

WARREN COUNTY DPW-PUBLIC WORKS COMMITTEE MEETING

Tuesday, February 28, 2012

9:30 am

AGENDA

- CALL TO ORDER..... Chairman Ralph Bentley**
- APPROVAL OF MINUTES..... Chairman Ralph Bentley**
- NEW BUSINESS..... Chairman Ralph Bentley**

Page #

- 1 DPW Motor Fuel Usage..... Jeff Tennyson**
- 4 DPW OT Report..... Jeff Tennyson**
- 5 (R) Agreement with LG Village for Beach Rd Parking Operations..... Jeff Tennyson**
- Beach Rd Reconstruction - Const. Insp. Consultant Selection..... Jeff Tennyson**
- Beach Rd Construction Update..... Kevin Hajos**
- 6 (R) New Contract – Beach Rd Reconstruction RFB..... Kevin Hajos**
- 7 (R) Amend Contract – Hicks Rd Reconstruction -GPI ROW Incid..... Kevin Hajos**
- 12 (R) Amend Grant – Hicks Rd Reconstruction – ROW Incidentals..... Kevin Hajos**
- 20 (R) Increase Cap. Project – Hicks Rd Reconstruction..... Kevin Hajos**
- 21 (R) Amend Mult. Resolutions – Contract Terms..... Jeff Tennyson**
- 22 Intent to Fill Position – Fish Management Specialist (Salary TBD)..... Jeff Tennyson**
- 23 Intent to Fill Position – Motor Equipment Operator (Medium)..... Jeff Tennyson**
- 25 Delete Heavy Equipment Operator/Create MEO Medium..... Jeff Tennyson**
- 26 Reallocate Sign Maintenance Supervisor Position..... Jeff Tennyson**

Items of Interest

- Notice of Award – APWA Hwy Project of the Year: CR 28(Corint/Main St)...pg 27
- Notice of Award – APWA Structure Proj of the Year: Milton St Bridge.....pg 28

- OLD BUSINESS..... Chairman Ralph Bentley**
- REFERRALS (none)..... Chairman Ralph Bentley**
- PRIVILEGE OF THE FLOOR..... Chairman Ralph Bentley**
- ADJOURNMENT..... Chairman Ralph Bentley**

**Department of Public Works
Diesel & Unleaded Fuel Expense
for Period Ending January 31, 2012
As of 02/14/2012**

Year	January	February	March	April	May	June
2005	\$ 22,274.00	\$ 17,760.00	\$ 17,567.00	\$ 12,256.00	\$ 16,605.00	\$ 25,525.00
2006	\$ 30,076.00	\$ 19,299.00	\$ 19,327.00	\$ 15,096.00	\$ 26,956.00	\$ 24,890.00
2007	\$ 28,267.00	\$ 28,178.00	\$ 24,103.00	\$ 24,179.00	\$ 22,350.00	\$ 22,934.00
2008	\$ 41,643.00	\$ 51,796.00	\$ 27,756.00	\$ 27,519.00	\$ 33,621.00	\$ 43,618.00
2009	\$ 31,901.00	\$ 19,323.00	\$ 14,152.00	\$ 14,041.00	\$ 15,832.00	\$ 20,211.00
2010	\$ 20,251.00	\$ 21,890.00	\$ 18,052.00	\$ 20,409.00	\$ 21,826.00	\$ 24,286.00
2011	\$ 41,395.00	\$ 42,921.00	\$ 40,756.40	\$ 21,979.34	\$ 36,389.79	\$ 43,952.57

Seven Year Ave \$ 30,829.57 \$ 28,738.14 \$ 23,101.91 \$ 19,354.19 \$ 24,797.11 \$ 29,345.22
 Ave. Minus high/low \$ 26,322.20 \$ 26,169.00 \$ 19,140.87 \$ 24,271.60 \$ 28,250.60

Actual 2012 \$ 40,027.00

Year	July	August	September	October	November	December	Year Total
2005	\$ 20,883.00	\$ 21,524.00	\$ 19,501.00	\$ 19,546.00	\$ 19,160.00	\$ 23,180.00	\$ 235,781.00
2006	\$ 23,890.00	\$ 27,924.00	\$ 19,789.00	\$ 21,014.00	\$ 12,504.00	\$ 17,912.00	\$ 258,677.00
2007	\$ 20,053.00	\$ 23,292.00	\$ 18,961.00	\$ 26,637.00	\$ 22,830.00	\$ 41,035.00	\$ 302,819.00
2008	\$ 41,711.00	\$ 36,772.00	\$ 36,849.00	\$ 33,330.00	\$ 20,615.00	\$ 34,086.00	\$ 429,316.00
2009	\$ 20,694.00	\$ 20,001.00	\$ 20,226.00	\$ 19,534.00	\$ 14,865.00	\$ 34,086.00	\$ 244,866.00
2010	\$ 21,243.00	\$ 22,945.00	\$ 21,119.00	\$ 18,731.00	\$ 18,193.00	\$ 24,298.00	\$ 253,243.00
2011	\$ 25,992.71	\$ 34,175.23	\$ 37,901.04	\$ 29,037.34	\$ 33,796.55	\$ 25,754.67	\$ 414,051.64

Seven Year Ave. \$ 24,923.82 \$ 26,661.89 \$ 24,906.58 \$ 23,975.62 \$ 20,280.51 \$ 28,621.67 \$ 305,536.23
 Ave. Minus high/low \$ 22,540.54 \$ 32,465.06 \$ 23,496.80 \$ 23,153.67 \$ 19,132.60 \$ 28,280.93 \$ 273,223.87

Actual 2012

Budget Balance 1/31/2012 \$ 374,973.00
Projected Additional Expense \$ 364,189.00
Projected Budget Overage or (Shortage) @ current rates \$ 10,784.00

**Department of Public Works
Diesel Fuel Used (Gallons)
for Period Ending January 31, 2012
As of 02/14/2012**

Year	January	February	March	April	May	June
2005	10795	8602	7782	4283	6876	10495
2006	11575	6480	6355	4488	8658	7438
2007	9445	9661	7290	7073	6345	6402
2008	10159	13655	5861	5145	6221	7891
2009	10599	6650	4841	5260	5787	6958
2010	5893	6673	4558	5435	6311	7306
2011	10891	10687	8845	3703	7415	10142

Seven Year Ave. 11560 10401 7589 5898 7936 9439
 Ave. Minus high/low 10573 8495 6426 4922 6438 7947

Actual 2012 8954
Projected 2011 8495 6426 4922 6438 7947

Year	July	August	September	October	November	December	Year Total
2005	8563	8044	6451	5550	6468	7986	91895
2006	7051	8300	6169	6769	3462	5198	81943
2007	5315	6384	4924	6714	4795	10400	84748
2008	7298	6746	7082	6934	6088	10618	93698
2009	6756	6580	6297	6382	4344	7906	78360
2010	5241	7121	6401	5031	4576	6062	70608
2011	5480	7377	9046	6592	7705	5256	93139
Seven Year Ave.	6529	7222	6624	6282	5348	7632	84913
Ave. Minus high/low	6380	7174	6873	6401	5254	7522	84406

Actual 2012 8954
Projected 2012 6380 7174 6873 6401 5254 7522 73832

**Current Projected
Price Cost \$3.48 \$256,935**

**Department of Public Works
Unleaded Fuel Used (Gallons)
for Period Ending January 31, 2012
As of 02/14/2012**

Year	January	February	March	April	May	June
2005	3690	2654	2838	2789	2796	3836
2006	3271	3137	3200	2445	3045	3204
2007	3495	3099	3345	3059	2927	2937
2008	3725	3406	3359	3117	3252	3235
2009	3960	3465	3229	2824	2914	3341
2010	2587	2606	3063	3149	2849	3069
2011	3959	3528	3927	3002	3414	3459

Six Year Ave. 3455 3061 3172 2897 2964 3270
 Ave. Minus high/low 3628 3152 3239 3161 2997 3262

Actual 2012	3174
Projected 2012	3152 3239 3161 2997 3262

Year	Year											Total
	July	August	September	October	November	December	December	December	December	December	December	
2005	2809	3097	3450	3301	2675	3386	3386	3386	3386	3386	3386	37321
2006	2848	2841	2605	3022	2340	2725	2725	2725	2725	2725	2725	34683
2007	2874	3200	2799	3300	3229	3625	3625	3625	3625	3625	3625	37889
2008	3524	3342	3533	3835	2863	4170	4170	4170	4170	4170	4170	41361
2009	3294	3032	3293	2845	2317	3081	3081	3081	3081	3081	3081	37595
2010	3019	2832	3224	2803	2833	3269	3269	3269	3269	3269	3269	35303
2011	2588	3279	2855	2616	2511	2773	2773	2773	2773	2773	2773	37911
												0
Six Year Ave.	3061	3057	3151	3184	2710	3376	3376	3376	3376	3376	3376	37359
Ave. Minus high/low	3099	3090	3124	3054	2644	3227	3227	3227	3227	3227	3227	37204

Actual 2012	3099	3090	3124	3054	2644	3227	3227	3227	3227	3227	3227	3174
Projected 2012	3099	3090	3124	3054	2644	3227	3227	3227	3227	3227	3227	34049
												\$ 3.15 \$ 107,254
												Current Price
												Projected Cost

PUBLIC WORKS OVERTIME
Thru March 28, 2010

DPW OVERTIME (ALL DIVISIONS)

Period Ending	1/3/10	1/17/10	1/31/10	2/14/10	2/28/10	3/14/10	3/28/10	4/12/10	4/24/11	10/9/11	10/23/11	11/6/11	11/20/11	12/4/11	12/18/11	TOTAL
2005 (1/9/05)	2348	2128	691	1821	1840	1246	300	42								10416
2006 (1/8/06)	1488	2419	1114	858	1245	401	116	123								7774
2007 (1/7/07)	532	2064	1774	1871	1496	1483	590	1097								10907
2008 (1/5/08)	831	1180	2168	2655	2088	1170	629	159	142	121	131	164	56	2863	979	15336
2009 (1/4/09)	414	1887	1136	70	1241	631	45	56	67	125	101	14	38	343	1100	7268
2010 (1/3/2010)	1329	275	777	168	1294	61	28	65	56	80	58	43	108	149	714	5205
2011 (1/2/2011)	289	1353	1122	1200	1037	1118	341	83	23	237	256	473	119	277	145	8073
2012 (1/1/2012)	577	579	1364	299	580											
7 year ave. (2005-2011)	1034	1615	1255	1235	1463	873	293	232	716	1174	1301	1023	1415	745	261	14633.82
Ave minus high/low	864	1532	1404	1036	1359	913	278	97	62	123	116	104	82	310	847	9125.467

(5)

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: DPW

DATE: 2/28/12

- (a) Purpose of Request: To request Intermunicipal Agreement with Village of LG for operation of the County owned Beach Rd Parking Lot

- (b) Details: In the course of work relating to the Beach Road Reconstruction Project, the County discovered that the Beach Rd Parking lot at the foot of FWH is actually County property. The County authorized the Village of LG to establish and collect parking fees in the lot by Resolution 20 of 1952. Recent discussion with Major Blais have lead to the Village proposing the following agreement for continued operations of the lot:
 - 1. The Village will continue to maintain, collect and enforce the Beach Road Parking lot and parking regulations.
 - 2. The Village will remit 25% of the annual gross proceeds to Warren County as required and specified by the Intermunicipal Agreement.
 - 3. Initially the Village will deduct from the first payment 25% of the cost of two new Pay & Display stations. This will be a one-time charge. The Pay & Displays will be capable of accepting credit cards therefore enhance the collections of the lot.
 - 4. Term of agreement is proposed to be 5-yr, if agreeable to County.

- (c) Previous Resolution Number: 20 of 1952

WHEREAS, In order for such employees to come within the provisions of the Social Security Act as amended, it is first necessary and required that the State of New York enter into an agreement with the Federal Security Administration to provide for Old-Age and Survivors' Insurance coverage of employees of the State, political divisions of the State and instrumentalities of the State and of its political subdivisions; and

WHEREAS, It is the opinion of the Board of Supervisors of Warren County that the aforesaid recent amendments to the Social Security Act will prove beneficial and complementary to a great number of public employees and thereby assist in improving the relationship existing between local government bodies and their employees; Now, Therefore, Be It

RESOLVED, That the Board of Supervisors of Warren County favors the execution of an agreement between the State of New York and the Federal Security Administration pursuant to Section 218 of the Social Security Act as amended August 28, 1950; and be it further

RESOLVED, That a copy of this resolution be forwarded to the Governor of the State of New York, our Senator and Assemblyman.

Adopted by unanimous vote.

RESOLUTION RELATIVE TO PARKING METERS ON COUNTY ROAD NO. 50.

Mr. Breen introduced Resolution No. 20 and moved its adoption:

WHEREAS, the County of Warren has constructed and maintains County Road No. 50, commonly known as the Lake George Beach Road, which extends from Canada Street easterly past the railroad station to the village line and which is wholly within the Village of Lake George, and

WHEREAS, parking of automobiles has been a serious problem in Lake George for several years and now has become more acute during the Summer months, and in connection with the construction of said County Road No. 50, the County has provided a parking area southerly of and separated from the two lane highway.

WHEREAS, complaints have been made to the Village Board of the Village of Lake George that the available parking space on Canada Street and the said parking area provided by the County are largely monopolized by patrons of the public beach maintained by the State of New York with the result that shoppers in the village have no parking space available, and

WHEREAS, the Village Board of the Village of Lake George is considering the installation of parking meters along Canada Street and in the parking area provided by the County, and

WHEREAS, some question has arisen as to whether the consent of the County is required to permit the installation of parking meters in the said parking area provided by the County, and the County Attorney has advised this Board that the Village of Lake George has power to adopt an ordinance regulating traffic and parking on County Road No. 50 but the Village Board has requested of this Board an expression of consent.

RESOLVED, that to the extent that the Village of Lake George has power to regulate parking and to install parking meters on public streets and roads within the village limits, the Board of Supervisors does hereby consent that the Village of Lake George install parking meters in the parking area provided by the County southerly of County Road No. 50 and regulate the parking of vehicles in such area but that this Board does urge the Village Board to prohibit all parking on the two lane portion of County Road No. 50 which carries traffic from Canada Street to the Lake George Beach and return.

Adopted by unanimous vote.

RESOLUTION APPOINTING MEMBER OF BOARD OF MANAGERS.

Mr. Hall introduced Resolution No. 21 and moved its adoption:

WHEREAS, Hon. Frank Hooper, of North River, N. Y., who has served faithfully and ably for many years as a member of the Board of Managers of Westmount Sanatorium, has tendered his resignation as a member of the Board of Managers.

RESOLVED, that the resignation of Hon. Frank Hooper as member of the Board of Managers of Westmount Sanatorium be and the same hereby is accepted with regret, and further

RESOLVED that the Board of Supervisors does hereby express its thanks and appreciation to Mr. Hooper for his splendid public service without compensation as a member of the Board of Managers and that the Clerk of this Board be and hereby is directed to forward to Mr. Hooper a copy of this resolution, and further

RESOLVED, that Charles Ernest Noxon of North Creek, N. Y., be and hereby is appointed a member of the Board of Managers of Westmount Sanatorium to fill the unexpired term of Frank Hooper, resigned, which will end on December 31, 1953.

Adopted by unanimous vote.

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RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 2/28/12

- (a) Is this a Result of a Bid or Request for Proposal? Bid
- (b) Purpose of Contract: To reconstruct Beach Road (CR 51/6) in the Town & Village of Lake George
- (c) Name of Contractor: TBD - Bid opening Thursday, March 29, 2012
- (d) Address of Contractor: TBD
- (e) Contractor's Contact Person and Telephone Number: TBD
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: TBD
- (h) Termination Date of Contract: Upon completion of work
- (i) Payment Provisions:
 - i) lump sum amount TBD
 - 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: H277.9550 280 Beach Road CR (51/6) Reconstruction Project

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: DPW

DATE: 2/28/12

- (a) Purpose of Contract Change: Consultant Supplemental Agreement No. 1 for Hicks Road (CR 52) Reconstruction Project to add right-of-way incidentals services
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 237 of 2011
- (c) Name of Contractor: Greenman-Pedersen, Inc.
- (d) Address of Contractor: 80 Wolf Road, Suite 300, Albany, NY 12205
- (e) Contractor's Contact Person and Telephone Number: Fred Mastroianni (518) 453-9431
- (f) Commencement Date of Extension: Upon Execution
- (g) Termination Date of Extension: Until Complete
- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed \$4,728
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) 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: H319.9550 280 Hicks Road (CR 52) Reconstruction Project

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Engineering and Construction Services

February 28, 2012

(Sent Via email)

Kevin J. Hajos, P.E., Deputy Superintendent of Public Works
Warren County Department of Public Works
4028 Main Street
Warrensburg, New York 12885

**Re: Supplemental No. 1 – ROW Incidentals
PIN 1759.08; Hicks Road (CR 52) Reconstruction
Town of Queensbury, Warren County**

Dear Kevin:

Enclosed for your review and approval is the Supplemental Scope of Services and Cost associated with the above referenced project. Attachment A consists of the proposed supplemental scope of services and Attachment B consists of the cost for each respective company to perform the additional work. The cost breakdown by company is as follows:

• Clark Engineering and Surveying (ROW Survey and Mapping) -	\$ 631.00
• RK Hite & Co. (ROW Incidentals Only)	<u>\$4,097.00</u>
TOTAL	\$4,728.00

Should you have any questions regarding the enclosed information or require any additional information, please feel free to contact me at (518) 453-9431 ext 209 or ccornwell@gpinet.com.

Very truly yours,

GREENMAN-PEDERSEN, INC.



Christopher C. Cornwell, P.E., LEED AP
Project Manager

Enc.

Copy: Ed Doughney, Senior Engineer (sent via email)
File w/enc.

E:\2011\ALB-2011023.00 Hicks Road(County Route 52)\Contract\ROW Supplemental\Incidental Work Only\2012_01_20_Supplemental_1.doc

9

Attachment A
Architectural/ Engineering Consultant Agreement
Project Description and Funding

PIN: 1759.08

Term of Agreement Ends: December 31, 2013

BIN: N/A

- Main Agreement
- Amendment to Agreement # _____
- Supplement to Agreement # _____

Phase of Project Consultant to work on:

- P.E./Design
- ROW Incidentals
- ROW Acquisition
- Construction, C/I, & C/S

Dates or term of Consultant Performance: _____ through _____

Start Date: March 1, 2011

Finish Date: December 31, 2013

PROJECT DESCRIPTION:

Preliminary Design, Final Design, Construction Support and Inspection Services for the Reconstruction of Hicks Road (County Route 52).

Project Location:

Town of Queensbury, County of Warren, New York

Consultant Work Type(s): See Attachment B for more detailed Task List.

MAXIMUM AMOUNT OF FUNDS FOR ALL COMPENSATION PAYABLE UNDER THIS AGREEMENT FOR THE SCOPE OF WORK DESCRIBED IN ATTACHMENT B FOR THE PROJECT DESCRIBED IN THIS ATTACHMENT A, OTHERWISE IN ACCORDANCE WITH THE CHOSEN METHOD OF COMPENSATION AND OTHER TERMS OF THIS AGREEMENT:

\$ 4,728

SUPPLEMENTAL SCOPE OF SERVICES NUMBER 1

**RECONSTRUCTION OF HICKS ROAD (COUNTY ROUTE 52)
COUNTY OF WARREN
SCOPE OF SERVICES**

EXECUTIVE SUMMARY

This project involves the complete reconstruction of Hicks Road from NYS Route 9L (Ridge Road) to Queensbury Avenue/County Line Road/Casey Road for a total length of approximately 0.9 miles. The project is located in the Town of Queensbury, Warren County New York.

The original scope of services did not include any funding for Right-of-Way (ROW) Incidental Tasks. Based upon the completed Highway Boundary survey and proposed improvements along the project corridor, a total of one (1) parcel has been identified to be impacted as a result of radius improvements at the southeast corner of the Ridge Road and Hicks Road intersection.

With respect to the original scope of services, Task 5 will be amended to provide for additional funding to perform this ROW work. Only ROW Incidental work is being added under this Supplemental No. 1.

WARREN COUNTY

HICKS ROAD (CR-52) RECONSTRUCTION

PIN 1759.08
EXHIBIT D

GREENMAN-PEDERSEN, INC.
----- SUMMARY -----

2/28/2011

Item IA, Direct Technical Salaries (estimated) subject to audit	\$	-
Item IB, Direct Technical Salaries Premium Portion of overtime subject to audit (estimate)		
Item II, Direct Non-Salary Cost (estimated) subject to audit		
Item II Direct Non-Salary Cost (estimated) subject to audit (Sub-Contractor Cost)		
Item III, Overhead (138%)	\$	-
Item IV Fixed Fee (10%)	\$	-
Item II, Direct Non-Salary Cost subject to audit (Sub-Consultant Cost		
Clark Engineering & Surveying, P.C.	\$	631
R.K. Hite & Co.	\$	4,097
Total Estimated Cost	\$	4,728
MAXIMUM AMOUNT PAYABLE	\$	4,728

RESOLUTION REQUEST FORM NO. 6

Request to Amend or Extend Existing Grant

DEPARTMENT NAME: DPW

DATE: 2/28/12

- (a) Purpose of Grant Amendment: Supplemental Agreement No. 1 for Hicks Road (CR 52) Reconstruction Project
- (b) Resolution No. which Authorized Original Application and Grant: 239 of 2011
- (c) Name of Grantor: NYSDOT
- (d) Address of Grantor: 328 State St, Schenectady NY, 12305
- (e) Grantor's Contact Person and Telephone Number: Karen Williams, 388-0438
- (f) Has or Will the Grant Amendment or Grant Extension be provided, if so, Please Attach? Yes
- (g) Effective Date of Amendment or Extension: Upon Execution
- (h) Termination Date of Amendment or Extension: 3/17/2021
- (i) Total Dollar Amount Involved (not to exceed):

Supplemental No. 1 \$ 3,782 Federal Share
 \$27,000 State Marchiselli Share (amount that is currently available)
 \$ 0 Local Match Share (none needed at this time)

- (j) Is a Budget amendment required? No If yes, please complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? Yes If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (l) Is a Local Share Required? Yes If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: H321.9550 280 Hicks Road (CR 52) Reconstruction Project



State of New York
Department of Transportation
328 State Street
Schenectady, New York 12305-2302

Mary E. Ivey
Regional Director

February 28, 2012

Joan McDonald
Commissioner

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

Dear Mr. Tennyson:

RE: Supplemental #1 Agreement and Resolution
for PIN 1759.08.221 (ROW Incidentals)
Hicks Road (CR52) Reconstruction,
Warren County

Enclosed is the proposed agreement and resolution required for the above subject project. These documents need to be enacted by the County for work to be accomplished on the phase or phases listed above.

The Office of Taxpayers Accountability and State Operations Office have mandated a new payment process for all Federal Aid/State Aid Projects. All payments will only be made by Electronic Payment (EFT – Electronic Funds Transfer). This will require you to register with the State Comptroller (OSC) Treasury epay Office. You may contact them by Internet at www.osc.state.ny.us/epay/index.htm, by e-mail at epunit@osc.state.ny.us, or by telephone at 518-474-4032.

You must establish an EFT account prior to requesting reimbursement for any Federal Aid/State Aid Project.

Please note the instructions listed below for processing the agreement.

Instructions

- (A) We have provided you with a single copy of the standardized agreement language and relevant Schedule AA@. Please **keep** this form your records; you will not get any additional copies for this project unless there is a change in the contract language. Once the agreement is fully executed, you will have to fill in the agreement effective date with the date of the State Comptroller=s signature.
- (B) We have provided you with a single copy of a draft resolution. The County should complete, enact and certify the resolution. Please do not change the wording of the resolution in any way without checking with this office first. **The resolution must identify the source of the funding appropriation.** Please return 3 (three originals with the required certificates. Also, as with the agreement, please keep an additional copy for your records as you will not get a copy of the resolution returned to you.

Mr. Jeff Tennyson
Page Two
February 22, 2012

- (C) We have provided you with 5 (five) copies of the necessary signature pages. Please return all 5 (five) copies to this office with the above resolutions. You will get a single original of this page returned to you once the contract is executed by the necessary State Officials.

Should you have any questions or concerns, please do not hesitate to contact mer (388-0421) or Heidi Romines (388-0435).

Very truly yours,

Karen I. Huliahn, P.E.
Regional Local Projects Liaison
Program Development and Management
Region One

KHW:hlr
enclosure

Press F1 for instructions in the blank fields:

SUPPLEMENTAL AGREEMENT No. 1 to D033372 (Comptroller's Contract No.)

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State");

and

County of Warren (the Municipality/Sponsor)
Acting by and through the **County Superintendent of Highways**
with its office at **4028 Main Street, Warrensburg, NY 12885.**

This amends the existing Agreement between the parties in the following respects only (check applicable categories):

- Amends a previously adopted Schedule A by (check as applicable):
 - amending a project description
 - amending the contract end date
 - amending the scheduled funding by:
 - adding additional funding (check and enter the # phase(s) as applicable):
 - adding phase 2 which covers eligible costs incurred on/after 1 1
 - adding phase which covers eligible costs incurred on/after 1 1
 - increasing funding for a project phase(s)
 - adding a pin extension
 - change from Non-Marchiselli to Marchiselli
 - deleting/reducing funding for a project phase(s)
 - other ()

Amends a previously adopted Schedule "B" (Phases, Sub-phase/Tasks, and Allocation of Responsibility)

Amends the text of the Agreement as follows (insert text below):

(16)

SAMPLE RESOLUTION BY MUNICIPALITY
(Locally Administered Project)
RESOLUTION NUMBER: _____

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for Hicks Road (CR52) Reconstruction from NYS 9L to Queensbury Avenue, Warren County, P.I.N. 1759.08 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% of federal funds and 20% non-federal funds; and

[For **SOFT MATCH CREDIT AGREEMENTS** add: WHEREAS, as provided for by agreement with the NYS Department of Transportation, PE and/or ROW Incidental or ROW acquisition work performed by the municipality for the federal aid-eligible construction project covered by the agreement, the costs of such work that are approved in writing by NYSDOT as applicable to the federal aid and Marchiselli aid construction work (excluding costs applicable to non-federally eligible or non-Marchiselli eligible project elements) shall be credited following FHWA's construction phase closeout audit of the Project to Project costs that are eligible for federal aid and Marchiselli aid; and]

WHEREAS, the County of Warren desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Design and ROW Incidentals.

NOW, THEREFORE, the County of Warren Board of Supervisors, duly convened does hereby

RESOLVE, that the County of Warren Board of Supervisors hereby approves the above-subject project; and it is hereby further

RESOLVED, that the County of Warren Board of Supervisors hereby authorizes the County of Warren to pay in the first instance 100% of the federal and non-federal share of the cost of the Design and Row-Of-Way work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$439,909.00 (Four Hundred Thirty-Nine Thousand Nine Hundred Nine Dollars and No Cents) has already been appropriated from Capital Project No. H319.9550 280 – Hicks Road and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that the additional sum of \$4,728.00 (Four Thousand Seven Hundred Twenty Eight Dollars and No Cents) is hereby appropriated from _____ [or, appropriated pursuant to _____] and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the County Board of Supervisors of Warren County shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

OSC Municipal Contract #: D033372 **Contract Start Date:** 5/25/2011 (mm/dd/yyyy) **Contract End Date:** 3/17/2021 (mm/dd/yyyy)
 Check, if date changed from the last Schedule A

Purpose: Original Standard Agreement Supplemental Schedule A No. 1

Agreement Type: Locally Administered Municipality/Sponsor (Contract Payee): County of Warren
 Other Municipality/Sponsor (if applicable):

State Administered List participating Municipality(ies) and the % of cost share for each and indicate by checkbox which Municipality this Schedule A applies.

<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share
<input type="checkbox"/> Municipality:	% of Cost share

Authorized Project Phase(s) to which this Schedule applies: PE/Design ROW Incidentals
 ROW Acquisition Construction/CI/CS

Work Type: HWY RECONST **County** (If different from Municipality):

Project Description (Check, if changed from last Schedule A): Hicks Road (CR52) Reconstruction from NYS 9L to Queensbury Avenue
Additional Project Description (if required):
Marchiselli Eligible Yes No

Approved Marchiselli Allocations in Legislature's Comprehensive List FOR ALL PHASES To compute Total Costs in the last row and column, right click in each field and select "Update Field."

Check box to indicate change from last Schedule A	State Fiscal Year(s)	Project Phase			TOTAL
		PE/Design	ROW (RI & RA)	Construction/CI/CS	
<input type="checkbox"/>	Cumulative total for all prior SFYs	\$0	\$0.00	\$0.00	\$ 0.00
<input checked="" type="checkbox"/>	Current SFY 11/12	\$27,000.00	\$0.00	\$0.00	\$27,000.00
Authorized Allocations to Date		\$27,000.00	\$ 0.00	\$ 0.00	\$27,000.00

A. Summary of allocated MARCHISELLI Program Costs FOR ALL PHASES For each PIN Fiscal Share below, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the row indicated as "Old." To compute Total Current Costs in the last row, right click in each field and select "Update Field."

PIN Fiscal Share	"Current" or "Old" entry indicator	Federal Funding Program	Total Costs	FEDERAL Participating Share and Percentage	STATE MARCHISELLI Match	LOCAL Matching Share	LOCAL DEPOSIT AMOUNT (Required only if State Administered)
1759.08.121	Current	STP	\$439,909.00	\$351,927.00 (80%)	\$27,000.00 **	\$60,982.00	\$0.00
	Old						
	Current		\$	\$	\$	\$	\$
	Old						
	Current		\$	\$	\$	\$	\$
	Old						
	Current		\$	\$	\$	\$	\$
	Old						
	Current		\$	\$	\$	\$	\$
	Old						
TOTAL CURRENT COSTS:			\$439,909.00	\$351,927.00	\$27,000.00	\$60,982.00	\$ 0.00

B. Summary of Other (including Non-allocated MARCHISELLI) Participating Costs FOR ALL PHASES For each PIN Fiscal Share, show current costs on the rows indicated as "Current.". Show the old costs from the previous Schedule A on the rows indicated as "Old." To compute Total Current Costs in last row, right click in each field and select "Update Field."

Other PIN Fiscal Shares	'Current' or 'Old' entry indicator	Funding Source	TOTAL	Other FEDERAL	Other STATE	Other LOCAL
1759.08.121	Current		\$0.00	\$0.00	\$0.00	\$0.00
	Old		\$0.00	\$0.00	\$0.00	\$0.00
1759.08.221	Current	STP	\$4,728.00	\$3,782.00	\$0.00	\$946.00
	Old		\$0.00	\$0.00	\$0.00	\$0.00
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
	Current		\$	\$	\$	\$
	Old		\$	\$	\$	\$
TOTAL CURRENT COSTS:			\$4,728.00	\$3,782.00	\$ 0.00	\$ 946.00

C. Total Local Deposit(s) Required for State Administered Projects: \$0.00

D. Total Project Costs To compute Total Costs in the last column, right click in the field and select "Update Field."

Total FEDERAL Cost	Total STATE MARCHISELLI Cost	Total Other STATE Cost	Total LOCAL Cost	Total Costs (all sources)
\$355,709.00	\$27,000.00	\$0.00	\$61,928.00	\$444,637.00

E. Point of Contact for Questions Regarding this Schedule A (Must be completed) Name: Heidi Romines
Phone No: 518-388-0435

See Agreement (or Supplemental Agreement Cover) for required contract signatures.

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing 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: DPW

DATE: 2/28/12

- (a) Exact Title and Number of Project*: Hicks Road (CR 52) Reconstruction Project- H321.9550 280
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Increase (if applicable): \$30,782
- (e) Amount of Decrease (if applicable): NA
- (f) Source of Funding (if Increase) (including name & title of codes, etc.):

Supplemental Agreement No. 1	\$ 3,782 Federal Share (80%)
	\$27,000 State Marchiselli Share (amount currently available)
	\$ 0 Local Match Share (none needed at this time)

Total \$30,782

- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: Supplemental Agreement No. 1 to the Master Agreement to cover the cost of right-of-way incidentals and increase available State Marchiselli Share.

(21)

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

DEPARTMENT NAME: DPW

DATE: February 1, 2011

- (a) Purpose of Request: Amend Resolution 111, 118 and 119 of 2012.
- (b) Details: Contract terms in Resolution did not match RFP.

111 of 2012 should have a termination date of December 31, 2012

118 of 2012 should have a termination date of December 31, 2012

119 of 2012 should be a three year contract and have a termination date of
December 31 of 2014

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 19.40

Title of Position DPW - Parks & Recreation

Base salary TBD

Budget code and title A7110 Fish Management Specialist

This position is vacated due to: Retirement Resignation Termination Promotion
 Other

Employee No. 11528

Is this position mandated? Yes No Is the position reimbursable? Yes No

Source of reimbursement: Federal % State % Other %

Impact to Budget: Included in 2012 budget

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 _____ Date _____

- 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 _____

RESOLUTION REQUEST FORM NO. 12

23

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, termination or promotion. 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 Public Works Payroll Dept. No. 19.63
 Title of Position MEO Medium #21 Annual Salary \$29,031 Grade 7
 Budget code and title D.5110 Maintenance Union Non-Union
 This position is vacated due to: Retirement Resignation Termination Promotion Other
 Employee No. 7439

Is this position mandated? Yes No Is the position reimbursable? Yes No
 Source of reimbursement: Federal % State % Other %
 Impact to Budget: Included in 2012 budget

Human Resources Director has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee _____ Date _____

- The Administrator has no objection to the filling of the vacancy.
- The Administrator objects to the filling of the vacancy.

Administrator Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee _____ Date _____

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

Ranking Committee Member Signature _____

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____

- The Personnel/Human Resources Committee has no objection to the filling of the vacancy.
- The Personnel/Human Resources Committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____

DPW Personnel Changes (2012 Budget Year)

EXISTING TITLE	NEW TITLE	DIVISION	STATUS	EXISTING SALARY	NEW SALARY	NOTES
Heavy Equipment Operator #7 Cabinets/Mech/Grounds/keeper	NA	Highway & Bridge (Maint) Buildings & Grounds	DELETE POSITION	39,180		Grade 8 - Buffoniz Grade 8 - Cook
NA	Motor Equipment Operator (Medium) #7	Highway & Bridge (Maint)	CREATE POSITION		29,031	Grade 7 Base
NA	Motor Equipment Operator (Medium) #8	Highway & Bridge (Maint)	CREATE POSITION		29,031	Grade 7 Base
St. Building Maintenance Worker Laborer #36	Maintenance Mechanic Building Maintenance Helper	Buildings & Grounds Buildings & Grounds	RECLASS RECLASS	33,476 27,934	34,857 29,224	Reclass Grade 6 to 8 Reclass Grade 2 to 4
Heavy Equipment Operator NA	Motor Equipment Operator (Medium) #24	Highway & Bridge (Maint) Highway & Bridge (Traffic)	DELETE POSITION CREATE POSITION***	37,180	29,031	Grade 8 - Trudeau Grade 7 Base
Sign Maintenance Supervisor	Sign Maintenance Supervisor	Highway & Bridge (Traffic)	REALLOCATE	40,775	45,198	Grade 10 to Grade 15

Totals: \$ 212,802 \$ 196,372

**** - Requesting permission to backfill new positions and any existing positions vacated due promotion

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Warren County Public Works

DATE: 12/07/2011

- (a) Title of Requested Position: Medium Motor Equipment Operator #24
- (b) Annual **Base** Salary (and Grade if Applicable): Grade 7 \$29,031
- (c) Effective Date for New Position:* 03/19/2012
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable): Heavy Equipment Operator #10
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount: D.5110.110 HEO #10 \$37,180
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title? (This is necessary **BEFORE** bringing the request to committees.) Yes
- (g) Is this a mandated position? If so, please explain: no
- (h) Is there expected revenue from this position? If so, please explain: no

(26)

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: DPW

DATE: 2/28/12

- (a) Purpose of Request: To request Reallocation of the Sign Maintenance Supervisor Position from Grade 10 to Grade 15.

- (b) Details: The Sign Maintenance Supervisor in the Highway Division (Traffic) had historically been a Grade 16 position. At some point in 2006, the position was filled at a lower Grade 10 due to a retirement. The Superintendent of PW has reviewed the position and determined that due to the supervisory role and technical expertise required, the position should be a Grade 15. This reallocation has been reviewed with the County Administrator and Personnel Officer, who both concurred.

This request is to Amend the DPW Table of Organization to reallocate the Sign Maintenance Supervisor position to Grade 15. Salary schedule for the reallocation will change from \$40,775 to \$45,198. This salary change is funded within the current 2012 budget.

- (c) Previous Resolution Number: None



February 13, 2012

Jeffery Tennyson, PE
Superintendent of Public Works
Warren County Department of Public Works
4028 Main Street
Warrensburg, New York 12885

Dear Mr. Tennyson:

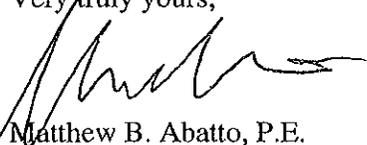
Congratulations, the Reconstruction of CR 28 (Corinth Rd / Main Street) Project in Queensbury, New York is being honored by the APWA, Capital Branch as the 2011 Project of the Year in the Transportation - Highway Category on Friday, March 2, 2012, along with other projects at our Annual Awards Luncheon. The County will be recognized for its role in the project.

The APWA Capital branch is pleased to invite you and a guest to attend the Annual Awards Luncheon on Friday, March 2, 2012, where your project will be honored along with five others.

The luncheon will be held at the Century House, 997 New Loudon Road, Route 9, Latham, NY 12110, from Noon – 2:00 p.m. The luncheon choices are Chicken Marsala, Broiled Lemon Scrod or Oreganato Rigatoni.

Please contact Jessica Lockwood at 518-453-3902 or via email JLockwood@chacompanies.com or Suzanne Christopher at 518-453-2814 or via email SChristopher@chacompanies.com to make your reservation. Please make your reservations by no later than February 24th. If colleagues, friends, or family members beyond you and your guest are interested in attending, the cost is \$25.00 per person and reservations must be made.

On behalf of the APWA Executive Committee of the Capital Branch, I offer my heartiest congratulations for this honor.

Very truly yours,

Matthew B. Abatto, P.E.
Awards Chairman
APWA Capital Branch

MBA/jal
cc: John Reardon



February 13, 2012

Jeffery Tennyson, PE
Superintendent of Public Works
Warren County Department of Public Works
4028 Main Street
Warrensburg, New York 12885

Dear Mr. Tennyson:

Congratulations, the Milton Street Historic Bridge Replacement Project is being honored by the APWA, Capital Branch as the 2011 Project of the Year in the Structures (<\$10M) Category. The County will be recognized for its role in the project.

The APWA Capital branch is pleased to invite you and a guest to attend the Annual Awards Luncheon on Friday, March 2, 2012, where your project will be honored along with five others.

The luncheon will be held at the Century House, 997 New Loudon Road, Route 9, Latham, NY 12110, from Noon – 2:00 p.m. The luncheon choices are Chicken Marsala, Broiled Lemon Scrod or Oreganato Rigatoni.

Please contact Jessica Lockwood at 518-453-3902 or via email JLockwood@chacompanies.com or Suzanne Christopher at 518-453-2814 or via email SChristopher@chacompanies.com to make your reservation. Please make your reservations by no later than February 24th. If colleagues, friends, or family members beyond you and your guest are interested in attending, the cost is \$25.00 per person and reservations must be made.

On behalf of the APWA Executive Committee of the Capital Branch, I offer my heartiest congratulations for this honor.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Matthew B. Abatto', is written over the typed name.

Matthew B. Abatto, P.E.
Awards Chairman
APWA Capital Branch

MBA/jal
cc: John Reardon

REFERRALS - MARCH 2012

PUBLIC WORKS: (Including Airport; DPW; Parks, Recreation & Railroad; Warren County Sewer and Solid Waste & Recycling)

DPW:

No items this month.

PARKS, RECREATION & RAILROAD:

- 1) With reference to the Committee's request for the County Attorney's Office to research the property in the Town of Johnsborg owned jointly by the Town and the County to determine whether sale or transfer to the Town is appropriate, Mr. Dusek has advised that a temporary solution has already been approved allowing the Town use of the property and that the matter would be deferred for the attention of the new County Attorney. (06.28.11)
- 2) Relative to written comments provided by resident Tanya Tobias-Tomas, Mr. Tennyson will be meeting with Ms. Tobias on February 13, 2012 to discuss her railroad related concerns and will provide the Committee with an update on the matter at their next meeting. (02.02.12)
- 3) Request from Saratoga/North Creek Railway for use of high rail vehicles & equipment referred to the County Attorney for review. (09.01.11)
- 4) Committee tabled discussion on the Capital Improvement and Cost Sharing Plan presented by Iowa Pacific relative to the rail line for further consideration at their next meeting. (02.02.12)

SOLID WASTE & RECYCLING:

No items this month.

WARREN COUNTY SEWER:

No items this month.

COUNTY FACILITIES:

AIRPORT:

No items this month.

BUILDING & GROUNDS:

- 1) Mr. Tennyson to continue to work with Brian LaFlure, Director of OES/Fire Coordinator, to determine the specifications and estimated costs of constructing a car port/winter storage for EMS vehicles as a 2012 DPW project. (04.26.11)
- 2) Mr. Tennyson to advertise the availability for lease of the portion of the former Clba Geigy property owned by the County. (04.26.11)
- 3) County Administrator to review the DEC Report and related files pertaining to Celba Geigy property to determine if DEC clean-up assistance is available at this time. (09.26.11)
- 4) Appointing representative from Warren County to the NYSAC/MEGA program.