

TOWN OF CONCORD SPECIAL TOWN BOARD MEETING September 11, 2023
7:00 a.m. Craneridge/Kissing Bridge Wastewater Treatment Plant

MEETING CALLED TO ORDER BY PHILIP DROZD, SUPERVISOR,
at 7:00 a.m.

ROLL CALL: PHILIP DROZD, SUPERVISOR
 CLYDE M. DRAKE, COUNCIL MEMBER
 KENNETH D. ZITTEL, COUNCIL MEMBER
 KIMBERLY S. KRZEMIEN, COUNCIL MEMBER

EXCUSED: WILLIAM F. SNYDER, III, COUNCIL MEMBER

ALSO PRESENT: STEPHANIE A. BACON, Deputy Town Clerk

Supervisor Drozd opened the Special Town Board Meeting regarding the
Craneridge/Kissing Bridge Wastewater Treatment Plant Project.

ITEM #1 ENGINEERING CONTRACT AWARD

Supervisor Drozd advised that there were two engineering firms that
submitted their qualifications in response to the RFQ. The highest-ranking qualified firm
was MDA Consulting Engineers.

Council Member Zittel moved the adoption of Resolution Number 11,
seconded by Council Member Drake:

A RESOLUTION OF THE TOWN OF CONCORD AUTHORIZING NEGOTIATIONS
WITH THE HIGHEST-RANKED QUALIFIED FIRM, MDA Consulting Engineers,
PLLC (MDA Engineers).

**PURSUANT TO AN RFQ FOR ENGINEERING SERVICES RELATED TO THE
TOWN'S NYSEFC WWTP PROJECT NO. C9-6707-01, AND AUTHORIZING,
UPON SUCCESSFUL NEGOTIATION, THE AWARD OF A PROFESSIONAL
SERVICES AGREEMENT FOR SUCH SERVICES**

WHEREAS, on August 3, 2023, the Town of Concord ("Town") issued and advertised a
Request for Qualifications seeking a qualified firm to provide general planning services
and the preparation of final plans and specifications and construction administration and
oversight activities for the Town's Kissing Bridge and Craneridge Sewer WWTP
Consolidation Project ("Services"); and

WHEREAS, proposals received from qualified firms in response to the RFQ were
evaluated and ranked, with two firms responding, MDA Consulting Engineers and
DuBois & King, and two firms were ranked as responsive and qualified, with MDA
Consulting Engineers, PLLC (MDA Engineers) determined to be the highest-ranked firm;
and

WHEREAS, the Town Board wishes to authorize the Town Supervisor to negotiate a
professional services agreement with the highest-ranked firm, MDA Engineers, including
a scope of services and fee for the services; and

WHEREAS, the Town Board finds that it is in the best interests of the Town to proceed
as indicated in this Resolution and authorize negotiations with the qualified firm in order
to enter into a professional services agreement for the services.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE
TOWN OF CONCORD AS FOLLOWS:**

Section 1. Negotiations Authorized With MDA Engineers for services related to the Town's NYSEFC WWTP project C9-6707-01. The Town Supervisor is hereby authorized to negotiate a professional services agreement with MDA Engineers including a scope of services and fee for services and, if necessary, authorization is granted to readvertise for additional engineering proposals if successful negotiations cannot be completed with the firm.

Section 2. Implementation. The Town Supervisor is hereby authorized to take any further action as necessary to implement the purposes of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon adoption.

Voting as follows:

Council Member Drake	Aye
Council Member Krzemien	Aye
Council Member Snyder	Excused
Council Member Zittel	Aye
Supervisor Drozd	Aye

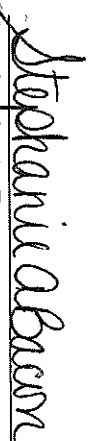
The foregoing Resolution was thereupon declared duly adopted.

ITEM #2 AUTHORIZATION TO BID

Supervisor Drozd requested authorization to bid out for Phase 1 of the sewer consolidation work. MDA Engineers will advertise for bids for this first phase of the project. Motion by Council Member Krzemien, to authorize MDA Engineers to advertise for bids for Phase 1 of the Craneridge/Kissing Bridge combined wastewater treatment plant project, seconded by Council Member Zittel. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder excused. Carried.

ITEM #3 MOTION TO ADJOURN

Motion by Supervisor Drozd, seconded by Council Member Zittel, to adjourn the meeting at 7:03 a.m. Council Members Drake, Zittel & Krzemien; Supervisor Drozd, voting aye. Council Member Snyder excused. Carried.


Stephanie A. Bacon
Deputy Town Clerk