

AGENDA

County Facilities  
Buildings and Grounds  
May 1, 2012 – 11 am

- 1.) CALL MEETING TO ORDER..... Ch. Dan Girard  
Approval of Minutes – March 26, 2012
  
- 2.) OLD BUSINESS  
A.) Updates ..... Frank Morehouse  
Perkins Recycling  
Resolution request to extend contract (pg.3)  
Emergency Lighting - HSB
  
- 3.) NEW BUSINESS  
A.) Emergency Action Plan presentation ..... Amy Clute / Needham Associates  
  
B.) HSB Upgrades – Funding ..... Frank Morehouse  
Lighting (pg 4)  
Generator (pg 5,6)  
  
C.) HVAC repairs, rehabilitation, and installation at county facilities  
Resolution request (pg 7) ..... Frank Morehouse
  
- 4.) REFERRALS - (pg 2)
  
- 5.) PRIVILEGE OF THE FLOOR..... Ch. Dan Girard
  
- 6.) ADJOURNMENT ..... Ch. Dan Girard

BUILDING & GROUNDS:

- 1) Mr. Tennyson/Mr. Morehouse to provide monthly status reports relative to the lease of the former Ceiba Geigy property. (03.26.12)
- 2) Resolution No. 256 (approved at 04.20.12 Board meeting) authorized agreement for installation of alarm interface at the Municipal Center Building for an amount not to exceed \$2,500 with the source of funding to be the Contingent Fund; the appropriate code for funds to be transferred to is to be determined when the work is completed. (04.20.12)

# **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: 04/27/2012**

- (a) Purpose of Request: To Amend Resolution 169 of 2012
  
- (b) Details: To execute an extension agreement with Perkins Recycling Corporation for lease of a portion of County property, consisting of 14.8 acres of land lying and existing in the Town of Queensbury, for an additional term commencing April 1 and terminating April 3, 2012. The same terms and conditions as set forth in the lease to be extended, with the rental amount to be pro-rated for the time occupied and Perkins Recycling Corporation reimbursing the County for Perkins Recycling Corporation's portion of the utility costs during the extension, in a form approved by the County Attorney.
  
- (c) Previous Resolution Number: 169 of 2012
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

Emergency Lighting - HSB - 4/26/12

Items purchased to date:

Emergency lights for stairways

26 lights @ \$38.00 ea. -	\$988.00
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Additional lighting needed in case of generator failure:

86 night light fixtures which can be converted to emergency lighting @ 38.00 ea. -	\$3,268.00
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71 battery back-up exit lights - 3 options - 1.) W/side lights @ 36.50	2,591.50
2.) Light only to match existing @ 91. ea	6,461.00
3.) Light only plastic @ 19.50 ea.	1,384.50



April 26, 2012

Mr. Jeff Tennyson  
Warren County Department of Public Works  
4028 Main Street  
Warrensburg, NY 12885

**RE: ARCHITECTURAL/ENGINEERING CONSULTING SERVICES  
WARREN COUNTY DEPARTMENT OF PUBLIC WORKS  
Engineering Services for Humans Services Generator Study**

Dear Jeff:

As requested by Warren County Public Works Department, Clark Patterson Lee is submitting our proposal for the preparation of a study to evaluate options with cost information for increasing the coverage of emergency power at the Human Services Building.

The following options are to be evaluated as part of the study:

1. Replace the existing generator at the existing Human Services Building with a new generator and transfer switch capable of handling emergency power for the entire building.
2. Replace the existing generator at the existing Human Services Building with the existing generator at the Public Works Facility in Warrensburg. Include in the investigation of this option the coverage capability of building services on emergency power.
3. With the existing generator at the existing Human Services Building, add an additional generator for the building for full coverage of building services on emergency power.
4. Review of other options Clark Patterson believes should be evaluated, including the evaluation of replacement of the existing generator at the existing Human Services Building with the existing generator at the Public Works Facility in Warrensburg as well as the addition of a new generator to provide full coverage of building services on emergency power.

As part of the option evaluations, Clark Patterson will investigate the following:

- Code review of emergency power requirements with the employment of two generators serving the HS Building
- Site plan review of placement of the generators in each option.
- Placement of additional equipment, such as distribution boards, in basement of existing HS Building and review of capacity of existing conduit between generators and the existing building for each option
- Investigation of staging transfers of load at start up of generators in each option.
- Clark Patterson Lee will coordinate with Hour Electric on the installation of a amperage data meter for determination of peak loads at the existing HS Building
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Clark Patterson is requesting the following information from the County to perform this study:

1. Documentation on the existing generator at the Human Services Building
2. Documentation on the existing generator at the Public Works Facility in Warrensburg
3. Requirements for duration of operating building on emergency power, as it impacts fuel storage requirements.
4. Documentation on monthly readings of existing Human Services Building of determination of KWH usage

59 Court Street  
Binghamton, NY 13901  
clarkpatterson.com  
800.274.9000 TEL  
607.724.3268 FAX



Mr. Jeff Tennyson  
April 26, 2012  
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Activities to be included as part of the Clark Patterson scope of work:

1. Field visit to review existing conditions and installation of amperage data meter.
2. Investigation of options, information generation with sketch site plans.
3. Preparation of cost estimates for each option.
4. Report generation.
5. Discussion of findings with Warren County and review of report.

Scope of services in this proposal NOT to include:

- a. Preparation of construction documents for obtaining proposals or competitive bid

Our fee proposal to complete the work as described is \$4,360 and \$500 should be budgeted for reimbursable expenses. CPL feels that the preparation of this study can be completed in three weeks.

We thank you for your request. If you have any questions, please contact me.

Very truly yours,  
CLARK PATTERSON LEE

John J. Martin, P.E.  
Senior Vice President

# RESOLUTION REQUEST FORM NO. 3

## Request for New Contract

DEPARTMENT NAME: DPW

DATE: 5/1/12

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 27-12
- (b) Purpose of Contract: For HVAC repairs, rehabilitation and installation at County facilities
- (c) Name of Contractor: D & E Technologies, Inc.
- (d) Address of Contractor: 176 Anthony Rd., Clifton Park, NY 12065
- (e) Contractor's Contact Person and Telephone Number: Ed Malinoski 406-5037
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: Upon Execution
- (h) Termination Date of Contract: 12/31/12, extendable for up to 2 additional one-year terms
- (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. By task LOA
- (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: 1620, 1624 A-General, *OR OTHER APPROPRIATE BUDGET CODE*