

AGENDA

County Facilities
July 24, 2008 - 11:00 am

1.) CALL MEETING TO ORDER.....Ch. John Haskell

2.) OLD BUSINESS

A.) Human Services Building -Update Ch. John Haskell

B.) Standardization F. Morehouse
(Resolution to standardize on door closures, exit devices,
valves, and heat pumps)

C.) Old Jail..... M. Gates

3.) NEW BUSINESS

A.) Capital Project..... F. Morehouse
(Resolution to establish capital project for elevator repair)

B.) Elevator Maintenance..... F. Morehouse
(Resolution to accept low bid for elevator maintenance)

C.) Elevator Repair F. Morehouse
(Resolution to accept low bid for elevator repair)

D.) Transfer Funds F. Morehouse
(Resolution to transfer Fleet funds for vehicle repair and gas)

E.) Building Permits - HS Building..... F. Morehouse

4.) PRIVILEGE OF THE FLOOR..... Ch. John Haskell

5.) ADJOURNMENTCh. John Haskell

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

*If this is the result of a grant award, also complete and submit
Form No. 5 or 6

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 7/24/08

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): MUNICIPAL CENTER ELEVATOR REPAIR Elevator Repair - MC
H.291_9550_280
- (b) Is this a Capital Project? NO
- (c) Is this a Capital Reserve Project? YES
- (d) Amount of Project: 41,800.00
- (e) Source of Funding (include name & title of codes, etc.):
REHABILITATION OF COUNTY BUILDING RESERVE
- (f) Purpose of Establishment: SAFETY

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 7/24/08

- (a) Is this a Result of a Bid or Request for Proposal? RFP
- (b) Purpose of Contract: ELEVATOR MAINTENANCE
- (c) Name of Contractor: REQUEST TO AWARD TO LOW BIDDER
- (d) Address of Contractor: _____
- (e) Contractor's Contact Person and Telephone Number: _____
- (f) Has or will the Contract be provided, if so, please attach: _____
- (g) Commencement Date of Contract: _____
- (h) Termination Date of Contract: _____
- (i) Payment Provisions: i) lump sum amount _____
ii) hourly rate amount _____
iii) total amount not to exceed _____
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)

- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: _____

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 7/24/08

- (a) Is this a Result of a Bid or Request for Proposal? RFP
- (b) Purpose of Contract: ELEVATOR REPAIR
- (c) Name of Contractor: REQUEST TO AWARD LOW BIDDER
- (d) Address of Contractor: _____
- (e) Contractor's Contact Person and Telephone Number: _____
- (f) Has or will the Contract be provided, if so, please attach: _____
- (g) Commencement Date of Contract: _____
- (h) Termination Date of Contract: _____
- (i) Payment Provisions:
 - i) lump sum amount _____
 - ii) hourly rate amount _____
 - iii) total amount not to exceed _____
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. _____)
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: _____

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Fleet _____
Name of Department

SIGNED: *Mark E. Marchant* DATE: 07/23/08

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1610.230	Automotive Equip.	A.1610.441	Auto Supplies & Repair	\$ 1,000.00
A.1610.230	Automotive Equip.	A.1610.442	Gas & Oil	\$ 2,000.00

Please state reason for transfers requested:

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS*

***Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.**

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 7/24/08

(a) Purpose of Request: WAIVE PAYMENT FOR BUILDING PERMITS FOR HUMAN SERVICES BUILDING

(b) Details: _____

(c) Previous Resolution Number: _____

DRAFT

RESOLUTION NO. ____ OF 2008

Resolution introduced by Supervisors Haskell, O'Connor, Thomas, Champagne, VanNess, Girard and Goodspeed

AUTHORIZING STANDARDIZATION IN PURCHASE CONTRACTS OF A PARTICULAR TYPE OR KIND OF EXIT DEVICES, AUTOMATIC DOOR CLOSERS, FLUSH VALVES AND HEAT PUMPS FOR COUNTY- OWNED BUILDINGS FOR REASONS OF EFFICIENCY AND ECONOMY, AND AUTHORIZING THE INCLUSION OF SUCH STANDARDIZED EQUIPMENT IN THE SPECIFICATIONS FOR THE HEALTH AND HUMAN SERVICES BUILDING - BUILDINGS & GROUNDS

WHEREAS, Warren County authorized the construction of a Health and Human Services Building (hereinafter the "Proposed Building") on the Warren County Municipal Center campus, and

WHEREAS, the Superintendent of Buildings, Purchasing Agent, County Administrator, County Attorney, the Architect, and the Construction Manager for the Proposed Building have reviewed and discussed the following items or pieces of equipment that will be used in the Proposed Building, and are recommending standardization of the same in the Proposed Building and all County buildings, upon the grounds that the County would be benefitted by reason of economy and/or efficiency: exit devices, automatic door closers, flush valves, and heat pumps, and

WHEREAS, the reasons provided for the recommended standardization are as follows:

1) Exit Devices -The devices in current use throughout most County buildings are manufactured by VonDuprin, have a proven record of longevity, and are able to be repaired and maintained by County maintenance staff, who are familiar with the mechanical parts of the same. In addition, these units have a proven compatibility with the Best Cylinder in use in many County buildings. Requiring all devices to be the same and interchangeable is anticipated to produce cost savings on repair and maintenance time, due to maintenance worker familiarity with the same. There will be a number of these devices available with the closing of the Social Services Building. Ample spare parts will therefore be available for repairs, saving the cost of purchasing the same. In addition, if a repair necessitates the replacement of the entire unit, service time is saved, as pre-existing mounting holes line up the same. Further, since mounting holes are, in many instances, the same, most doors can be interchanged between offices and buildings, thereby generating further potential savings;

2) Automatic Door Closers - the County currently uses closers made by LCN. With the exception of the compatibility with the Best Cylinder (which these do not, of course, have to merge or mesh with), the reasons for standardizing to LCN closers are the same as with the exit devices;

3) Flush Valves - the County currently uses Sloan Royal Flush Valves throughout many County buildings. The valves have a patented dual filtered fixed bypass, which, according to the Architect, does not have an equal from any other manufacturer. This dual filter is particularly important when sediment is found in the lines, and the Superintendent of Buildings has reported that sediment is found from time to time. Because of this, the Architect has opined that the County should reasonably be expected to experience a cost savings. In addition, it is anticipated that the County should experience savings in labor costs, due to maintenance staff familiarity with the valves and, therefore, repair and maintenance time savings. Finally, cost savings are anticipated by reason of the County's existing spare parts inventory and the ability to limit the investment in on hand or inventoried spare parts in the future; and

4) Heat Pumps - The County currently has McQuay heat pumps in at least two County buildings, one of which being the Municipal Center. Standardization to McQuay Heat pumps are anticipated to save costs by cutting down on training necessary for County maintenance staff and limiting the investment in on hand or inventoried spare parts. In addition, it is anticipated that a savings will be had on repair and maintenance time, due to staff familiarity with the system. These units are known to be compatible with the Siemens APOGEE Energy Management System to which the County recently standardized. Standardizing to McQuay should help minimize costs in trouble-shooting the HVAC system should there be a problem, and

WHEREAS, New York General Municipal Law §103(5) provides that where, for reasons of efficiency or economy, there is a need for standardization, purchase contracts for particular type or kind of equipment and services costing more than \$10,000 may be awarded, now, therefore, be it

RESOLVED that, as authorized and allowed under General Municipal Law §103(5), the Warren County Board of Supervisors finds and determines that, for reasons of economy and efficiency, as demonstrated by the facts in the preambles of this Resolution, there is a need for standardization for exit devices, automatic door closers, flush valves, and heat pumps servicing the planned Health and Human Services Building and future County building projects or renovations involving the same, and be it further

RESOLVED, that the Architect be, and hereby is, authorized to include, in the bid specifications for the for the Health and Human Services building project, door panic push bar exit devices, automatic door closers, flush valves, and heat pumps, as standardized by this Resolution.