



PUBLIC WORKS COMMITTEE

May 11, 2017 – 11:15 AM

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

PRESENTATION:

1. Jail Progress Presentation – LaBella Associates

DISCUSSIONS:

1. Airport
2. Positions within the Division of Public Works

RESOLUTIONS:

1. Resolution to authorize award and execution of contract with Smith Environmental Laboratory, LLC.

REPORTS:

- County Manager's Office Updates
- Upcoming Public Works projects

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: Award and execute contract for sampling

Date: May 11, 2017

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 award and execution of a contract with Smith Environmental Laboratory, LLC for the sampling and laboratory analysis of various water sources.

Is subject of Resolution mandated? Explain:

This testing is required by either the New York State Department of Health or the New York State Department of Environmental Conservation

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 5,125.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-1620-22-47-4720; A-5610-47-4720; A-

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

Estimated Cost Breakdown by Source:

County \$ 5,125.00 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 [Smith Environmental Laboratory] of
[4 Scenic Drive, Hyde Park, NY 12538]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 07/01/2017 To 12/31/2018

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:

Yes - annually for up to three years

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:

NYSDOH & NYSDEC water testing 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.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): Approx. \$5,125.00

Efforts made to find Less Costly alternative:

Competitive Bid process

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Competitive Bid B-17-22 AL

Person(s) responsible for monitoring contract (Title): Edward McAndrew, Commission

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Anderson Lewis Date 5/8/17
- B. Management and Budget: Janermy Date 5/9/17
- C. Law Department: [Signature] Date 5/8/17
- D. County Manager: [Signature] Date 5/9/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. INTRODUCED BY PUBLIC WORKS COMMITTEE TO
AUTHORIZE AWARD AND EXECUTION OF CONTRACT WITH SMITH
ENVIRONMENTAL LABORATORY, LLC.**

WHEREAS, the County of Sullivan, through the Division of Public Works, operates and maintains several potable water supplies and is required to have various laboratory sampling and analysis performed on this water per the New York State Department of Health, and

WHEREAS, the County of Sullivan, through the Division of Public Works, also operates infrastructure such as wash bays, rinse racks, and similar operations which require monitoring of water per the New York State Department of Environmental Conservation, and

WHEREAS, the County, through the Division of Public Works and the Office of General Services prepared a detailed specification and sought laboratory vendors through a competitive bid process, and

WHEREAS, Smith Environmental Laboratory, LLC, whose Corporate address is 4 Scenic Drive, Hyde Park, NY 12538, is qualified, available, and willing to provide services, and

WHEREAS, the Division of Public Works, has approved Smith Environmental Laboratory, LLC to provide these services and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with Smith Environmental Laboratory, LLC., said contract to be in such form as the County Attorney shall approve.

Moved by _____,

Seconded by _____,

and adopted on motion _____, 2017.

PUBLIC WORKS COMMITTEE
Monthly Report – May 11, 2017

APRIL 2017 MONTHLY REPORT

BUILDINGS & GROUNDS

- Continued the Records Retention building
- Replaced the roof on the Bath House at Lake Superior
- Repaired steel on Jail showers
- Removed old radio equipment from various Tower sites
- Renovated office space in the Office of Management and Budget
- Removed trees at the D&H Canal
- Installed base radio stations in DPW facilities
- Prepared buildings and grounds for seasonal opening at Lake Superior State Park, Minisink Battlegrounds, Stone Arch, Human Resources Complex and the Veteran's Cemetery
- Made various repairs at the Travis Building for PESH compliance
- Installed barriers on County Bridge #129
- Repaired the deck on County Bridge #341
- Prepared "H" pile and sheet pile for County Bridge #98
- Repaired various DI's on County roads

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
- Repaired and repainted body damage on vehicles
- Completed estimates on damaged vehicles
- Prepared new DPW and Sheriff vehicles for service
- Sandblasted and refinished County equipment
- Removed snow equipment from Trucks 231, 227, 230, 226 and 184
- Removed sander bodies from Trucks 224, 174, 171, 170 and 173
- Completed repairs on Mowers 269 and 270

SIGN SHOP

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Completed inventory for 2017
- Installed detours for County Bridges
- Began Stops and Bars

AIRPORT

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Continued coordination of the electric vault and runway lighting
- Reviewed and discussed with consultant potential projects to the FAA for funding

BRIDGES

- Addressed NYSDOT bridge flags for Bridges 450 (CAL), CB 163 (FOR) and 243 (MAM)
- Continued administration work for the Bridge 45 (FAL) agreement with NYSDOT; completed providing information to the auditor and completed a review of a draft audit of the construction inspection services provided by Barton & Loguidice DPC
- Completed administration and project management work for the Bridge 369 (NEV) construction services contract and completed the processing of a modification agreement for the inspection contract
- Continued inspection work for the Depot Road Extension Project (MAM) and the procurement of materials; provided follow up work for a property owner release
- Completed follow-up work for procurement of a pile driving contractor, held a pre-construction meeting, and continued work to procure pile testing services. Began the coordination of the start of construction work, provided assistance to DPW Operations for the installation of protective pile tips for the driving of sheet piles needed and continued monitoring the bridge condition in response to Flags received from NYSDOT for the Bridge 98 (BET) project
- Met with Bridge 98 (BET) project property owners to resolve issues prior to the receipt of property owner releases and implemented revisions to bridge rail design
- Continued coordination with the Town of Fallsburg DPW for the relocation of the Village of Woodridge's sanitary sewer and continued preliminary design work for the replacement of Bridge 47 (FAL)
- Completed work for the design of a new railing system for Bridge 129 (BET); procured concrete barriers for temporary work and inspected their installation
- Continued design work for the slip lining of Bridge/Culvert 131 (BET)
- Completed follow-up work for the procurement of materials needed for the replacement of the railing system for Bridge 62 (LIB)
- Completed the preparation of an agreement for consultant engineering inspection services for the 2017 bridge painting project and started the coordination of a kick-off meeting to be held prior to the start of construction services
- Held a coordination meeting with Orange County for the finalization of the scope of work for the Bridge 360 (MAM) Major Rehabilitation Project and to coordinate an Inter-Municipal Agreement and working protocols
- Continued coordination of the review and approval of the Inter-Municipal between Orange and Sullivan Counties for sharing in the cost for the rehabilitation of

Bridge 360 (MAM) and coordinated with NYSDOT and the County Attorney's office for the execution of the Bridge NY agreement that will provide 95% funding of the project

- Completed the preparation of a consultant engineering agreement for preliminary engineering, final design, preparation of bid documents and right of way incidentals work for the Bridge 360 (MAM) Project
- Continued preliminary engineering work for the replacement of Bridge 71 (MAM)
- Revised a solicitation for dam engineering services to provide a study for the mitigation of the overtopping of the Toaspern Pond Dam (HIG) during the extreme rainfall design event and for the updating of the Dam's Engineering Assessment Report
- Reviewed an application for an Over Weight Permit application for the use of County Roads 123 and 125 and coordinated with the applicant for bridge evaluation reports needed to be provided for several bridges to enable a permit to be issued
- Completed the final inspection of the Bridge 22 (CAL) construction work for the replacement of the bridge
- Attended annual safety training
- Completed the updating of the Multi-Year Capital Plan for the Bridge Rehabilitation and Replacement Program
- Completed the first 2017 semiannual inspection for the Toaspern Dam (HIG) and the Sunset Lake Dam (LIB)
- Submitted documents to NYSDEC to obtain stream disturbance permits for Bridges 240 (DEL), 98 and 131 (BET)

BUILDINGS

- Completed weekly foster care home inspections and reports for the Department of Family Services (DFS)
- Government Center Sustainability and Parks office plans and OGS partial office plans
- Capital Plan 85 page review and update
- SCIA underground storage tank regulation research
- Sullivan County Facilities Roof Chart for 2017 planning and coordinate with Capital Plan
- Prepared documents for hiring a vendor for the Cooling Tower Maintenance Program
- Cooling Tower replacement specifications and plans for bidding
- Landfill Chemical Bulk Storage application package for submittal to DEC
- Government Center New York Power Authority (NYPA) coordination for Energy Efficiency Project and subcontractor meeting
- Government Center Clean and Seal specification updates for bidding

- County Buildings Physical Inventory and Benchmarking Chart for Sustainability 2017
- FCC Prior Coordination Notification (PCN) paper and email review
- Continued with mandated Federal Communications Commission radio license renewal and modification forms for EMS, sheriff, fire service, highway maintenance, microwave and local government
- FCC online forms for radio license WQXT445 construction completion notification
- FCC Radio License data chart updates
- Prepared and submitted the Sullivan County International Airport and Human Service Complex mandated monthly water chlorination system Operation Report calculations and letters to NYSDOH
- Prepared and submitted the Sullivan County International Airport and Human Service Complex mandated quarterly treated water bacteriological reports and letters to the NYSDOH
- Completed weekly water testing at the Sullivan County International Airport and Human Service Complex water chlorination system with documentation
- Water specification review
- Water lab invoice and voucher review and approval
- Provided technical support for County facility operations and maintenance
- Attended annual Safety Training
- Hazardous Material forms to EPA and DEC
- Prepared specifications for Water Sampling and Analysis and for Solid Sampling and Analysis for OGS
- Provided information to OGS for Water and Solids Analysis spec addendum
- Researched various space planning requests
- Participated in weekly staff and in jail progress meetings and jail modular review at factory
- Continued assisting with Parks as needed
- Worked with Child Care Council on RFQ for grant project
- Cooling Tower Maintenance Program review and comments for correction by H2M
- Cooling Tower Emergency purchase order requisition and coordination with OGS for quick testing
- SCIA Wayfinding Project GDA meeting with Grants Department
- Completed the second session of Code Enforcement Training

HIGHWAYS

- Provided ROW and record mapping information to the public
- Coordinated with NYSDHSES for limited geo-technical assessment on County Road 49 embankment project from FEMA 4020

- Continued to advance the County Road 173 (THO) reconstruction project - project and right-of-way acquisition with NYSDOT and design consultant - ADA compliance requirements
- Continued to coordinate with the County's construction inspection consultant (MJI) on the closeout of the County Road 173 / Exit 106 (THO) roundabout project related to the proposed EPT Concord development – as-built documentation and final invoicing
- Completed the preparation of bid documents and detailed specifications for the 2017 surface treating and striping of 25 miles of county road – prepared Cadd location maps - assessed shim areas – documented all required striping to be replaced - packaged all to a single PDF for OGS issuance - bids due back 4/7/2017 - reviewed bids received – prepared bid summary analysis comparison and recommended award
- Continued with preparations for the 2017 contract paving program - reviewed bids received – prepared bid summary analysis comparison and recommended award for the contract paving and striping of 25 miles of county road
- Completed GPS survey control sessions at County Bridges 283 (ROC) and 425 (FAL) for upcoming topographic surveys
- 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 Roads 14/141 (BET) – Kauneonga Lake pedestrian and parking meeting with town officials; County Road 47 (HIG) – NYSEG pole locations; County Road 102 (FOR) – access review and sight distance measurements; County Roads 104/107 (FAL/THO) – FOIL request Gan Eden; County Roads 142/15 (LIB) – water line project survey and borings; County Road 149 (ROC) – Livingston Manor school zone signs and pavement markings; County Road 178 (ROC) – water main repair and; provided comments to county planning for G.M.L. 239 review on the following County Roads (CR) : CR 15 (LIB) – Green Hill Estates, CR 43 (LUM) – Camp Glen Spey, CR 74 (LIB) – Happy Daze, CR 74 (LIB) – Stanley Furst, CR 103 (THO) – Lake View Estates, CR 149 (ROC) – Upward Brewing, East Broadway (MON) – Coney Island and Town Highway 85 (LIB) – Camp Bais Yaakov
- Prepared the 2016 GASB capital improvements asset report for highway projects - documented all necessary cost backup
- Provided 1st quarter performance measure reporting for the highway unit

SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2016 MSW/CD	2017 MSW/CD	Recycling as a % of Scaled Total System Thru-put 2017
January	2,846	3077	11%
February	3,045	2811	8%
March	3,884	3602	7%
April (24 th)	4,055	3260	
May	4,776		
June	6,532		
July	9,418		
August	10,205		
September	5,462		
October	3,964		
November	3,760		
December	3,063		
TOTAL	61,010		

(T) - Total Monticello Transfer Station

SOLID WASTE & RECYCLING

- *Safety*: Solid Waste Department- days without a lost time accident: 293 (4/24/17)
- *Credit Cards*: Roll out plan for remote transfer stations in play. First month of service yielded about 75 transactions @ \$5K
- *Day of Safety Training*: department completed a half day of safety training to cover many annual safety training requirements
- *Earth Day*: Earth Day events attended to promote recycling and composting
- *Bird Houses*: Looking for a community group to complete installation
- *Facility Improvements*: Improvements being designed/ implemented for safe and efficient operations at scale house and paper MFR including bailer and tier. Leachate lines being clean out ongoing April/May
- *Electronics Program*: Program well received by public and thriving
- *Letter to Haulers*: Letter reminding top 100 commercial accounts of recycling obligations sent April 21st and load inspections to commence April/May