ms. Patricia McBride
City Clerk
City Hall
Syracuse, New York

RE: Legislative Request

Dear Ms. McBride:

On behalf of the Department of Finance, please prepare legislation to be introduced at the next meeting of the Common Council requesting to approve the resolution of the Syracuse City School District to authorize to issue Bond Anticipation Notes (BANs) to fund costs associated with the JSCB Phase 3 projects in an amount not to exceed \$2,000,000.

Common Council, in accordance with the State Environmental Quality Review Act (SEQRA), makes a determination that an action by the City of Syracuse to complete the JSCB Phase 3 Construction Program in accordance with Article 8 of the Environmental Conservation Law, that the Project is a Type II action, which will not have a significant impact on the environment and is not subject to further review under SEQRA.

The Syracuse City School District Board of Education resolution is attached. The resolution was voted on November 13, 2024 and signed on November 14, 2024.

Sincerely,

Timothy M. Rudd
Director of Management and Budget

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov.net



DEPARTMENT OF FINANCE

OFFICE OF THE COMMISSIONER
CITY OF SYRACUSE, MAYOR BEN WALSH

November 18, 2024

Michael Cannizzaro, CPA
Commissioner of Finance

Annemarie Deegan
First Deputy Commissioner

Veronica H. Voss
Deputy Commissioner

Timothy Rudd
Director of Budget
City Hall, Room 213
Syracuse, New York

RE: Request for Legislation – JSCB Phase 3 Bond Anticipation Note

Please prepare legislation to be placed on the agenda for the regularly scheduled Common Council meeting of November 25, 2024. The legislation is to approve the resolution of the Syracuse City School District to authorize to issue Bond Anticipation Notes (BANs) to fund costs associated with the JSCB Phase 3 projects in an amount not to exceed \$2,000,000.

Common Council, in accordance with the State Environmental Quality Review Act (SEQRA), makes a determination that an action by the City of Syracuse to complete the JSCB Phase 3 Construction Program in accordance with Article 8 of the Environmental Conservation Law, that the Project is a Type II action, which will not have a significant impact on the environment and is not subject to further review under SEQRA.

The Syracuse City School District Board of Education resolution is attached. The resolution was voted on November 13, 2024 and signed on November 14, 2024.

Sincerely,

Michael Cannizzaro
Commissioner of Finance

Department of Finance
233 E. Washington St
City Hall, Room 128
Syracuse, N.Y. 13202

Office 315 448 8279

www.syr.gov

Enclosure

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.



SYRACUSE CITY SCHOOL DISTRICT
BOARD OF EDUCATION
SYRACUSE, NEW YORK

RESOLUTION

Bond Anticipation Notes Authorization for JSCB Phase III

- Whereas: State legislation beginning the third phase of the Syracuse Joint Schools Construction Board (JSCB) was signed by the Governor on November 15, 2021; and
- Whereas: subsequent state legislation signed by the Governor on October 25, 2023, authorized funding of \$400 million for renovation projects at ten school buildings; and
- Whereas: the legislation also authorizes the City of Syracuse to issue Bond Anticipation Notes (BAN) in advance of long-term financing for the JSCB Phase III projects; and
- Whereas: BAN proceeds are needed to fund the planning, development, and design costs for JSCB Phase III; now, therefore, be it
- Resolved: That the Board of Education, upon recommendation of the Superintendent of Schools, authorizes the Chief Financial Officer to pursue a Bond Anticipation Note not to exceed \$2,000,000 for costs associated with the JSCB Phase III projects; and be it further
- Resolved: that the Common Council be, and is hereby requested, to authorize the Commissioner of Finance to issue Bond Anticipation Notes to fund the costs associated with the JSCB Phase III projects in an amount not to exceed \$2,000,000.
- Dated: November 13, 2024

I hereby certify that the attached is a true copy of Resolution #1124-083 entitled Bond Anticipation Notes Authorization for JSCB Phase III adopted by the Board of Education of the Syracuse City School District of the City of Syracuse, New York, at a Regular Board Meeting on November 13, 2024 on a vote of 5 Yes; 0 No



***Eileen Steinhardt
District Clerk
Board of Education, Syracuse City School District***

***November 14, 2024
Date of Certification***

DRAFT

38 46

Ordinance No.

2024

**ORDINANCE AMENDING ORDINANCE
NO.155-2023 AS LAST AMENDED BY
ORDINANCE NO. 708-2024 AUTHORIZING
A CONTRACT WITH CBN GENEVA LLC
D/B/A CBN-SYRACUSE LLC FOR SERVICES
RELATIVE TO THE CITY OF SYRACUSE
COMMUNITY BROADBAND PILOT
PROGRAM TO PROVIDE AFFORDABLE
INTERNET SERVICE TO LOW INCOME
FAMILIES IN THE CITY OF SYRACUSE**

BE IT ORDAINED, that Ordinance No. 155-2023 as last amended by Ordinance No. 708-2024 is hereby amended to read as follows:

WHEREAS, Section 5-205-A of the Charter of the City of Syracuse, as amended, provides the Mayor shall "award contracts for professional services subject to the approval of the Common Council"; and

WHEREAS, the City conducted a Request for Proposals (RFP) for services relative to the establishment of a Community Broadband Program for the City of Syracuse to help address the digital divide and provide affordable internet service to low income families residing in the City of Syracuse; and

WHEREAS, after reviewing the proposals submitted in response to the RFP, the RFP Committee has recommended to the Director of the Office of Management and Budget and the Mayor that the Community Broadband Pilot Program should consist of a fixed wireless municipal broadband network and that a contract should be awarded to CBN Geneva LLC d/b/a CBN-Syracuse LLC to establish a fixed wireless municipal broadband network for the City of Syracuse; and

WHEREAS, the City wishes to increase the scope of services to include services associated with Phase 2 of the Community Broadband Pilot now known as the Surge Link Project and has requested to amend the contract with CBN Geneva LLC d/b/a/ CBN-Syracuse LLC to include final

network design, materials, construction and project management to expand the Surge Link Project as required by the New York State Municipal Infrastructure Program, The increased scope of services shall include final network design, materials, construction and project management to expand the Surge Link Project to additional areas of the City; and

WHEREAS, the funding the City has received from the New York State Municipal Infrastructure Program will fund the acquisition and installation of all other broadband infrastructure equipment including fiber optic cabling, poles to attach network equipment, radios and other electronic equipment to transmit internet signals, and other components that are required for a fixed access network; and

WHEREAS, the City has allocated additional ARPA funding for the Surge Link Project in addition to funding received from the New York State Municipal Infrastructure Program; \$900,000 of the City ARPA funds will be specifically used to support the final network detailed design and purchase of necessary in-home broadband equipment (e.g. routers to receive the internet signal); and

WHEREAS, the City has appropriated an additional \$500,000 in ARPA funding for the Surge Link Project that may be applied to the contract with CBN Geneva LLC d/b/a CBN-Syracuse LLC through a future contract amendment which is subject to the approval of the Mayor and Common Council and pursuant to the terms of the appropriation the funding is reserved until the City has reached 2,500 subscribing households across the Surge Link market; and;

WHEREAS, in light of the Federal government's failure to approve the continuance of the Federal Affordable Connectivity Program which had provided funding to subsidize the costs of the Surge Link program the City wishes to further amend the contract with CBN to (1) remove certain eligibility requirements for Surge Link enrollment for the initial pilot area to allow more households in the original pilot area to enroll in Surge Link regardless of income. This is consistent with the

expectations of New York State for the neighborhoods where the City is expanding service via a state grant and ultimately will allow for the establishment of a more sustainable long term operating model for Surge Link; (2) to authorize CBN to collect and manage fees on behalf of the City for new enrollees in Surge Link; and (3) to establish the fees to be collected by CBN as follows: The cost for Income eligible households shall be \$10.00 per month from the effective date of this Ordinance through June 30, 2025 and \$15.00 per month from July 1, 2025 through the end of the contract term with CBN. The cost for all other households enrolling in Surge Link shall be \$37.00 per month from the effective date through the end of the contract term with CBN.

WHEREAS, the Mayor has approved the retention of CNB Geneva LLC d/b/a CBN-Syracuse LLC (hereinafter referred to as the “Consultant”) under the following terms:

- (1) The Consultant shall provide all required services necessary to install, maintain, and operate a municipal broadband network to provide affordable internet service to low income families. The internet network will be piloted in ten (10) census tracts facing the largest digital divide in the city as detailed in the map attached hereto as Exhibit "A". The provider will also conduct marketing, enrollment and ongoing resident support services. The program will be designed to provide service for 2,500 households in the City of Syracuse each year of the agreement.
- (2) The contract shall be for a term of three (3) years and shall be effective as of the date the contract is fully executed by the City and the Consultant; and
- (3) The total cost for all services shall not exceed the \$3,500,000 in American Rescue Plan Act (ARPA) of 2021 that has been appropriated for the City of Syracuse Community Broadband Pilot Program. Payments to the Consultant shall be made in accordance with the following fee schedule:
 - Capital – One Time Network Build and Installation shall be provided at a cost not to exceed \$1,605,720.
 - Consulting Services including Education Outreach and Subscriber Enrollment shall be provided at a cost not to exceed \$257,186.
 - Managed Service Fees
 - In the event that funding for the Affordable Connectivity Program (“ACP”), which currently provides a Federal Subsidy of \$30.00 per month for internet service for lower income families and is anticipated to run out of funding by Spring 2024, is renewed or replaced by a

similar Federal Subsidy Program, the Consultant will charge the City a Managed Service Fee in a total amount not to exceed \$261,165.

- In the event ACP funding is not renewed or replaced by a similar Federal Subsidy Program, in addition to the \$261,165 identified above, the Consultant shall charge the City an additional \$1,375,929 for a total Managed Service Fee not to exceed \$1,637,094.

(4) The scope of services for the contract authorized herein is hereby increased and Consultant shall provide services relating to Phase 2 of the Surge Link Project including but not limited to final network design, materials, construction and project management to expand Surge Link as required by the New York State Municipal Infrastructure Program ("Phase 2 Services" as detailed in the Whereas clauses above. The total cost for the Phase 2 Project shall not exceed \$15,212,004. Consultant shall provide a detailed fee schedule for the costs associated with completion of the increased scope of services.

(5) The contract with CBN shall be amended to do the following:

- a. Remove certain eligibility requirements for Surge Link enrollment for the initial pilot area to allow more households in the original pilot area to enroll in Surge Link regardless of income. This is consistent with the expectations of New York State for the neighborhoods where the City is expanding service via a state grant and ultimately will allow for the establishment of a more sustainable long term operating model for Surge Link;
- b. to authorize CBN to collect and manage fees on behalf of the City for new enrollees in Surge Link; and
- c. to establish the fees to be collected by CBN as follows: The cost for Income eligible households shall be \$10.00 per month from the effective date of this Ordinance through June 30, 2025 and \$15.00 per month from July 1, 2025 through the end of the contract term with CBN. The cost for all other households enrolling in Surge Link shall be \$37.00 per month from the effective date through the end of the contract term with CBN. The process for collection of fees and disbursement of any payments owed to CBN and/or the City shall be negotiated as part of the amended agreement and the terms of this are subject to the approval of the Corporation Counsel.

;
NOW, THEREFORE,

BE IT ORDAINED, that the Mayor, on behalf of the City of Syracuse, be and he hereby is authorized to execute such amended contract, as hereinabove stated, subject to the approval of the Corporation Counsel as to terms, form and execution; and

BE IT FURTHER ORDAINED, that all costs associated with this amended agreement shall be charged to the appropriate account designated by the Commissioner of Finance for the ARPA funding to be used for the Community Broadband Pilot Program which has been authorized contemporaneously with this Ordinance and the Commissioner of Finance is hereby authorized to deposit any funds received into an appropriate account as designated by the Commissioner of Finance for the Surge Link project.

_____ = New Material

DRAFT



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OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

October 28, 2024

Timothy M. Rudd
Director

Ms. Patricia McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Julie Castellitto
Assistant Director

Re: Request to Amend Ordinance #708-2024

Dear Ms. McBride:

On behalf of the Office of the Mayor, I am requesting legislation for the next Common Council session to amend Ordinance #155-2023, as most recently amended by Ordinance #708-2024 authorizing a contract with CBN Geneva LLC d/b/a CBN Syracuse LLC to remove certain eligibility restrictions based on income for residents who live in the pilot area and to authorize the collection of fees associated with these additional residents enrolled in Surge Link. There will be no change to the contract amount.

We are seeking to modify the income eligibility requirements for Surge Link enrollment for the initial pilot area. Those requirements were initially established based on the federal Affordable Connectivity Program, which is no longer in place. Allowing more households in the original pilot area to enroll in Surge Link, regardless of income, is consistent with the expectations of New York State for the neighborhoods where we are expanding service via a state grant and ultimately allows us to establish a more sustainable long term operating model for Surge Link.

In relation to this change, we are seeking to authorize CBN to collect and manage fees on behalf of the city for new enrollees in Surge Link. Our original contract with CBN assumed that the previous Federal subsidy would result in a \$0 out of pocket cost for subscribers (therefore no fees would be collected from enrollees). The fees collected by CBN will be consistent with our prior presentations to Council, reiterated in the table below. This amendment will enable us to offer service in the original pilot area consistent with the planned expansion of Surge Link to the Northside and Valley.

Office of Management
and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

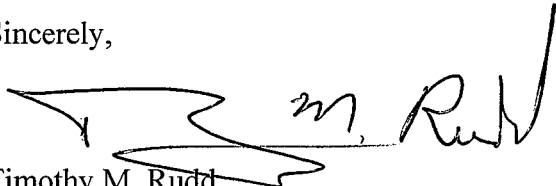
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19

	Income Eligible Households	All Other Households
Now through June 2025	\$10 / mo	\$37 / mo
July 2025 – end of contract	\$15 / mo	\$37/ mo

Sincerely,



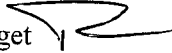
Timothy M. Rudd
Director of Management & Budget

DRAFT



OFFICE OF MANAGEMENT & BUDGET

CITY OF SYRACUSE, MAYOR BEN WALSH

TO: Mayor Ben Walsh
 FROM: Timothy M. Rudd, Director of Management and Budget 
 DATE: October 28, 2024
 SUBJECT: Amend Ordinance #708-2024 – CBN Geneva LLC d/b/a CBN Syracuse LLC

Timothy M. Rudd
Director

Julie Castellitto
Assistant Director

On behalf of the Office of the Mayor, I am requesting to amend Ordinance #155-2023, as most recently amended by Ordinance #708-2024 authorizing a contract with CBN Geneva LLC d/b/a CBN Syracuse LLC to remove certain eligibility restrictions based on income for residents who live in the pilot area and to authorize the collection of fees associated with these additional residents enrolled in Surge Link. There will be no change to the contract amount.

We are seeking to modify the income eligibility requirements for Surge Link enrollment for the initial pilot area. Those requirements were initially established based on the federal Affordable Connectivity Program, which is no longer in place. Allowing more households in the original pilot area to enroll in Surge Link, regardless of income, is consistent with the expectations of New York State for the neighborhoods where we are expanding service via a state grant and ultimately allows us to establish a more sustainable long term operating model for Surge Link.

In relation to this change, we are seeking to authorize CBN to collect and manage fees on behalf of the city for new enrollees in Surge Link. Our original contract with CBN assumed that the previous Federal subsidy would result in a \$0 out of pocket cost for subscribers (therefore no fees would be collected from enrollees). The fees collected by CBN will be consistent with our prior presentations to Council, reiterated in the table below. This amendment will enable us to offer service in the original pilot area consistent with the planned expansion of Surge Link to the Northside and Valley.

	Income Eligible Households	All Other Households
Now through June 2025	\$10 / mo	\$37 / mo
July 2025 – end of contract	\$15 / mo	\$37/ mo


Office of Management and Budget
233 E Washington St
Room 213
Syracuse, N.Y. 13202

Office 315 448-8252
Fax 315 448-8116

www.syr.gov

Please indicate your concurrence by signing below and returning this memo to me so that I may then forward your approval to the Common Council along with the request for authorizing this legislation.

Thank you for your attention regarding this matter.



 Mayor Ben Walsh
 City of Syracuse, New York

OCT 30 2024

 Date



OFFICE OF THE MAYOR

BEN WALSH, MAYOR

October 28, 2024

Mr. Timothy Rudd
Budget Director
233 E. Washington St
Syracuse, New York 13202

Re: Request for legislation to Amend Ordinance 155-2023 authorizing a contract with CBN Geneva LLC d/b/a CBN Syracuse LLC for services relative to the City's Community Broadband Program (now known as Surge Link) to change eligibility requirements for residents to enroll in the city's broadband program and to add the collection of fees

Dear Mr. Rudd:

Please prepare legislation for the next Common Council meeting to amend Ordinance 155-2023 authorizing a contract with CBN Geneva LLC d/b/a CBN Syracuse LLC to remove certain eligibility restrictions based on income for residents who live in the pilot area and to authorize the collection of fees associated with these additional residents enrolled in Surge Link. There will be no change to the contract amount.

We are seeking to modify the income eligibility requirements for Surge Link enrollment for the initial pilot area. Those requirements were initially established based on the federal Affordable Connectivity Program, which is no longer in place. Allowing more households in the original pilot area to enroll in Surge Link, regardless of income, is consistent with the expectations of New York State for the neighborhoods where we are expanding service via a state grant and ultimately allows us to establish a more sustainable long term operating model for Surge Link.

In relation to this change, we are seeking to authorize CBN to collect and manage fees on behalf of the city for new enrollees in Surge Link. Our original contract with CBN assumed that the previous Federal subsidy would result in a \$0 out of pocket cost for subscribers (therefore no fees would be collected from enrollees). The fees collected by CBN will be consistent with our prior presentations to Council, reiterated in the table below. This amendment will enable us to offer service in the original pilot area consistent with the planned expansion of Surge Link to the Northside and Valley.

	Income Eligible Households	All Other Households
Now through June 2025	\$10 / mo	\$37 / mo
July 2025 – end of contract	\$15 / mo	\$37/ mo

Sincerely,

Jennifer Tift
Director of Strategic Initiatives

DRAFT

Ordinance No.

2024

ORDINANCE AUTHORIZING THE MAYOR TO APPLY TO THE CITIES FOR FINANCIAL EMPOWERMENT FUND, INC. FOR A GRANT OF UP TO \$160,000 TO BE USED TO EXPAND THE SYRACUSE FINANCIAL EMPOWERMENT CENTER (FEC) AND EXECUTE A CONTRACT OR WRITTEN INSTRUMENTS ASSOCIATED WITH THE GRANT AS NECESSARY

BE IT ORDAINED, that the Mayor be and he hereby is authorized to submit an application to Cities for Financial Empowerment, Inc. for a grant up to \$160,000 to be used to expand the Syracuse Financial Empowerment Center; if awarded the City and Cities Financial Empowerment, Inc. would continue their partnership and the City would need to commit \$120,000 to draw down the the full amount of the grant; the local funding shall be paid using the Fiscal Year 2024/2025 currently budgeted amount for the Financial Empowerment Center and drawn from the City's general fund; and

BE IT FURTHER ORDAINED, that upon receipt of said grant, the Mayor be and he hereby is authorized to execute a contract or written instruments associated with the grant as approved by the Corporation Counsel; and

BE IT FURTHER ORDAINED, that upon receipt of said funds or any part thereof, pursuant to said application authorized herein, the Commissioner of Finance is authorized and directed to deposit the same in an appropriate account to be determined by him.



Bureau of Research

CITY OF SYRACUSE, MAYOR BEN WALSH

November 4, 2024

Ms. Patricia McBride
City Clerk
Room 231, City Hall
Syracuse, NY 13202

Janet L. Burke
Director, Bureau of
Research

Re: Legislation Request – Apply for funding and enter into contract with the Cities for Financial Empowerment Fund, Inc., in relation to the Syracuse Financial Empowerment Center

Déar Clerk McBride:

Please prepare legislation for the next Common Council agenda on behalf of the Department of Neighborhood and Business Development to apply and enter partnership with the Cities for Financial Empowerment Fund, Inc. (CFE), for funding to expand the Syracuse Financial Empowerment Center (FEC). This grant would be a continuation of the partnership between CFE and the City of Syracuse. The grant award amount is up to \$160,000. The City would need to commit up to \$120,000 to draw down the full grant amount. It is expected that the currently budgeted FEC allocation from the general fund, account # 90000.01.593003 would serve as this match.

If you have any questions or need any additional information, please contact Michael Collins at your convenience at mcollins@syr.gov or (315) 448-8109.

Sincerely,

Janet Burke
Director of Research

Cc: Sharon Owens, Deputy Mayor
Michael Collins, Commissioner, NBD
JaQuan Denson, FEC Manage

Bureau of Research
233 E Washington St.
Room 419
Syracuse, N.Y. 13202

Office 315 448-8020
Fax 315 448-8008

www.syr.gov.net

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Ordinance No.

2024

**ORDINANCE AUTHORIZING SALE OF
ALL THE RIGHT, TITLE AND INTEREST
OF THE CITY OF SYRACUSE IN AND TO
113 BALDWIN AVENUE FOR AN AMOUNT
NOT TO EXCEED \$326.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 113 Baldwin Avenue, being Lot 5, Block A, Tract Saunders, Section 075, Block -14, Lot -49.0 (075.-14-49.0), Property No. 1305000100, 33 x 132 Wood House and Garage to Greater Syracuse Property Development Corporation for an amount not to exceed \$326.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus an amount not to exceed \$325.00 for title work for a total not to exceed \$326.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee not to exceed \$325.00, deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

48 67 38 10
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August 14, 2024

Matthew D. Oja
Commissioner

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

RE: Request For Ordinance To Authorize Sale Of All The Right, Title And Interest Of The City Of Syracuse In And To The Premises Known As: 113 Baldwin Ave. To Greater Syracuse Property Development Corporation For An Amount Not To Exceed \$326.

Michael A. Lehmann
Deputy Commissioner

Dear Ms. McBride:

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

113 Baldwin Ave.
Lot 5 Bl A Tr Saund
075.-14-49.0
Property #: 1305000100
33x132 Whxgar Fp11
Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION.

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404.01. A fee not to exceed \$325 for title work will be collected and deposited into account 426620.01.

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Sincerely,

Matthew D. Oja
Commissioner of Assessment

43

Department of
Assessment
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

35 48 48 49 68 36 67

Ordinance No.

2024

**ORDINANCE AUTHORIZING SALE OF
ALL THE RIGHT, TITLE AND INTEREST
OF THE CITY OF SYRACUSE IN AND TO
135 DELRAY AVENUE FOR AN AMOUNT NOT
TO EXCEED \$326.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 135 Delray Avenue, being Lot 196, Tract Montclair, Section 035, Block -03, Lot -21.0 (035.-03-21.0), Property No. 172220070, 40 x 120 Wood House and Garage to Greater Syracuse Property Development Corporation for an amount not to exceed \$326.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus an amount not to exceed \$325.00 for title work for a total not to exceed \$326.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee not to exceed \$325.00, deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

Handwritten numbers: 1168 36 67
35 48 48

August 14, 2024

Matthew D. Oja
Commissioner

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

RE: Request For Ordinance To Authorize Sale Of All The Right, Title And Interest Of The City Of Syracuse In And To The Premises Known As: 135 Delray Ave. To Greater Syracuse Property Development Corporation For An Amount Not To Exceed \$326.

Michael A. Lehmann
Deputy Commissioner

Dear Ms. McBride:

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

135 Delray Ave.
Lot196 Tr Montclair
035.-03-21.0
Property #: 1722200700
4ox12o Whxgar
Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION.

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404.01. A fee not to exceed \$325 for title work will be collected and deposited into account 426620.01.

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Sincerely,

Handwritten signature of Matthew D. Oja

Matthew D. Oja
Commissioner of Assessment

Department of Assessment
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

36 49 43 50 61 37 68

Ordinance No.

2024

**ORDINANCE AUTHORIZING SALE OF
ALL THE RIGHT, TITLE AND INTEREST
OF THE CITY OF SYRACUSE IN AND TO
171 FENWAY DRIVE FOR AN AMOUNT
NOT TO EXCEED \$326.00**

WHEREAS, the Commissioner of Assessment hereby requests an ordinance authorizing the sale of all the right, title and interest of the City of Syracuse in and to the premises known as 171 Fenway Drive, being Lots P 47 & 48, Block 7, Tract Fairview, Section 036, Block -05, Lot -19.0 (036.-05-19.0), Property No. 172730100, 42 x 132 Wood House and Garage to Greater Syracuse Property Development Corporation for an amount not to exceed \$326.00; NOW, THEREFORE,

BE IT ORDAINED, subject to the approval of the Mayor, that upon payment to the Commissioner of Finance of the sum of \$1.00 plus an amount not to exceed \$325.00 for title work for a total not to exceed \$326.00 by Greater Syracuse Property Development Corporation, the said Commissioner of Finance be and he hereby is authorized to apply the sum of \$1.00 toward the payment of delinquent taxes, exclusive of fees and penalties, to cancel and discharge said delinquency, and to issue his receipts and discharges thereof, charging the uncollected taxes to account #269404.01 and the cost of title fee not to exceed \$325.00, deposited to account #426620.01; the City of Syracuse to pay all quarters due at the date of closing, for the current year's tax, said share of pro-rated tax to be determined by the Commissioner of Finance; this bid is contingent upon the City of Syracuse discharging any miscellaneous charges not presently a lien against the said premises; and the Mayor is hereby authorized and empowered to make, execute and deliver a deed of the City's right, title and interest in and to said premises to Greater Syracuse

Property Development Corporation, said deed to be approved as to manner, form and execution by the Corporation Counsel.

DRAFT



DEPARTMENT OF ASSESSMENT
CITY OF SYRACUSE, MAYOR BEN WALSH

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August 14, 2024

Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Matthew D. Oja
Commissioner

RE: Request For Ordinance To Authorize Sale Of All The Right, Title And Interest Of The City Of Syracuse In And To The Premises Known As: 171 Fenway Dr. To Greater Syracuse Property Development Corporation For An Amount Not To Exceed \$326.

Ann E. Gallagher
First Deputy
Commissioner
Director of Operations

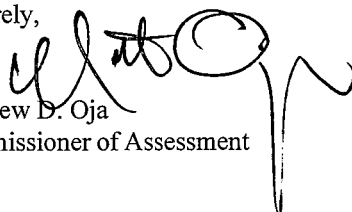
Dear Ms. McBride:

This Department requests an ordinance to authorize sale of all the right, title and interest of the City of Syracuse in and to the premises known as:

171 Fenway Dr.
Lot P47&48b17 Tr Fairview
036.-05-19.0
Property #: 1727301100
42x132 Whxgar
Purchaser: GREATER SYRACUSE PROPERTY DEVELOPMENT CORPORATION.

The Commissioner of Finance shall apply \$1.00 of the purchase price by the proposed purchaser towards the payment of the delinquent taxes, excluding fees and penalties. Said Commissioner shall determine the amount, issue his warrant, cancel and discharges. The allowance for uncollected taxes shall be charged to 269404.01. A fee not to exceed \$325 for title work will be collected and deposited into account 426620.01.

The City of Syracuse shall discharge all quarters due at the time of closing for the current year's tax. The pro-ration shall be determined by the Commissioner of Finance. This bid is contingent upon the City discharging miscellaneous and any other charges not presently a lien against the said premises.

Sincerely,

Matthew D. Oja
Commissioner of Assessment

Department of Assessment
233 E. Washington St
City Hall, Room 130
Syracuse, N.Y. 13202

Office 315 448 8270
assessment@syr.gov

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Common Council Office
314 City Hall
Syracuse, N.Y. 13202



Council Office: (315) 448-8466
Fax: (315) 448-8423

51 71 38 69 78
37 64 44

CITY OF SYRACUSE COMMON COUNCIL

August 2, 2024

Ms. Patricia K. McBride
City Clerk
231 City Hall
Syracuse, New York 13202

Dear Ms. McBride:

Please prepare a local law for the August 12, 2024 Common Council Meeting Agenda authorizing the City of Syracuse to opt in to the New York State Good Cause Eviction Law (NYS Real Property Law Chapter 50 article 6-a).

Thank you for your attention to this matter.

Sincerely,

Jimmy Monto - N.C.
Hon. Jimmy Monto
5th District Councilor

Corey J. Williams
Hon. Corey J. Williams
3rd District Councilor

Patrona Jones-Rowser
Hon. Patrona Jones-Rowser
4th District Councilor