

**2008
CITY OF ONEIDA
SIDEWALK REPLACEMENT PROGRAM
INFORMATION SHEET**

The City of Oneida again plans to undertake a sidewalk replacement program during 2008. The proposed work would be performed this summer under a contract to be awarded following a competitive bidding process. The cost of the work would be shared 50\50 between the benefitting property owner and the City. The following is intended to answer some anticipated questions about the program and to assist you in completing the enclosed application form for sidewalk replacement.

WHAT IS MY COST SHARE?

At a 50% cost share, your estimated cost would be **approximately** twenty-five dollars per lineal foot (\$25.00/lf) of sidewalk replaced or approximately \$125/block (one block is 5' x 5' square). The following chart will help you **estimate** your cost.

5 feet = 1 block = \$ 125	10 feet = 2 blocks = \$ 250
15 feet = 3 blocks = \$ 375	20 feet = 4 blocks = \$ 500
25 feet = 5 blocks = \$ 625	30 feet = 6 blocks = \$ 750
35 feet = 7 blocks = \$ 900	40 feet = 8 blocks = \$ 1,050
45 feet = 9 blocks = \$ 1,200	50 feet = 10 blocks = \$ 1,250
55 feet = 11 blocks = \$ 1,375	60 feet = 12 blocks = \$ 1,500
65 feet = 13 blocks = \$ 1,625	70 feet = 14 blocks = \$ 1,750
75 feet = 15 blocks = \$ 1,875	80 feet = 16 blocks = \$ 2,000
85 feet = 17 blocks = \$ 2,125	90 feet = 18 blocks = \$ 2,250
95 feet = 19 blocks = \$ 2,375	100 feet = 20 blocks = \$ 2,500

The final cost per lineal foot could be more or less and would be determined based on the actual contract bid price.

For corner lot properties only - up to 80' of sidewalk would be excluded from assessment on the side of the property having the longest frontage.

THIS PRICE SEEMS HIGH - WHY?

All public works contracts must include provisions for contractors to pay employees the "prevailing wage" as established for Madison County by the New York State Department of Labor. The prevailing wage requirement can, but not always, result in unit prices higher than what you might be able to contract privately for similar work.

HOW CAN I PAY MY SHARE?

You would receive a bill from the City Chamberlain in March 2009. That bill could be paid in one lump sum within 30 days, or you could elect to spread out your payments, with interest due on the unpaid balance, over a five year period. The interest rate would vary yearly and would be established based on the rate paid by the City to borrow money. Interest rates for 2007 project were set at 6%± per year.

WHAT WORK WILL BE PERFORMED?

The City's contractor will remove and dispose of any existing sidewalk. A minimum of six inches of compacted gravel material will then be placed. New sidewalk will be 5 feet wide and four inches thick, except that across driveways, the concrete will be eight inches thick as well as be reinforced with wire mesh. The new sidewalk will be sealed with a curing\anti-spalling compound. Any disturbed lawn areas would be topsoiled and seeded. It would likely be necessary to saw cut driveways and\or entrance ramps and these cuts would be restored with in kind materials.

WHAT ABOUT TREES WHICH ARE IN THE WAY?

If necessary, tree roots will be pruned in order to construct the new sidewalk. If a tree removal is required, the City can only remove trees within the City's right-of-way. Removal of a tree(s) located on private property would need to be arranged and\or contracted by the property owner. Delay's in completing private removals could cause your application to be deferred until a future program year.

HOW DO I APPLY?

If you are interested in taking advantage of this year's sidewalk replacement program, you will need to complete the attached request form and then either mail or bring the form in person to the:

Office of the City Engineer
City of Oneida Municipal Building
109 N. Main Street
Oneida, New York 13421-0550

APPLICATIONS WILL BE ACCEPTED FROM 8:30 AM APRIL 4, 2008 THROUGH MAY 16, 2008. TO BE CONSIDERED THIS YEAR YOUR APPLICATION MUST BE RECEIVED, AT THE CITY ENGINEER'S OFFICE, NOT LATER THAN 3:30 PM, FRIDAY, MAY 16, 2008.

WHAT HAPPENS AFTER I APPLY?

The date and time that your request is postmarked or personally delivered to the City Engineer's office will be entered into the blocks provided for that purpose on the form. During the period April 4, 2008 through May 16, 2008 a member of the City Engineer's staff will inspect your sidewalk. The purpose of the inspection is to determine the actual quantity of sidewalk in need of replacement, as well as to determine the "severity of need" based on an index of 1 (worst) to 5 (least). Example pictures of the need indices can be reviewed at the City Engineer's Office

Requests will then be entered into a data base and sorted, first by "severity of need", and then sub-sorted by date and time of receipt.

IT IS THE CITY'S INTENT TO REPLACE SIDEWALK IN THE WORST (MOST HAZARDOUS) CONDITION FIRST. As such based on the above sort (severity of need/time of receipt), an order of priority list will be developed and a "cut line" drawn when approximately 1,100 feet of sidewalk replacement has been reached.

CAN I APPLY FOR NEW SIDEWALK WHERE NONE PREVIOUSLY EXISTED?

Sure. However, as this is intended to be a replacement program for existing sidewalk in deteriorated condition, such requests can only be considered after all replacement requests have been satisfied as well as be subject to the availability of funds.

CAN ALL REQUESTS BE HONORED?

It really depends on how many requests are received. Based on current estimated contractor prices, it is anticipated that approximately 1,100 lineal feet of sidewalk can be replaced under this program during 2008. If after the contract bidding process more favorable unit prices are realized, it MAY be possible to reach further down the priority list. Conversely, if prices are higher than anticipated it may be necessary to limit replacement to less than 1,100 lineal feet.

WHAT IF I DON'T MAKE THE "CUT" THIS YEAR?

Your request will be placed on file and will be given priority within the "severity of need" group for the next programed sidewalk replacement program. **HOWEVER, YOU WILL HAVE TO REAPPLY AGAIN IN 2009.**

HOW WILL I BE NOTIFIED?

On or about May 19, 2008, a copy of your application with the "action taken" annotated (see side 2 of the application form) will be mailed to all applicants.

IF I DON'T MAKE THE CUT CAN I APPEAL THE DECISION?

If you believe that your application should have received a higher priority, you may appeal the decision to the City of Oneida Public Works office **BY APPOINTMENT ONLY**. Appeal appointments will be scheduled by the City Engineer's office and can be made in person or by calling 363-7222 between the hours of 9:00 AM to 4:00 PM between Wednesday, May 21, 2008 to Friday, May 23, 2008. When you call or visit, you will be scheduled for a ten minute meeting with the DPW personnel at your property between the hours of 1:00 PM to 4:00 PM during the week of May 27th thru May 30th. The decision of the City Engineer's office will be final for the 2008 program.

WHEN WOULD MY SIDEWALK BE REPLACED?

The City intends to add to last year's existing sidewalk replacement contract. Actual replacement would be performed between June 23, 2008 thru August 31, 2008. At this time a specific date for your replacement can not be provided. However, you will be notified a minimum of three days before the actual replacement is scheduled.

HOW LONG WILL I BE "OUT OF MY DRIVEWAY"?

Typically, one day will be required to remove old sidewalk, place new gravel and place concrete forms. The new sidewalk would be placed the following day (or on Monday if prep work were to be performed on a Friday). You will need to plan to be "out of your driveway" for approximately one week. The City Engineer's Office can issue an on-street parking permit(s) for the period that you can not park in your driveway.

CAN MY ENTRANCE WALK BE REPLACED UNDER THIS PROGRAM?

No. Only sidewalk within the public right-of-way can be replaced under this program. Moreover, the City can NOT be responsible for inspecting and/or guaranteeing the quality of any "side deals" made between the property owner and any contractor to construct\replace entrance walks.

WHERE CAN I GET ADDITIONAL INFORMATION?

You are welcome to call the City Engineer's Office at 363-7222 or your Common Council representative.

Enclosure

1. Sidewalk Replacement Request Form

Tracking # _____

SBL # _____

CITY OF ONEIDA SIDEWALK REPLACEMENT APPLICATION FORM

APPLICATIONS WILL BE TAKEN - APRIL 4, 2008 THROUGH MAY 16, 2008

_____, 2008

I hereby request the City of Oneida to replace my sidewalk as follows (check the applicable blocks):

Did you apply in 2006 or 2007? Yes No

I request Full replacement along entire front of my property
 Partial replacement of _____ feet along front of property

For corner lot properties only:

I request Full replacement along the entire side of my property
 Partial replacement of _____ feet along side of property

My property is located at _____
(Street name and house number)

My mailing address is _____
(Street name and house number) (City, State) (Zip Code)

I understand that sidewalk replacement would be on a 50/50 cost share basis with my **cost being approximately \$125 for each five foot square block of sidewalk replaced** and that the final cost could be slightly more or less per block depending on the results of a contract competitive bidding process.

(Signature)

(Phone Number)

(Name Typed or Printed)

*

Received at City of Oneida Department of Engineering by {mail} {in person}

on _____ at _____ by _____
(Date) (Time) (Name Typed/Printed)

FIELD INSPECTION REPORT

(Sketch or Photo)

Severity of Damage Code _____
(PLEASE TURN OVER)

Inspector

ACTION TAKEN ON 2008 REQUEST

- Your sidewalk is scheduled for full replacement. You will have a corner lot exemption of _____ feet. Your estimated cost share is \$_____
- _____ feet of your sidewalk has been scheduled for replacement. You will have a corner lot exemption of _____ feet. The specific blocks to be replaced can be identified between the painted white arrows. Your estimated cost share is \$_____.
- In keeping with the program budget and the intent of replacing the worst sidewalk first, your sidewalk replacement request could not be honored this year. Your request will be given priority within its "severity of need" group for the next available sidewalk replacement program. _____ applications were received. Your sidewalk was number _____ in priority.
- In order to properly reconstruct your sidewalk, a tree and stump within the public right-of-way has been scheduled for removal. The tree to be removed has been marked with a white "X" on the property side.
- In order to properly reconstruct your sidewalk it will be necessary for you to privately contract to remove a tree and stump. The tree to be removed has been marked with a white "X" on the property side. If the tree is not or can not be removed by _____, it will be necessary to defer your request until a future program year.
- Other _____

Michael F Bowe
Assistant City Engineer

cc. Mayor
Councilman _____
Property Owner

APPLICATIONS TAKEN - APRIL 4, 2008 THROUGH MAY 16, 2008
APPLICATIONS MUST BE POSTMARKED, OR HAND DELIVERED TO THE CITY
ENGINEER'S OFFICE, **BY COB, FRIDAY, MAY 16, 2008**
(SEE ATTACHED INFORMATION SHEET)