

TOWN OF PLATTSBURGH
TOWN BOARD ORGANIZATIONAL MEETING
January 5, 2023

Resolution No. 023-028

**Publish a Request for Proposals
(RFP) Intended for Professional
Planning, Codes, Engineering and
Consulting Services for the
Planning & Codes Departments**

WHEREAS, the Town of Plattsburgh is seeking proposals from qualified registered engineering firms in New York State to provide professional engineering, consulting, and related services for the Planning & Community Development and Codes Departments; and

WHEREAS, bidders should be familiar with the programs and regulations relative to administration, financial management, code review, environmental review, and economic development surveys, studies, reports design, specifications and bid documents, construction inspection, grant applications and project administration on road projects, traffic analysis, water, wastewater, storm water and environmental projects, zoning analysis, and related engineering services; and

WHEREAS, The Town of Plattsburgh will rank the responses received on an evaluation of the firm's ability to provide services to municipal clients, technical skills, experience and reference information. The Town of Plattsburgh reserves the right to reject any or all proposals and to conduct interviews at its sole discretion. Responses must be sealed and marked Professional Planning, Codes, and Consulting Services and received at the Town of Plattsburgh by 2:00 pm, on February 8, 2023. Responses must also be submitted digitally to the Planning & Community Development Department at trevorc@townofplattsburgh.org. Additional information regarding this Request for Proposals may be obtained by calling the Town Clerk at 562-6832 during business hours Monday – Friday or going to the Town of Plattsburgh website: www.townofplattsburgh.org; now, therefore it is

RESOLVED, that the Town Board of the Town of Plattsburgh does hereby authorize the Supervisor to solicit and receive informal bid proposals for professional planning, codes, engineering and consulting services to administer and deliver the scope of services, and that the Town Clerk post notice on the Town's Clerks bulletin board and post on the Town's Website; and, it is further

RESOLVED, that a copy of this Resolution be given to the Town Planning & Community Development and Codes Enforcement Office Department Heads, and the Town Clerk.

Motion:

Seconded by:

Discussion:

| <u>Yes</u> | <u>No</u> | <u>Absent</u> | <u>Carried</u> | <u>Tabled</u> |
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|---------------------------|--|--|--|--|
| Thomas E. Wood | | | | |
| Barbara E. Hebert | | | | |
| Charles A. Kostyk | | | | |
| Dana M. Isabella | | | | |
| Michael S. Cashman | | | | |