

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY**

9 Glen Street, City Hall

Glen Cove, New York 11542

**MINUTES OF MEETING**

**October 24, 2023**

Resolution #20

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY  
AUTHORIZING STAFF TRAINING: HOUSING OPPORTUNITY THROUGH  
MODERNIZATION ACT (HOTMA)**

**WHEREAS** the Glen Cove Community Development Agency hereby authorizes Housing Choice Voucher Program (HCVP) staff, Angelina Curcio, Program Administrator and Myrrah Cukro, Sr. Housing Specialist, to attend HOTMA training on October 17<sup>th</sup> and 18<sup>th</sup>, 2023 in Brookhaven Town Hall, Farmingville, NY at a cost of \$475.00 per attendee, for a total cost of \$950.00 to be paid with HCVP administration funds. Mileage and food allowance will be paid upon receipt and in accordance with Agency policy.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

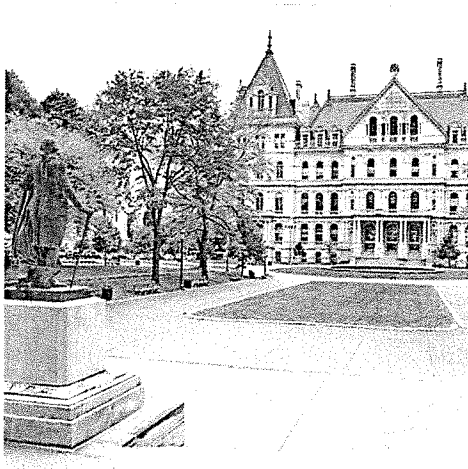
**VOTING**

Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
GiGi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	ABSENT
Dr. Danielle Willis	AYE

The foregoing Resolution is thereupon declared duly adopted.

GC-CDA  
**ENTERED**  
 10-24-23  
 OB

TRAINING  
**Seminars**



< 1/1 >

**\$475.00 USD**

1

ADD TO CART

Please include the first name, last name, full PHA name, and email of those registering attending, followed by their title.

Attendee 1 Name

Attendee 1 Title

Attendee 1 Email

Notes

## **HOTMA Policy Update - October 17-18, 2023 - Farmingville, NY**

Join the industry's leading experts for an in-depth training on everything your agency needs to know about HOTMA for PIH programs (Housing Choice Voucher, Project-Based Voucher, and Public Housing).

HOTMA makes sweeping changes to the way income and assets are calculated, and it will impact your PHA's day-to-day operations. NMA's day-and-a-half training session will cover all aspects of Section 102 and 104 of HOTMA—including the new definitions of income and assets, how to calculate student income, new requirements around EIV and verification, and much, much more.

HUD expects PHAs to begin processing annual recertification effective 2024 using the new HOTMA rules. This means your staff needs to be trained as soon as possible.

### **Training Location**

Brookhaven Town Hall

1st Floor South Meeting Room

Farmingville, NY 11738

### **Questions?**

Contact [sales@nanmckay.com](mailto:sales@nanmckay.com) or 800.783.3100 for more information.

[Click here for the agenda](#)

### CONTACT



1810 Gillespie Way, Suite 202  
El Cajon, CA 92020

800-783-3100

214-210-559-5593

### SIGN UP TODAY!

would you like to receive important updates on industry news, NMA product-training discounts and more? Sign up

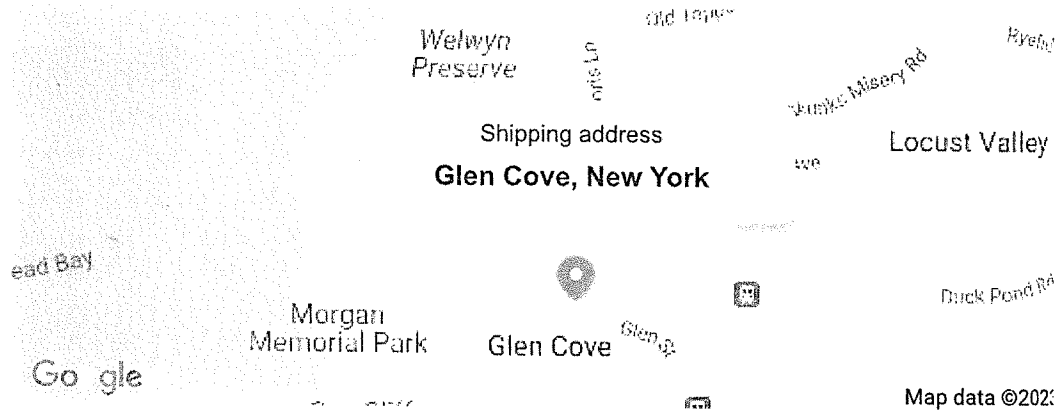
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**\$950.00**



Order #3955

**Thank you, Angelina!**



**Your order is confirmed**

You'll receive an email when your order is ready.

**Order details**

**Contact information**

acurcio@glencovecda.org

**Shipping address**

Angelina Curcio  
Glen Cove Community Development  
Agency  
9 Glen Street  
Glen Cove NY 11542  
United States  
(516) 676-1625

**Shipping method**

No Shipping Required

**Payment method**

Pay by Purchase Order / Invoice -  
**\$950.00**

**Billing address**

Angelina Curcio  
Glen Cove Community Development  
Agency  
9 Glen Street  
Glen Cove NY 11542  
United States  
(516) 676-1625

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY**

9 Glen Street, City Hall

Glen Cove, New York 11542

**MINUTES OF MEETING**

**October 24, 2023**

Resolution #21

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY  
AUTHORIZING STAFF TRAINING: NEW YORK STATE LOCAL RETIREMENT  
SYSTEM (NYSLRS) EMPLOYER EDUCATION SEMINAR**

**WHEREAS** the Glen Cove Community Development Agency hereby authorizes Camille Byrne, Executive Assistant of the Agency to attend NYSLRS Employer Education Seminar on October 19<sup>th</sup>, 2023 in Village of Farmingdale Town Hall, Farmingdale, NY at no cost. Mileage and food allowance (if applicable) will be paid upon receipt and in accordance with Agency policy.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

**VOTING**

Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
GiGi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	ABSENT
Dr. Danielle Willis	AYE

The foregoing Resolution is thereupon declared duly adopted.

GC-CDA  
**ENTERED**  
10-24-23  
CB

**Camille Byrne**

---

**From:** NYSLRS Employer Education <nyslrsemployereducation@osc.ny.gov>  
**Sent:** Thursday, October 12, 2023 3:12 PM  
**Subject:** Final Confirmation - NYSLRS Employer Education Seminar - Nassau County - 10/19/2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



## Employer Education Seminar

Dear Employer,

You are on the attendee roster for the following seminar:

**WHAT:** *NYS Retirement System Employer Education Seminar*

**WHEN:** *Thursday, October 19, 2023*  
*9:00am - 3:30pm*

**WHERE:** *Village of Farmingdale*  
*361 Main St.*  
*Farmingdale, NY 11735*

**Other Information:**

- *Parking is available behind and around the building. Additionally, the room will be located at the back of the building.*
- *NYSLRS does not provide refreshments however there are multiple eating options within a 10 minute drive of the facility. There will be a short morning break as well as a lunch break.*

Please notify us as soon as possible if you are unable to attend.

Thank you - See you soon!

Employer Participation and Education Unit  
Member and Employer Services Bureau  
New York State and Local Retirement Systems

Notice: This communication, including any attachments, is intended solely for the use of the individual or entity to which it is addressed. This communication may contain information that is protected from disclosure under State and/or Federal law. Please notify the sender immediately if you have received this communication in error and delete this email from your system. If you are not the intended recipient, you are requested not to disclose, copy, distribute or take any action in reliance on the contents of this information.

**GLEN COVE COMMUNITY DEVELOPMENT AGENCY**

9 Glen Street, City Hall

Glen Cove, New York 11542

**MINUTES OF MEETING**

**October 24, 2023**

Resolution #22

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY  
AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT PROPOSAL FROM  
CAMERON ENGINEERING TO CONDUCT GLEN STREET DOWNTOWN  
CORRIDOR STUDY AT TOWN ROAD TO SCHOOL STREET/BRIDGE STREET**

**WHEREAS** the Glen Cove Community Development Agency (GC-CDA) was granted funding through the Community Development Block Grant for professional services associated with planning activities.

**WHEREAS** the GC-CDA requested proposals through a Request for Qualifications (RFQ) from qualified engineering firms on the City of Glen Cove on-call list for qualified firms, to conduct a Glen Street downtown corridor study at Town Road to School Street/Bridge Street.

**WHEREAS** the Director of Public Works and Purchasing Agent for the City of Glen Cove and the Executive Director and Executive Assistant of the GC-CDA reviewed three proposals received and found Cameron Engineering proposal in the amount of \$19,200.00 was found to be the highest rated and recommends implementation of same.


**RESOLVED**, the Executive Director shall be authorized to engage the services of Cameron Engineering to conduct a Glen Street downtown corridor study at Town Road to School Street/Bridge Street at a cost of \$19,200.00, to be paid in three (3) installments outlined in the attached proposal with funding from the Community Development Block Grant Planning activity program line GC48-02.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

**VOTING**

Pamela D. Panzenbeck, Chairperson	AYE
Vincent C. Hartley, Vice Chair	AYE
GiGi Ferrante	AYE
Francine Koehler	AYE
Nelson Rivera	AYE
Suzanne White	ABSENT
Dr. Danielle Willis	AYE

The foregoing Resolution is thereupon declared duly adopted.

GC-CDA  
**ENTERED**  
 10-24-23  


**GLEN STREET DOWNTOWN CORRIDOR STUDY  
TOWN ROAD TO SCHOOL STREET/BRIDGE  
RFQ RANKING FROM THREE RESPONDENTS  
9/27/23**

	<b>CAMERON</b>	<b>NELSON POPE</b>	<b>LIRO</b>
Camille	84	83	85
Mike	73	63	64
Ann	73	72	79
Yelena	78	60	63
<b>TOTAL</b>	<b>77</b>	<b>69.5</b>	<b>72.8</b>



## RFQ Cover Email

To Whom It May Concern-

The City's Department of Public Works (DPW) and Glen Cove Community Development Agency (CDA) requests your firm's qualifications to conduct the Glen Street Downtown Corridor Study: Pulaski Street to School Street (at Village Square). The full Scope of Work and requirements for the Study are attached. Fees for the work may be paid in installments based on the proposal, subject to negotiation with the DPW Director and CDA Executive Director. All technical work will be coordinated with the Department of Public Works. The fee for this work is capped at \$20,000 in connection with Community Development Block Grant (CDBG) funding administered by the Glen Cove CDA as part of the Nassau County Consortium.

Please email proposals to Purchasing Agent Yelena Quiles at [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov). **Submissions are due by 4pm on Thursday September 21, 2023.**

Questions regarding this assignment should be emailed to Purchasing Agent Yelena Quiles at [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov). **No questions will be accepted after 4pm on Thursday September 14, 2023.**

Thank you for your attention to this request. If you are not interested or available to provide us with a proposal, kindly email to that effect.

*Ann S. Fangmann, AICP*

Executive Director, Glen Cove CDA & IDA

City Hall - 9 Glen Street

Glen Cove, NY 11542

Phone: (516) 676-1625

Fax: (516) 759-8389

email: [afangmann@glencovecda.org](mailto:afangmann@glencovecda.org)

## **Glen Street Downtown Corridor Study Town Road to School Street/Bridge Street**

The City of Glen Cove and Glen Cove Community Development Agency (“CDA”) are seeking requests for qualification from consultant firms interested in preparing a Complete Street Corridor Study (“Study”) for Glen Street in Glen Cove, NY from Pulaski Street to School Street. The study shall focus on providing a conceptual plan and recommendations for improvements to the overall transportation system on Glen Street, Bridge Street, and School Street. The intent of the study is to provide a conceptual design and action plan for the area that is designed to provide safe access for all users, including pedestrians, bicyclists, transit users, and motor vehicle drivers.

It is the City/CDA’s desire to implement a walkable, bikeable, sustainable, and transit friendly Glen Street/Downtown community. To accomplish this, this Study shall identify and analyze the feasibility of constructing a sustainable and Complete Street element, for the portion of Glen Street from Pulaski Street to School Street. The Study should address the current and evolving land use along the roadway and provide an opportunity for the community to rethink the corridor in a manner that results in a better-balanced corridor that serves all users’ needs in a more sustainable way. The Study should also look to incorporate a best practices approach, one that addresses the corridor in a manner that enhances the community quality of life; incorporates green infrastructure where practicable; stimulates the local economy; protects, preserves, and expands access to the cultural resources and arts in the area; provide a more pleasant pedestrian experience; incorporates parking; and improves pedestrian and vehicular safety. The study shall also provide an opportunity for stakeholder and community-based input and outreach, to be primarily accomplished through the Downtown Business Improvement District (“BID”). The Executive Director of the CDA serves on the BID’s Board of Directors. Note: City Code does not allow bicyclists on Downtown sidewalks.

Land use in the corridor is primarily low intensity commercial business (restaurants, shops, offices, neighborhood services), serving the local community. Lot sizes and lot depths along the corridor are generally small and do not provide much opportunity for high-trip generation type developments such as big-box store or office parks. Some recent parcel redevelopment along the roadway has resulted in the construction of mixed commercial/apartment complexes with some more in the preliminary planning stage.

Innovative ideas related to the following are encouraged for inclusion in the study:

- Improving the aesthetics, landscaping, and lighting within the corridor
- Introduction of gateway enhancements on Glen Street and Bridge Street
- Use of environmental-friendly and smart infrastructure – including green infrastructure, improved tree canopy, smart street lighting and trash receptacles
- Parking

Scope of Work:

The consultant shall meet with technical staff from the City/CDA periodically throughout the Study as needed to ensure consistency with the project requirements. This group will discuss and select the framework and methods to be used for the technical assessment, including the operational and safety analyses.

The consultant will conduct an initial City presentation, one public workshop involving the BID, and a final presentation.

All recommendations in the plan shall address federal environmental Justice regulations, Title VI of Civil Rights Act of 1964, the Americans with Disabilities Act and any environmental considerations identified during the planning process at a scan-level.

The consultant will be expected to collect the following data including:

- ATR traffic counts
- Speed data
- Signal and timing plans
- Roadway and sidewalk details, ADA compliant curb ramps, existing crosswalks
- Data on bus frequency, headways, bus stop locations, ridership

Requirements:

Consultants must demonstrate that they have sufficient and appropriate resources and experience needed to undertake the work and abide by all Community Development Block Grant (CDBG) funding requirements as identified by the Glen Cove CDA.

Any Consultant wishing to be considered must submit a statement of qualifications. The statement must include:

- Letter of Interest: Include the name, title, phone number, and e-mail address of the desired contact person during the RFQ process.
- Introduction: Provide a description of your firm/team, experience in the industry, number of years providing transportation planning services similar to those outlined herein, primary client type(s), and a summary of the services offered. Include company name(s) and address(es) as well as an organizational chart showing the project manager, task leaders, and other key personnel. Include any roles of sub-consultant team members and describe the level of previous working relationship between the firms. Resumés of key personnel should also be included.
- Implementation Details: Describe your implementation approach and schedule for the tasks identified in the Scope of Work. Identify and discuss potential additional tasks that may also be needed to generate a quality, usable implementation strategy.
- Recent Clients and References: Provide a list of similar assignments or work products for other clients completed within the past five (5) years. Provide at least three (3) clients and their contact information. Please include a description of each assignment, name of primary client contact, and their contact information including e-mail address and telephone number. Indicate your firm's role in each effort and the date of completion of services.

#### ADDITIONAL INFORMATION

Any questions should be directed in writing: Yelena Quiles at [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov). **No questions will be accepted after 4 pm on Thursday September 14, 2023.**

#### SUBMISSION AND DEADLINE

**Submissions are due by 4pm on Thursday September 21, 2023.** Only electronic submissions are being accepted in response to this RFQ. Submissions should be prepared as a single PDF and may be submitted via email to Yelena Quiles at [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov).

#### TERMS AND CONDITIONS

The City of Glen Cove reserves the right to amend or cancel this Request for Qualifications.

#### PROJECT TIMETABLE

The project is estimated to take about 10 months to complete, beginning in the Fall of 2023.

#### FORMAT AND REQUIREMENTS

All responses to the RFQ must conform to the instructions. Failure to provide the required information, to meet deadlines, answer all questions, follow the required format, or failure to comply with any other requirements of the RFQ may be considered appropriate cause for rejection of the response

#### EVALUATION CRITERIA

Proposals will be evaluated and ranked by the City/CDA using the criteria with assigned weighted percentages detailed below. Proposals will be reviewed on quality, expertise, and completeness; potential for completing the work as specified in the RFQ; experience with projects similar in nature/funding and previous experience with municipal clients; understanding of and approach to the project in conjunction with the proposed schedule; organization, availability, and qualifications of key personnel; cost reasonableness; familiarity with State and local requirements; logistics and familiarity with the project area; reputation among previous clients; and ranking relative to competing proposers.

Criteria are defined on next page.

<u>CRITERIA</u>	<u>POINTS</u>
Design and Technical Competence (Design approach, Credentials, Etc.)	20 points
Experience conducting public outreach, particularly with under-represented populations	10 points
Experience in Similar Projects (Experience, Expertise, Key Personnel)	15 points
Content & Quality of Statement of Qualifications (Including Thoroughness of Work Plan)	15 points
Cost reasonableness (breakdown between tasks)	15 points
Logistics and familiarity with the City of Glen Cove; previous experience with municipal clients	10 points
Awareness of Project's Specific Issues (Project Approach, Identification of Major Issues, Estimated Timeframe)	15 points
<b>TOTAL:</b>	<b>100 points</b>

The City/CDA may conduct follow-up interviews at their discretion. Interviews may be conducted either via video call or in-person. Non-attendance will be grounds for disqualification. The City may also choose to not conduct interviews.

The Selection Committee for this RFQ may include, but is not limited to, staff from the Glen Cove CDA, DPW and Purchasing Departments. The Committee is responsible for evaluating proposals and conducting interviews (as deemed necessary).

Proposers may be subjected to additional questions by the City/CDA. Non-response will be grounds for disqualification. Additional technical and/or cost information may be requested for clarification purposes, but in no way may proposers change the original submitted proposal.

#### INSURANCE REQUIREMENTS

For all of the services set forth herein and as hereinafter amended, the Selected Proposer ("Vendor") shall maintain or cause to be maintained, in full force and effect during the term of this Agreement, at its expense, a Worker's Compensation insurance, liability insurance covering personal injury and property damage, and other insurance with stated minimum coverages, all as listed below. Such policies are to be in the broadest form available on usual commercial terms and shall be written by insurers of recognized financial standing satisfactory to the City who have been fully informed as to the nature of the services to be performed. Except for professional liability, the City, the Glen Cove CDA, and Nassau County shall be an additional insured on all such policies with the understanding that any obligations imposed upon the insured (including, without limitation, the liability to pay premiums) shall be the sole obligation of Vendor and not those of the City. Notwithstanding anything to the contrary in this Agreement, Vendor

irrevocably waives all claims against the City for all losses, damages, claims or expenses resulting from risks commercially insurable under this insurance described in this Article 13. The provisions of insurance by the Vendor shall not in any way limit Vendor's liability under this Agreement.

Type of Coverage

Limit of Coverage

Vendor shall not commence any work until it has obtained, and has approved by The City of Glen Cove, the following insurance policies, with at least the following policy limits, which policies shall be maintained in full force and effect for the duration of the Contract:

- |   |   |
|---|---|
| a. NYS Disability Coverage:   | Statutory   |
| b. Professional Liability Insurance:<br><i>(if work involves contractor providing a professional service)</i> | \$5,000,000/wrongful act<br>\$5,000,000/aggregate |
| c. Umbrella/Excess Liability:   | \$10,000,000/occurrence<br>\$10,000,000/aggregate |

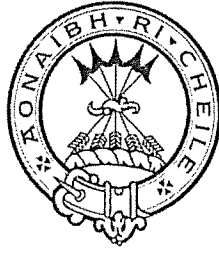
All policies above shall be written by a carrier admitted to do business in the State of New York and with an AM Best Rating of A-VII or better.

The City of Glen Cove, the Glen Cove Community Development Agency (CDA), and Nassau County shall be designated as certificate holders, and each provided a certificate.

The City, CDA, and Nassau County as Additional Insured, shall be entitled to 30 days written notice of cancellation or renewal of any policy. If the evidenced insurance expires prior to completion of work a renewal certificate shall be furnished at least ten (10) days before the date of expiration. Vendor shall provide proof of insurance to the City upon demand in the form of a certificate of insurance and copies of policies, if so requested.

If Vendor retains or hires any subcontractors, of any tier, in the course of its performance under the Contract, the requirements of this paragraph shall be binding and transferrable to each subcontractor so retained or hired, unless The City authorizes an exception prior to said subcontractor performing work for The City.

The City of Glen Cove reserves the right to amend the aforementioned insurance requirements, as it deems necessary depending on the scope of work being provided.



# CAMERON ENGINEERING

an  IMEG company

October 5, 2023

Ms. Yelena Quiles, Purchasing Director  
City of Glen Cove  
9 Glen Street  
Glen Cove, NY 11542  
**Via email to** [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov)

Re: Proposal Update  
Glen Street Downtown Corridor Study  
Town Road to School Street/Bridge Street

Dear Ms. Quiles:

As per recent correspondence, Cameron Engineering, an IMEG company, is pleased to submit this scope and budget amendment to our Statement of Qualifications for the above referenced project.

The proposed project scope has been modified, as follows:

- 1-2 people attend up to three meetings, in person, with the City/CDA/BID (kick off, BID board meeting, and final presentation)
- Interim coordination is by email/telephone
- Develop 1 concept for Glen Street, using scaled aerial backgrounds and high-level recommendations, callouts, precedent imagery
- Refine the concept per City input
- Data collection program:
  - 3 locations with 7-day speed/volume ATRs (road tubes)
  - 3 spot parking counts during peak periods
  - Site visit(s) to gather information for the review of sidewalks, parking, streetscape, stormwater, and bus stop features
  - Transit data compilation from transit providers (schedules, stop locations, and ridership if available). A full ridership study could be done at a later date for an additional fee.

Active Member of  


The proposed milestone/payment schedule with associated fees would be as follows:

1. Data collection (Cameron and Traffic Databank): \$6,425
2. Meeting 1, BID Board meeting, and Draft Concept Board(s): \$6,300
3. Meeting 2 and Final Concept Board(s): \$6,475

Total fee = \$19,200

Please let us know if you have any questions regarding the scope and fee items outlined in this correspondence.

Thank you,



Sarah Oral, PE, LEED AP BD+C  
Senior Associate, Civil Engineering/ Planning

Att: Original Statement of Qualifications

CC: Ann S. Fangmann, AICP, Executive Director Glen Cove CDA & IDA

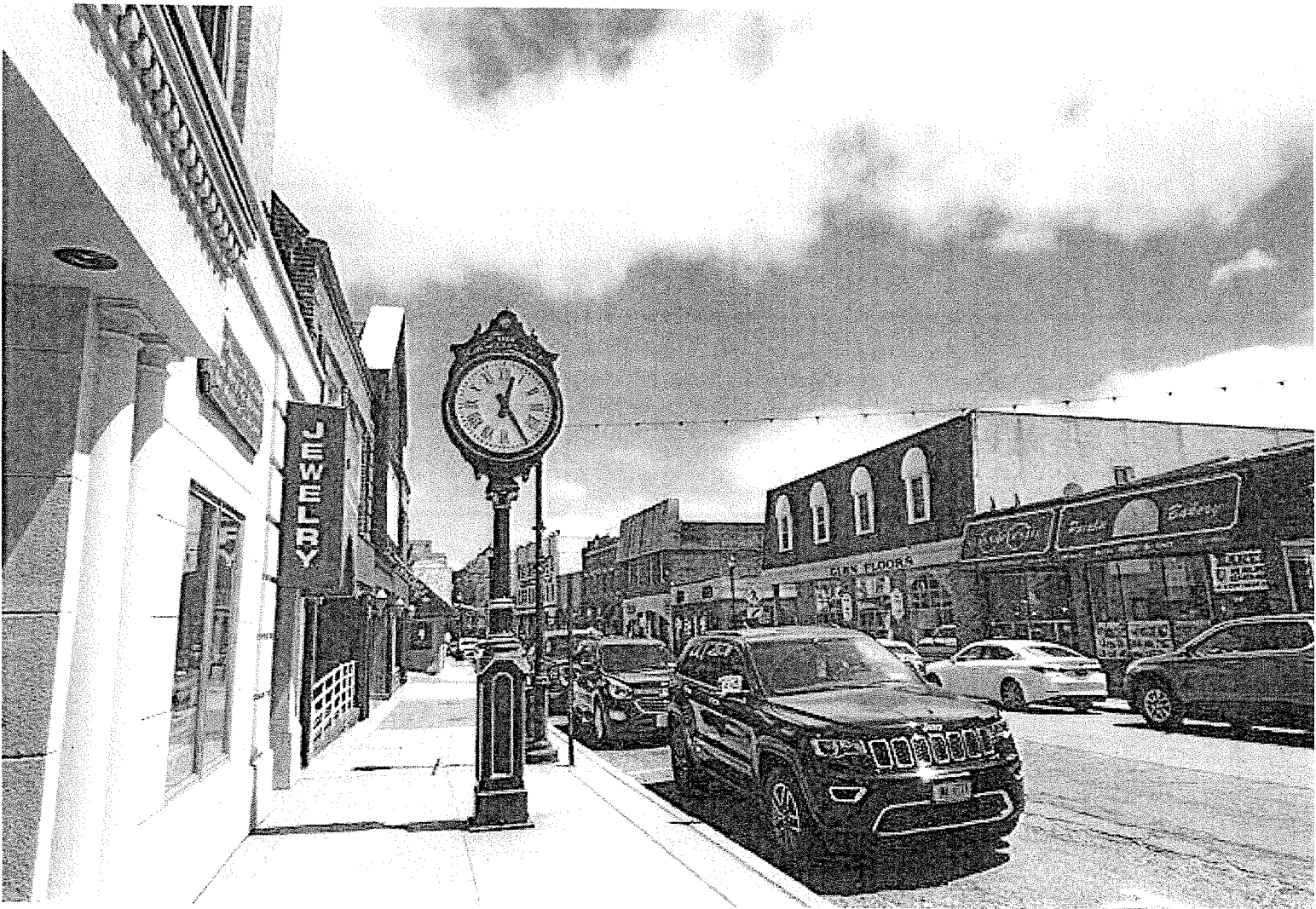


September 21, 2023

Request for Qualifications for

*Consulting Services for*  
**Glen Street Downtown Corridor Study**  
Town Road to School Street/Bridge Street

Prepared by CAMERON ENGINEERING, AN IMEG COMPANY

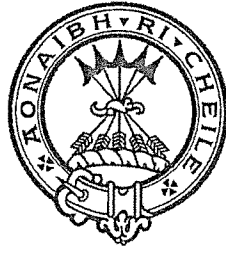


**CITY OF GLEN COVE  
&  
GLEN COVE CDA**



**CAMERON  
ENGINEERING**

an **IMEG** company



# CAMERON ENGINEERING

an  IMEG company

September 20, 2023

Ms. Yelena Quiles, Purchasing Director  
City of Glen Cove  
9 Glen Street  
Glen Cove, NY 11542

*Via email to [purchasing@glencoveny.gov](mailto:purchasing@glencoveny.gov)*

Re: Statement of Qualifications:  
Glen Street Downtown Corridor Study: Town Road to School Street/Bridge Street

Dear Ms. Quiles:

Cameron Engineering, an IMEG company, is pleased to submit this Letter of Interest and Statement of Qualifications to perform the Glen Street Downtown Corridor Study on behalf of the City and the Glen Cove Community Development Agency (CDA).

Companywide, Cameron Engineering brings to the Town a local multi-disciplinary planning and engineering consulting firm founded in 1985, recently merged with IMEG Consultants Corp., one of the nation's largest engineering firms. IMEG is the #6 ranked engineering firm in the latest *Building Design+Construction (BD+C) Giants 400* list and #71 on the latest *Engineering News-Record (ENR) Top 500 Design Firms* list.

For this Qualifications Statement, Cameron Engineering has assembled a team comprised of civil/transportation engineers and landscape architects whose expertise fully aligns with the services being requested, along with Traffic Databank, a premier traffic data collection firm.

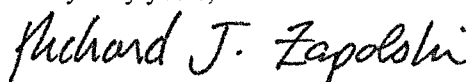
Our combined expertise aligns with the Glen Street RFQ's goals and objectives:

- In-house transportation and landscape architecture professionals
- Experience running and assisting public outreach efforts
- Large-scale traffic safety/Complete Streets plans
- Experience with Community Development Block Grant and other federal funding requirements
- Hundreds of projects performed on behalf of other Long Island municipalities

Our primary point of contact with regard to this submission and further discussions pursuant to a contract award will be Ms. Sarah Oral, P.E., LEED BD+C, Senior Associate, Civil & Traffic Engineering | Planning: (516) 224-5237 or [Sarah.I.Oral@imegcorp.com](mailto:Sarah.I.Oral@imegcorp.com). If selected, our Landscape Architecture team lead will be Mr. Michael DeGiglio, RLA who can be reached at (516) 224-5206 or [Michael.A.DeGiglio@imegcorp.com](mailto:Michael.A.DeGiglio@imegcorp.com).

We thank you for requesting this Qualifications Package and we appreciate the opportunity to work with the City of Glen Cove and the Community Development Agency on this important initiative.

Very truly yours,



Richard J. Zapolski, Jr., P.E.  
Principal

cp10987

Active Member of  



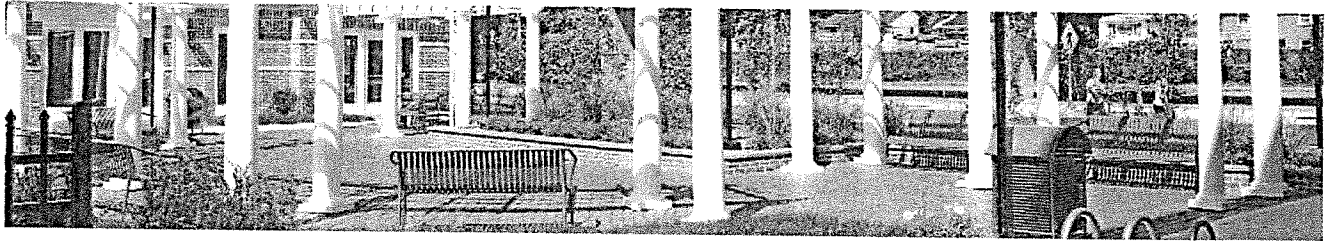
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## INTRODUCTION

### Cameron Engineering Company Profile

On April 1, 2023, after 38 years serving as one of New York's leading consulting planning and engineering firms, Cameron Engineering merged with IMEG Consultants Corp. (IMEG), a 100% employee-owned firm and one of the nation's largest engineering firms (#6 ranked engineering firm by BD+C and #71 on ENR's Top 500 Design Firms list). The merger brings together decades of experience and a passion for delivering quality work and developing strong client relationships. Cameron's strong client base and presence in the greater New York region will add to IMEG's 75+ U.S. office locations currently spanning from Boston to California—adding to an impressive national portfolio of work across various market sectors. Combining both firms' mechanical/electrical, structural, civil, transportation, environmental, and planning expertise creates a strong synergy for future growth.

The Firm continues to provide services to our clients doing business as Cameron Engineering, an IMEG company. IMEG Consulting Corp. delivers a rare combination of the broad expertise of a national leader with the personal relationships and deep collaboration of a local firm. The Firm is results-driven with an enthusiasm for transforming environments and communities through high-performance design and infrastructure. Now with over 2,400 team members, IMEG serves regions and markets with full-service, in-house engineering design.

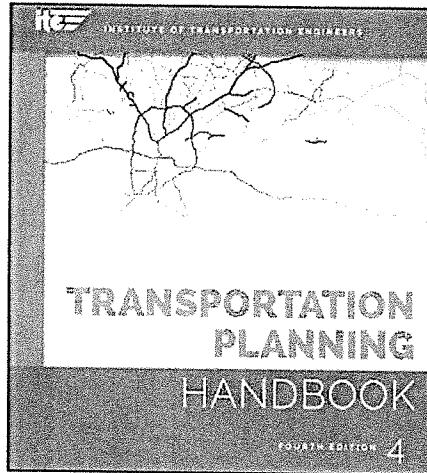
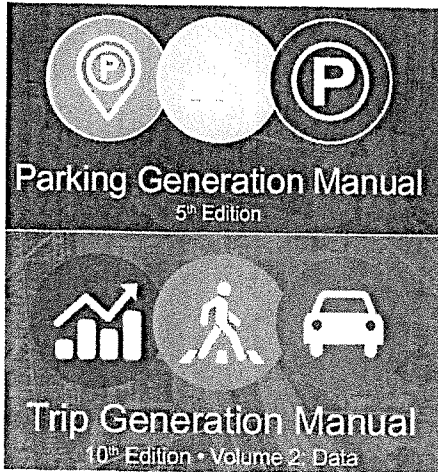
As part of the East Coast expansion of IMEG, our New York-based division, comprised of experienced and qualified engineers, landscape architects, planners, facility operators, and environmental scientists remains dedicated to providing professional, timely, and responsive services to clients. Our New York offices have a staff of over 200 employees. The Firm's commitment to excellence is reflected in our approach to creating innovative solutions and for solving difficult problems with well-designed, coordinated, cost-effective concepts, and sound management techniques for all types of facilities.

Principal areas of expertise are **Civil Engineering (inclusive of Site Development, Traffic and Transportation Engineering, Water and Wastewater Engineering, Stormwater Management, and Structural Engineering); Landscape Architecture; Ecological Restoration; Sustainable Design and LEED; Mechanical, Electrical, Plumbing (MEP), and Fire Protection Engineering; Planning and Environmental Engineering; Solid Waste Engineering; Construction Management; Security / CCTV Engineering; and Energy Management.** Our firm is in its 38<sup>th</sup> year of delivering award-winning projects. Cameron Engineering clients comprise municipalities and agencies throughout the New York City metropolitan area, with particular emphasis on Long Island for traffic and landscape architecture. Our list of services related to this RFQ is provided below.

Our **Transportation Engineering** services include:

- Traffic Impact & Safety Studies
- Transportation Planning
- Complete Streets Design
- Traffic Signal Design/Modification
- Corridor Studies and Design
- Transit Studies
- Parking Studies, Parking Field Design
- Sign and Pavement Marking Plans, Inventory
- ADA Compliance Review/Design/Retrofit
- Maintenance and Protection of Traffic (MPT)
- Accident Investigations
- Expert Witness Testimony
- Queuing/Dropoff/Pickup Analysis
- Access Management Planning
- SEQRA
- Street and Area Lighting
- Vehicle Maneuverability Assessment
- Construction Specifications
- Cost Estimating
- Construction Phase Services
- Origin and Destination Studies
- Speed Studies





*Institute of Transportation Engineers (ITE) Reviews:*  
*As a volunteer effort, Ms. Goldberg applied to ITE and was selected to be part of the Technical Review committees to review the data for the ITE Trip Generation Manual (10<sup>th</sup> Ed.), trip generation website, Parking Generation Manual (5<sup>th</sup> Ed. and upcoming 6<sup>th</sup> Ed. in 2023), parking generation website, and the Transportation Planning Handbook (4<sup>th</sup> Ed.).*

**Our Site Development & Landscape Architecture services include:**

- BMPs, Green Infrastructure
- Streetscape Improvements
- Site Planning/Municipal Processing
- Subdivision Master Planning
- Parks/Open Space Design
- Golf Course, Athletic, Recreational Facilities
- Playground Design
- Aquatic Facilities and Spraygrounds
- Ecological Design and Plantings
- Zoning Studies
- Irrigation and Site Lighting
- Stormwater Management/Ponds
- Campus Master Planning and Engineering
- SWPPP Preparation and Review
- Ecological Design and Plantings

If selected, we will staff this project using our local branch office: 177 Crossways Park Drive, Woodbury, NY 11797.





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### Traffic Databank Company Profile

For traffic data collection and field inventory assistance, Cameron Engineering has teamed with Traffic Databank, a renowned data collection firm founded in 2006 that routinely handles hundreds of simultaneous traffic counts using Miovision cameras and ATR (Automatic Traffic Recorder) road tubes.

Cameron Engineering and Traffic Databank work together seamlessly; we have teamed on more than 75 traffic engineering studies over the last 9-10 years, and we can attest to speed and accuracy with which Traffic Databank can mobilize and provide data results.

Traffic Databank is located at 716 South Sixth Avenue, Mt. Vernon, NY 10550. Their service area covers Long Island, New York City, New Jersey, Connecticut, and eastern Pennsylvania.

Traffic Databank has collected traffic data throughout Long Island and New York State, New Jersey, Pennsylvania, Connecticut, Massachusetts, and New Hampshire. Clients include municipal entities and consultant engineers.

A certified DBE and MBE in the States of New York and New Jersey, Traffic Databank is renowned for collecting quality diverse traffic data used in analyses and optimization of transportation systems including roadway networks, transit capacity, bike/pedestrian networks, and the interfaces between various modes of transit.

The firm has over 460 automatic traffic recorders and 24 GPS loggers, for 24-hour street traffic data collection and travel delay studies. Traffic Databank also conducts preliminary engineering inventories - and would assist Cameron Engineering - field reconnaissance/verification of traffic signal timing, roadway geometry, bus blockage, parking maneuvers, and signage. Our focus is to accurately obtain prevailing and reliable data on traffic and pedestrian/bicycle volumes; transit; and the physical environment.

Traffic Databank approaches data collection with the aim of meeting the client's data needs in the most cost effective, efficient manner. The company leads the region in video technology data collection (Miovision) having more than 200 units which are routinely deployed across New York State, New Jersey, Connecticut, Pennsylvania, Massachusetts and New Hampshire. Sample project experience includes the full range of data collection that pertain to this RFQ. Work tasks comprised traffic, pedestrian, transit, parking, and field inventories:

#### **Sample Projects with Cameron Engineering:**

- Video (Miovision) counts at 56 intersections and ATRs at 7 highway/ramp segments in a 3-mile radius around Ronkonkoma, NY
- Islandwide Tram and Bus Ridership Counts and Traffic Control Sign Inventory (field personnel) and video (Miovision) turning movement counts, Roosevelt Island, NY
- Corridor ATRs for speed data collection for Villagewide speed study of Munsey Park, NY
- Corridor intersection (Miovision) traffic counts, bus stop inventory, roadway geometry inventory, and overpass height inventory on Route 110 between Amityville and Huntington, NY
- Intersection (Miovision) traffic counts at 26 intersections in Cedarhurst, Inwood, and Lawrence, NY

#### **Sample Projects with Large-Scale Data Collection:**

- 7,500 ATR/automatic traffic recorder counts in 7 DOT Regions for 2-year NYSDOT Contract
- 209 Miovision turning movement counts, ATR/speed counts, and field reconnaissance for NYSDOT/Port Authority of NY and NJ Grand Central Parkway Corridor Study
- Parking supply/demand counts of 18,000 parking spaces (garaged/on-street) for the City of Harrisburg
- Transit (rail and bus) Occupancy counts to identify travel patterns at major events at MetLife Stadium





- 120 video turning movement counts, 26 video BQE/Gowanus mainline bridge counts, 30 arterial/ramp/local ATR counts for the HBKBQE Study. Data processed within 7 days of field work completion for each dataset, formatted and uploaded to the NYCDOT TIMS database
- 491 count locations for a NYCDOT EAS for Transportation Planning, Transportation Engineering, Urban Design and Related Services: video counts of traffic, pedestrians, bicycles; arterial-ramp-bridge ATRs; unmet demand analyses, field inventory; travel-delay studies; spot speed studies; counts of For-Hire-Vehicles (taxis, Lyft, Uber). Data was processed with QC 7 days after field work was completed.



Key Personnel

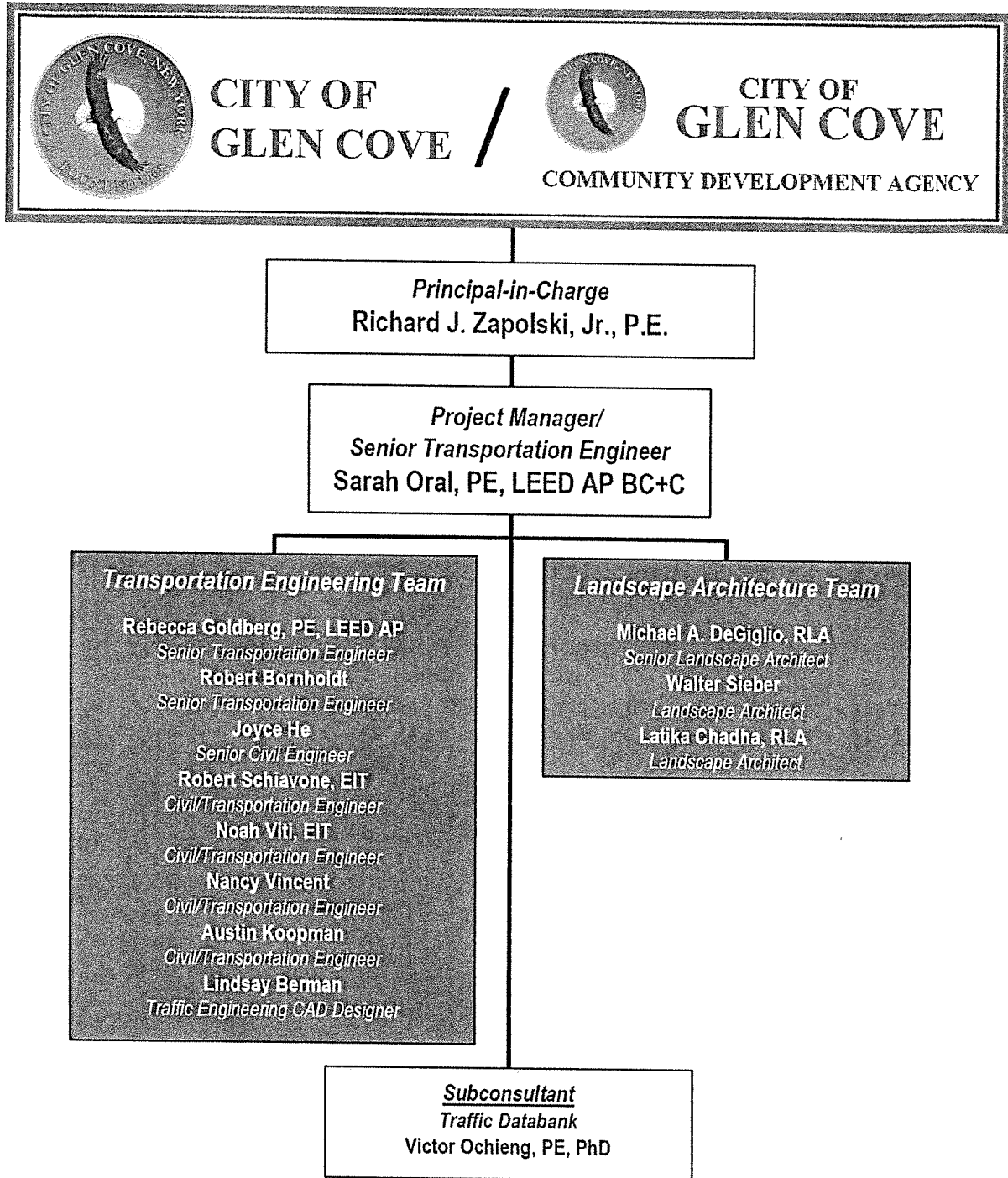
The Cameron Team will be available to the City with a proposed team for this contract including:

Richard J. Zapolski, Jr., PE	Partner in Charge
Sarah Oral, PE, LEED AP	Project Manager/Senior Transportation Engineer
Michael A. DeGiglio, RLA	Senior Landscape Architect
Walter Sieber	Landscape Architect
Latika Chadha, RLA	Landscape Architect
Rebecca Goldberg, PE, LEED AP	Senior Transportation Engineer
Robert Bornholdt	Senior Transportation Engineer
Joyce He	Senior Civil Engineer
Robert Schiavone, EIT	Civil/Transportation Engineer
Noah Viti, EIT	Civil/Transportation Engineer
Nancy Vincent	Civil/Transportation Engineer
Austin Koopman	Civil/Transportation Engineer
Lindsay Berman	Traffic Engineering CAD Designer
Victor Ochieng, PE, PhD abd	Traffic Databank Director, Technical Manager





Organizational Chart



Resumes

Key Personnel Resumes are provided on the following pages.

