

Meeting date: 02/27/2023  
Resolution #: 02/02/2023

**RESOLUTION AUTHORIZING SCOPE OF WORK ADJUSTMENTS  
RELATED TO THE SERVICES PROVIDED BY SAGE AND COOMBE  
ARCHITECTS LLC FOR THE NEW DPW FACILITY**

**WHEREAS**, the Village of Sleepy Hollow (the “Village”) and the Sleepy Hollow Local Development Corporation (the “Corporation”) are financing a project known as Sleepy Hollow Common on the East Parcel of the former General Motors site (“Sleepy Hollow Common”); and

**WHEREAS**, a part of the Sleepy Hollow Common project includes a new facility for the use of the Department of Public Works (the “Project” or the “DPW Facility”); and

**WHEREAS**, the Corporation retained Sage and Coombe Architects LLP (“Sage and Coombe”) to provide design services for the Project, which includes the master planning of the DPW Facility to include future building phases (the “Work”); and

**WHEREAS**, Sage and Coombe began the Work in September, 2021; and

**WHEREAS**, pursuant to a resolution dated April 25, 2022, the Corporation amended (i) the scope of the Work, (ii) the schedule for the Work, and (iii) the budget for the Work (together, the “Amended Scope”), all as more fully described in Additional Service Requests #01A and #01B, dated March 22, 2022 and revised April 11, 2022; and

**WHEREAS**, pursuant to Additional Service Request #03, dated February 16, 2023, attached hereto as Exhibit A, Sage and Coombe informed the Corporation that the Village had requested changes to the Project necessitating electrical engineering and architectural services (the “Electrical Engineering Work”), which were not previously contemplated; and

**WHEREAS**, certain services included in the Amended Scope were not utilized, leaving a surplus in the already allocated budget for the Work in the amount of \$34,400.00 (the “Surplus”); and

**WHEREAS**, the cost of the Electrical Engineering Work is \$20,155.76; and

**WHEREAS**, the Corporation desires to authorize payment for the Electrical Engineering Work from the Surplus; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Directors of the Corporation as follows:

Section 1. The Corporation hereby authorizes an amount not to \$20,155.76 of the Surplus to be reallocated to pay for the Electrical Engineering Services. The remaining \$14,244.24 will not be expended at this time.

Section 2. The Corporation hereby authorizes the Chairman, Vice Chairman and/or the Chief Executive Officer of the Corporation, on behalf of the Corporation, to negotiate, execute and deliver an amendment to the agreement with Sage for the Work based upon Additional Service Requests #03, dated February 16, 2023, along with related documents, in such form as prepared and approved by counsel to the Corporation and as approved by the Chairman, Vice Chairman and/or the Chief Executive Officer.

Section 3. The officers, employees and agents of the Corporation are hereby authorized and directed for and in the name and on behalf of the Corporation to do all acts and things required and to execute and deliver all such certificates, deeds, notices, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Corporation with all of the terms, covenants and provisions of the documents executed for and on behalf of the Corporation.

Section 4. These resolutions shall take effect immediately.

On motion duly made by Director Scarpati and seconded by Director Wray, the forgoing resolution was placed before the Board of Directors of the Corporation and voted:

	Aye	Nay	Abstain	Absent
Kenneth Wray	X			
Anthony Scarpati	X			
Michael Dawley	X			
Teresa Oeste-Villavieja	X			

Motion carried 4-0.



EXHIBIT A

February 16, 2023

Michael Dawley, CEO  
Sleepy Hollow Local Development Corporation  
28 Beekman Avenue  
Sleepy Hollow NY 10591

Re: Sleepy Hollow DPW Facility Additional Service Request 03

Dear Michael,

As Requested by the Village attached are fees for making changes to the construction documents to incorporate full generator power backup for the DPW facility and revisions to the lighting controls.

The construction documents were designed to provide a 125KW emergency generator that would provide power for the emergency lights, gas station, roll-down gates, and security system. Based on the NYS Building codes, the project does not require a generator. The design team studied and provided options at the end of the construction document phase to provide full emergency power for the facility and an option with a 450KW generator was chosen as the preferred option. This requires fire protection, fire alarm, and electrical and architectural changes.

In addition to the above the team is revising the exterior lighting controls to provide multiple zones that require revisions to the electrical circuiting.

The additional fee is summarized as follows:

Electrical Engineering	\$15,155.76 (proposal attached)
Architectural	\$5,000
<b>Total</b>	<b>\$20,155.76</b>

Please note that ASR-01B which was approved has a remaining total of \$34,400 that was determined too not to be necessary.

Please refer to the original Agreement for conditions relating to applicable reimbursable expenses, exclusions, and general terms and conditions.

If you have any questions regarding this additional services request, please do not hesitate to contact us.

\* \* \*

Except as expressly modified by this Additional Service Request No3, all of the terms, conditions, and covenants in the Agreement shall remain in full force and effect.

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Michael Dawley, CEO  
Sleepy Hollow Local Development Corporation



Attachment Shenoy Engineering Proposal

David W. Hess  
Associate Partner  
Sage and Coombe Architects LLP

