

**EXECUTIVE SUMMARY  
SUPPLEMENTAL AGREEMENT #3**

**PIN 8762.48: Henry W. Dubois Pedestrian and Bicycle Improvement Project  
Highway Rehabilitation  
Town of New Paltz, Ulster County, NY**

This supplemental Consultant Agreement covers additional fees incurred during detailed design, the addition of the Construction and Construction Inspection phases, and the associated costs incurred for these efforts for the Henry W. Dubois Pedestrian and Bicycle Improvement Project after April 5, 2023. Alta Planning + Design, Inc. has been designated by the Town of New Paltz to progress this Locally Administered Federal-Aid project and has prepared the attached Supplemental Consultant Agreement, Scope of Services and Fee.

**Project Description:**

The project is intended to rehabilitate Henry W. Dubois Drive and improve the pedestrian and bicycle accommodations using a “Complete Streets” approach. The project length along Henry W. Dubois Drive is approximately 1.2 miles in length from NY Route 32 (North Chestnut St.) to North Putt Corners Road (CR 17). The roadway will be rehabilitated using asphalt milling and overlay with box-out widening as needed to widen the existing roadway. The existing drainage system will be rehabilitated as needed. Green storm water practices will be evaluated and incorporated where appropriate. All proposed facilities will meet applicable Federal and State design standards.

Throughout the life of the project, there has been additional time needed by the Consultant team to

1. adequately address comments received by the NYS Department of Transportation on the Advanced Detail Plan set (70% Plans) and PS&E set (100%),
2. coordinate with land owners on the impacts to the project and to secure grading releases for driveways reestablishments, plantings, and removal of hazardous trees,
3. coordinate with the surrounding projects that will ultimately have a direct impact on the Henry W. Dubois project,
4. Prepare a Public Interest Finding to allow the Department to authorize the release of a separate tree clearing contract in advance of the March 31, 2023 Indiana Bat winter tree clearing window,
5. field identify the proposed trees to be removed prior to the end of the Indiana Bat winter tree clearing window of March 31, 2023.

In addition, this supplemental covers the addition of the Construction Inspection and Construction phases to the contract, which are required for successful reimbursement of project funds related to construction activities. Note that two subconsultants are being added to the team; Creighton Manning Engineering, LLP (Construction Administration and Inspection) and Control Point Survey Associates, Inc. (tree survey marking). Control Point Survey Associates was formerly Brooks and Brooks Land Surveying prior to being acquired by CPSA.

**Schedule and Construction Cost**

Due to delays with the project, the overall schedule has been shifted. It is anticipated the project will be proceed to construction in the summer of 2023. The current State-Local Agreement notes contract completion by 12/31/2022. This date has been updated to 5/31/2024 to reflect the schedule delays incurred by the project. The project is currently programmed for \$2,742,000 on the NYSDOT STIP which includes \$275,000 for Preliminary and Final Engineering and \$275,000 for Construction and Construction Inspection. The programmed funding for construction (including construction inspection) is \$2.175 million in FFY 2022. This supplemental agreement is for \$372,713.

Original Contract =	\$376,538
SWA #1 =	\$123,000
SWA #2 =	\$ 40,000
SWA #3 =	<u>\$372,712</u>
Total =	\$912,250

**PIN 8762.48**  
**Henry W. Dubois Pedestrian and Bicycle Improvement Project**  
**Ulster County**

**Supplemental Agreement #3**  
**Scope of Services (SOS)**

**Section 1 - General**

**1.04 Categorization of Work**

Project work is generally divided into the following sections:

Section 1	General
Section 2	Data Collection & Analysis – Not Included
Section 3	Preliminary Design – Not Included
Section 4	Environmental – Not Included
Section 5	Right-of-Way – Not Included
Section 6	Detailed Design – Not Included
Section 7	Advertising, Bid Opening and Award – Not Included
Section 8	Construction Support
Section 9	Construction Inspection
Section 10	Estimating & Technical Assumptions

When specifically authorized in writing to begin work the **Consultant** will render all services and furnish all materials and equipment necessary to provide the **Sponsor** with reports, plans, estimates, and other data specifically described in Sections 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10.

**1.05 Project Familiarization**

This section left intentionally blank.

**1.06 Meetings**

This section left intentionally blank.

**1.07 Cost and Progress Reporting**

For the duration of this contract, the **Consultant** will prepare and submit to the **Sponsor** on a monthly basis a Progress Report in a format approved by the **Sponsor**. The Progress Report must contain the Cost Control Report.<sup>1</sup> The beginning and ending dates defining the reporting period must correspond to the beginning and ending dates for billing periods, so that this reporting process can also serve to explain billing charges. (In cases where all work under this contract is officially suspended by the **Sponsor**, this task will not be performed during the suspension period.)

**1.08 Policy and Procedures**

This section left intentionally blank.

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<sup>1</sup> <https://www.dot.ny.gov/plafap/view-document?id=1598>

### 1.09 Standards & Specifications

This section left intentionally blank.

### 1.10 Subconsultants

The **Consultant** will be responsible for:

- Coordinating and scheduling work, including work to be performed by subconsultants.
- Technical compatibility of a subconsultant's work with the prime consultant's and other subconsultants' work.

### 1.11 Subcontractors

This section left intentionally blank.

### 1.12 Project Management

Project Management is a continuous task necessary for the completion of the project and will continue through the duration of the contract.

#### 1. Management Plan

The **Consultant** will develop a project schedule showing the relationship of work items.

#### 2. Progress Meetings

To keep the **Sponsor** informed of project status and to gain input into the project, the **Consultant** will organize, prepare agenda, and conduct regular project management meetings. Following each meeting, the **Consultant** will prepare a meeting summary along with a list of action items.

#### 3. Monthly Progress Reports

The **Consultant** will prepare and submit to the **Sponsor** on a monthly basis a Progress Report in a format approved by the **Sponsor**. The beginning and ending dates defining the reporting period will, wherever applicable, correspond to the beginning and ending dates for billing periods, so that this reporting process can also serve to explain billing charges.

#### 4. Project Records and Files

The **Consultant** will maintain the project records and files for the Design and the contract. Project records will include status reports, meeting minutes, field notes, and other existing condition data, and plans, and specifications for progress and final submissions. The **Consultant** will turn over the project records and any equipment purchased using the project funds to the **Sponsor**.

## Section 2 - Data Collection and Analysis

This section left intentionally blank.

## Section 3 - Preliminary Design

This section left intentionally blank.

## Section 4 – Environmental

This section left intentionally blank.

## Section 5 - Right-of-Way

This section left intentionally blank.

## Section 6 - Detailed Design

### 6.02 Advance Detail Plans (ADP)

The **Consultant** will develop the approved design alternative to the ADP stage. At this stage all plans, specifications, estimates and other associated materials will be **90%** complete.

Advance Detail Plans will be in accordance with [Chapter 21 of the NYSDOT Highway Design Manual](#).<sup>3</sup>

ADP will be limited to: development of the stormwater treatment design plans for the project.

The ADP's are anticipated to include but are not limited to the following contract sheet drawings:

- Stormwater Pollution Prevention Control Plan – containing an Erosion and Sediment Control Plan component and a Stormwater Management component addressing (as appropriate) on-site capture of the “first-flush,” peak flow attenuation, and control of thermal discharges to cold water fishery streams.

The **Consultant** will modify the design to reflect the review of the ADP package.

### 6.03 Contract Documents (PS&E)

The **Consultant** will prepare a complete package of bid-ready contract documents specific to erosion and sediment control. The package will include:

Instructions to bidders.

Bid documents.

Contract language, including applicable federal provisions and prevailing wage rates.

Special notes.

Specifications.

Plans.

A list of supplemental information available to bidders (i.e., subsurface exploration logs, record as-built plans, etc.).

Other pertinent information.

The **Consultant** will submit the contract documents to the **Sponsor** for approval. Upon approval, the **Sponsor** will submit 3 copies of the contract bid documents to NYSDOT as described in the *PLAFAP Manual*.

### 6.04 Cost Estimate

The **Consultant** will develop, provide, and maintain the construction cost estimate for the project. The **Consultant** will update the estimate periodically and as necessary to

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<sup>3</sup> [https://www.dot.ny.gov/divisions/engineering/design/dqab/hdm/hdm-repository/Chapt\\_21.pdf](https://www.dot.ny.gov/divisions/engineering/design/dqab/hdm/hdm-repository/Chapt_21.pdf)

<sup>3</sup> [https://www.dot.ny.gov/divisions/engineering/design/dqab/hdm/hdm-repository/Chapt\\_21.pdf](https://www.dot.ny.gov/divisions/engineering/design/dqab/hdm/hdm-repository/Chapt_21.pdf)

incorporate significant design changes, and will develop and provide the final Engineer's Estimate, including all quantity computations.

#### **6.05 Utilities**

This section left intentionally blank.

#### **6.08 Information Transmittal**

This section left intentionally blank.

### **Section 7 - Advertisement, Bid Opening and Award**

This section left intentionally blank.

### **Section 8 - Construction Support**

The **Consultant** will provide design response to unanticipated or changed field conditions, analyze and participate in proposed design changes, and interpret design plans.

Work under this section will always be in response to a specific assignment from the **Sponsor** under one of the tasks below:

- In response to unanticipated and/or varying field conditions or changes in construction procedures, the **Consultant and subconsultant** will conduct on-site field reconnaissance and, where required, prepare Field Change Sheets modifying pertinent contract plan sheets.
- The **Consultant and subconsultant** will analyze and make recommendations on the implementation of changes proposed by the **Sponsor** or the construction contractor. This does not include the Work Zone Traffic Control Plan.
- The **Consultant** will interpret and clarify design concepts, plans and specifications.
- The **Consultant** will review and approve shop drawings for construction.

Not reimbursable under this Section are:

- Corrections of design errors and omissions
- Straightforward interpretations of plans and designer intentions

### **Section 9 - Construction Inspection**

#### **9.01 Equipment**

The **Contractor** will furnish office space and basic office furnishings for the **Consultant and subconsultant**, as part of the contract.

The **Subconsultant (Creighton Manning Engineering)** will furnish all other office, field and field laboratory supplies and equipment required to properly perform the inspection services listed below.

#### **9.02 Inspection**

The **Subconsultant (Creighton Manning Engineering)** must provide, to the satisfaction of the **Sponsor**, contract administration and construction inspection services from such time as directed to proceed until the completion of the final agreement and issuance of final payment for the contract. The **Subconsultant (Creighton Manning Engineering)** must assume responsibility, as appropriate, for the administration of the contract including

maintaining complete project records, processing payments, performing detailed inspection work and on-site field tests of all materials and items of work incorporated into the contract consistent with federal policies and the specifications and plans applicable to the project.

**9.03 Municipal Project Manager**

This Project Manager will be the **Municipality's** official representative on the contract and the **Consultant and subconsultant** must report to and be directly responsible to said Project Manager.

**9.04 Ethics**

Prior to the start of work, the **Consultant and subconsultant** will submit to the **Sponsor** a statement regarding conflicts of interest.

**9.05 Health and Safety Requirements**

The **Consultant and subconsultant** must provide all necessary health and safety related training, supervision, equipment and programs for their inspection staff assigned to the project.

**9.06 Staff Qualifications and Training**

The **Subconsultant** must provide sufficient trained personnel to adequately and competently perform the requirements of this agreement. The **Subconsultant** will recommend inspectors to the Sponsor for approval prior to their assignment to the project. Resumes, proof of required certification and the proposed initial salary shall be furnished. The Sponsor may want to interview before approval, and reserves the right to disapprove any application. The employment of all consultant personnel is conditional, subject to satisfactory performance, as determined by the Sponsor.

For all construction inspection agreements, it is mandatory that all technician personnel be identified by the National Institute for Certification in Engineering Technologies (NICET) certification levels in the staffing tables. In addition, all Transportation Engineering Technicians-Construction assigned to the project at and above level III, Engineering and Senior Engineering Technicians, must be certified by NICET. Transportation Engineering Technicians-Construction below level III assigned to the project must have successfully completed the General Work Element requirements and at least those Special Work Elements which apply to their specific project assignments at the level of their rating.

In lieu of the NICET certification requirements, the Sponsor may accept evidence that the person proposed for employment (1) has satisfactorily performed similar duties as a former NYS Department of Transportation (NYSDOT) employee or (2) has a combination of education and appropriate experience commensurate with the scope of the position in question.

Technicians employed by the **consultant** that perform field inspection of Portland cement concrete shall possess a current certification from the American Concrete Institute (ACI) as a Concrete field-testing Technician-Grade 1, or have completed all of the following NICET work elements, which are equivalent to the ACI certification:

NICET LEVEL	NICET CODE	NICET WORK ELEMENT
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I	82019	Sample Fresh Concrete
I	82020	Slump Test
II	84068	Air Content, Pressure
II	84069	Air Content, Gravimetric
II	84070	Air Content, Volumetric
II	84076	Field Prepared Test Specimens

Inspectors designated as the responsible person in charge of work zone traffic control must have sufficient classroom training, or a combination of classroom training and experience, to develop needed knowledge and skills. Acceptable training should consist of a formal course presented by a recognized training program which includes at least two full days of classroom training. A minimum of two days classroom training is normally required, although one day of classroom training plus responsible experience may be considered. Recognized training providers include American Traffic Safety Services Association (ATSSA), National Safety Council (NSC), Federal Highway Administration's National Highway Institute (FHWA-NHI), and accredited colleges and universities with advanced degree programs in Civil/Transportation/Traffic Engineering. Former DOT employees may be considered on the basis of at least one day of formal classroom training combined with responsible Work Zone Traffic Control experience.

Technicians employed by the **subconsultant** who perform field inspection of geotechnical construction (earthwork), including, but not limited to embankment construction, subbase placement, structure and culvert backfill placement, and testing of earthwork items for in-place density and/or gradation, shall possess a current certification and/or proof of training from the following organization:

North East Transportation Technician Certification Program (NETTCP) Soils and Aggregate Inspector Certification. An alternative to the certification/training listed above would be proof of previous training (within the past 5 years) of the NYSDOT Earthwork Inspectors School, given by the Department's Geotechnical Engineering Bureau.

## 9.07 Scope of Services/Performance Requirements

### A. Quality

The Consultant and subconsultant will enforce the specifications and identify in a timely manner to the **Sponsor** local conditions, methods of construction, errors on the plans or defects in the work or materials which would conflict with the quality of work, and conflict with the successful completion of the project.

### B. Record Keeping & Payments to the Contractor

1. All records must be kept in accordance with the directions of the **Sponsor and must be consistent with the requirements of the [NYSDOT Manual of Uniform Recordkeeping \(MURK\)](#).**<sup>4</sup> The **subconsultant** must take all measurements and collect all other pertinent information necessary to prepare daily inspection reports, monthly and final estimates, survey notes, record plans showing all changes from contract plans, photographs of various phases

<sup>4</sup> <https://www.dot.ny.gov/main/business-center/contractors/construction-division/forms-manuals-computer-applications-general-information>

of construction, and other pertinent data, records and reports for proper completion of records of the contract.

2. Any record plans, engineering data, survey notes or other data provided by the Sponsor should be returned to the Sponsor at the completion of the contract. Original tracings of record plans, maps, engineering data, the final estimate and any other engineering data produced by the Consultant will bear the endorsement of the Consultant. Any documents that require an appropriate review and approval of a Professional Engineer (P.E.) licensed and registered to practice in New York State must be signed by the P.E.
3. The **Subconsultant** must submit the final estimate of the contract to the **Sponsor** within four (4) weeks after the date of acceptance of the contract. All project records must be cataloged, indexed, packaged, and delivered to the **Sponsor** within five (5) weeks after the date of the acceptance of the contract.

C. Health & Safety/Work Zone Traffic Control

1. The **Subconsultant** must ensure that all inspection staff assigned to the project are knowledgeable concerning the health and safety requirements of the contract per **Sponsor** policy, procedures and specifications and adhere to all standards. Individual inspectors must be instructed relative to the safety concerns for construction operations they are assigned to inspect to protect their personal safety, and to ensure they are prepared to recognize and address any contractor oversight or disregard of project safety requirements.
2. The **Subconsultant** is responsible for monitoring the Contractor's and Subcontractor's efforts to maintain traffic and protect the public from damage to person and property within the limits of, and for the duration of the contract.

D. Monitoring Equal Opportunity/Labor Requirements

The **Subconsultant** must assign to one individual the responsibility of monitoring the Contractor's adherence to Equal Opportunity and Labor requirements contained in the contract. When monitoring the Contractor's Equal Opportunity and Labor compliance, the Consultant, will utilize the guidance contained in the contract, standard specifications and the **Sponsor's** policies. The Consultant is also to input required disadvantaged business enterprise (DBE) information into the NYSDOT maintained [Equitable Business Opportunities \(EBO\) database](https://www.dot.ny.gov/dotapp/ebo)<sup>5</sup>.

## Section 10 - Estimating and Technical Assumptions

### 10.01 Estimating Assumptions

The following assumptions have been made for estimating purposes:

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<sup>5</sup> <https://www.dot.ny.gov/dotapp/ebo>



Section 1

- Estimate 4 additional cost and progress reporting periods will occur once construction has commenced.
- Estimate 0 meetings or correspondence from Alta to private landowners. Alta coordinated with 23 landowners on an individual basis regarding the proposed project, landscaping concerns, coordinating grading releases, etc. which was beyond the scope in the prior agreements. It is assumed that any additional property coordination will be completed by the Town/Village.
- Estimate 0 meetings or correspondence from Alta to NYSDOT, the Village, or other consultants regarding other adjacent projects. Significant coordination was conducted by Alta to ensure a cohesive end product with the five projects near the corridor which was beyond the scope in prior agreements. It is assumed that any additional coordination will be completed with the Town/Village or on-site by the resident engineer.
- Estimate up to 4 hours coordinating between Alta and Creighton Manning for the purposes of handing the project off to Creighton Manning.

Section 2 Intentionally Left Blank.

Section 3 Intentionally Left Blank.

Section 4 Intentionally Left Blank.

Section 5 Intentionally Left Blank.

Section 6 Assume no new comments will be received from any reviewing agencies resulting in design changes. Several comments received throughout the review periods resulted in significant changes that increased the project construction cost and time required to modify the design. These changes came late in the design process and were received several months after the initial submission.

Assume no additional restrictions are put in place on the project as a result of tree removals. A public interest finding was prepared to issue a separate tree clearing contract before the winter tree cutting window closed, which was not included in any prior agreements.

Assume no additional tree markings or identification of tree clearing limits will be required. A request for marking trees resulted in the addition of Control Point Associates to mark trees for removal. In addition, coordination with the tree clearing contractor, adjacent landowners, and the Sponsor resulted in time that was not included in any prior agreements.

Section 7 Intentionally Left Blank.

Section 8 Estimate that **Consultant** will attend up to 3 in-person site visits during key construction time frames as determined by the resident engineer, Town and Alta.

Estimate 1 in person pre-construction meeting to be held between **Consultant, Sponsor, and Contractor.**

Construction Support will include:

- Providing technical support during construction on questions relating to the design.
- Review of shop drawings (if necessary).
- Providing responses to submittals.

Estimate 5 requests that require effort will be made during the construction phase of the project as requested by the **Sponsor** or **Contractor** on an hourly not-to-exceed basis.

Section 9 Estimate that **Consultant** will provide up to six (6) months of full-time construction inspection services during the 2023 calendar year for one shift per week day plus up to four (4) weeks of project closeout. Inspection staff provided will be limited to the following roles:

- One (1) Engineer-in-charge
- One (1) Office Engineer
- One (1) Construction Inspector

Estimate construction will begin on June 12, 2023 and will be completed by December 22, 2023.

## 10.02 Technical Assumptions

The following Technical Assumptions have been made for estimating purposes:

### Section 1 General:

- Any addition grading releases to be obtained, property owner calls, clarifications, or providing supplemental information will be handled by the Town.
- Monthly progress meetings will be replaced by on-site construction meetings once the Pre-construction meeting is held.
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### Section 2 Data Collection and Analysis

### Section 3 Preliminary Design

### Section 4 Environmental

### Section 5 Right-of-Way

### Section 6 Detailed Design

**Section 7 Advertisement, Bid Opening and Award**

**Section 8 Construction Support**

- Assume that construction administration services as requested by the **Sponsor** or **Contractor** will be billed on an hourly not-to-exceed basis. Where feasible, it is assumed that the on-site Construction inspection staff will handle revisions as much as possible.
- Tasks expected include RFI responses, submittals and shop drawing reviews.
- All contractor coordination and design requests will be handled through Resident Engineer.

**Section 9 Construction Inspection**

- Engineer-in-charge shall be a NICET Level 4 equivalent or higher
- Office Engineer shall be a NICET Level 2 equivalent or higher
- Senior Construction Inspector shall be a NICET Level 3 or higher

**Attachment C  
Summary of Costs**

**Alta Planning + Design, Inc.  
PIN 8762.48  
Henry W. Dubois Drive Bike & Pedestrian Lanes Project  
Town of New Paltz, Ulster County, New York**

		PIN 8762.48.121 (Design)	PIN 8762.48.321 (Construction Inspection and Support)	PIN 8762.48 Total
Item I, Direct Technical Salaries (estimated) (subject to audit)	Office	\$ 16,074	\$ 9,183	\$ 25,257
				\$ -
				\$ 25,257
Item IB, Direct Technical Salaries Premium Portion of Overtime (estimated) (subject to audit)		\$ -	\$ -	\$ -
Item II, Direct Non-Salary Cost (estimated) (subject to audit)		\$ -	\$ 492	\$ 492
Item II, Direct Non-Salary Cost (estimated) (Sub-Contractor Cost) (subject to audit)		\$ -		\$ -
Item IV, Overhead (estimated) (subject to audit)	Office (180.6%)	\$ 29,029	\$ 16,584	\$ 45,613
		\$ -		\$ -
				\$ 45,613
Item V, Fixed Fee (negotiated) (11%)		\$ 4,961	\$ 2,889	\$ 7,850
Item II, Direct Non-Salary Cost (estimated) (Sub-Consultant Cost) (subject to audit)		\$ 7,500	\$ 286,000	\$ 293,500
	OSPA	\$ -		
	Control Point Associates, Inc.	\$ 7,500.00		
	LaBella	\$ -		
	Beckmann Appraisals, Inc	\$ -		
	Tectonic Engineering	\$ -		
	Creighton Manning Engineering, LLP	\$ 286,000.00		
<b>ITEM VI - Maximum Amount Payable</b>		\$ 57,564	\$ 315,148	\$ 372,712

**Attachment C**  
**Staffing Table**  
**Alta Planning + Design, Inc.**  
**Henry W. Dubois Drive Bike & Pedestrian Lanes Project**  
**Town of New Paltz, Ulster County, New York**

JOB TITLE	ASCE (A) OR NICET (N) GRADE		Project Familiarization	Meetings	Cost and Reporting	Subconsultants	Subcontractors	Project Management	Design Survey	Design Mapping	Determination of Existing Conditions	Accident Data and Analysis	Traffic Counts	Capacity Analysis	Future Plans Coordination	Soil Investigations	Hydraulic Analysis	Bridges to be Rehabilitated	Pavement Evaluation	SUB- TOTAL HOURS THIS SHEET	AVG HRLY RATE (Mid- Point)	TOTAL DL THIS SHEET	
			1.05	1.06	1.07	1.10	1.11	1.12	2.01	2.02	2.03	2.04	2.05	2.06	2.07	2.08	2.09	2.10	2.11				
Sr. Principal	1	0																			0	\$ 126.76	\$ -
Principal	2	0																			0	\$ 106.20	\$ -
Sr. Associate, Principal	3	0																			0	\$ 95.74	\$ -
Sr. Associate, Principal	4	0																			0	\$ 88.01	\$ -
Sr. Associate, Principal	5	0																			0	\$ 81.86	\$ -
Sr. Associate, Principal	6	0																			0	\$ 74.60	\$ -
Sr. Associate, Principal	7	0			4	4		4													12	\$ 68.92	\$ 827.04
Assoc., Sr. Assoc.	8	0																			0	\$ 63.88	\$ -
Assoc., Sr. Assoc.	9	0																			0	\$ 58.74	\$ -
Assoc., Sr. Assoc.	10	0																			0	\$ 53.48	\$ -
Senior, Associate	11	0																			0	\$ 48.71	\$ -
Senior, Associate	12	0																			0	\$ 45.65	\$ -
Senior, Associate	13	0																			0	\$ 42.02	\$ -
Level 1, Senior	14	0																			0	\$ 39.06	\$ -
Level 1, Senior	15	0																			0	\$ 34.35	\$ -
Level 1, Level 2	16	0																			0	\$ 39.23	\$ -
<b>TOTAL</b>			<b>0</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>		<b>\$ 827.04</b>

**Attachment C**  
**Staffing Table (Continued)**  
**Alta Planning + Design, Inc.**  
**Henry W. Dubois Drive Bike & Pedestrian Lanes Project**  
**Town of New Paltz, Ulster County, New York**

JOB TITLE	ASCE (A) OR NICET (N) GRADE		Preliminary Bridge Design	Advance Detail Plans (ADP)	Contract Documents	Cost Estimate	Utilities	Railroads	Information Transmittal	Advertisement	Bid Opening (Letting)	Award	SUB- TOTAL HOURS THIS SHEET	TOTAL HOURS	AVG HRLY RATE (Mid- Point)	TOTAL DIRECT LABOR THIS SHEET	TOTAL DIRECT LABOR
			6.01	6.02	6.03	6.04	6.05	6.06	6.08	7.01	7.02	7.03					
Sr. Principal	1	0			2								2	2	\$ 126.76	\$ 253.52	\$ 253.52
Principal	2	0											0	0	\$ 106.20	\$ -	\$ -
Sr. Associate, Principal	3	0											0	0	\$ 95.74	\$ -	\$ -
Sr. Associate, Principal	4	0											0	0	\$ 88.01	\$ -	\$ -
Sr. Associate, Principal	5	0			8	2							10	10	\$ 81.86	\$ 818.60	\$ 818.60
Sr. Associate, Principal	6	0											0	0	\$ 74.60	\$ -	\$ -
Sr. Associate, Principal	7	0		4	40	12							56	68	\$ 68.92	\$ 3,859.52	\$ 4,686.56
Assoc., Sr. Assoc.	8	0											0	0	\$ 63.88	\$ -	\$ -
Assoc., Sr. Assoc.	9	0		4	76	16							96	96	\$ 58.74	\$ 5,639.04	\$ 5,639.04
Assoc., Sr. Assoc.	10	0											0	0	\$ 53.48	\$ -	\$ -
Senior, Associate	11	0		16	56	24							96	96	\$ 48.71	\$ 4,676.16	\$ 4,676.16
Senior, Associate	12	0											0	0	\$ 45.65	\$ -	\$ -
Senior, Associate	13	0											0	0	\$ 42.02	\$ -	\$ -
Level 1, Senior	14	0											0	0	\$ 39.06	\$ -	\$ -
Level 1, Senior	15	0											0	0	\$ 34.35	\$ -	\$ -
Level 1, Level 2	16	0											0	0	\$ 39.23	\$ -	\$ -
<b>TOTAL</b>			<b>0</b>	<b>24</b>	<b>182</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260</b>	<b>272</b>		<b>\$ 15,246.84</b>	<b>\$ 16,073.88</b>

**Attachment C**  
**Staffing Table (Continued)**  
**Alta Planning + Design, Inc.**  
**Construction Inspection and Support Staffing Table**  
**PIN 8762.48.321**  
**Henry W. Dubois Drive Bike & Pedestrian Lanes Project**  
**Town of New Paltz, Ulster County, New York**

JOB TITLE	ASCE (A) OR NICET (N) GRADE	Construction Support	Construction Inspection	Construction Administration	TOTAL HOURS THIS SHEET	AVG HRLY RATE (Mid- Point)	TOTAL DIRECT LABOR THIS SHEET
		8.01	9.02	9.03			
Sr. Principal	1				0	\$ 126.76	\$ -
Principal	2				0	\$ 106.20	\$ -
Sr. Associate, Principal	3				0	\$ 95.74	\$ -
Sr. Associate, Principal	4				0	\$ 88.01	\$ -
Sr. Associate, Principal	5	4			4	\$ 81.86	\$ 327.44
Sr. Associate, Principal	6				0	\$ 74.60	\$ -
Sr. Associate, Principal	7	48			48	\$ 68.92	\$ 3,308.16
Assoc., Sr. Assoc.	8				0	\$ 63.88	\$ -
Assoc., Sr. Assoc.	9	48			48	\$ 58.74	\$ 2,819.52
Assoc., Sr. Assoc.	10				0	\$ 53.48	\$ -
Senior, Associate	11	56			56	\$ 48.71	\$ 2,727.76
Senior, Associate	12				0	\$ 45.65	\$ -
Senior, Associate	13				0	\$ 42.02	\$ -
Level 1, Senior	14				0	\$ 39.06	\$ -
Level 1, Senior	15				0	\$ 34.35	\$ -
Level 1, Level 2	16				0	\$ 39.23	\$ -
					0	\$ -	\$ -
<b>TOTAL</b>		<b>156</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>156</b>	<b>\$ 9,182.88</b>

**Attachment C  
Salary Schedule**

**Alta Planning + Design, Inc.  
PIN 8762.48**

**Henry W. Dubois Drive Bike & Pedestrian Lanes Project  
Town of New Paltz, Ulster County, New York**

Job Title	ASCE (A)	Average Hourly Rates				Maximum Hourly Rate			Overtime Category
	OR NICET (N) GRADE	Present 2023	Projected 2024	Projected 2025	Contract Midpoint	2023	2024	2025	
Sr. Principal	1	\$ 122.47	\$ 126.76	\$ 131.20	\$ 126.76	\$ 129.55	\$ 134.73	\$ 140.12	A
Principal	2	\$ 102.61	\$ 106.20	\$ 109.92	\$ 106.20	\$ 102.61	\$ 106.71	\$ 110.98	A
Sr. Associate, Principal	3	\$ 92.50	\$ 95.74	\$ 99.09	\$ 95.74	\$ 96.15	\$ 100.00	\$ 104.00	A
Sr. Associate, Principal	4	\$ 85.03	\$ 88.01	\$ 91.09	\$ 88.01	\$ 87.00	\$ 90.48	\$ 94.10	A
Sr. Associate, Principal	5	\$ 79.09	\$ 81.86	\$ 84.73	\$ 81.86	\$ 81.78	\$ 85.05	\$ 88.45	A
Sr. Associate, Principal	6	\$ 72.08	\$ 74.60	\$ 77.21	\$ 74.60	\$ 74.66	\$ 77.65	\$ 80.76	A
Sr. Associate, Principal	7	\$ 66.59	\$ 68.92	\$ 71.33	\$ 68.92	\$ 68.19	\$ 70.92	\$ 73.76	A
Assoc., Sr. Assoc.	8	\$ 61.72	\$ 63.88	\$ 66.12	\$ 63.88	\$ 62.83	\$ 65.34	\$ 67.95	A
Assoc., Sr. Assoc.	9	\$ 56.75	\$ 58.74	\$ 60.80	\$ 58.74	\$ 58.13	\$ 60.46	\$ 62.88	A
Assoc., Sr. Assoc.	10	\$ 51.67	\$ 53.48	\$ 55.35	\$ 53.48	\$ 53.85	\$ 56.00	\$ 58.24	A
Senior, Associate	11	\$ 47.06	\$ 48.71	\$ 50.41	\$ 48.71	\$ 49.26	\$ 51.23	\$ 53.28	A
Senior, Associate	12	\$ 44.11	\$ 45.65	\$ 47.25	\$ 45.65	\$ 45.43	\$ 47.25	\$ 49.14	A
Senior, Associate	13	\$ 40.60	\$ 42.02	\$ 43.49	\$ 42.02	\$ 42.40	\$ 44.10	\$ 45.86	A
Level 1, Senior	14	\$ 37.74	\$ 39.06	\$ 40.43	\$ 39.06	\$ 38.96	\$ 40.52	\$ 42.14	A
Level 1, Senior	15	\$ 33.19	\$ 34.35	\$ 35.55	\$ 34.35	\$ 36.18	\$ 37.63	\$ 39.14	A
Level 1, Level 2	16	\$ 37.90	\$ 39.23	\$ 40.60	\$ 39.23	\$ 96.15	\$ 100.00	\$ 104.00	A

**NOTES**

Hourly rates shall not exceed those shown above or the current NYSDOT Maximum Allowable.

**OVERTIME POLICY**

Category A - No overtime compensation.

Category B - Overtime compensated at straight time rate.

Category C - Overtime compensated at straight time rate x 1.50.

*Overtime applies to hours worked in excess of the normal working hours of 40 hours per week.*



**Attachment C**  
**Estimate of Direct Non-Salary Costs**  
**Construction Inspection and Support Staffing Table**

Alta Planning + Design, Inc.

PIN 8762.48.321

**Henry W. Dubois Drive Bike & Pedestrian Lanes Project**  
**Town of New Paltz, Ulster County, New York**

**1. Travel**

<u>Mileage</u>	<u>trips</u>	<u>miles per</u>							
Site/Meeting	4	100	miles/trip	400	@	\$	0.655	\$	262.00
Tolls	<u>Two-way</u>								
	4	\$	<u>Trips</u>	4.00	cost/trip				\$ 16.00
									<b>Total Travel</b> <u>\$ 278.00</u>

**2. Reproduction, Drawings & Report**

	<u>Qty</u>	<u>sheets/set</u>							
Drawings	2	143	sheets/set	286	@	\$	0.40	\$	114.40
Reports		90	sheets/set	0	@	\$	0.20	\$	-
Presentation Materials		14	sheets/set	0	@	\$	20.00	\$	-
Project Manuals	2			2	@	\$	50.00	\$	100.00
									<b>Total Reproduction, Drawings &amp; Report:</b> <u>\$ 214.40</u>

**Total Direct Non-Salary Costs:** \$ 492.40