

PUBLIC WORKS COMMITTEE

June 9, 2016 – 11:15 AM

Committee Members: Perrello (Chair), McCarthy (Vice Chair),
Rajsz, Owens, Samuelson, Alvarez, Sorensen

PRESENTATION:

DISCUSSIONS:

1. Jail Project
2. Seasonal Work Program update
3. Solid Waste Management Rules

RESOLUTIONS:

1. Resolution to amend Resolution No. 160-16 to reflect the agreement may be extended for four (4) additional paving seasons, on a yearly basis, under the same terms and conditions.
2. Resolution to authorize an inter-municipal agreement with the Village of Jeffersonville.

REPORTS:

PUBLIC COMMENT:

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution:

Date: June 9, 2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To allow provisions for the contract to be extended for four (4) additional paving seasons, on a yearly basis, under the same terms and conditions.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 75,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): D-5110-45-45.4518

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>75,000.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [Advance Testing Company] of
[3348 Route 208, Campbell Hall, NY 10916]

Nature of Other Party to Contract: Out Of County Vendor Other:

Duration of Contract: From 05/01/2016 To 12/31/2016

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Can be extended for four (4) additional paving seasons, on a yearly basis, under the

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

The paving contract bid utilizes NYSDOT Specifications and these specifications require both quality control / quality assurance testing of the construction materials. County forces cannot provide this specialized test work.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$75,000.00

Efforts made to find Less Costly alternative:

A Request for Proposal was issued and the quote from the lowest responsible firm for the quality assurance work was chosen.

Efforts made to share costs with another agency or governmental entity:

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

3-16-07

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

A. Director of Purchasing: *Kathy Jones* Date 6/3/16

B. Management and Budget: *Jamie Myers* Date 6/6/16

C. Law Department: *[Signature]* Date 6/7/16

D. County Manager: *[Signature]* Date 6/17/16

E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE
A MODIFICATION AGREEMENT**

WHEREAS, an agreement was executed with Advance Testing Company, Incorporated, 3348 Route 208, Campbell Hall, New York 10916, for Asphalt Plant Testing for Quality Assurance & Chip Seal Testing for Quality Assurance for paving projects, dated April 26, 2016, pursuant to Resolution No. 160-16, adopted by the Sullivan County Legislature on April 21, 2016; and

WHEREAS, the executed agreement does not include a provision allowing for the contract to be extended for four (4) additional paving seasons, on a yearly basis, under the same terms and conditions; and

WHEREAS, the Division of Public Works wishes to include such a provision in the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a modification agreement, indicating possible yearly extensions, per Request for Proposal, R-16-07, and said modification agreement be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E., Commissioner of Public Works

Re: Request for Consideration of a Resolution: Bridge 22 Replacement, Water Main Relocation

Date: June 9, 2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Resolution to Authorize the County Manager to execute an Inter-Municipal agreement with the Village of Jeffersonville to provide reimbursement to the Village for the Village relocating its Maple Avenue water main so that Bridge 22 can be replaced.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 65,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): D 5110-46-47-4786

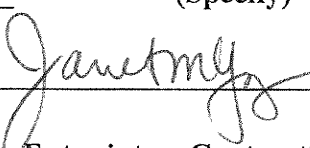
If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ <u>0.00</u>	Grant(s)	\$ _____
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State	\$ <u>65,000.00</u>	Other	\$ _____
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Federal Government	\$ _____	(Specify)	<u>NYS Division of Homeland Security and Emergency Services - Funding</u>
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Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Village of Jeffersonville] of
[17 Center Street, Jeffersonville, NY 12748]

Nature of Other Party to Contract: .

Other: Municipality

Duration of Contract: From 07/01/2016 To 12/31/2016

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Bridge 22 cannot be replaced without the relocation of the Village's water main as such is within the area needed to construct the new bridge. A Inter-Municipal Agreement to have the water main moved by the Village is the most efficient means to expedite the project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$65,000 of which 100% is funded by NYS Division of Homeland Security and Emergency Services

Efforts made to find Less Costly alternative:

Efforts made to share costs with another agency or governmental entity:

Cost is 100% funded by the NYS Division of Homeland Security and Emergency Services

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

An Inter-Municipal Agreement with the Village will comply with applicable requirements if any apply.

Person(s) responsible for monitoring contract (Title): Robert Trotta, P.E., Bridge Engineer

Pre-Legislative Approvals:

- A. Director of Purchasing: *Tony Jones* Date 6/3/16
- B. Management and Budget: *Janetmy* Date 6/6/16
- C. Law Department: *[Signature]* Date 6/7/16
- D. County Manager: *[Signature]* Date 6/7/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
AUTHORIZE AN INTER-MUNICIPAL AGREEMENT WITH THE VILLAGE OF
JEFFERSONVILLE**

WHEREAS, County Bridge 22 located on Maple Avenue in the Village of Jeffersonville (“Village”) is required to be replaced due to flood damages; and

WHEREAS, the Village water main needs to be relocated, by the Village, beyond the area needed for the construction to permit the replacement of the bridge; and

WHEREAS, the Village requested reimbursement from the County for the estimated \$65,000 cost to relocate the water main; and

WHEREAS, in order to permit the Village to relocate the water main and be reimbursed by Sullivan County, an Inter-Municipal Agreement (“IMA”) is needed.

NOW, THEREFORE, BE IT RESOLVED, that the County Legislature hereby authorizes the County Manager to execute an IMA with the Village, to provide reimbursement up to \$65,000, said IMA shall be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

PUBLIC WORKS COMMITTEE
Monthly Report – June 9, 2016

MAY 2016 MONTHLY REPORT

BUILDINGS & GROUNDS

- Completed concrete floor in the Records Retention building
- Replaced carpet in Family Court
- Completed renovations and placed new beach sand at Lake Superior State Park
- Opened parks for the summer season
- Installed display at the D&H Linear Park
- Inspected and replaced fire dampers at the Adult Care Center
- Distributed and picked up voting machines
- Secured foreclosure properties
- Bridge #279 – parapet repairs
- Bridges #379 & #361 – continued with replacement

PARKS & RECREATION

- Hosted May Park & Recreation Commission meeting
- Continued selling Lake Superior Season Passes
- Began hosting Fort Delaware Student Day program
- Continued processing pavilion rental and park permit applications
- Continued planning seasonal events for Fort Delaware and D&H Canal
- Participated in sign inventory walk through with Sign Shop Supervisor in all parks
- Continued ordering items for Fort Delaware gift shop
- Fulfilled gift shop pre-order options for Student Day groups
- Assisted Personnel and Payroll departments with seasonal employment orientation
- Conducted staff orientation at Lake Superior
- Continued to work with DPW Operations to finalize opening parks for season
- Opened D&H Canal Interpretive Center, Fort Delaware, and Lake Superior to public for season
- Communicated with water testing vendor about test results
- Communicated with Department of Health about water testing at Lake Superior
- Continued to assist with SCIA grant projects

SHOP STAFF

- Continued services & New York State Inspections
- Continued repairs on solid waste roll-off trucks and containers
- Made all necessary repairs to DPW and outside agency equipment
- Installed new body on Truck 156
- Removed sanders and installed bodies on Trucks 13, 198, 172, 104 and 106

- Prepared eight (8) leased vehicles to be put in service
- Removed plow frames from Trucks 226, 227 & 228
- Prepared mowers for the season
- Repaired and repainted body damage on vehicles
- Completed estimates on damaged vehicles
- Repaired rust on County vehicles
- Prepared new vehicles for Sheriff's Department

SIGN SHOP

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Equipment maintenance on striper
- Sign Shop inventory data entry for 2014-2015
- Brush signs on County Roads
- Continued 2015-2016 sign inventory
- Installed detours

AIRPORT

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued Project Management Airport Drainage Improvements Project, the Terminal Access Roadway and Traffic Circle Rehabilitation Project
- Assisted in the research and issuance of highway permits for drainage, roadway access, utility locations and overweight / oversize vehicles

BRIDGES

- Addressed NYSDOT bridge flags for Bridges 22, 450 (CAL), 62 (LIB) and 268 (MAM)
- Continued administration and management of construction and inspection contracts and quality control and assurance inspections for the Bridge 45 (FAL) Replacement Project
- Reviewed remaining work needed for Bridge 45 (FAL) and put together a punch list for of items needing to be completed by the contractor
- Discussed and resolved two complaints with a property owner with respect to CR 53 work
- Continued the monitoring program to check for additional settlement of the abutment impacted by the July 2014 flood; completed preliminary engineering and a draft set of plans; started the final review of construction plans and soil boring data; continued the procurement of materials and coordinated with the utility companies; reviewed shop drawings for the precast-3 sided boxes for the Bridge 22 (CAL) replacement project

- Reviewed shop drawings for Bridge 36 (MAM) reinforcing steel
- Started administration and project management work for the construction and inspection contracts and made revisions needed to the draft agreement for Bridge 369 (NEV) Inspection Services and prepared a resolution to obtain Legislative approval for an early start of inspection services
- Completed coordination with NYSDEC for extending DPW's General Stream Disturbance Permit
- Completed coordination with NYSDEC to obtain a Temporary Revocable Permit (TRP) to allow the use of the existing NYSDEC fishing access for placement of a temporary detour bridge for the Bridge 369 (NEV) Replacement Project
- Continued preliminary engineering and planning work for the replacement of Bridge 259 (MAM) with the new routing of Depot Road which eliminates the need for the bridge and followed up with NYSDOT for the use of surplus State Route 209 property to extend Depot Road
- Continued preliminary engineering and planning for the replacement of Bridge 98 (BET)
- Completed follow-up work for Radio Tower foundation inspections
- Completed periodic re-inspection of Bridge 279 (DEL) to ascertain any change in condition due to frost action on the areas that were damaged by a vehicular accident
- Provided follow-up with NYSDEC for obtaining authorization to implement stream disturbance work from NYSDEC for the cleaning out of a gravel bar at Bridge 235 (NEV)
- Continued engineering assistance and inspection work for the replacement of Bridge 379 (LIB) by DPW Operations
- Completed the preparation of a bid document to procure soil borings and geotechnical services needed for six (6) bridges planned to be replaced
- Completed the preparation of specifications for the procurement of topographic and property surveying work needed for the Bridge 259 (MAM) elimination project
- Completed assistance to the Highway Unit for the stake out of the Bridge 379 (LIB) cut off wall
- Attended and participated in the Local Emergency Planning SNS/MCM sub-committee meeting for disaster preparedness
- Prepared a detail for placing gates at the entrances to Bridge 192c (NEV) for public safety
- Completed the preparation of details for the repair and improvement of the NYSDOT Flagged portion of the Bridge 62 (LIB) railing system
- Prepared a detail for placing chain-link fencing and gates at the ends of the Sunset Lake Dam

BUILDINGS

- New Sullivan County Jail project 359 page 100% complete plan review for 2010 code compliance/2015 code compliance, ten page Commercial Plan Checklist, Building Permit issuance and chart of inspections/certifications required for a Certificate of Occupancy
- Completed weekly foster care home inspections and reports for the Department of Family Services (DFS)
- Proceeded with Department of State (DOS) mandated 2016 Building Inspections and Reports with Annual/Triennial Building Inspection Summary Chart
- Sullivan County Cooling Tower inspection and testing coordination with Engineering firm
- Government Center New York Power Authority (NYPA) coordination with Pres Energy Technicians for Energy Efficiency Project
- Adult Care Center & Shared Clinic Facility Roof Replacement Project invoice review for 100% final payment on completion of project
- Hurleyville Cultural Center Roof Replacement & Gutter Repair/Paint Project invoice review for 50% payment & field pictures of roof progress
- Reviewed bids for Government Center and Government Center Annex Vertical Blinds Furnish & Install Project
- Carbon monoxide detector requisition for DPW installation in each Sullivan County building as mandated by the New York State Department of State
- 2011 MRF-TS Building damage review, field pictures and estimate to repair
- Reviewed 2016 Code Update for 2016 Uniform Code Supplement and 2016 Supplement To The NYS Energy Conservation Construction Code and attended mandated class
- 2017-2022 Capital Plan and 2016 roof chart updates
- Federal Communications Commission (FCC) continued coordination for new towers
- FCC Antenna Structure Registration(ASR) form 854 Part 2 online for Monticello Tower
- Continued with mandated Federal Communications Commission radio license renewal and modification forms for EMS, sheriff, fire service, highway maintenance, microwave and local government
- Annual Water Quality Report for 2015 (AWQR2015) for the Sullivan County Human Service Complex coordination and as mandated by the NYSDOH
- Prepared and submitted the Human Service Complex and Airport mandated quarterly treated water bacteriological reports and monthly water chlorination system Operation Report calculations and letters to NYSDOH
- Completed weekly water testing at the Human Service Complex water chlorination system with documentation
- Water online class as mandated by NYSDOH for Water Distribution System Chlorination Operator

- Water lab invoice and voucher review and approval
- Code class Request To Attend forms, requisitions and registration
- Provided technical support for County facility operations and maintenance

HIGHWAYS

- Provided ROW information to the public
- Continued to advance the County Road 173 (THO) reconstruction project (processed County reimbursement request to NYSDOT)
- Continued to coordinate with the County's construction inspection consultant (MJI) on design issues and requests for information (RFI's) for the County Road 173 / Exit 106 (THO) roundabout project related to the proposed EPT Concord development (MJI participating in weekly construction meetings on County's behalf and providing onsite inspection services – County providing additional oversight and guidance as necessary)
- Commenced the 2016 surface treating of approximately 45 miles of county road – coordinated multiple contractors performing crack sealing of all roads and shimming of rutted sections in advance of upcoming chip sealing – sampled and coordinated testing of stone for chip sealing
- Coordinated with contractor for 2016 contract paving of approximately 30 miles of county road – held pre-construction meeting – performed coring as needed - field marked rebates and milling areas for repair – checked sign layout - provided daily inspection, quantity tracking, material testing coordination, scheduling and billing oversight for paving and striping operations (County Roads 111, 112 and 31 repaired – overlay underway on County Road 112)
- Provided survey grade control and layout for replacement drainage system on County Roads 31 and 41 (LUM)
- Assisted operations with uncovering of buried drainage structures, using old survey records on County Road 45 (THO)
- Recovered primary survey control for replacement of County Bridge 36 on County Road 55 (MAM)
- Provided line and grade survey layout for cut-off walls and pre-fabricated culvert box installation at County Bridge 379 on County Road 176 (LIB)
- Continued with preparation of permit application drawings and documents for an embankment stabilization project on County Road 127 (CAL)
- Reviewed and/or researched the following for safety issues, potential impacts to and conflicts with the County's right-of-way, drainage, infrastructure and maintenance: County Road 45 (THO) – access review; County Road 81 (ROC) – driveway improvement inspection related to permit bond release; County Road 103 (THO) – sight distance measurements at proposed access to Camp Krasna; County Road 113 (COC) – measured sight distance at proposed self-storage facility; County Road 123 (ROC) – shoulder and drainage complaint; County Road 149 (ROC) – ongoing changes related to sight distance at proposed Dollar

- General; County Road 173 (THO) – extensive right-of-way research in conjunction with NYSDOT related to a new salt dome proposed in old road bed by the Town of Thompson and; provided comments to county planning for G.M.L. 239 review on the following County Roads (CR) : CR 11 (HIG) – repair shop, CR 103 (THO) – Lake View Estates, and former CR 182 (THO) – Concord Fairways
- Researched and reviewed quotes using NYSOGS contract for a new field survey instrument
 - Updated the 2017-2022 capital plan for the highway unit

SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2015 tonnage (T)	2015 tonnage (T)
January	2,368	2,846
February	2,212	3,045
March	3,075	3,884
April	3,908	4,055
May	4,274	
June	5,757	
July	9,188	
August	8,486	
September	4,755	
October	4,045	
November	3,403	
December	4,436	
TOTAL	55,907	

(T) - Total Monticello Transfer Station

SOLID WASTE

- Continued tracking of the Monticello Transfer Station tonnage for invoice review and reporting
- Prepared and submitted monthly SPDES reports in accordance with NYSDEC permit conditions
- Continued preparation of annual reports for the Landfill
- Reviewed report for CBS update at the Pretreatment Plant
- Submitted the E-Greenhouse Gas reporting as required by the EPA
- Compiled closed capped Landfill reporting data

RECYCLING

- Suspended acceptance of E-Scrap at Transfer Stations
- Ongoing development of 2016 Household Hazardous Waste Collection Event Plans for two collection events
- Continued coordination of 2016 Municipal Cleanup Program with municipalities
- Continued search for replacement Electronic Scrap vendor
- Responded to public concerns and offer NYSDEC-specified manufacturer take-back information
- 2016 Leadership Sullivan Materials Management Class facility tour with full program educational materials provided
- Coordinated scrap metal pickups at transfer stations
- Made revisions to Solid Waste Management Rules
- Provided materials management information reference packet to new DPW TSO's

- Updated Adopt-A-Road Program
- Recycling program updates for online content prepared
- Rx Task Force participation with Public Health Services
- Public Works Committee recycling update
- Reviewed recycling program vouchers
- Single Stream Recycling Program ongoing education/program promotion
- Continued marketing coordination with Treasurers Department and Office of General Services for marketing, sale and tracking of recyclables
- Continued review of Materials Management Program water & leachate sampling invoices from Pace Analytical Laboratories