

**Business of the Village Board
Village of Saranac Lake**

SUBJECT: LaBella Contract Amendment

Date: 11-27-2023

DEPT OF ORIGIN: Village Manager

Bill # 154-2023

DATE SUBMITTED 11-17-2023

EXHIBITS: _____

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE
REQUIRED: \$

AMOUNT
BUDGETED: \$

APPROPRIATION
REQUIRED:

SUMMARY STATEMENT

Resolution authorizing contract amendment with LaBella for Consulting Services

RECOMMENDED ACTION

MOVED BY: Shapiro

SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS

yes

TRUSTEE BRUNETTE

yes

TRUSTEE CATILLAZ

yes

TRUSTEE SCOLLIN

yes

TRUSTEE SHAPIRO

yes



CONTRACT MODIFICATION SHORT FORM

DATE: November 3, 2023
CLIENT: Village of Saranac Lake
PROJECT: Application Review Services
TASK TITLE: Development Code Administration Services

PROPOSAL #:
PROJECT #: 2222500
PHASE NUMBER: 1, 2, and 3

DESCRIPTION OF SCOPE/BUDGET CHANGE:

LaBella Associates (LaBella) will continue to provide Development Code Services for the Village of Saranac Lake in accordance with Development Code procedures. Specifically, LaBella will review short-term, rental, subdivision, site plan, special use permit, and variance applications, and administer SEQRA. LaBella will coordinate with each applicant as necessary, determine the completeness of each application, and prepare staff reports for Development Board review and consideration. LaBella will be available to answer questions from the Village Code Enforcement Officer and other Village Officials and attend Development Board meetings to discuss each project, answer questions, and advise on conditions and approvability.

This Contract Modification Short Form is considered an extension of our original Agreement for this project dated May 20, 2022

All terms & conditions of the original Agreement apply to this Contract Modification. This Contract Modification shall only be valid for 30 days.

AS REQUESTED BY: Required to continue providing services

SCHEDULE: START DATE: November 3, 2023 COMPLETION DATE: To be identified by the Village of Saranac Lake

PREVIOUSLY-APPROVED BUDGET/FEE FOR THIS TASK: \$ 22,771.25

BUDGET/FEE FOR THIS CONTRACT MODIFICATION:

LABOR: [] LUMP SUM FEE: --- OR --- \$ 0

[x] TIME AND MATERIALS ESTIMATE: \$ 10,000 Billed hourly, not to exceed.

SUB-CONSULTANT ESTIMATE: \$ 0

REIMBURSABLE EXPENSES ESTIMATE: \$ 0

TOTAL REVISED BUDGET/FEE: \$ 32,771.25

REVISED TOTAL BUDGET/FEE FOR THIS TASK: \$ 32,771.25

ADDITIONAL RETAINER REQUIRED: \$ 0

Please review and call with any questions. Receipt of this signed Contract Modification and any additional retainer required above will be authorization to schedule the performance of this work. We look forward to working with you on this project.

PREPARED BY: Matthew G. Rogers

CLIENT AUTHORIZATION: [Signature]
PRINTED NAME: BACHANA TSIVAKIS

DATE: 11/28/2023

COMMENTS/DIRECTION:

CC: Chris Round, VP Planning