



Established 1919

Construction Management

Owners Representative

General Contracting

Consulting

September 6, 2024

Ossining Public Library

Pre-Project Bond Referendum

Project Management Services





CONSTRUCTION MANAGEMENT
OWNER'S REPRESENTATIVE
CONSULTING
GENERAL CONTRACTING

CALGI CONSTRUCTION COMPANY, INC.
56 Lafayette Avenue, Suite 350
White Plains, New York 10603
TEL: 914-682-9423
FAX: 914-682-9420
E-MAIL: dcalgi@calgiconstruction.com
www.calgiconstruction.com

September 6, 2024

Karen LaRocca-Fels, Library Director
Molly Robbins, Asst. Library Director
Ossining Public Library
53 Croton Ave.
Ossining, NY 10562

Dear Ms. LaRocca-Fels & Ms. Robbins,

Calgi Construction Company is pleased to submit our qualifications to provide Pre-Project Bond Referendum Project Management Services for the Ossining Public Library. We have successfully managed many complex renovation and construction projects over the years for many educational institutions, library facilities and municipalities in the tri-state area.

Our management team will consist of individuals who have the background and qualifications in the construction and management of educational facilities and the needed experience working with the SED. Our involvement in managing public projects and coordinating various Prime Contractors (under NY State Wicks Law for Public Construction) will be invaluable to the Library's project.

We take special pride in helping to build and renovate educational facilities that nurture the children and young adults who live within our communities to improve their overall quality of life. Our focus is to deliver successful, high-quality, safe projects that will result in facilities students, staff and the community can take pride in.

Provided within our proposal is our Company Profile detailing our work with educational facilities, Project Experience, Project Team, Project Approach & Management Plan and Construction Management Fees & Services encompassing our understanding of our role as Construction Manager.

We appreciate the opportunity to be considered for this project and look forward to speaking with you about becoming an integral part of the project team.

Very truly yours,

Dominic Calgi
President

Celebrating Over a Century of Construction Services

Member: Construction Management Association of America

TABLE OF CONTENTS

- **Introduction**
- **Experience & Reference Information**
- **Project Team & Management Plan**
 - Organizational Chart
 - Resumes
 - Statement of Methodology
 - Project Approach, Management Plan
- **Construction Management Services & Fees**
- **Forms**

Company Profile

For over a century, Calgi Construction Company has provided Construction Management, Owner's Representative and Consulting Services throughout the Tri-State area. A versatile firm, the company has expertise in a broad range of industries and construction types including municipal, safety, health care, life sciences, educational, corporate additions, renovations and fit-outs. Our portfolio encompasses projects in a variety of market sector areas with specific concerns, key issues and unique business strategies that are all as integral to a construction project's success.

Educational

Calgi Construction takes special pride in helping to build and renovate educational facilities that nurture the children and adults who live within our communities to improve their overall quality of life. We understand the special challenges involved in providing high quality educational environments and our role in the design/construction process gives us a unique insight into the specialized nature of Schools, Libraries and Institutions of Higher Education. Public school projects at times will require a successful Public referendum and we work with the Library and School Boards, School Superintendents and Library Directors to achieve voter support. For both Public and Private educational clients we assist in all meetings and aid in addressing all concerns that may arise from the Community including Faculty, Students, Parents and patrons.

Municipal & Public Safety

At Calgi Construction we are honored to help to build the facilities that govern and protect the communities in which we live and work. We understand the issues involved in public projects including fiscal responsibility, community relations, local politics & agency regulations and procedures. The first step in a Public project is a successful referendum. At Calgi, we work in sync with City, Town and Village leaders to assist in developing a solid campaign that generates voter support. We help communicate the building program and establish a suitable construction budget to achieve a successful referendum. From City/Town/Village Halls to Police and Fire Stations and DPW Facilities, we have successfully managed new construction as well as renovation projects.

Corporate Projects

Whether an organization is looking to expand or renovate their facilities, Calgi recognizes the desire to fast track these projects so Owners can continue to provide their services to the community. Calgi manages these projects from site assessment and feasibility evaluation to Statutory and Building approvals to bidding and ultimately supervising and managing the various contractors.

Calgi offers our clients a proven team with an in-depth understanding of the unique issues, complexities and challenges that are part of the culture and nature of working on construction projects. We approach every project not simply as a construction management firm, but rather as a valued partner. We take on your key concerns and business objectives as they are as much a catalyst for success as accelerated schedules and reduced budgets.

As your eyes and ears on the project, we will become your in-house construction expert. From site selection and acquisition to building occupancy, we lead the project team every step of the way, turning your visions into reality.

Our Services

Feasibility Studies
Project Needs Assessment
Bond Acquisition Budgeting
Design Team Review & Selection
Conceptual Budgeting
Schematic & Design Development Budgets
Construction Cost Estimating
Value Engineering
Constructability Reviews
Construction Means & Methods Review
Project Scheduling & Cost Control
Complete Bidding Phase Services
Contractor Review & Selection
Quality Control
Field Management & Coordination
Project Safety Monitoring
Project Close Out & Document turnover
Owner Occupancy transition
Facility Management



Coordination

A dedicated project manager will manage your project from Inception to Completion

Communication

Calgi's team effectively bridges the gap between the owner, architect and contractors with a hands on approach ensuring a strong client relationship

Control

Our budgets, schedules and cost control system delivers a safe project within budget and time



Project Experience



The Kingston Library
Contract: Construction Manager
Architect: Butler Rowland Mays Architects
Total Project Capital Cost: \$14 Million

Calgi was selected as Construction Manager for the Kingston Library to manage the Pre-Referendum Phase through Post Construction Phase for the upcoming additions and renovations. During the successful referendum phase Calgi provided detailed cost estimates, budgets and value engineering. This project is now in the Construction Phase and includes a complete HVAC upgrade, elevator, interior/exterior renovations all while keeping the historical significance of the Library. Calgi will also manage the Library's relocation to a temporary facility.



Tuckahoe Public Library
Contract: Construction Manager
Architect: Smith & Pucillo Architects
Total Project Capital Cost: \$1.2 Million

Calgi is providing Construction Management Services to the Village of Tuckahoe on the renovation of the Village's Library. The Project, currently in the Construction phase, consists of HVAC replacement, demolition of interior finishes, ceilings, lighting, portions of existing mechanical systems, fire protection devices, non-structural partitions, doors and frames, and the installation of new finishes, partitions, ceilings, lighting, electrical devices, restoration of mechanical systems, replacement of fire protection devices, non-structural partitions, and doors and frames.



Pearl River Library
Contract: Construction Manager
Architect: Lothrop Associates
Total Project Capital Cost: \$ 14.2 Million

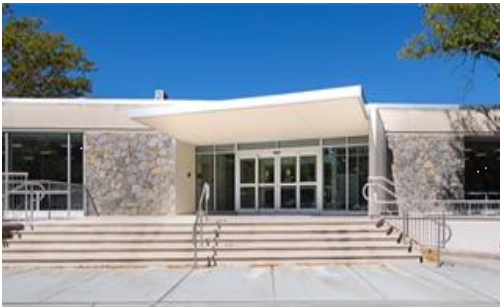
Calgi is providing Construction Management Service to the Pearl River Library on the Renovation & Lobby Addition and related site work to the existing Public Library. This project will include construction of a new 42,000 SF Library facility and demolition of the existing building. Calgi will also manage the Library's relocation to a temporary facility.

Project Experience



Half Hollow Hills Community Library
Contract: Construction Manager
Architect: Peter Gisolfi Associates
Total Project Capital Cost: \$18 Million

Selected by the Half Hollow Hills Community Library to provide Construction Management Services, Calgi successfully managed the Library's Pre-Referendum phase through to voter approval of the \$15 million bond for construction of a New Library. We assisted the Library in their relocation to their temporary facility and the demolition of the existing Library. Calgi managed multiple prime contractors for the construction of the new 30,000SF facility.



Great Neck Public Library
Contract: Construction Manager
Architect: KG&D Architects
Total Project Capital Cost: \$12 Million

This complex project involved the complete interior renovation of the 40,000 sf + facility, originally opened to the public in 1970. The renovation included new energy efficient mechanical, plumbing and electrical systems and services as well as tele/data cabling upgrades, infrastructure improvements, elevator upgrade, new roof, windows and automatic entry doors along with ADA accommodations. This exciting project called for the complete redesign of the space to provide more people space and enlarged children's reading and storytelling areas.



Levittown Public Library
Contract: Construction Manager
Architect: Smith & Pucillo Architects/ H2M Architects
Total Project Capital Cost: \$ 4 Million

Calgi Construction was selected by the Levittown Public Library Board of Trustees as Construction Manager for the Library's HVAC Total System Upgrade project and the Alterations and Renovations to create a Café and Quiet Study area, Window Replacement, Exterior Paint, Parking Lot Expansion and Renovation to the Community Room and Restrooms. Calgi is responsible for the overseeing, coordination and on-site management of the Prime Contractors for the projects.

Project Experience



Bryant Public Library
Contract: Construction Manager
Architect: Peter Gisolfi Associates
Total Anticipated Cost: \$20 Million

Selected as Construction Manager for the Bryant Library's renovation, Calgi will manage the project beginning with Pre-Construction Services including value engineering, budgeting, scheduling and developing of bid documents. Once in Construction, Calgi will manage prime contractors throughout the construction phase through close out, ensuring a high quality, safe, and successful project.



Nanuet Public Library
Contract: Construction Manager
Architect: Butler Rowland Mays Architects
Total Anticipated Cost: \$12 Million

Calgi Construction was selected by the Nanuet Library to manage the Renovations and Additions to the existing Library beginning with the Pre-Referendum Phase of the Library's anticipated \$12 Million bond. Calgi will provide the Library with Cost Estimates, Budgets, and Schedules during the Pre-Bond Phase. Once the referendum passes we will continue to provide services through Construction Close Out.



Plainedge Public Library
Contract: Construction Manager
Architect: BHC Architects
Total Anticipated Cost: \$18 Million

Calgi was selected as Construction Manager for the Plainedge Public Library to manage the Pre-Referendum Phase through Post Construction Phase for the upcoming construction of a new library facility. During the referendum phase we will provide the library estimates on overall budget, scheduling, evaluate design, constructability and value engineering options.

Project Experience



Dobbs Ferry Union Free School District
Contract: Construction Manager
Architect: Tetra Tech Architects & KG&D Architects
Total Project Capital Cost: \$50 Million (2016-current)

Since 2016, Calgi has provided Dobbs Ferry UFSD with Construction Management Services for their capital projects including Pre-Referendum Services. Projects include renovating and installing athletic fields, tennis courts, bleachers, parking, roadway, stormwater upgrades, electrical upgrades, health and safety upgrades, art and technology upgrades, upgrades to infrastructure including asbestos abatement, roof replacement, insulation, air conditioning, ventilation and boiler replacements. In early 2019, Calgi provided Pre-Referendum Services prior to the District's successful bond vote and continued to provide services including budgeting/estimating/bid services and Full Time Project Management for the District's Capital Projects. In 2024, Calgi continues to provide management services for the upcoming Capital Projects.



Tuckahoe Union Free School District
Contract: Construction Manager
Architect: KG&D Associates
Total Project Capital Cost: \$28 Million (2018-current)

Since 2018, Calgi has provided Tuckahoe UFSD with Construction Management Services. In 2018, Calgi successfully managed the Pre-Referendum Phase, Pre Construction and Construction Phase of the District's \$8-\$10 million bond. In 2021, Calgi was tasked again to provide CM Services for the District's planned 2021-22 Capital projects. Calgi managed projects ranging from a second story addition to Cottle Elementary School to infrastructure, athletic field and security updates throughout the district. For the 2021-24 Capital Projects, Calgi will manage projects throughout the District including Cafeteria and Library Renovations, Field Improvements and renovations, HVAC upgrades, site work and Infrastructure Upgrades.



Yonkers Public Schools
Contract: Construction Manager
Architect: Fuller D'Angelo & Eisenbach & Ruhnke Engineering
Total Project Capital Cost: \$ 10.9 Million

Calgi is providing Construction Management Services to the Yonkers Public Schools. Currently, in the construction phase with projects in 8 school buildings. The projects consists of roof replacement, hvac upgrades, window replacements, floor replacements, kitchen upgrades, site upgrades, playground upgrades, fire alarm updates, lighting updates and new PA systems.

Project Experience



Garrison Union Free School District
Contract: Construction Manager
Architect: Tetra Tech Architects
Total Project Capital Cost: \$10 Million

Calgi provided Construction Management Services to the District for projects including renovations to school buildings HVAC and plumbing system upgrades, Roof work, Site work including expansion of playgrounds, Lighting and Sound upgrades, Video Surveillance systems as well as accessibility upgrades throughout. Calgi began the project providing Pre-Construction Services including preparing Schematic Design, Design Development and Construction Document estimates to ensure that the planned renovation and construction projects remain within the District's capital funds.



Washingtonville Central School District
Contract: Construction Manager
Architect: Sammel Architecture PLLC
Total Project Capital Cost: \$4.8 Million

Calgi was selected Construction Manager for this 6 building, \$4.8 million project. The project included: asbestos abatement for all (6) buildings; renovations to existing locker rooms, masonry restoration, aluminum store fronts, roofing replacement, replacement of plaster ceilings, toilet renovations, curtain wall replacement, installation of IP telephone and paging System and wireless systems.



Lakeland Central School District
Contract: Construction Manager
Architect: Fuller D'Angelo & Tetra Tech Architects
Total Project Capital Cost: \$ 18 Million

Serving as Rye Brook's Construction Manager, Calgi was entrusted to manage and the construction of the Village's state of the art athletic fields. The \$3.2 million, 5.8 acre athletic fields incorporate a NFHS synthetic turf soccer/football field and a softball field, a radio controlled electronic scoreboard, a storm water retention field, concession building with ADA compliant rest rooms and maintenance storage. In addition, the athletic fields were enveloped with 300 native trees and shrubs.

Project Experience



Iona University
Contract: Owner's Representative
Architect: Anthony M. Pucillo, AIA
Total Project Capital Cost: \$14 Million

As Owner's Representative for the College, Calgi managed the \$14 million project which included a 38,000 SF, 3 story structural steel and concrete building with concrete masonry backup and brick veneer. This project was completed in 11 months, well ahead of schedule. The facility, located at the center of Iona's main campus, houses all student activities, security offices, coffee shop and dining area, campus radio station, student meeting rooms, chapel, two computer labs, a Barnes & Noble bookstore, multi-purpose rooms and a night club. The facility is fully wired with the latest in technology in building functions, wireless accessibility and is attractively decorated.



Iona University
Contract: Owner's Representative
Architect: Anthony M. Pucillo, AIA
Total Project Capital Cost: \$15 Million

As Owner's Representative for the College, Calgi was entrusted to coordinate and monitor the services of all Design Professionals and Contractors. Our Services included Pre-Construction Phase Services, Construction Phase Services and Project Close-out. This \$15 million, 40,000 SF Georgian brick facility is located on Iona College's main campus. This complete athletic facility includes a fitness gym, exercise rooms, rowing tank and offices.



College of New Rochelle
Contract: Construction Manager
Architect: The Hillier Group
Total Project Capital Cost: \$ 8 Million

An interior renovation to the existing, four story, 40,000 SF building constructed in 1938. The project included a complete interior demolition of the facility and the creation of new study spaces, reading rooms, reference areas, general collection areas, media centers, administrative areas and storage facilities. Additionally, along with a new elevator installation and handicap accessible areas, the entire mechanical, plumbing, fire protection, electrical and telecommunications systems were upgraded to bring the library up to date.

References

Half Hollow Hills Community Library

Michele Peluso, Business Manager, 631-498-1247
Margie Hartough, Library Director, 631-498-1248
Nina Lesser, Peter Gisolfi Associates, (914) 478-3677 ext. 325

Levittown Public Library

Trina Reed, Library Director, 516-731-5728
Michael Smith, Smith & Pucillo Architects, 914-263-8027

Pearl River Public Library

Eugenia Schatoff, Library Director, 845-735-4084
Bob Gabalski, Lothrop Associates, 914- 234-8430

The Kingston Library

Margie Menard, Library Director, 845-331-0507 X1000
Paul Mays, Butler, Roland, Mays Architects, 518-885-1255

Tuckahoe Union Free School District

Faith Sparks, Director of Finance, Phone: 914-337-6600 ext. 1263
Amy Goodman, Superintendent, Phone: 914-337-6600 ext. 1251
Robert Fendler, KG&D Architects, 914-384-2050

Dobbs Ferry Union Free School District

Ron Clamser, Jr. Asst. Superintendent for Finance, 914-494-2962
Kenneth Slentz, Superintendent, 914-693-1500
Tom Farlow, TetraTech, 607-216-6807

Ossining Public Library

Construction Management Services

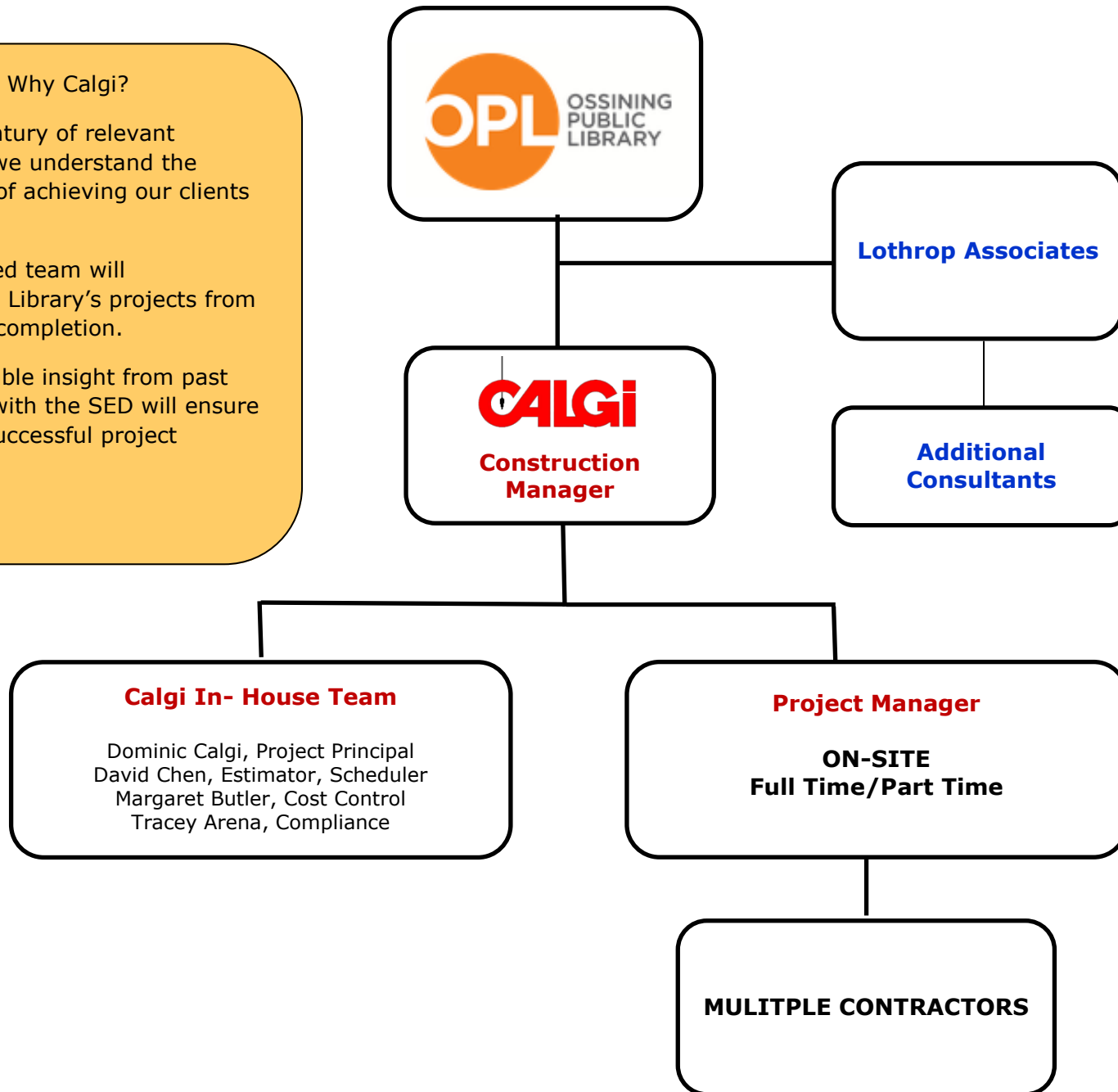
Staffing and Organizational Chart

Why Calgi?

With our century of relevant experience we understand the importance of achieving our clients goals.

Our dedicated team will facilitate the Library's projects from planning to completion.

Calgi's valuable insight from past experience with the SED will ensure a smooth successful project



Dominic Calgi, President

Project Executive



With over 40 years in the construction industry, Dominic will be leading the Team. Dominic provides executive leadership, reinforces client relations and manages the financial as well as the overall project management performance on all Calgi projects. In addition to his management responsibilities, Dominic is also involved in taking part in and providing seminars to several professional organizations on construction management practices, WICKS Law projects and design and construction of various municipal , educational and healthcare facilities.

Relevant Experience

- The Kingston Library
- Pearl River Public Library
- Nanuet Public Library
- Half Hollow Hills Community Library
- Levittown Public Library
- Bryant Public Library
- Syosset Public Library
- Norhtport-East Northport Library
- Dobbs Ferry Union Free School District
- Tuckahoe Union Free School District

Past Experience

Illinois

Pora Construction Company

Illinois Dewatering Facilities

University of Illinois Sports Complex

Cook County Jail & Courthouse

Virginia

Stone & Webster Engineering Corp.

North Anna Nuclear Power Plant

Years of Experience

45 Years

Education

Bradley University

BS - Construction Engineering

Memberships

Building Contractors Association

Construction Advancement Institute

Construction Management Association of America (CMAA)

David Chen

Estimator/Project Manager



David has over 25 years of experience in the budgeting and scheduling of major public and private educational institutions, health care and public safety facilities. David's accurate budgeting has been beneficial to our clients planned funding of their projects. Additionally, as the majority of our projects are in the public sector, David assists the Design Team in the preparation of contract documents specific to the various multiple prime contracts.

Relevant Experience

- The Kingston Library
- Pearl River Public Library
- Half Hollow Hills Community Library
- Great Neck Library
- Levittown Public Library
- Nanuet Public Library
- Dobbs Ferry Union Free School District
- Tuckahoe Union Free School District
- Iona University
- College of New Rochelle

Past Experience

Village of Rye Brook
Town of Mamaroneck
City of New Rochelle

Years of Experience

25 Years

Education

New York Institute of Technology
BS - Architectural Technology

Profile

- Provides Construction Estimating, Scheduling, Budgets, Value Engineering Options, detailed review of architectural and MEP Systems
- Responsible for the cost estimating, budget development and management
- Actively involved with the Construction team preparing bid packages, recommendations
- Schedules key project milestones and performs constructability reviews.

Dorian DeLaurentiis

Senior Project Manager



Dorian has been with Calgi Construction since 2011. He is a Senior Project Manager with 30 years of experience in project management of educational facilities in both the public and private sectors. Dorian has provided the full gamut of construction project management services from value engineering to the daily management and coordination of the various prime contractors to quality control and project close-out and commissioning.

Relevant Experience

Below School Projects included but were not limited to:

New Construction, Renovations, Additions, Total HVAC replacements, HVAC Upgrades, Roof Replacement Window Replacements, Field & Site Upgrades and Improvements, Cafeteria Additions/Renovations/Updates, Security, Fire alarm, Fire sprinkler and Infrastructure Updates.

- Half Hollow Hills Community Library
- Levittown Public Library
- Tuckahoe Union Free School District
- New Rochelle City School District
- Valhalla Union Free School District
- Mount Pleasant School District
- Scarsdale Union Free School District
- Elmsford Union Free School District
- Greenburgh Central School District

Past Experience

MPCC Corp., New Rochelle, NY

- Senior Project Manager

Capital Projects Consulting, Hawthorne, NY

- Owner's Representative / CM

JMOA Engineering, P.C., Pleasantville, NY

- Project Executive

Years of Experience

30 Years

Education

New York Institute of Technology

BS - Architecture

Profile

- Involved in every aspect of Project Development from Estimating, Scheduling and Project Management to Project commissioning and Final Closeout.
- Provides Day-to-Day Point of Contact and Direct Management Oversight for the Construction Team.
- Develops and Reviews Project Schedule and Costs to Guarantee the Project is on Time and within Budget
- Manages Contracts Submittals, RFIs and Change Orders as well as Preparing Bid Packages, Procurement, Schedule and Permitting

Project Approach & Management Plan

The planning and design of a project usually requires less time than the actual construction of the project. However, the decisions made coupled with the design itself may, in some cases, be a cause for delays or cost overruns during the construction period. It is our main goal to provide the necessary Project Controls to avoid these conflicts.

Calgi's management staff will work with the Architect and Engineers early in the planning stages to assist them and make recommendations that we feel will ensure a successful project. Our staff of Professional Engineers, Construction Managers, Schedulers and Contract Administrators, with a combined average of thirty years of hands on construction experience, will provide the necessary expertise required for a successful construction program. The key issues that affect the success of any project are: Cost; Schedule; Quality Control and Safety. In working closely with the Ossining Public Library (Library) and their Design Team we can, through cost estimating and construction scheduling, ensure the value of the project within the budget and the constructability of the project within the anticipated construction time frame. All cost estimating and budgeting is performed in house.

During Schematic Design and Design Development through final Contract Documents, we can provide value engineering by reviewing the plans and specifications as they evolve and consider the costs of alternative materials, building systems, equipment and construction methods. When the project requirements have been sufficiently identified beyond schematics, we can prepare a preliminary cost estimate of the project. As the design progresses and the drawings and documents are further developed, Calgi will assess and revise costs to a point where, prior to construction, a lump sum construction budget will be established.

Scheduling will also be a part of our pre-construction phase responsibility and prior to issuing for bid, a detailed trade by trade schedule outlining the sequencing of the contractors and suppliers, their overlapping responsibilities and their interdependency will be completed. Additionally, long lead items will be highlighted as well as necessary site accommodations and access requirements. Both the Schedule and a Construction Implementation Plan will be incorporated into the bidding documents.

From the start of the construction phase, Calgi, along with the Architect, will be inspecting the project for conformance to the contract documents. Quality control begins during the initial interview and scope review with the Single Prime Contractor or Multiple Prime Contractors to be sure of their conformance to the contract documents, their thorough familiarization with all aspects of the construction process and the detailed plans prior to the execution of the contract.

It is the policy of our company to emphasize a safe work environment. To that end we incorporate Safety Discussions into our weekly job progress meetings and encourage the Contractors to have subsequent safety / toolbox meetings with their field forces and sub-contractors. Additionally, we schedule periodic inspections by the Dept of Labor to review and assess the overall safety aspects of the project.

With regard to the various Project Issues that arise during the Pre-Construction and Construction Phases, we provide our Project Approach and Management Plan to address the key challenges that all construction projects present.

Given that construction and renovations of new and existing buildings always present uncertainties, possible technical and administrative issues may arise that could complicate the execution of the overall project. Clearly, there will be a number of challenges that will have to be carefully and expeditiously addressed to ensure the successful outcome of the entire project. These challenges include:

Budgeting/Estimating

The available funding for this project including all direct costs, design and construction budget, contingencies, general conditions, fees, and escalation will be limited. Therefore, we will have to work closely with the Library and their Design Team to ensure that the final design remains consistent with the available funding and, at the same time, remain consistent with the overall goals and objectives of the Library.

Value Engineering

Construction and renovation of new and existing buildings can offer numerous opportunities for value engineering. It will be our responsibility to assist the Architect in the overall design process and offer our expertise in facilitating construction means and methods. We will aggressively review the design documents to ensure the optimization of systems and materials. To keep the project on schedule, these reviews will have to be completed expeditiously and at the completion of each design phase.

Scheduling

As with most projects the schedule will be tight, however, with proper planning and close control of the construction activities schedules can be achieved. The Calgi Company utilizes a "Suretrak" scheduling system. This system provides excellent control, scheduling and execution of the myriad of construction activities. It provides an excellent clock against which each phase or activity of a project is measured to pinpoint problems, highlight overriding and predecessor activities, avoid delays and bring the project to completion on / or before schedule. During the Construction Phase, our Project Scheduler will be updating the project schedule on a monthly basis working with direct input from the various prime contractors as well as with our Project Manager for actual on site progress information.

Forms

To facilitate the effective planning and execution of our Construction Management services, we utilize the following standard forms:

Daily Field Reports	Letters of Transmittal
Change Order Logs	AIA Change Order Forms
Shop Drawing Logs	"Suretrak" Schedules
Dunning Letters	Meeting Minutes
Transmittal Logs	Punch List Items
Application for Payment	Purchase Orders
Field Order Directives	Contract Agreement Forms

The majority of the forms noted are part of the Autodesk Project Management and Scheduling Software System. They can, however, be customized to meet client requirements.

Bidder Solicitation

Due to our reputation in the industry, we are aware of quality contractors and suppliers to solicit for our many projects. We notify the various vendors by issuing Request for Proposals (RFP's) to generate interest within the industry and assist the Architect in providing the local construction news organizations such as Dodge, etc. with copies of the construction documents. Additionally, we schedule and conduct pre-bid site meetings for the various vendors along with the Architect and their Consultants to answer all questions and assist the Architect in issuing addenda for clarifications as they arise during the bidding process.

Construction Claims/Change Order Analysis

New construction and renovation projects have the possibility to present uncertainties because of unforeseen conditions, differing site conditions, coordination issues, etc. For these reasons, there is a potential for change order requests. It will be our responsibility, as well as the Design Team, to keep the potential for change orders to a minimum by thoroughly reviewing the contract documents prior to bidding to ensure that they are as well defined and coordinated as possible. Further, to uncover as many hidden conditions as possible prior to the bidding phase, we would advise that probes of existing facilities or sub-soil investigations for new facilities be performed. Calgi advises that final budgeting for any project should include an allowance for unforeseen conditions to mitigate the cost of potential change orders. Should change orders arise, our project management staff along with our estimating staff will review each change order for verification of labor, material and equipment cost; conduct our own in-house estimate of the work to verify fairness of costs and review the contract documents to verify the validity of the change order request. Upon completion of our review process, we would then submit the change order request along with our analysis to the Architect and the Library for final approval. Upon approval, we then issue the necessary contract change order.

Payment Applications

We require all vendors to submit their payment applications on standard AIA Document G702 / CMA forms. These progress payment forms are based on percentage of completion. We require all vendors to submit a "pencil copy" of their applications for payment at least one week prior to the actual required due date. This is required to allow our Project Manager, along with the Architect, sufficient time to review each application for verification of work completed to date; materials delivered and stored to date; that sufficient monies remain in the activity line item to complete the remaining work and that the proper retainage is withheld. Upon completion of our review, the vendor is then authorized to make any corrections that may be required and to formalize the application for payment. It is our policy to require all vendor applications to include partial Release of Liens for prior payments along with certified payrolls. Finalized copies, upon Construction Manager and Architect's sign off will then be submitted to the Library for payment.

Prior to the release of progress payments to the vendors, our administrative staff reviews each vendor's insurance certificates to make sure they are current and valid. Assuming that all insurance's are current, the Library will be notified that progress payments can then be issued promptly.

Project Safety

During the construction process there will be multiple construction activities and extensive use of various tools and heavy equipment. It will be our role to emphasize compliance by all contractors of OSHA safety regulations to provide a safe environment for tradesmen to perform their work. Additionally, Safety Inspectors are called in to perform random inspections to monitor the safety compliance of the various contractors. These efforts are enforced to minimize the liability of both the Calgi Company and our clients.

Equal Employment Opportunity

The Calgi Company is an Equal Opportunity Employer and does not discriminate against any person for reason of race, color, religion, sex, national origin, age, marital status or disability. Additionally, the Calgi Company is committed to the concept that each employee is entitled to a working environment that is free of harassment and offensive behavior. Harassment and offensive behavior are strictly prohibited and will not be tolerated. Harassment and/or offensive behavior includes but is not limited to requests to engage in illegal, immoral, or unethical conduct, or negative comments or actions based on an employee's, customer's or a member of the public's race, creed, color, age, sex, national origin, marital status, sexual orientation, status regarding public assistance, or the presence of a physical, sensory or mental disability.

Pre-Bond Referendum Management Fees

Our Pre-Bond Referendum Construction Management (PRCM) Fees for this project are based on the total direct cost of the assigned personnel that we believe will be required to provide the necessary PRCM Services in accordance with the RFP as issued by the Ossining Public Library (OPL).

From our review of the RFP as well as my August 26, 2024, meeting with Ms. Molly Robbins, Assistant Director, we understand that OPL is planning to renovate their existing 44,000SF facility. At this time, OPL requires Construction Management services to manage and coordinate the activities of the various consultants inclusive of architects, engineers, local permitting agencies and OPL committees from conceptual project planning through to project design development to achieve Bond approval planned for the Spring of 2025. The total estimated project budget, from our understanding, is anticipated to be in the range of \$29 million to \$30million. Briefly, the planned renovations are as follows:

- Replacement of the existing Geo-Thermal system with a conventional HVAC system.
- Roofing remediation, improvements, and section replacement where necessary. Including addition of snow /icefall protection and solar panels.
- Replacement of existing ship's ladder access to the roof with the addition of a new stairway.
- Remediation to the existing parking lot retaining wall.
- Installation of new accessible ramp / sidewalk from the upper parking lot to the main entrance.
- Reconfiguration of the traffic circle at the rear entrance.
- Alterations to the existing walkway concrete paving.
- Reconfiguration and improvements to the existing interior space and floor access.
- Renovations of the existing restrooms throughout the facility.
- Lighting improvements throughout the facility.
- Address and resolve Non-Code Compliance issues.

OPL's Project Consultants, at this time include:

- Architectural Services: Lothrop Associates Architects (LAA)
- Site / Civil Engineering: Simpson Gumpertz & Heger Engineering (SGH)
- MEP Engineering: OLA Consulting Engineers (OLA)

The Project will be constructed under the guidelines of NYS WICKS Law and will include Multiple Prime Contractors. The Multiple Prime Contracts will be determined as the Project develops through the various design phases.

Based on my discussion with Ms. Robbins, we understand that the anticipated Pre-Bond Referendum Phase is anticipated to begin in October 2024 and culminate with Bond Approval on or about April/May 2025 (Approx. 7 Months)

Pre-Bond Referendum Services:

During the Pre-Bond Referendum phase, following design and value engineering meetings with LAA and their design team as well as with SGH and meetings with OPL's Building Committee to discuss scope, systems, value engineering options, outline specifications and preliminary conceptual budgets, Calgi, will prepare a detailed Pre-Bond Referendum Cost Estimate to ensure that the overall project costs, both hard, soft and contingencies are within the parameters of the anticipated project funding. Our services for this Phase encompass the full gamut of the Pre-Bond Referendum Services as outlined in the RFP as well as noted in our standard CM Services included within. Our staff commitment and fee for this phase is as follows:

Project Executive - Part-Time Main Office
Project Manager – Part time Main Office
Project Estimator / Scheduler – Part Time Main Office
Administrative / Clerical – Part Time Main Office

Total Lump Sum Fee: Pre-Bond Referendum Phase

Seventeen thousand six hundred dollars and no cents (\$17,600.00)

.....

Reimbursable Expenses

The following reimbursable expenses noted below are for services outside of our scope of services and are not covered in our CM Fees. These expenses would only be at the request of the Library. Should these expenses become necessary, they would be billed at cost plus 10%.

- Structural, Mechanical, Electrical Adjunct Consultant charges (if necessary).
- Hazardous materials investigations and survey (if necessary).
- Code Consultant charges (if necessary).
- Costs of reproductions of plans and specifications.
- Messenger Service, Postage and Express Mail.
- Outside testing services (if necessary).

Additional Services:

For Additional Services beyond the scope of this proposal the hourly rates noted below shall apply. These rates are inclusive of all Overhead, Insurances, Fringe Benefits, Taxes, Worker's Compensation and Fees. There are no other charges or multipliers that will be added to these hourly rates except those reimbursable costs / expenses that are noted above.

Current hourly rates for Calgi Personnel:

Title	Hourly Rate
Project Principal	\$ 200.00/hr.
Project Executive	\$ 185.00/hr.
Sr. Project Manager	\$ 165.00/hr.
Project Manager	\$ 150.00/hr.
Asst. Project Manager	\$ 120.00/hr.
Project Estimator	\$ 135.00/hr.
Project Scheduler	\$ 125.00/hr.
Contract Administration	\$ 95.00/hr.

Construction Management Services

Along with our services outlined in the CM Fees description, below are our standard construction management services.

Pre Referndum Phase

- Identify Key project activities and prepare a Milestone Schedule to guide the Team to ensure that critical dates, activities and goals are met.
- Work with the Architect and their Design Team in the evaluation of the existing library's internal functions and determining parameters of future needs, space requirements and programmatic needs
- Attend various meetings as necessary with the Library Building Committee, Architect and their Design Team to discuss overall project scope of the new library construction as well as site requirements.
- Work with the Architect and their Design Team in development of conceptual estimates of building systems (structural, MEP, etc.), site work, alternative designs as well as provide value engineering options and constructability reviews.
- Prepare as detailed Schematic Design Cost Estimate to ensure that the overall project costs, both Hard and Soft Costs, as well as Contingency Costs, remain within the parameters of the anticipated funding limits.
- Attend Library Building Committee and Library Board Meetings as necessary to present updated cost estimates and discuss overall progress.
- Attend and assist the Library Building Committee and Architect in all public meetings and presentations as necessary.

PreConstruction Phase

- Assist the Owner in the review of the qualifications and the selection of the Design Professional Team. (if necessary)
- Review the Schematic, Design Development and Construction drawings and specifications as they are prepared by the Architect and submitted to the Owner.
- Work in conjunction with the Owner and Architect on reviewing methods and materials of construction and provide value engineering and alternate designs to ensure economy and constructability.

- Attend and provide minutes of all progress meetings with the Owner, Architects, Engineers, and Consultants to assure that all matters of pre-construction are being considered.
- Establish site mobilization and security plan.
- Determine availability of materials and trades.
- Work in conjunction with the Owner and Architect in refining the construction budget.
- Prepare and provide periodic budget estimates from Schematic Design through Construction documents and planning phase to insure adherence to the available funding.
- Maintain file document copies of all design submissions and records.
- Provide status reports to the Owner on the progress of the Design Phase.
- Identify long lead items and establish procedures for purchasing same.
- Prepare and provide a final estimate based on the completed contract documents prior to the competitive bidding process.
- Work in conjunction with the Owner in the development of construction schedules.
- Assist the Owner and Architect in the preparation of alternates and unit cost items to be utilized in the bid package.
- Work in conjunction with the Architect on the scheduling, preparation and content of bid packages to be issued.
- Prepare a pre-bid schedule, generate interest among qualified bidders and advise said bidders of the project schedule. Conduct pre-bid meetings and walkthroughs. Receive all bidders' questions (RFI's) and review with the design team.
- Assist the Owner and Architect in the review and analysis of the actual construction bids and in the evaluation of each Contractor's Qualifications. Analyze all bids and prepare written analysis and comparisons. Review all required bid bonds, payment and performance bonds, and insurance certificates.
- Evaluate all bid proposals to determine the lowest responsible bidder. Provide input to the Owner and Architect in the development of award provisions. Prepare and submit to the owner an Award Recommendation letter.
- Assist the owner in preparation of contracts. Obtain, review and forward to the Owner and Architect all performance bonds, labor and material bonds, certificates of insurance and all construction permits that may be required by State and Local Authorities.

Construction Phase

- Assume overall responsibility for managing and coordinating the Prime Contractor(s) involved in the project.
- Maintain full time On-Site experienced Project Management to supervise, inspect, coordinate, schedule and manage the various contractors and suppliers.
- Maintain part time Main Office Contract Administrative staff to expedite record keeping and administrative procedures.
- Maintain accurate and detailed written records of the progress of the project during all stages of construction. Submit written progress reports to the Owner as required, but at least monthly, including information concerning the work of each Prime Contractor(s) and the percentage of work completed.
- Perform daily inspections of the work to ensure that the Owner's objectives are being carried out in accordance with the contract drawings, specifications and all other contract documents, local laws, ordinances and regulations.
- Review and incorporate each Prime Contractor's proposed schedule into an overall project schedule and update as required by the Owner. Recommend courses of action to the Owner when requirements of a contract are not being fulfilled and the non-performing party will not take satisfactory corrective action.
- Develop cash flow schedules for the duration of the project.
- Using updated schedule, conduct weekly job meetings to discuss progress, problems, scheduling and coordination. Minutes shall be prepared and distributed to all concerned.
- Establish lines of authority to effectively carry out all phases of the project on a coordinated basis.
- Establish and maintain procedures for processing shop drawings, material samples, mock-ups and off-site testing and inspections as defined by the project specifications.
- Assist the Owner in soliciting independent Material Testing and Inspection Services. Evaluate proposals and recommend award.
- Establish and maintain safety procedures, risk management, O.S.H.A and other programs necessary for the safe and expeditious execution of the work.
- Arrange with each Prime Contractor for the delivery, storage, protection and security of all purchased items and equipment until they are incorporated into the project.

- If the interpretation or the meaning and intent of the plans and specifications becomes necessary during construction, the Construction Manager shall, on behalf of the Owner, consult with the Architect, ascertain the Architect's interpretation and prepare a report to the Owner.
- Review all Prime Contractor's applications for progress payments and make recommendations to the Architect and the Owner for approval or rejection.
- Review all Prime Contractor's requests for change orders. Prepare independent cost estimates of the work to be performed on change orders, or other extra costs which may be incurred during the progress of the work and make recommendations to the Architect and the Owner.
- Inspect the project jointly with the Architect and Owner periodically as required.
- Assist the Owner and Architect in obtaining all required control tests and inspections as necessary
- Assist the Owner with FF&E purchasing. The CM shall assist, coordinate, and supervise all deliveries, and installations.
- Inspect the project for substantial completion. In conjunction with the Architect, prepare a "punch list" of items to be completed or corrected by the Prime Contractor(s).

Closeout Phase

- Obtain from all Prime Contractors: Guarantees; Operation & Maintenance Manuals; Keying Schedules; Record As-Built Drawings; Bonds; Release of Liens.
- Assist in the final inspection of each Prime Contractor's work including startup and testing of equipment, including project commissioning, training and turnover.
- Recommend to the Owner and Architect issuance of final payment and completion certificates.
- Provide the Owner with all pertinent project records and files at project completion





CALGCON-01

BLASSITER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Levitt-Fuirst Associates, LTD 520 White Plains Road 2nd Floor Tarrytown, NY 10591	CONTACT NAME: Joseph Cannova	
	PHONE (A/C, No, Ext): (914) 457-4238	FAX (A/C, No): (914) 457-4238
	E-MAIL ADDRESS: jcannova@levittfuirst.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Southwest Marine & General Insurance Company	12294
INSURED Calgi Construction Co., Inc. 56 Lafayette Avenue Suite 350 White Plains, NY 10603	INSURER B : New York State Insurance Fund	36102
	INSURER C : Sentinel Insurance Company	11000
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			PK2023CML00032	4/1/2023	4/1/2024	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PK2023CML00032	4/1/2023	4/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			EX2023CML00014	4/1/2023	4/1/2024	EACH OCCURRENCE \$ 5,000,000
							AGGREGATE \$ 5,000,000
							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☒ Y / ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	6870430	6/29/2022	6/29/2024	☒ PER STATUTE ☐ OTH-ER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Inland Marine			16SBAPQ0246	6/5/2023	6/5/2024	Equipment 15,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
4/1/2023-4/1/2024 Professional #PK2023CML00032-Southwest Marine Ins Co

CERTIFICATE HOLDER

CANCELLATION

EVIDENCE ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE