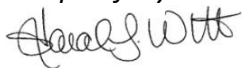


Village of Millbrook Board of Trustees
Friday, 10/27/2023- 3PM
Special Emergency Meeting- Sidewalks
Village Hall, 35 Merritt Ave, Millbrook NY,12545

1. **Roll Call:** Mayor Collopy, Deputy Mayor Doro, Trustee Contino, Trustee Herzog, and Clerk Witt
Absent: Trustee Murphy
2. **Open meeting – 6:00 PM with Pledge of Allegiance and Roll Call.**
3. **Sidewalk Project- Tom Harvey- Rennia Engineering:** Mr. Harvey explained there have been changes to the original work order for the Sidewalk project for phases 1 and 2. The changes will increase the cost of the project by \$32,025- see attachments for details. Mayor Collopy says a plan to use Village funds to make up for the change work order is 'to be determined'. Mr. Harvey also noted the trees that have been removed will be replaced in the Spring (2024) by a landscaper- not the construction company. Trustee Herzog stated there will be a couple of Shade Tree Commission meetings to discuss tree options. Trustee Contino asked if there was a way to get the biggest and tallest tree allowable- as she has received complaints that the trees that have been removed provided shade for the North-side residents. Trustee Herzog said options will be discussed by the Shade Tree Commission and from there they will bring the options to the Board of Trustees but cautioned that buying bigger trees will likely cost more.
Motion made by Mayor Collopy to accept the work change order that will increase the project amount from \$173,510 to \$205,535 (an increase of \$32,025) with a substantial completion date of December 1, 2023, seconded by Trustee Contino and all were in favor.
Public Comments- None.
4. **Give a book take a book box:** Mayor Collopy explained the Millbrook Central School District approached him about putting a book box somewhere in the Village. It was determined that one at the Village Hall would work out well. Mayor Collopy asked the Board if there would be any objections to having one placed at the Village Hall- there were none.
5. **Next board meeting: Business Meeting: November 8, 2023 at 6 PM – Millbrook Firehouse (20 Front St)**
6. **Adjournment:** *Motion* to adjourn at 3:30 PM was made by Mayor Collopy seconded by Deputy Mayor Doro and all were in favor.

Respectfully submitted by Village Clerk



Sarah J. Witt

Date of Issuance: 10/27/2023
Owner: Village of Millbrook
Contractor: Sun Up Construction Corp
Engineer: Rennia Engineering Design, PLLC
Project: Franklin Ave. ADA Sidewalk Improvements

Effective Date: 10/30/2023
Owner's Contract No.: NA
Contractor's Project No.: NA
Engineer's Project No.: 21-032
Contract Name: Franklin Ave. ADA Sidewalk Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: Price reduction for excluding street trees, rubber matting and concrete grinding, and price increases for miscellaneous additional sidewalk and curbing replacements, based on found conditions.

Attachments: See attached costs breakdown, as per the unit pricing provided in the original bid.

(Updated Schedule *required for any change in Contract Time*)

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 173,510.00	Original Contract Times: 60-days Substantial Completion: October 31, 2023 Ready for Final Payment: _____ days or dates
Increase [Decrease] from previously approved Change Orders No. ____ to No. ____: \$ 0	[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: None Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ 173,510.00	Contract Times prior to this Change Order: 60 Days Substantial Completion: October 31, 2023 Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ +32,025.00	Increase [Decrease] of this Change Order: +30 Days Substantial Completion: December 1, 2023 Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ 205,535.00	Contract Times with all approved Change Orders: 90 Days Substantial Completion: December 1, 2023 Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: Project Engineer	Title: Mayor	Title: President
Date: 10/27/2023	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____



Phone 845-240-1883

Mailing: 7 Viola Court Wappingers Falls, NY 12590

Physical: 85 Airport Drive Wappingers Falls, NY 12590

October 24, 2023

Tom Harvey
Rennia Engineering Design PLLC
6 Dover Village Plaza
Dover Plains, NY 12522

Re: Village of Millbrook Sidewalks - Change Order #1

Tom,

The following are the adds and deducts to the project as determined at the 10/23/2023 site inspection.

Deducts (Phase 1 and 2)

1. Eliminate flexible porous surface - \$320.00
2. Eliminate (5) trees - \$7,500.00
3. Eliminate concrete grinding - \$1,000.00

Total deducts \$8,820.00

Additional work (Phase 1 and 2)

1. Additional excavation for sidewalks
 $420 \text{ SF} \times 10'' = 13 \text{ CY} \times \$200/\text{CY} = \$2,600.00$
2. Additional subbase for sidewalks
 $420 \text{ SF} \times 6'' = 8 \text{ CY} \times \$300/\text{CY} = \$2,400.00$
3. Additional concrete for sidewalks
 $420 \text{ SF} \times 4'' = 5 \text{ CY} \times \$1,500/\text{CY} = \$7,500.00$
4. Additional concrete curb
 $167 \text{ LF} \times \$125.00/\text{LF} = \$20,875.00$
5. Additional subbase for curb
 $167 \text{ LF} = 6 \text{ CY} \times \$300.00/\text{CY} = \$1,800.00$
6. Additional asphalt pavement (19 SY)
 $3 \frac{1}{2}'' \text{ base} = 4.0 \text{ tons} \times \$700.00/\text{ton} = \$2,800.00$
 $2 \frac{1}{2}'' \text{ binder} = 2.6 \text{ tons} \times \$700.00/\text{ton} = \$1,820.00$
 $1 \frac{1}{2}'' \text{ top} = 1.5 \text{ tons} \times \$700.00/\text{ton} = \$1,050.00$

Total additional cost = \$40,845.00

Total deducts <\$8,820.00>

Total add to contract \$32,025.00.

If you have any questions, feel free to contact me.

Regards,

A handwritten signature in black ink, appearing to read "Erik J Allgauer".

Erik J Allgauer
President



Phone 845-240-1883

Mailing: 7 Viola Court Wappingers Falls , NY 12590

Physical: 85 Airport Drive Wappingers Falls, NY 12590

October 24, 2023

Tom Harvey
Rennia Engineering Design PLLC
6 Dover Village Plaza
Dover Plains, NY 12522

Re: Village of Millbrook Franklin Ave
Construction Schedule (Phase 1 & 2)

Tom,

Please be advised this is a duration schedule only until the notice to proceed is approved.

1. Clearing – 2 days
2. Sawcut – 2 days
3. Exaction and disposal – 4 days
4. Install subbase – 4 days (with excavation crew)
5. Concrete sidewalks – 5 days
6. Concrete curbs – 3 days
7. Rebuild catch basin – 1 day
8. Prep for pavement – 2 days
9. Asphalt restoration – 2 days
10. Striping – 1 day

If you have any questions, feel free to contact me.

Regards,

A handwritten signature in black ink, appearing to be "Erik J Allgauer", written over a circular stamp or seal.

Erik J Allgauer
President