



**PUBLIC WORKS COMMITTEE**

**September 12, 2017 – 11:15 AM**

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

**PRESENTATION:**

**DISCUSSIONS:**

1. Jail Project

**RESOLUTIONS:**

1. Resolution to authorize the execution of a change order with Pike Company to obtain a Building Information Model (BIM) of the New Jail.
2. Resolution to authorize the County Manager to execute the authorization to proceed document for New York Power Authority (NYPA) to proceed with the Targeted Audit phase of an Energy efficiency project at various County Facilities.
3. Resolution to authorize the award for engineering services for the Sullivan County International Airport - Transient Aircraft Parking Apron Expansion Design.
4. Resolution to authorize the award for engineering service for the Sullivan County International Airport – design and construction to replace guidance signs and MILT.
5. Resolution to authorize award and execute modification contract with Advanced Testing Co., Inc.
6. Resolution to authorize award and execution of a modification agreement with Jane Axamethy D/B/A The Bake House at the Sullivan County International Airport.
7. Resolution to authorize a Change Order with Pike Company for the furnishing and supplying of additional beds and miscellaneous furniture for forth-eight (48) cells to allow for double bunking of the New Jail.

**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: To authorize a change order for Pike Co.

**Date:** September 12, 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 a change order with Pike Company to obtain a Level 2 BIM of the New Jail.

**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: \$ 48,600.00

Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County                      \$ 46,800.00                      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 \_\_\_\_\_ of  
\_\_\_\_\_

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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.]:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Efforts made to find Less Costly alternative:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: Angen Lewis Date 9/11/17
- B. Management and Budget: [Signature] Date 9.11.17
- C. Law Department: [Signature] Date 9/14/17
- D. County Manager: [Signature] Date 9/14/17
- E. Other as Required: [Signature] Date 9/6/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY THE PUBLIC WORKS COMMITTEE  
TO AUTHORIZE THE EXECUTION OF A CHANGE ORDER WITH PIKE COMPANY  
TO OBTAIN A LEVEL 2 BUILDING INFORMATION MODEL (BIM) OF THE NEW  
JAIL.**

**WHEREAS**, Resolution 428-16 adopted October 20, 2016 authorized an agreement with The Pike Company to provide construction services for the New Sullivan County Jail; and

**WHEREAS**, the agreement contains a contingency line item of \$1 million dollars; and

**WHEREAS**, Resolution 431-16 adopted October 20, 2016 defined the Change Order policy for the New Sullivan County Jail Project which provides a maximum limit of \$25,000 for change without a Legislative resolution; and

**WHEREAS**, the contractor has utilized a Building Information Model (BIM) system for the building construction; and

**WHEREAS**, the contractor has offered electronic BIM with Blue Beam PDF's of the Jail to the County inclusive of as-built and equipment information; and

**WHEREAS**, the cost to the County is \$48,600.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Legislature authorized the amount of \$48,600 to be moved from the contingency line item to cover the additional cost via a contract change order; and

**BE IT FURTHER RESOLVED**, that such change be executed by the County Manager, Commissioner of Management and Budget and the Commissioner of the Division of Public Works in such form as the County Attorney shall approve.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**RESOLUTION NO. 428-16 INTRODUCED BY EXECUTIVE COMMITTEE  
TO AUTHORIZE AWARD & EXECUTION OF CONTRACT**

**WHEREAS**, bid proposals were received for the Construction of the New Sullivan County Jail Project, and

**WHEREAS**, The Pike Company, One Circle Street, Rochester, New York 14607, is the lowest responsible bidder for this work, and

**WHEREAS**, LaBella Associates and the Division of Public Works have approved said bid and recommend that a contract be executed.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a contract with The Pike Company, as follows:

.Base Bid & Alternate No. 1 (Construction of Sheriff's Administration and Road Patrol Building) = \$72,240,000.00  
.Add Alternate No. 2 (Resinous Flooring at Housing Pods) = \$ 51,000.00  
.Add Alternate No. 6 (Liability Insurance for Base Bid and Alternate No. 1) = \$ 286,000.00,

The Pike Company's Subcontractors, for Base Bid and Alternate No. 1 are as follows:

.Mechanical Work – JW Danforth = \$1,206,000.00  
.Plumbing Work - JW Danforth = \$ 559,000.00  
.Electrical Work - Matco = \$1,269,000.00  
.Pre-Cast Cell Work - Olde Castle (Base Bid ONLY) = \$5,550,000.00

**(NOTE: The Subcontractor's pricing is included in the Base Bid & Alternate No. 1- total of \$72,240,000.00),**

in accordance with Bid No. B-16-51, said contract to be in such form as the County Attorney shall approve.

**Moved by Mr. Steingart, seconded by Mrs. Ward, put to a vote with Mrs. Rajsz, Mr. McCarthy and Mr. Perrello absent, unanimously carried and declared duly adopted on motion October 20, 2016.**

**RESOLUTION NO. 431-16 INTRODUCED BY THE EXECUTIVE COMMITTEE TO EXEMPT THE JAIL AND SHERIFF'S ADMINISTRATION PROJECT FROM THE CHANGE ORDER POLICY AS DEFINED IN RESOLUTION NO 44-07 AND SET A NEW POLICY SPECIFIC FOR THE PROJECT**

**WHEREAS**, Sullivan County ("County") enters into numerous agreements, including, but not limited to, engineering and construction contracts, that require change orders from time to time, and

**WHEREAS**, resolution 44-07 as adopted by the Sullivan County Legislature on February 15, 2007 amended resolution 655-99 set a policy for Contract Change Orders ("Policy") for the County, and

**WHEREAS**, the existing Policy allows the County Manager to authorize one or more change orders for a contract provided that the change order(s) do not exceed, in the aggregate, the lesser of 10% of the original contract price or \$100,000, and

**WHEREAS**, the existing Policy requires that in the event of any change order by itself or together with other change orders(s) exceeds, in the aggregate, the lesser of 10% of the original contract price or \$100,000 said change order(s) must be approved by resolution of the County Legislature, and

**WHEREAS**, the County Manager and Commissioner of Public Works recommend that the existing Policy remain in place for all projects except for the Jail and Sheriff's Administration Project ("Project"), and

**WHEREAS**, the Project is estimated to take two years to complete and have construction costs of approximately \$73,000,000 with a \$1,000,000 construction contingency built into the contract, and

**WHEREAS**, a maximum change order amount of \$100,000 is unrealistic for a project of this magnitude and will result in costly delays.

**NOW, THEREFORE BE IT RESOLVED**, that the Project is exempt from the Policy as defined in resolution 44-07, and

**BE IT FURTHER RESOLVED**, that the following policy is hereby adopted to govern change orders for the Project:

1. The general construction contract executed for the Project may be amended by one or more change orders if signed by the Commissioner of Public Works, Commissioner of Management and Budget, and the County Manager provided that the change order does not exceed \$25,000 individually and that the change orders do not exceed in the aggregate \$1,000,000.
2. In the event that any individual change order exceeds \$25,000 or if change orders in the aggregate exceeds \$1,000,000 said change order(s) must be approved by resolution of the County Legislature.
3. The County Manager is required to submit a report of all changes orders authorized for the Project to the County Legislature on monthly basis.

**Moved by Mr. Steingart, seconded by Mrs. Ward, put to a vote with Mrs. Rajsz, Mr. McCarthy and Mr. Perrello absent, unanimously carried and declared duly adopted on motion October 20, 2016.**

**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: Authorize County Manager to execute

Date: September 12, 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.]

To authorize the County Manager to execute the Authroization to Proceed document with NYPA to conduct a Targeted Audit Report for an Energy Efficiency Program involving the HVAC and Lighting at the Sullivan County Government Center Annex, Courthouse, and Shared Health Clinic facilities and HVAC and Windows at the Adult Care Center.

**Is subject of Resolution mandated? Explain:**

No. This is the first step in an energy efficiency program with NYPA to design and install updated and energy saving infrastructure at these facilities.

**Does Resolution require expenditure of funds? Yes  No**

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 23,400.00

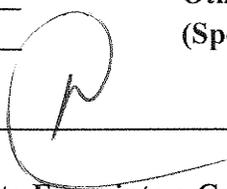
Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): 1620 (Various)/General Fund

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>23,400.00</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 [ \_\_\_\_\_ ] of  
[ \_\_\_\_\_ ]

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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.]:

County does not have resources in-house to conduct this targeted energy efficiency audit as part of the NYPA energy efficiency program package.

\_\_\_\_\_

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

Efforts made to find Less Costly alternative:

N/A  
\_\_\_\_\_  
\_\_\_\_\_

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

N/A  
\_\_\_\_\_  
\_\_\_\_\_

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

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: Auson Lewis Date 9/11/17
- B. Management and Budget: N Date 9.11.17
- C. Law Department: [Signature] Date 9/11/17
- D. County Manager: [Signature] Date 8/11/17
- E. Other as Required: Ellie Miller Date 9/6/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY PUBLIC WORKS COMMITTEE TO  
AUTHORIZE THE COUNTY MANAGER TO EXECUTE THE AUTHORIZATION TO  
PROCEED DOCUMENT FOR NEW YORK POWER AUTHORITY (NYPA) TO  
PROCEED WITH THE TARGETED AUDIT PHASE OF AN ENERGY EFFICIENCY  
PROJECT AT VARIOUS COUNTY FACILITIES**

**WHEREAS**, Sullivan County has committed to promoting sustainability within its facility planning and building infrastructure through the adoption of Resolutions 429-07 and 53-10; and

**WHEREAS**, NYPA operates an energy efficiency program through which they evaluate projects for energy savings and upgrades, ultimately providing the design and build of recommended efficiency measures; and

**WHEREAS**, NYPA conducted an informal site visit with DPW staff of the Government Center Annex, the Courthouse, and the Shared Health Clinic facilities; and

**WHEREAS**, these facilities each have older and inefficient HVAC and lighting systems making them likely candidates for an energy efficiency program project; and

**WHEREAS**, the Adult Care Center needs new resident room HVAC and windows due to the age and inefficiency of the existing units, and NYPA has expressed interest in this need; and

**WHEREAS**, NYPA has extended a Authorization to Proceed document for execution for Sullivan County to commit to entering the Targeted Audit phase of the energy efficiency program, at a cost not to exceed \$23,400.00 total for the audit of all four facilities; and

**WHEREAS**, the Division of Public Works (DPW) engineering staff has reviewed Authorization to Proceed document as provided by NYPA and recommends the County proceed with this audit phase of the project.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager is authorized to execute the Authorization to Proceed document with NYPA, in such form as the County Attorney's Office shall approve.

**BE IT FURTHER RESOLVED**, that upon receipt and evaluation of the Targeted Audit recommendations the Sullivan County Legislature will make a determination of whether or not to move forward with design and construction of the recommended project and will notify NYPA of its decision in writing; and

**BE IT FURTHER RESOLVED**, that in the event that a determination is made to not move forward with design and construction the County will pay NYPA the cost noted above, associated with the Targeted Audit.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2017.

**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: Execution of Grant Agreement

**Date:** September 12, 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.]

To authorize the County Manager to execute an agreement with Passero Associates for Engineering Services for a transient aircraft parking apron expansion design at the Sullivan County International Airport (SCIA).

**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:** \$73,600.00

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** General Funds

**Estimated Cost Breakdown by Source:**

County	<u>\$3,680.00</u>	Grant(s)	\$ _____
State	<u>\$3,680.00</u>	Other	\$ _____
Federal Government	<u>\$66,240.00</u>	(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 [Passero Associates] of  
[\_\_\_\_\_]

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

None \_\_\_\_\_

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 County and the FAA have entered into an agreement for funding of the project. Passero Associates was hired based upon a qualified-based selection process to provide engineering services to SCIA.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$73,600.00

Efforts made to find Less Costly alternative:

N/A  
\_\_\_\_\_  
\_\_\_\_\_

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

N/A  
\_\_\_\_\_  
\_\_\_\_\_

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

N/A

Person(s) responsible for monitoring contract (Title): Edward McAndrew, P.E, Comm

Pre-Legislative Approvals:

- A. Director of Purchasing: Amos Sears Date 9/11/17
- B. Management and Budget: [Signature] Date 9/11/17
- C. Law Department: [Signature] Date 9/11/17
- D. County Manager: [Signature] Date 9/11/17
- E. Other as Required: file no Date 9/11/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY THE PUBLIC WORKS COMMITTEE  
TO AUTHORIZE THE AWARD FOR ENGINEERING SERVICES FOR THE SULLIVAN  
COUNTY AIRPORT – TRANSIENT AIRCRAFT PARKING APRON EXPANSION DESIGN**

**WHEREAS**, Resolution No. 347-17 authorized the County Manager to apply for and execute AIP grants, Agreements, Contract, Certifications and Documentation for Engineering Services; and

**WHEREAS**, a grant between the County of Sullivan and the FAA has been fully executed in the amount of \$76,600.00 which covers the 90% FAA share of the total project cost in the amount of \$68,940.00; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost; and

**WHEREAS**, the County has completed a qualifications-based selection process for an Airport Consultant and has selected Passero Associates and recommends award of the engineering service to the firm Passero Associates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary agreements, contracts and documentation, in such form as the County Attorney shall approve, to retain the services of Passero Associates for a contract amount not to exceed \$73,600.00 for Design Services; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be attached to any necessary agreements in connection with this project; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2017.

**RESOLUTION NO. 347-17 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING SERVICES FOR THE SULLIVAN COUNTY AIRPORT – TRANSIENT AIRCRAFT PARKING APRON EXPANSION DESIGN**

**WHEREAS**, the County of Sullivan received an AIP grant at Sullivan County International Airport from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the County of Sullivan has received correspondence from the FAA that a grant is issued in the amount of \$76,600.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate funding for 90% of the total cost of the project at the Sullivan County International Airport; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary applications, agreements, certifications, contracts and documentation, in such form as the County Attorney shall approve, on behalf of the County and the facility, as is required by the FAA and the NYSDOT in order to obtain funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$76,600.00 contingent upon the execution of the grant agreement.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

Moved by Mrs. Ward, seconded by Mrs. Rajs, put to a vote and unanimously carried and declared duly adopted on motion August 17, 2017.

**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: Execution of Grant Agreement

**Date:** September 12, 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.]

To authorize the County Manager to execute an agreement with Passero Associates for Engineering Services for the design and construction to replace guidance signs and MITL at the Sullivan County International Airport (SCIA).

**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: \$61,400.00

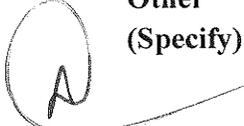
Are funds already budgeted? Yes  No

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: General Funds

**Estimated Cost Breakdown by Source:**

County	<u>\$3,070.00</u>	Grant(s)	\$ _____
State	<u>\$3,070.00</u>	Other	\$ _____
Federal Government	<u>\$55,260.00</u>	(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 [Passero Associates] of  
\_\_\_\_\_

Nature of Other Party to Contract: .

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

None

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 County and the FAA have entered into an agreement for funding of the project. Passero Associates was hired based upon a qualified-based selection process to provide engineering services to SCIA.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$61,400.00

Efforts made to find Less Costly alternative:

N/A

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

N/A

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

N/A

Person(s) responsible for monitoring contract (Title): Edward McAndrew, P.E., Comm

Pre-Legislative Approvals:

- A. Director of Purchasing: Austin Lewis Date 9/11/17
- B. Management and Budget: [Signature] Date 9.11.17
- C. Law Department: [Signature] Date 9/11/17
- D. County Manager: [Signature] Date 9/11/17
- E. Other as Required: Edie ndl Date 9/6/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY THE PUBLIC WORKS COMMITTEE  
TO AUTHORIZE THE AWARD FOR ENGINEERING SERVICES FOR THE SULLIVAN  
COUNTY AIRPORT – DESIGN AND CONSTRUCTION TO REPLACE GUIDANCE SIGNS  
AND MITL**

**WHEREAS**, Resolution No. 348-17 authorized the County Manager to apply for and execute AIP Grants, Agreements, Contract, Certifications and Documentation for Engineering Services; and

**WHEREAS**, a grant between the County of Sullivan and the FAA has been fully executed in the amount of \$814,835.00 which covers the 90% FAA share of the total project cost in the amount of \$733,351.00; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost; and

**WHEREAS**, the County has completed a qualifications-based selection process for an Airport Consultant and has selected Passero Associates and recommends award of the engineering services to the firm Passero Associates.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary agreements, contracts and documentation, in such form as the County Attorney shall approve, to retain the services of Passero Associates for a contract amount not to exceed \$61,400.00 for Design Services; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be attached to any necessary agreements in connection with this project; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**RESOLUTION NO. 348-17 INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE EXECUTION OF AIRPORT GRANT AGREEMENTS, CONTRACTS, CERTIFICATIONS AND DOCUMENTATION FOR ENGINEERING SERVICES FOR THE SULLIVAN COUNTY AIRPORT – DESIGN AND CONTRUCTION TO REPLACE GUIDANCE SIGNS AND MITL**

**WHEREAS**, the County of Sullivan received an AIP grant at Sullivan County International Airport from the Federal Aviation Administration (FAA) and the New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the County of Sullivan has received correspondence from the FAA that a grant is issued in the amount of \$814,835.00 with time constraints for the execution and return of the grant agreement to the FAA; and

**WHEREAS**, the FAA has indicated that they will allocate funding for 90% of the total cost of the project at the Sullivan County International Airport; and

**WHEREAS**, the New York State Department of Transportation share would be 5% of the total project cost.

**NOW, THEREFORE, BE IT RESOLVED**, that the Sullivan County Legislature authorizes the County Manager to sign the necessary applications, agreements, certifications, contracts and documentation, in such form as the County Attorney shall approve, on behalf of the County and the facility, as is required by the FAA and the NYSDOT in order to obtain funding; and

**BE IT FURTHER RESOLVED**, that the Sullivan County Treasurer be authorized to advance monies from the General Fund for this project in an amount not to exceed \$814,835.00 contingent upon the execution of the grant agreement.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

Moved by Mrs. Ward, seconded by Mrs. Rajszyk, put to a vote and unanimously carried and declared duly adopted on motion August 17, 2017.

**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:** September 12, 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 execute a contract modification with Advanced Testing Co., Inc. to incorporate a revised Fee Schedule for various required inspection services which were not included in the original Fee Schedule for the Sullivan County Jail Construction Project.

**Is subject of Resolution mandated? Explain:**

**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

**Amount to be authorized by Resolution: \$ \_\_\_\_\_**

**Are funds already budgeted? Yes \_\_\_ No \_\_\_**

**If "Yes" specify appropriation code(s): \_\_\_\_\_**

**If "No", specify proposed source of funds: \_\_\_\_\_**

**Estimated Cost Breakdown by Source:**

**County \$ \_\_\_\_\_ 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 [Advanced Testing Co., Inc.] of [3348 Route 208, Campbell Hall, New York 10916]

Nature of Other Party to Contract:

Other:

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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:

Testing is required to ensure the quality of work performed on the new Jail Project.

\_\_\_\_\_

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.]:

County does not have resourced in-house.

\_\_\_\_\_

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

Efforts made to find Less Costly alternative:

Request for Proposal

\_\_\_\_\_

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

N/A

\_\_\_\_\_

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)  
R-16-28 \_\_\_\_\_

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: Angen Lewis Date 9/11/17
- B. Management and Budget: \_\_\_\_\_ Date 9.11.17
- C. Law Department: \_\_\_\_\_ Date 9/14/17
- D. County Manager: \_\_\_\_\_ Date 9/11/17
- E. Other as Required: Eric Miller Date 9/6/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_



April 17, 2017

Sullivan County Office of Purchasing  
100 North Street  
Monticello, NY 12701-1160  
Attention: Kathy Jones

**Re: Construction of New Sullivan County Jail \_RevF**

Dear Ms. Jones,

On behalf of Advance Testing, I would like to thank you for giving us the opportunity to submit a proposal for the Construction of the Sullivan County Jail. Over the last thirty-two years, Advance Testing has provided testing and inspection services for some of the largest public and private construction projects in the United States, notably the Central Artery Tunnel in Boston, Massachusetts, the largest public works project in the United States to date, the redevelopment of the World Trade Center in New York, NY, the \$3.6 billion Tappan Zee Bridge replacement project, CPV Valley Energy Power Plant, and \$1.5 Billion Montreign Casino Resort.

I have attached a fee schedule and contract for your review. If you have any questions or would like more information, do not hesitate to contact me at (845) 496-1600 ext. 201 or email me at [charrison@advancetesting.com](mailto:charrison@advancetesting.com).

Thank you again for considering Advance Testing.

Sincerely,



Christopher Harrison  
Business Development Associate

**CONSTRUCTION MATERIALS TESTING & INSPECTION SERVICES**

**Kathy Jones**  
**Director**  
 Sullivan County Office of Purchasing  
 April 17, 2017

**Construction of New Sullivan County Jail**  
**Proposal #P16\_1652\_RevF**

**FEE SCHEDULE**

**Technician Rates:**

Soils & Concrete* Technician, per hour .....	\$ 55.00
Masonry, Reinforcing Steel, & Fireproofing Inspector, per hour.....	\$ 55.00
Firestopping & Fire-Rated Wall Inspector, per hour.....	\$ 55.00
Coring and Field Testing/Inspection, per hour .....	\$ 110.00
Bearing Capacity Inspector, per hour.....	\$ 75.00
Floor Flatness Technician, per day.....	\$ 600.00
Windsor Technician, per hour .....	\$ 75.00
Storm Water & Erosion Control Inspector, per hour .....	\$ 75.00
Structural Steel & Bolting Inspector, Shop & Field, per hour.....	\$ 87.50
<i>Includes visual, magnetic particle and liquid penetrant inspection of welds</i>	
Ultrasonic Testing Inspector, Shop & Field, per hour.....	\$ 95.00
<i>Includes UT equipment usage</i>	
Ground Penetrating Radar Technician, per hour .....	\$ 125.00
Professional Engineer, per hour .....	\$ 125.00
Precast Plant Inspector**, per hour .....	\$ 65.00
Sample Pick-up Charge, per trip .....	No Charge

\* **Note:** In accordance with ACI 318 Building Code Requirements for Structural Concrete, Advance Testing copies the concrete supplier on all concrete compressive strength results. If you would prefer for the supplier to not receive these results, please inform Advance Testing of this preference in writing prior to the start of the project.

\*\***Note:** Any necessary travel/hotel expenses for Precast Inspection will be billed to client at cost. Travel to the Precast Plant will be based out of Campbell Hall, NY. Per Diem of \$40 per day will apply to any assignments requiring overnight stay.

*Rate is per each inspector per 8-hour day, Monday-Friday. Overtime and Saturday rates will be charged at 1.5 times the hourly rate. Any necessary travel/hotel expenses will be billed to client at cost. Hourly rate and mileage of \$0.50/mile will be assessed portal to portal. Please call Advance Testing for all contracted inspection services 24 hours in advance.*

**Equipment and Laboratory Testing:**

Nuclear Density Gauge Fee, per day .....	\$ 80.00
Ground Penetrating Radar Equipment, per day .....	\$ 700.00
Windsor Pin Equipment, per day .....	\$ 250.00
Coring Equipment, per day .....	\$ 165.00
Soil Gradation Analysis, each .....	\$ 50.00
Wash Sieve Analysis, each.....	\$ 35.00
Hydrometer, each .....	\$ 125.00
Full Standard or Modified Proctor Test for Soils (min. of 4 points), each .....	\$ 125.00
Atterberg Limits, each.....	\$ 75.00
Clay Lumps & Friable Particles, each .....	\$ 40.00
L.A. Abrasion, each .....	\$ 250.00
Coarse Aggregate Angularity, each.....	\$ 70.00
Constant Head Permeability, each.....	\$ 150.00
Deleterious Materials, each .....	\$ 50.00
Effective Size Uniformity Coefficient, each.....	\$ 45.00
Flat & Elongated Particles, each .....	\$ 70.00

**CONSTRUCTION MATERIALS TESTING & INSPECTION SERVICES**

Kathy Jones  
 Director  
 Sullivan County Office of Purchasing  
 April 17, 2017

Construction of New Sullivan County Jail  
 Proposal #P16\_1652\_RevF

**FEE SCHEDULE**

**Equipment and Laboratory Testing:**

Magnesium Sulfate Soundness - 5 cycle, each .....	\$ 225.00
NPK, each .....	\$ 115.00
Natural Moisture Content, each.....	\$ 5.00
Organic Content Ash, each.....	\$ 120.00
pH of Soil, each.....	\$ 15.00
Resistivity, each .....	\$ 150.00
Sodium Sulfate Soundness, each .....	\$ 250.00
Specific Gravity Fine Aggregate, each.....	\$ 75.00
Specific Gravity Coarse Aggregate, each.....	\$ 75.00
Triaxial Permeability - Recompacted, each.....	\$ 385.00
Triaxial Permeability – Shelby Tube, each .....	\$ 295.00
USCS Soil Classification, each .....	\$ 55.00
Unit Weight of Soil, each.....	\$ 40.00
Petrographic Examination of Hardened Concrete, each.....	\$ 1,750.00
Physical Description of Cores, each.....	\$ 50.00
Compressive Strength of Advance Testing-cast Concrete Cylinders or 2x2x2 Mortar Cubes, each .....	\$ 13.75
Absorption of Masonry Units, each .....	\$ 75.00
Compressive Strength of Masonry Units, each .....	\$ 75.00
Compressive Strength of Masonry Prisms, each .....	\$ 125.00
Compressive Strength of Grout Prisms, each .....	\$ 45.00
Compressive Strength of Block, each.....	\$ 50.00
Compressive Strength of Brick, each .....	\$ 75.00
Compressive Strength of Concrete Cores, each .....	\$ 78.00
Flexural Strength of Beam, each .....	\$ 20.00
Absorption, each .....	\$ 75.00
Absorption of Block, each.....	\$ 50.00
Air Voids – Asphalt Cores, each.....	\$ 100.00
Bulk Specific Gravity, each.....	\$ 30.00
Thickness / Length, each.....	\$ 10.00
Maximum Specific Gravity - HMA, each .....	\$ 50.00
Maximum Index Density, each.....	\$ 215.00
Minimum Index Density, each .....	\$ 40.00
Minimum / Maximum Index Density, each .....	\$ 260.00
Mohs Hardness, each .....	\$ 15.00
Hardened Air Void Parameter, each .....	\$ 495.00
Moisture Test Kits, each .....	\$ 25.00
Rapid RH Sensors, each.....	\$ 50.00
Spray-On Fireproofing Density Test, each.....	\$ 35.00
Windsor Pin Shots, per location.....	\$ 35.00

Kathy Jones  
Director  
Sullivan County Office of Purchasing  
April 17, 2017

Construction of New Sullivan County Jail  
Proposal #P16\_1652\_RevF

## FEE SCHEDULE

To indicate acceptance of this fee schedule for the above-mentioned project,  
please return a signed copy to our office via email or fax at your earliest convenience.

Payment Terms: Advance Testing Company will prepare a monthly bill which will set forth services rendered and other charges. The amount is due upon receipt of the bill. The amount is due upon receipt and approval, by the **CLIENT**. Payment shall be made within 60 days

Respectfully submitted by: **Christopher Harrison**  
Proposal Accepted and Work Authorized for: **Sullivan County Office of Purchasing**

\_\_\_\_\_  
Signature/Date

\_\_\_\_\_  
Name

**CONSTRUCTION MATERIALS TESTING & INSPECTION SERVICES**

Kathy Jones  
Director  
Sullivan County Office of Purchasing  
April 17, 2017

Construction of New Sullivan County Jail  
Proposal #P16\_1652\_RevF

**SERVICE AGREEMENT**

This Agreement was made as of September 6, 2017 by and between ADVANCE TESTING COMPANY, INC., which is a Delaware corporation with principal offices located at 3348 Route 208, Campbell Hall, NY (Hereinafter called "ADVANCE"), and Sullivan County Office of Purchasing. (Hereinafter called "CLIENT"). CLIENT'S project is Construction of New Sullivan County Jail (Hereinafter called "PROJECT").

The CLIENT and ADVANCE, for mutual considerations hereinafter set forth, agree as follows:

1. SCOPE OF SERVICES AND SCHEDULE OF PERFORMANCE: As per attached Proposal dated September 6, 2017.
2. COMPENSATION: In consideration of the services rendered, the CLIENT agrees to pay ADVANCE as per attached Fee Schedule to the extent ADVANCE performs the services requested.
3. COMMENCEMENT OF SERVICES: ADVANCE shall not begin work until ADVANCE has received a fully executed AGREEMENT; and an advance payment of \$ N/A.
4. PAYMENT TERMS: ADVANCE will prepare a ~~bi-weekly~~ monthly bill which will set forth services rendered and other charges. The amount is due upon receipt and approval, by the CLIENT. Payment shall be made within 60 days.
5. INSURANCE AND LIMITATIONS: ADVANCE shall provide insurance in accordance with the "Insurance Provisions" listed in the original Request for Proposal.
6. ~~ADVANCE shall have the right to declare this AGREEMENT null and void if not executed and returned to ADVANCE by the CLIENT within 30 days.~~
7. The unit rates in this proposal are based upon the work being performed during regular daytime shifts hours shall be 8 am to 5 pm, Monday through Friday, and are charged portal to portal.
8. An automatic increase of 4% will be added at the end of 2017 and 2018.
9. Management time will be billed at \$ 75.00 per hour (minimum 4 hour charge/meeting) for attendance at jobsite meetings, if we are requested to be there by the CLIENT.

**CONSTRUCTION MATERIALS TESTING & INSPECTION SERVICES**

Kathy Jones  
Director  
Sullivan County Office of Purchasing  
April 17, 2017

Construction of New Sullivan County Jail  
Proposal #P16\_1652

- 10. If overtime, weekend, 2nd or 3rd shift, and/or holiday work is required, the following rates will apply:
  - a. Monday-Friday: 1.5 times the hourly rate
  - b. Saturday: 1.5 times the regular hourly rate for the first eight hours and 2.0 times the hourly rate thereafter
  - c. Sunday and Holidays: 2.0 times the regular hourly rate for the first 8 hours and 2.5 times the hourly rate thereafter
- 11. A cancellation charge, equal to half-day unit rate (4 hour minimum), will be charged if the scheduled ADVANCE personnel are provided and are not utilized or cannot perform their work because of ~~weather conditions~~, site conditions, and/or forces beyond their control.
- 12. Weekend and holiday cancellation charge will be billed at the applicable full-day rate.
- 13. Travel expenses for inspection services will be charged from the inspector's home and/or laboratory (whichever is closer) at a rate of \$0.50/per mile. ~~Tolls and parking fees will be charged separately at cost.~~
- 14. Reimbursable expenses shall include transportation and per diem expense for out-of-town work, ~~long distance communications~~, special delivery services, unusual reproduction expenses and facsimile transmissions.
- 15. CLIENT is responsible for notifying ADVANCE of all contracted requested controlled testing and inspection services at least 24 hours prior to the date such services are required, as well as for re-inspection of all non-conforming items.
- 16. ~~ADVANCE reserves the right to adjust the rates quoted herein if this agreement is not approved and returned by the CLIENT within 30 days.~~
- 17. Professional Engineering services will be invoiced at \$ 125.00 per hour subject to adjustment as provided herein.
- 18. Free and clear access to the work must be provided to ADVANCE personnel by the CLIENT. The CLIENT represents that it has the full legal right, as an owner, tenant, contractor or representative of such party to engage ADVANCE for the services requested and to provide ADVANCE legal access to the premises in order to perform the services, and shall indemnify and hold harmless ADVANCE and its employees against all claims, loss, injury and damage including without limitation ADVANCE'S reasonable legal fees and costs in the event such representation is not true.
- 19. ADVANCE shall not be responsible for continuous or exhaustive inspection or testing, it being understood that ADVANCE shall conduct such inspections and testing in accordance with prevailing industry standards.
- 20. No party other than the CLIENT shall be entitled to rely or claim reliance on services performed by ADVANCE hereunder.
- 21. This document embodies the complete integration of the parties' agreement and all prior representations, promises and conditions are merged herein. This agreement may not be changed or modified except in a writing signed by both parties.

This AGREEMENT is effective on the last signed date.

Sullivan County Office of Purchasing  
100 North Street  
Monticello, NY 12701-1160

ADVANCE TESTING COMPANY, INC.  
3348 Route 208  
Campbell Hall, NY 10916

BY: \_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
NAME: James P. Smith, Jr.  
TITLE: President  
DATE: \_\_\_\_\_

**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:** September 12, 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.]

Authorize award and execute Modification Agreement with Jane Axaemethy d/b/a  
The Bake House at the SCIA.

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**Is subject of Resolution mandated? Explain:**

No

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**Does Resolution require expenditure of funds? Yes \_\_\_ No**

**If "Yes", provide the following information:**

Amount to be authorized by Resolution: \$ \_\_\_\_\_

Are funds already budgeted? Yes \_\_\_ No \_\_\_

If "Yes" specify appropriation code(s): \_\_\_\_\_

If "No", specify proposed source of funds: \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County \$ \_\_\_\_\_ 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 [Jane Axamethy d/b/a The Bakco] of  
\_\_\_\_\_

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From 08/27/2017 To 09/27/2017

Is this a renewal of a prior Contract? Yes  No

If "Yes" provide the following information:

Dates of prior contract(s): From 08/27/2013 To 08/27/2017

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.]:

Contract provides a source of revenue to the County.

\_\_\_\_\_

\_\_\_\_\_

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

Efforts made to find Less Costly alternative:

N/A

\_\_\_\_\_

\_\_\_\_\_

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

N/A

\_\_\_\_\_

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

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: Angela Seins Date 9/11/17
- B. Management and Budget: [Signature] Date 9.11.17
- C. Law Department: [Signature] Date 9/11/17
- D. County Manager: [Signature] Date 9/11/17
- E. Other as Required: Edna [Signature] Date 9/4/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY PUBLIC WORKS COMMITTEE TO  
AUTHORIZE AWARD AND EXECUTION OF A MODIFICATION AGREEMENT  
WITH JANE AXAMETHY D/B/A THE BAKE HOUSE AT THE SULLIVAN COUNTY  
INTERNATIONAL AIRPORT.**

**WHEREAS**, this modification agreement shall modify the agreement between the parties dated August 27, 2013, (“original agreement”), and entered into pursuant to Resolution No. 212-13, adopted by Sullivan County Legislature on May 16, 2013, Resolution No. 324-15, adopted by Sullivan County Legislature on August 20, 2015 and Resolution No. 416-16 , adopted by Sullivan County Legislature on October 20, 2016; and

**WHEREAS**, pursuant to Resolution No. 212-13, 324-15, and 416-16 the contract period has been extended through August 27, 2017 at a monthly price of \$192.94; and

**WHEREAS**, this modification agreement shall be extendable on a month to month basis for a time period of no more than six (6) months; and

**WHEREAS**, all other terms and conditions shall remain unchanged.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a Modification Agreement with Jane Axamethy d/b/a The Bake House, in accordance with the RFP, R-13-01, said contract to be in such form as the County Attorney shall approve.

**Moved by** \_\_\_\_\_,  
**Seconded by** \_\_\_\_\_,  
**and adopted on motion** \_\_\_\_\_, 2017.

**RESOLUTION NO. 416-16 INTRODUCED BY PUBLIC WORKS COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF A MODIFICATION AGREEMENT WITH JANE AXAMETHY D/B/A THE BAKE HOUSE AT THE SULLIVAN COUNTY INTERNATIONAL AIRPORT.**

**WHEREAS**, this modification agreement shall modify the agreement between the parties dated August 27, 2013, (“original agreement”), and entered into pursuant to Resolution No. 212-13, adopted by Sullivan County Legislature on May 16, 2013 and Resolution No. 324-15, adopted by Sullivan County Legislature on August 20, 2015; and

**WHEREAS**, pursuant to Resolution No. 212-13 and 324-15, the contract period has been extended through August 27, 2017 at a monthly price of \$192.94; and

**WHEREAS**, all the other terms and conditions shall remain unchanged.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a Modification Agreement with Jane Axamethy d/b/a The Bake House, in accordance with the RFP, R-13-01, said contract to be in such from as the County Attorney shall approve.

**Moved by Mr. Sorensen, seconded by Mr. Samuelson, put to a vote with Mrs. Rajsz, Mr. McCarthy and Mr. Perrello absent, unanimously carried and declared duly adopted on motion**  
October 20, 2016.

**RESOLUTION NO. 324-15 INTRODUCED BY GOVERNMENT SERVICES  
COMMITTEE TO AUTHORIZE AWARD AND EXECUTE MODIFICATION  
AGREEMENT**

**WHEREAS**, pursuant to Resolution No. 212-13, adopted by the Sullivan County Legislature on May 16, 2013, "original agreement", the County entered into a contract with Jane Axamethy d/b/a The Bake House, on August 27, 2013, to operate the Café at the Sullivan County International Airport, and

**WHEREAS**, the initial contract period was for two (2) years, with an option to extend for three (3) yearly renewals through 2017, and

**WHEREAS**, the contract period should read, "...with an option to extend for three (3) yearly renewals through August 26, 2017, at five percent (5%) per annum increase.", and

**NOW, THEREFORE, BE IT RESOLVED**, that the County Manager be and hereby is authorized to execute a Modification Agreement, modifying the agreement with Jane Axamethy d/b/a The Bake House, correcting the contract period language, as per Request for Proposal, R-13-01, said modification to be in such form as the County Attorney shall approve.

Moved by Mr. Rouis, seconded by Mrs. LaBuda, put to a vote with Ms. Vetter, Mrs. Gieger and Mrs. Edwards absent, unanimously carried and declared duly adopted on motion August 20, 2015.

**RESOLUTION NO. 212-13 INTRODUCED BY GOVERNMENT SERVICES  
COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT**

**WHEREAS**, proposals were received for the Operation of the Café at the Sullivan County International Airport, White Lake, NY, and

**WHEREAS**, the proposal received from Jane Axaemethy dba The Bake House, 10 Horse Shoe Lake Road, Kauneoga Lake, NY 12749, is considered the most responsible contractor for such work, and

**WHEREAS**, the Division of Public Works has approved said proposal 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 Jane Axaemethy dba The Bake House, at a contract price of \$175.00/month, for two (2) years with an option to extend for three (3) yearly renewals through 2017, to be paid to the County and in accordance with the RFP, R-13-01, dated January 25, 2013, said contract to be in such form as the County Attorney shall approve.

Moved by Mr. Sorensen, seconded by Mr. Rouis, put to a roll call vote, unanimously carried and declared duly adopted on motion May 16, 2013.

**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: To authorize a change order for Pike Co.

**Date:** September 12, 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 a change order with Pike Company for the furnishing and supply of additional beds and miscellaneous furniture for forty-eight (48) cells to allow for double bunking of the New Jail.

**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:** \$ 114,279.50

**Are funds already budgeted? Yes  No**

**If "Yes" specify appropriation code(s):** \_\_\_\_\_

**If "No", specify proposed source of funds:** \_\_\_\_\_

**Estimated Cost Breakdown by Source:**

County	\$ <u>114,279.50</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 \_\_\_\_\_ of  
\_\_\_\_\_

Nature of Other Party to Contract: \_\_\_\_\_

Other: \_\_\_\_\_

Duration of Contract: From \_\_\_\_\_ To \_\_\_\_\_

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.]:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Efforts made to find Less Costly alternative:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

Person(s) responsible for monitoring contract (Title): \_\_\_\_\_

Pre-Legislative Approvals:

- A. Director of Purchasing: Auson Jones Date 9/11/17
- B. Management and Budget: [Signature] Date 9.11.17
- C. Law Department: [Signature] Date 9/11/17
- D. County Manager: [Signature] Date 9/11/17
- E. Other as Required: Edw. M. Lee Date 9/6/17

Vetted in \_\_\_\_\_ Committee on \_\_\_\_\_

**RESOLUTION NO.                    INTRODUCED BY THE PUBLIC WORKS COMMITTEE  
TO AUTHORIZE THE EXECUTION OF A CHANGE ORDER WITH PIKE COMPANY  
FOR THE FURNISHING AND SUPPLYING OF ADDITIONAL BEDS AND  
MISCELLANEOUS FURNITURE FOR FORTY-EIGHT (48) CELLS TO ALLOW FOR  
DOUBLE BUNKING OF THE NEW JAIL.**

**WHEREAS**, Resolution 428-16 adopted October 20, 2016 authorized an agreement with The Pike Company to provide construction services for the New Sullivan County Jail; and

**WHEREAS**, the agreement contains a contingency line item of \$1 million dollars; and

**WHEREAS**, Resolution 431-16 adopted October 20, 2016 defined the Change Order policy for the New Sullivan County Jail Project which provides a maximum limit of \$25,000 for change without a Legislative resolution; and

**WHEREAS**, furnishings are required in forty-eight (48) cells to allow for future double bunking; and

**WHEREAS**, the contractor can supply and install the necessary furnishings to allow for future double bunking; and

**WHEREAS**, the cost to the County is \$114,279.50.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Legislature authorized the amount of \$114,279.50 to be moved from the contingency line item to cover the additional cost via a contract change order; and

**BE IT FURTHER RESOLVED**, that such change be executed by the County Manager, Commissioner of Management and Budget and the Commissioner of the Division of Public Works in such form as the County Attorney shall approve.

Moved by \_\_\_\_\_,  
Seconded by \_\_\_\_\_,  
and adopted on motion \_\_\_\_\_, 2017.

**PUBLIC WORKS COMMITTEE**  
**Monthly Report – September 12, 2017**

**AUGUST 2017 MONTHLY REPORT**

**BUILDINGS & GROUNDS**

- Continued to work on Bridges 98, 62, 247 and 259
- Upgraded bridge rail system on Bridge 129
- Made various concrete repairs at the Rockland Transfer Station
- Began the replaced the HVAC unit in Maplewood
- Installed new furnace in the Barryville Paint Shop
- Completed the re-lamping project at the Monticello Transfer Station
- Installed new transfer pumps for the system at the Government Center

**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 various trucks
- Installed dump bodies
- Built sander frames for TK224 & TK225
- Completed County on-line auction. Total - \$360,000

**SIGN SHOP**

- Fabricated signs for Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Installed detours for County Bridges
- Continued Stops and Bars
- Striped various County parking lots
- Continued Sign Note data entry for 2017

**AIRPORT**

- Completed monthly Airport Rescue and Fire Fighting training (ARFF)
- Completed required monthly weather observations
- Reviewed and discussed with consultant potential projects
- Coordinated with consultant for Transient Aircraft Apron Expansion and MITL Guidance Sign replacement

## **BRIDGES**

- Addressed NYSDOT bridge flags for Bridges 98 (BET), 22 (CAL), 273 (DEL), 34 (FAL), 62 (LIB), 183 & 259 (MAM) and 282 & 327 (ROC)
- Continued Bridge 45 (FAL) follow-up project administration work for further NYSDOT close out requirements
- Continued inspection/follow-up work and revised the plans with respect to a request made by the Town of Mamakating Highway Superintendent to reduce railing length to be provided and coordinated additional field work to place fill material to enable reducing the length of the east side railing for the Depot Road Extension Project (MAM)
- Continued inspection and follow-up work for the replacement of Bridge 98 (BET)
- Continued follow-up engineering work for the replacement of Bridge 47 (FAL).
- Continued bridge painting project administration work quality and control site visitations for the construction and inspection service contracts
- Started management of contract engineering services and attended a kick-off meeting with Delta Engineers and NYSDOT staff for the Bridge 360 (MAM) Rehabilitation Project
- Continued coordination for the receipt of an executed inter-municipal agreement with Orange County for sharing the cost of the Bridge 360 (MAM) Rehabilitation Project local share of costs
- Continued preliminary engineering work for the replacement of Bridge 71 (MAM) and started the design of the bridge abutments and wing walls
- Answered questions and disseminated information to firms responding to the solicitation for Toaspern Dam engineering services
- Completed a Level 1 load rating for the posting of Bridge 247 (ROC) and coordinated the posting of the bridge
- Started inspection and engineering assistance work during the construction of temporary curbs for Bridge 247 (ROC) to convert the bridge to single lane use in response to a NYSDOT Red Flag and began preliminary design work for the major rehabilitation of Bridge 247 (ROC)
- Started inspection work and contract management for services to replace sidewalks and curbs at the Government Center
- Reviewed applications for Overweight/Over-width Permits
- Coordinated with NYSDOT for the possible renewal of an agreement for the joint maintenance of the Beaverkill Covered Bridge by NYSDOT, NYSDEC, Town of Rockland and Sullivan County
- Started preliminary engineering work for the replacement of a culvert on County Road 26
- Completed follow-up work for obtaining a stream disturbance permit for the slip lining of CB 131 (BET)
- Provided assistance and coordination with NYSDEC with respect to the SPDES permit for the Maplewood Rinse Rack

- Participated in a LEPC SNS subcommittee meeting
- Responded to questions from the public concerning the closed inter-county bridge on Bronner/Hubbard Road and coordinated with Orange County
- Provided assistance for the temporary closure of the interstate bridge in Narrowsburg by the NYSDOT
- Coordinated the closure of Bridge 327 (ROC) with respect to a Red Flag received from NYSDOT
- Inspected the Bridge 327 (ROC) Red Flagged pile bents to determine the extent of deterioration and prepared a cost estimate for possible repairs
- Provided inspection and follow-up assistance for the replacement of the Bridge 62 (LIB) upstream bridge railing and approach railing
- Provided follow-up work for the procurement of the Bridge 129 (BET) replacement bridge railing
- Started the preliminary engineering work for the Bridge 75 (TUS) bridge rail replacement

## **BUILDINGS**

- Completed weekly foster care home inspections and reports for the Department of Family Services (DFS)
- Proceeded with Department of State (DOS) mandated 2017 Building Inspections Program with Annual/Triennial Building Inspection Summary Charts
- New Jail review of concrete reports, masonry reports, steel reports, compaction reports, welding reports, fireproofing reports, floor flatness report and daily activity reports
- Prepared GC Annex Family Court Holding Room Plans & code research
- Barryville DPW Facility code research for Petroleum Bulk Storage aboveground tanks at interior and exterior locations
- GC County Attorney Office Renovation plans & details
- Government Center Evacuation Plan printing for security guard notebooks
- Lake Superior Palisades Interstate Park Commission Annual Fire inspection
- Courthouse Dome Exterior Wall Repair & Elastomeric Membrane specification
- Government Center sliding door requisition
- New Jail weekly field inspections
- Cooling Tower sampling at GC Annex, Courthouse, and SCF with water lab
- Participated in NYPA Project construction meeting and plan review
- NYPA project at Government Center shop drawing review & code review for Roof Top Unit (RTU) replacement
- Assist with Petroleum Bulk Storage (PBS) inspection by DEC consultant at the Barryville DPW Facility, Maplewood DPW Facility, and the Sullivan County International Airport
- FCC Prior Coordination Notification (PCN) paper & 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
- Prepared and submitted the SCIA and Human Service Complex mandated monthly water chlorination system Operation Report calculations and letters to NYSDOH
- Completed weekly water testing at the Sullivan County International Airport and Human Service Complex water chlorination system with documentation
- Water testing invoice & vouchers
- Provided technical support for County facility operations and maintenance
- Hazardous Material forms to EPA and DEC
- Participated in weekly staff meetings
- Provided background information to County Attorney about D&H Canal
- Continued work with sign vendor on Government Center interior signs
- Monthly Report & Quarterly Performance Measure Reporting
- Researched bond info for various capital projects
- Work with FAO to coordinate NYSEG bill transfer for New Jail Temporary Meter
- Prepared resolution for NYPA Target Audit project
- Coordinated mandatory water testing program with new Sampling & Analysis vendor
- Met with DCS Administration on DOH requirements concerning Legionella as it pertains to the Adult Care Center
- Met with Family Court officers to review renovation plans and details
- Conducted office space study of potential new County property
- Accompanied consultant around GC for energy rebate audit for NYPA project
- Coordinated comprehensive database of NYSEG accounts/meters/addresses with Sustainability Department
- Worked with Sustainability on potential building models for new Visitor Center
- Met with Sustainability about DEC Electric Vehicle charging station program
- Reviewed various documents for submittal
- Participated in various Jail Meetings and conference calls

## **HIGHWAYS**

- Provided ROW and record mapping information to the public
- Continued to interface with NYSDHSES for the County Road 49 embankment project, from FEMA 4020, requesting a limited geo-technical assessment
- Coordinated with the County's consultant (MJI) on the proposed waterpark project related to the EPT Concord development – reviewed Chalet Road and County Road 109 intersection improvement plans – requested bonding for permit
- Continued to advance the County Road 173 (THO) reconstruction project with NYSDOT and design consultant (Stantec) – additional right-of-way necessary with new ADA requirements

- Continued with field work for the 2017 contract paving and striping of 25 miles of county road – marked mill and fill repair sections prior to paving - provided daily inspection and quantity tracking – coordinated plant testing of asphalt materials – measured and quantified guide rail order for County Road 152 project (County Roads 43, 44, 62, 63, 64, and 65 completed – County Roads 151, 152 and 179 underway)
- Completed field staking of final paving grades for the reconstruction of County Bridges 98 (BET) and 259 (MAM)
- Completed the Cadd basemapping of a double culvert pipe on County Road 26
- Completed GPS survey control sessions at County Bridges 183 (MAM) and 247 (ROC) for upcoming topographic surveys
- Completed annual permitting maintenance inspections of the storm water detention ponds at the DPW Maplewood (THO) and Transportation (BET) facilities - prepared maintenance action memos and coordinated necessary maintenance with operations
- 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 12 (HIG) – large NYSEG project – pole locations; County Roads 15, 142 and 143 (LIB) – water line replacement projects with Town design consultant and Town of Liberty water department; County Road 52 (FAL) – ROW research for proposed SYDA sound wall; County Road 175 (LIB) – FOIL request for record mapping of old state highway sections originally taken by County; Town Highways 13 and 33 (LUM) – processed requests through to NYSDOT for consideration; Town Highways 34 (TUS) and 48 (FRE) – historical lengths and possible abandonments and; provided comments to county planning for G.M.L. 239 review on the following County Roads (CR) : CR 85 (LIB) – Sea Breeze; Town Highway 159 (MAM) – Ryan Subdivision and; issued multiple permits on various County Roads – no D (Dig) permits – no M (Misc./Access) permit – one O (Overweight) permit and one U (Utility) permit
- Began in-depth training of new permitting person in permit procedures and review process

## SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2016 MSW/CD	2017 MSW/CD
January	2,846	3077
February	3,045	2811
March	3,884	3602
April	4,055	4393
May	4,776	5417
June	6,532	6746
July	9,418	10,062
August (24)	10,205	7894
September	5,462	
October	3,964	
November	3,760	
December	3,063	
<b>TOTAL</b>	61,010	

(T) - Total Monticello Transfer Station

### SOLID WASTE & RECYCLING

- *Safety:* Solid Waste Department- days without a lost time accident: 385 (8/25/17)
- *Maintenance:* The crew began the clean out of drainage swales at the 3 landfills, this will improve storm water management at the facility.
- *Operational/Compliance Improvements:* Container bid, leachate tank engineering proposals, and groundwater environmental management plan engineering proposals received in August and recommendations have been made for selection.
- *Baler:* The fiber baler has been out of service since late July, quotes have been acquired and submitted.
- *Program Improvements:* Approved changes solid waste solid waste rules began roll out in late August for September 1<sup>st</sup> implementation: changed/reduced bag rate from \$2/4 to a consistent \$2 with no opacity requirement, change residential bag program to booklet purchase only. Coupon books are available in 5 and 15 increments. Larger increments can be explored if needed.
- *Expanded Service:* The Monticello Transfer Station will be open until 2:45 for residential customers disposing of bagged garbage, effective September 1<sup>st</sup>
- *Phone System update:* The new phone tree information line has been implemented, the new number is 807-0290
- *E-scrap Grant Reimbursement:* We were notified that the state has approved and is sending us an electronics recycling cofounding check \$21,685.99 in September.
- *Clean up Tonnage:* 752 (8/24/17)
- *Utility Assessment:* Reviewed propane and electric use at the Monticello property. Working with suppliers to implement efficiently improvements. Recommended implementing \$4k per year in electrical cost savings opportunities this fall.