

County Facilities Committee - Airport  
Department of Public Works  
AGENDA  
February 3, 2015 – 10:15am

Committee Members: *GIRARD, Wood, Conover, Monroe, Seeber, Strough, Westcott*

- I. **Committee Meeting Call To Order**..... Chairman Girard
- II. **Motion to Approve Minutes of Prior Committee Meeting**..... Chairman Girard
- III. **Action Agenda/New Business**
  - Page
  - 2 New Contract – Adirondack Balloon Festival..... Jeff Tennyson  
Rationale: Authorization for use of Airport for event
  - 3 Miscellaneous – Establish Premium Parking Rates..... Jeff Tennyson  
Rationale: Set annually recurring premium parking rate
  - 4 Transfer Funds – AP Reserve to FE Land/Easement (H306)..... Jeff Tennyson  
Rationale: Funding for legal fees authorized by Reso 221 of 2013
  - 6 New Contract – T.P. Monahan, Inc. (H348)..... Jeff Tennyson  
Rationale: Lowest responsible bidder
- IV. **Referral/Pending Items**
  - None
- V. **Information for Discussion/Review**
  - Page
  - Project update on Environmental Assessment – Runway 1 Extension
  - Soil contamination update at new airport restaurant site
- VI. **Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. **Motion to Adjourn**

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Attachments  
- None

## **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 - Airport Division**

**DATE: 03/03/2015**

- (a) Purpose of Request: **To authorize the agreement with and for the "Adirondack Hot Air Balloon Festival" and to authorize the use of the Floyd Bennett Memorial Airport for the event.**
- (b) Details: **The agreement shall be for the days of September 18, 19, & 20 of 2015 and shall be in a form approved by the County Attorney regarding permitted use, insurance requirements and all other relevant provisions, as determined by the committee.**
- (c) Previous Resolution Number: **071 of 2014**
- (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

## **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 - Airport Division**

**DATE: 03/03/2015**

- (a) Purpose of Request: **To authorize the Superintendent of Public Works to establish annually recurring Premium Parking procedures and rates for the Adirondack Hot Air Balloon Festival.**
- (b) Details: **This request is to establish a \$15 per weekend Premium Parking rate for the Adirondack Hot Air Balloon Festival that will continue at the same rate annually unless modified by recommendation of the Facilities Committee and Board Resolution.**
- (c) Previous Resolution Number: **205 of 2014**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **N/A**

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

**\* as listed in budget and LOGOS**

## ***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:** Airport

**DATE:** 3/3/2015

- (a) Exact Title and Number of Project\*: H306, Forest Enterprises Land/Acquisition
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project?
- (d) Amount of Increase (if applicable): \$38000
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): A.9950  
910 Transfers to Capital Projects General Funds
- (g) Changes in Funding (if Amendment): Transfers
- (h) Purpose of Increase or Decrease or Amendment:

**REQUEST FOR TRANSFER OF FUNDS**

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

FROM: PUBLIC WORKS  
Name of Department

SIGNED: \_\_\_\_\_ DATE: 3/3/2015

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A892.00	Reserve Airport Repair and Projects	A.9950 910	Transfer to Capital Projects	\$38,000.00

Please state reason for transfers requested:

To Increase the Transfer to Capital Account from the Airport Reserve for Repair and Projects

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
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Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

# Warren County Board of Supervisors

## RESOLUTION NO. 221 OF 2013

Resolution introduced by Supervisors Girard, Wood, Loeb, Westcott and Mason

**AUTHORIZING AGREEMENT WITH C & S ENGINEERS, INC.  
TO PROVIDE PROFESSIONAL ENGINEERING AND CONSULTING  
SERVICES FOR PHASE III OF THE LAND/AVIGATION EASEMENT -  
~~FOREST ENTERPRISES PARCEL FOR APPROACH TO RUNWAY 1~~**

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WHEREAS, the Airport Manager is requesting that the County enter into an agreement with C&S Engineers, Inc. to provide professional engineering and consulting services for Phase III of the Land/Avigation Easement - Forest Enterprises Parcel for approach to Runway 1 for an amount not to exceed Thirty-Eight Thousand Dollars (\$38,000) for a term commencing upon execution of the agreement by both parties and terminating upon completion of the services, now, therefore, be it

RESOLVED, that Warren County enter into an agreement with C&S Engineers, Inc., 499 Col. Eileen Collins Boulevard, Syracuse, New York 13212, to provide professional engineering and consulting services for Phase III of the Land/Avigation Easement - Forest Enterprises Parcel for approach to Runway 1 for an amount not to exceed Thirty-Eight Thousand Dollars (\$38,000) for a term commencing upon execution of the agreement by both parties and terminating upon completion of the services, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement, in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Capital Project No. H306.9550 280 Land/Avigation Easement - Forest Enterprises Parcel.

## **RESOLUTION REQUEST FORM NO. 3**

### ***Request for New Contract***

**DEPARTMENT NAME: DPW - Airport Division**

**DATE: 03/03/2015**

- (a) Is this a Result of a Bid or Request for Proposal? **Yes - WC 2-15**
- (b) Purpose of Contract: **To replace the roof on the airport maintenance equipment storage building and tower cab.**
- (c) Name of Contractor: **T.P. Monahan, Inc.**
- (d) Address of Contractor: **44 Park Rd., Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number: **Timothy Monahan**
- (f) Has or will the Contract be provided, if so, please attach: **Contract to be approved by County Attorney**
- (g) Commencement Date of Contract: **Upon execution**
- (h) Termination Date of Contract: **May 31, 2015**
- (i) Payment Provisions:
  - i) lump sum amount ~ **\$32,500**
  - 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. **upon completion**)
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: H348.9550 280 Airport Equipment Building Repairs - \$58,530.70**

**Sample: A.1010 470 Legislative Board – Contract \$xx.xx  
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx**

\*as listed in budget and LOGOS

# WARREN COUNTY DEPARTMENT OF PUBLIC WORKS

## MAIN OFFICES

4028 Main Street  
Warrensburg, N.Y. 12885  
Tel (518) 623-4141  
(518) 761-6556  
Fax (518) 623-2772



**JEFFERY E. TENNYSON, P.E.**  
Superintendent of Public Works

**KEVIN J. HAJOS, P.E.**  
Deputy Superintendent of Public Works

## DIVISIONS

Airport  
Sewer Administration  
Parks & Recreation  
Recycling  
Highway & Traffic  
Engineering  
Buildings & Grounds

February 10, 2015

Julie A. Pacyna  
Purchasing Agent  
Warren County  
1340 State Route 9  
Lake George, NY 12845

RE: WC 2-15 Floyd Bennett Memorial Roof Installation at Two Locations

Dear Ms. Pacyna:

The Department of Public Works (DPW) has reviewed the bids for the subject contract. Based on our review, DPW recommends the contract be awarded to the lowest responsive bidder, T.P. Monahan, Inc.

T.P. Monahan, Inc.  
Attn: Timothy Monahan  
44 Park Rd.  
Queensbury, NY 12804  
Ph: 518-792-1979  
Fax: 518-792-2158

If you have any questions regarding the above, please feel free to contact me at (518) 824-8834.

Sincerely,

Kevin J. Hajos  
Deputy Superintendent

X:\ANNUAL CONTRACTS\Services\Airport Roof\WC 2-15 Recommend Award.doc

WARREN COUNTY  
 BID TABULATION SHEET

BID NO: WC 2-15 ITEM(S): FLOYD BENNETT MEMORIAL AIRPORT ROOF INSTALLATION AT TWO LOCATIONS  DATE: FEBRUARY 5, 2015 TIME: 3:00 PM.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
DESCRIPTION OF ITEM	BID PRICE	BID PRICE	BID PRICE	BID PRICE
Installation of new roof at Location A - price per square foot: <i>~ 2,500 sq. ft.</i>	\$9.86	\$11.82	\$13.17	\$12.70
Installation of new roof at Location B - price per square foot: <i>~ 350 sq. ft.</i>	\$20.67	\$22.00	\$11.18	\$36.50
COMMENTS:	n/a	Location "A" approx 2,800 sq feet (\$33,096.00) - Location "B" approx 400 sq feet (\$8,800)	n/a	This proposal is based on the substrates being dry & in sound condition, as no roof scan was done to indicate moisture below the existing membrane. No new fascia at Elect/Store Bldg; termbar termination. Electric Bldg approx 2425 sq ft & Tower Roof approx 350 sq ft.
<b>BID AWARDED TO:</b>				
TERM: DATE OF SIGNED CONTRACT THROUGH MAY 31, 2015.				
RESOLUTION NO. OF 2015				
JULIE A. BUTLER, PURCHASING AGENT				

BID WC 2-15

ITEM: FLOYD BENNETT MEMORIAL AIRPORT ROOF INSTALLATION AT TWO LOCATIONS

DATE: FEBRUARY 5, 2015 TIME: 3:00 PM PLACE: HUMAN SERVICES BUILDING, 3<sup>RD</sup> FL

PROPOSAL

PROPOSAL OF T.P. Monahan, Inc.

COMPANY NAME

TO: Julie Butler, Purchasing Agent  
Warren County Human Services Building  
1340 State Route 9  
Lake George, N.Y. 12845

The undersigned having carefully examined the specifications and requirements of the Floyd Bennett Memorial Airport Building Roof Installations hereby, and herein, submits a bid for the following materials, equipment, work & services:

LOCATION A- Electric Service/Storage Building

INSTALLATION OF NEW ROOF: \$ 9.86 PER SQUARE FOOT (SF)

Includes labor, materials and equipment needed for removal of existing ballast, cleaning and preparing surface, installation of insulation, membrane, flashing, drains, and resetting any equipment removed/relocated; and addressing seams, penetrations, air pockets, fish mouths, T-joints and all ancillary services associated with installation of new roof on the Electric Service/Storage Building.

LOCATION B- Tower on Terminal Building

INSTALLATION OF NEW ROOF: \$ 20.67 PER SQUARE FOOT (SF)

Includes labor, materials and equipment needed for cleaning and preparing surface, installation of membrane, flashing, and resetting any equipment removed/relocated; and addressing seams, penetrations, air pockets, fish mouths, T-joints and all ancillary services associated with installation of new roof on the Tower on Terminal Building.

The Contractor hereby certifies that there are no federal or state taxes included in the purchase price and that he is the only intermediary between supplier and purchaser.

COMMENTS:

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