

AGENDA

County Facilities  
January 26, 2010 - 11:15 am

- 1.) CALL MEETING TO ORDER.....Ch. Frank Thomas  
Approval of Minutes – December 1, 2009
  
- 2.) OLD BUSINESS
  - A.) Human Services Building -Update ..... F. Morehouse
    - Space
    - Self – Insurance
    - Building Code Enforcement
    - Annex Building #10 – bid documents
  
- 3.) NEW BUSINESS
  - A.) Request to fill vacant cleaner position ..... F. Morehouse
  - B.) Courts – Space ..... F. Morehouse
  - C.) Rental Space – HSB Links to Locks ..... F. Morehouse
  - D.) Insurance Funds – Municipal Center Sign - budget amendment..... F. Morehouse
  - E.) New Contracts: ..... F. Morehouse
    - Routine Pumping and Maintenance – Septic Systems
    - Lawn Care and Maintenance – Permission to award to low bidder
    - Generator Maintenance – Permission to award to low bidder
  - F.) Use of former DSS building for fire training ..... J. Sady
  
- 4.) PRIVILEGE OF THE FLOOR..... Ch. Frank Thomas
  
- 5.) ADJOURNMENT .....Ch. Frank Thomas

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 & GROUND

DATE: 1/26/10

- (a) Purpose of Request: AUTHORIZATION TO MOVE SELF-INSURANCE & BUILDING CODE ENFORCEMENT DEPARTMENTS TO NEW HS. BUILDING
- (b) Details: SELF INS. TO 2<sup>ND</sup> FLOOR ATTORNEY SPACE  
CODES TO 3<sup>RD</sup> FLOOR BOE SPACE
- (c) Previous Resolution Number: \_\_\_\_\_

# RESOLUTION REQUEST FORM NO. 12

Schedule "A"

## NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

### DEPARTMENT HEAD COMPLETES THIS SECTION

Department **19**

Title of Position **Cleaner #1**

Base salary **\$23,298.00**

Budget code and title **A.1621**

This position is vacated due to:  Retirement  Resignation  Termination  Promotion

Employee No. **TO BE DETERMINED**

### COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

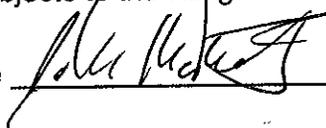
Name of Committee

Date

The Commissioner has no objection to the filling of the vacancy.

The Commissioner objects to the filling of the vacancy.

Commissioner Signature



### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee **County Facilities**

Date

**1/26/10**

The committee has no objection to the filling of the vacancy.

The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature



### PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

The Personnel Committee has no objection to the filling of the vacancy.

The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature

December 2006

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: 1/26/10

- (a) Purpose of Request: AUTHORIZATION TO MOVE COVERTS INTO FORMER PLANNING SPACE & SECURE HALLWAY & NORTH STAIRWAY (1,517 SQ FT)
- (b) Details: ROOMS 5-122 THROUGH 5-126 PLUS PLANNING  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (c) Previous Resolution Number: \_\_\_\_\_

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget\*

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

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

(a) Purpose of Amendment: SIGN REPLACEMENT - MUNICIPAL CENTER

(b) Appropriation Code (with title), Object Code (with title) and Amount: A. 1620.413 BUILDING MAINTENANCE & REPAIR

(c) Revenue Code (with title), and Amount: A. 1620.2680 INSURANCE RECOVERY

# RESOLUTION REQUEST FORM NO. 3

## Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

- (a) Is this a Result of a Bid or Request for Proposal? <sup>BID</sup> WC 97-09
- (b) Purpose of Contract: ROUTINE PUMPING, CLEANING & DISPOSAL
- (c) Name of Contractor: IBS SEPTIC & DRAIN
- (d) Address of Contractor: 2 LOWER WARREN ST QUEENSBURY 12204
- (e) Contractor's Contact Person and Telephone Number: 798-8194
- (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 SCHEDULE ATTACHED  
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: A.1620, WESTMOUNT, DPW

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

- (a) Is this a Result of a Bid or Request for Proposal? BID WC 9709
- (b) Purpose of Contract: ROUTING PUMPING, CLEANING & DISPOSAL
- (c) Name of Contractor: STONE INDUSTRIES
- (d) Address of Contractor: 4305 STATE RT 50 SARATOGA SP 12866
- (e) Contractor's Contact Person and Telephone Number: 584-1048
- (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 SCHEDULE ATTACHED
  - 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: A. 1620

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

- (a) Is this a Result of a Bid or Request for Proposal? BID
- (b) Purpose of Contract: LAWN CARE & MAINT.  
(FERTILIZER & GRUB CONTROL)
- (c) Name of Contractor: LOWEST QUALIFIED 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: A.1620, SHERIFF, WESTMOUNT

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: BUILDINGS & GROUNDS

DATE: 1/26/10

- (a) Is this a Result of a Bid or Request for Proposal? BID
- (b) Purpose of Contract: GENERATOR MAINTENANCE
- (c) Name of Contractor: LOWEST QUALIFIED 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: A. 1620

**WARREN COUNTY BID TABULATION SHEET**

DESCRIPTION OF ITEM	QUANTITY	NAME & ADDRESS OF BIDDER		NAME & ADDRESS OF BIDDER	
		ONE SERVICE	PRICE/YR.	ONE SERVICE	PRICE/YR.
<p><b>BID NO: WC 97-09</b>  <b>ITEM(S): ROUTINE PUMPING, CLEANING AND DISPOSAL FOR SEPTIC SYSTEMS</b>  <b>DATE: NOVEMBER 25, 2009</b>  <b>TIME: 3:00 P.M.</b></p>					
		<p>Stone Industries, LLC                  Attn: Stephanie Schroder-Loveland                  4305 State Route 50                  Saratoga Springs, NY 12866                  Ph: 518-584-1048                  Fx: 518-584-8850</p>		<p>I.B.S. Septic &amp; Drain Service, Inc.                  Attn: Ivan Bell                  2 Lower Warren Street                  Queensbury, NY 12804                  Ph: 518-798-8194                  Fx: 518-798-3213</p>	
<b>LOCATION NAME:</b>	<b>SEPTIC TANK SIZE:</b>	<b>ONE SERVICE</b>	<b>PRICE/YR.</b>	<b>ONE SERVICE</b>	<b>PRICE/YR.</b>
1. ANNEX BUILDING #11, GURNEY LANE	1,000 GAL.	\$115.00	\$115.00	\$130.00	\$130.00
2. DETENTION HOME #12, GURNEY LANE	1,000 GAL.	\$115.00	\$115.00	\$130.00	\$130.00
3. WESTMOUNT HEALTHC., GURNEY LANE - 3 TANKS 10,000 gal. total		\$1,150.00	\$2,300.00	\$1,300.00	\$2,600.00
4. COUNTRYSIDE ADULT HOME, SCHROON RIVER RD., WRBG. 2 TANKS 10,000 gal. total		\$1,250.00	\$2,500.00	\$1,300.00	\$2,600.00
5. COOP. EXT., SCHROON RIVER RD., WRBG. 1,000 GAL.	1	\$125.00	\$125.00	\$130.00	\$130.00
6. HATCHERY, FISH HATCHERY RD., WRBG. 500 GAL.	1	\$125.00	\$125.00	\$85.00	\$85.00
7. MRF, LOWER WARREN ST., QUEENSBURY 1,000 GAL.	1	\$125.00	\$125.00	\$130.00	\$130.00
8. DPW NORTH CREEK, SKI BOWL ROAD 1,000 GAL.	1	\$180.00	\$180.00	\$130.00	\$130.00
9. NORTH CREEK TRAIN STATION, RAILROAD PLACE, NO. CK. 1,000 GAL.	1	\$180.00	\$180.00	\$140.00	\$140.00
10. UP YONDA FARM, ROUTE 9N, BOLTON LANDING 1,000 GAL.	1	\$125.00	\$125.00	\$140.00	\$140.00
11. TONEY PIT, ROUTE 9, WARRENSBURG 1,000 GAL.	1	\$62.50	\$62.50	\$140.00	\$140.00
12. COUNTY FAIRGROUNDS, SCHROON RIVER ROAD WARRENSBURG 2,000 GAL.	1	\$125.00	\$125.00	\$140.00	\$140.00
		Total for all 4		\$250.00	\$250.00
				\$1,500.00	\$1,500.00

WARREN COUNTY BID TABULATION SHEET

DESCRIPTION OF ITEM		QUANTITY	BID PRICE		BID PRICE	
LOCATION NAME:	SEPTIC TANK SIZE:	SERVICES/YR	ONE SERVICE	PRICE/YR.	ONE SERVICE	PRICE/YR.
<b>BID NO: WC 97-09</b> <b>ITEM(S): ROUTINE PUMPING, CLEANING AND DISPOSAL FOR SEPTIC SYSTEMS</b> <b>DATE: NOVEMBER 25, 2009</b> <b>TIME: 3:00 P.M.</b>						
	2,000 GAL.	1			\$260.00	\$260.00
	4,000 GAL.	1			\$520.00	\$520.00
	4,000 GAL.	1			\$520.00	\$520.00
<b>13. CLEAN SEWER LINE AT AIRPORT ONE TIME PER YEAR WITH ROOTER FOR APPROX. 800 FT</b>						
		PER FOOT		\$6.00 /ft		\$0.50
<b>14. ANY SITE ADDED DURING TERM OF BID</b>						
		PER 1,000 GALLONS		\$125.00		\$130.00
<b>15. HOURLY RATE FOR SERVICES OTHER THAN PUMPING</b>						
				\$95.00		\$67.50
<b>16. ADDITIONAL HOURLY RATE (IF ANY) FOR AFTER HOURS SERVICES</b>						
		PER HOUR		\$95.00		\$100.75
<b>17. ADDITIONAL HOURLY RATE (IF ANY) FOR EMERGENCY SERVICES</b>						
		PER HOUR		\$95.00		\$100.75
<b>18. RESPONSE TIME FOR AFTER HOUR SERVICES</b>						
		HOURS		24 Hours		2 Hours
<b>19. RESPONSE TIME FOR EMERGENCY SERVICES</b>						
		HOURS		24 Hours		2 Hours
<b>20. PORT-O-POTTIE RENTAL &amp; SERVICE</b>						
				\$23.75/unit weekly		\$75.00/ weekly
				\$95.00/unit 28days		\$90.00 / monthly
<b>PROOF OF DISPOSAL AGREEMENT ATTACHED:</b>						
		YES/NO		Yes		No
<b>BID AWARDED TO:</b>						
<b>JULIE A. PACYNA, PURCHASING AGENT</b>						
<b>TERM: January 1, 2010 through December 31, 2010</b>			<b>Resc. No.</b>			

**NAME & ADDRESS OF BIDDER**  
 I.B.S. Septic & Drain Service, Inc.  
 Attn: Ivan Bell  
 2 Lower Warren Street  
 Queensbury, NY 12804  
 Ph: 518-798-8194  
 Fx: 518-798-5213

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 Attn: Stephanie Schroder-Loyeland  
 4305 State Route 50  
 Saratoga Springs, NY 12866  
 Ph: 518-584-1048  
 Fx: 518-584-8850