

Criminal Justice &
Public Safety Committee
Warren County Office of Emergency Services
AGENDA
February 29, 2016

Committee Members: WOOD, Dickinson, Girard, Frasier, Brock, Seeber, Simpson, Vanselow,
Montesi, Braymer, MacDonald

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request to approve revisions and supporting annexes to the Warren County Comprehensive Emergency Management Plan.
Rationale: This document is the over-arching plan for all response plans within Warren County.
 2. **Request:** Resolution Request for a new contract with MDC Scuba, Inc. d/b/a Rich Morin's Professional Scuba Centers for scuba training services at a cost not to exceed \$2,527.
Rationale: Contract needed to provide scuba training services for Warren County Sheriff's Office dive team member Tyler Morse. This agreement would commence upon execution of the contract and terminate one year later, or upon thirty days written notice by either party. Training included in this contract will be paid for out of the existing 2016 budget, specifically G/L code A.3410 444 Fire Prevention and Control – Travel/Training/Education.
 3. **Request:** Travel approval for Brian LaFlure to attend the Office of Interoperable and Emergency Communications (OIEC) Conference in Oriskany, NY on March 29-30, 2016.
Rationale: This is an annual meeting of New York State regional communications consortiums. Lodging will be paid for by NYS with travel costs to be paid for out of the existing OES budget.
 4. **Request:** Travel approval for Brian LaFlure, Scott Combs and Amy Hirsch to attend the Intelligence Liaison Officer conference in Lake Placid, NY on April 28-29, 2016.
Rationale: This is an annual refresher conference which will provide important updates from the State. Conference fees and lodging will be paid for by NYS with travel costs being paid for out of the existing OES budget.
 5. **Request:** Resolution request to apply for the FY16 Hazardous Materials Emergency Preparedness Planning grant in an amount not to exceed \$50,000.
Rationale: The purpose of this grant is to conduct hazardous materials planning or training. Warren County will act as the fiduciary agent for the participating counties of the Adirondack Regional Hazmat Consortium. There is a 25% local soft match in which existing budgetary items can be used (salaries, travel, office supplies, etc.).
 6. **Request:** Resolution request to apply for the FY16 State Homeland Security Program grant in the amount of \$60,000.
Rationale: The Office of Emergency Services has not yet received grant guidance for this program, however turnaround time for applications will be compressed.

- IV. Referral/Pending Items
 - 1. Mr. LaFlure to provide update on status of proposed building to house OES vehicles at next Committee meeting. (11.30.15) The Finance Committee tabled this matter pending the identification of a location and a more descriptive cost for construction for the building. (02.10.16)
 - V. Information for Discussion/Review
 - 1. Hazard Mitigation Plan update
 - VI. Privilege of the Floor to discuss any additional items to come before the Committee
 - VII. Motion to adjourn
-

Attachments

- #1a Miscellaneous**
- #1b Summary of Changes**
- #2a Request for New Contract**
- #2b Training Course List**
- #3 Authorization to Attend Meeting or Convention**
- #4 Authorization to Attend Meeting or Convention**
- #5 Request to Apply for a Grant Application and Grant Agreement**
- #6 Request to Apply for a Grant Application and Grant Agreement**

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: Office of Emergency Services

DATE: February 29, 2016

- (a) Purpose of Request: To approve revisions to the Warren County Comprehensive Emergency Management Plan.

- (b) Details:

- (c) Previous Resolution Number: 777 of 2003, 129 of 2014 and 120 of 2015

- (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

2016 CEMP Update Summary

Throughout the plan there were general formatting changes.

Cover - date, typo

Added a Revision page

Key Players - name changes

T of Contents - updated Annexes not included

Section II - Migration - Significant changes to mirror new Hazard Mitigation Plan

Attachment 1 - Inserted latest Hazard Analysis

Attachment 2 - Updated Multiyear training and exercise charts

Added "A regional JIC may be formed for larger incidents encompassing multiple counties or agencies." to the public notification section.

Added PODS and Home Care Group to the organizational chart

Appendix C - added a summary of Article 2-b

Appendix D - updated the Warren County facts

Appendix E - added HM, HMP & SWCD to the list.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: February 29, 2016

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To provide scuba training services for Warren County Sheriff's Office dive team member Tyler Morse.
- (c) Name of Contractor:
MDC Scuba, Inc. d/b/a Rich Morin's Professional Scuba Centers
- (d) Address of Contractor: **20 Warren Street
Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:
Rich Morin 518-761-0533
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
Upon execution
- (h) Termination Date of Contract:
One year from commencement date or upon 30 days written notice
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$2,527.00**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
Upon completion of training services
- (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:**

A.3410 444 Fire Prevention & Control - Travel/Training/Education

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

Brian,

Here is a list of courses and prices to send Tyler Morse to Morin's Dive center to dive training.

Open water Diver	\$529	February 11
Dry Suit	\$207	May 22
Adv open Water	\$369	June 13,
Rescue Diver	\$549	June 20
Deep Diver	\$306	July 17
Multi Level	\$185	July 30
Peak Buoyancy	\$164	August 7
Night Diver	\$218	August 13
Total	\$ 2527.	

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: February 29, 2016

- (a) Purpose of Grant:
FY 2015 Hazardous Materials Emergency Preparedness Planning grant for the Local Emergency Planning Committee.
- (b) Name of Grantor:
NYS Division of Homeland Security and Emergency Services
- (c) Address of Contractor: **1220 Washington Avenue
State Campus, Building 7A
Albany, NY 12242**
- (d) Grantor's Contact Person and Telephone Number:
Shelley Wahrlich, Director of Grants Program Administration 518-402-2123
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be provided**
- (f) Effective Date of Grant: **To be determined**
- (g) Termination Date of Grant: **To be determined**
- (h) Total Dollar Amount Involved (not to exceed): **\$50,000**
- (i) Deadline to Submit Grant Application and/or Grant Agreement:
To be determined
- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **No** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.
- (i) Is a Local Share Required? **Yes** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

Various budget codes

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

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Office of Emergency Services

DATE: February 29, 2016

- (a) Purpose of Grant:
FY16 State Homeland Security Program Grant

- (b) Name of Grantor:
NYS Division of Homeland Security and Emergency Services

- (c) Address of Contractor: **1220 Washington Ave, Building 7A, 6th Floor, Albany, NY
12242**

- (d) Grantor's Contact Person and Telephone Number:
Shelley Wahrlich, Director of Grants Program Administration 518-402-2123

- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? **To be provided**

- (f) Effective Date of Grant: **To be determined**

- (g) Termination Date of Grant: **To be determined**

- (h) Total Dollar Amount Involved (not to exceed): **\$60,000**

- (i) Deadline to Submit Grant Application and/or Grant Agreement:
To be determined

- (j) Is a Budget amendment required? **No** If yes, also complete and submit Form No. 7.

- (k) Are the funds to go into a Capital Project or Capital Reserve Project? **No** If yes, also complete and submit Form No. 8 or Form No. 9, as applicable.

- (i) Is a Local Share Required? **No** If Yes, Where are the Funds? List Budget Code, Object Code, Full Title* and Amount **OR** Capital Project **OR** Capital Reserve Project Number and Title and Amount:

**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

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Brian LaFlure
(Supervisory Committee) (Employee Name)

to attend the Office of Interoperable Emergency Communications Conference
(Name of meeting or organization)

at Oriskany, NY
(Address)

On March 29-30, 2016 Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ Pd. for by NYS GSA* Rate \$ _____

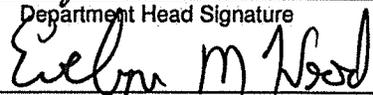
Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 2/29/16

Date: 2/29/16



Department Head Signature


Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to County Administrator if credit card will be used.

SCHEDULE "A"
AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Public Safety Committee hereby authorizes Brian LaFlure, Scott Combs and Amy Hirsch
(Supervisory Committee) (Employee Name)

to attend the Intelligence Liaison Officer Conference
(Name of meeting or organization)

at Lake Placid, NY
(Address)

On April 28-29, 2016 Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.

(Please check documents attached)

- Notice of meeting or convention including cost.

For Overnight Travel

Room rate \$ Pd. for by NYS GSA* Rate \$ _____

Meal costs - GSA*per diem rate \$ _____

*www.gsa.gov

Date: 2/29/16

Date: 2/29/16

[Signature]
Department Head Signature
[Signature]
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

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5. Copy to County Administrator if credit card will be used.

WARREN COUNTY OFFICE OF EMERGENCY SERVICES



Main Office
1340 State Route 9
Lake George, NY 12845
518-761-6240
Fax: 518-761-6402
oes@warrencountyny.gov

BRIAN A. LAFLURE
Director
Fire Coordinator

Divisions
EMS Coordinator
Micki Guy
Hazmat/WMD Coordinator
Jamie Schrammel

AMY J. HIRSCH, A.E.M.
Deputy Director
Emergency Services Coordinator

02/29/16

Attn. Public Safety Committee

Enclosed is a grouping of information relative to the proposed Storage facility for Warren County OES response equipment. This is just rough information for the Committee members to assist them in discussing this scenario.

The first diagram is a scale rendering of what the dimensions of the OES equipment are, and the proposed layout for storage. The layout is based on the timing needed for each piece in the time of an emergency.

The second overhead view is of the County campus on Route 9. The site locations are numbered.

Site 1 – area where most of the OES equipment currently resides. The original plan for this building would fit on this parcel. Since the new site plan for the Court building has been presented, this site will not exist.

Site 2 – This site is ideal, but concerns have been raised. When we met with Clarke-Paterson, and Mr. Tennyson, this was believed to be the best location.

Site 3 – This site is on the opposite side of the Interstate, and currently houses the DPW salt storage shed. Not much land here, access distance from the edge of the road would be difficult.

Site 4 – This is the location of the old Human Services building. Another great site, with access road and parking lot existing. County Administrator says it is being saved for something else.

Site 5 – This area would also work, but the Siemens underground well system is buried here. Not sure if that system is to remain.

Site 6 – This was proposed by Mr. Tennyson just before the last finance meeting. I concur it would work great.

Next in the packet is the layout that was developed by Clarke-Paterson from the information I had given them. It is very close to what I had. With that \$4,200.00 effort by them, they provided the attached price estimate. I found this estimate to be extremely high, and sat down with their engineer and trimmed it down to what we thought was more appropriate. (Shown in red.)

Next is a picture and information for a similar facility built by my counterpart in Franklin County.

Next is the latest quote from a vendor which will provide you with a current generic price for the building OES/Clark-Paterson described.

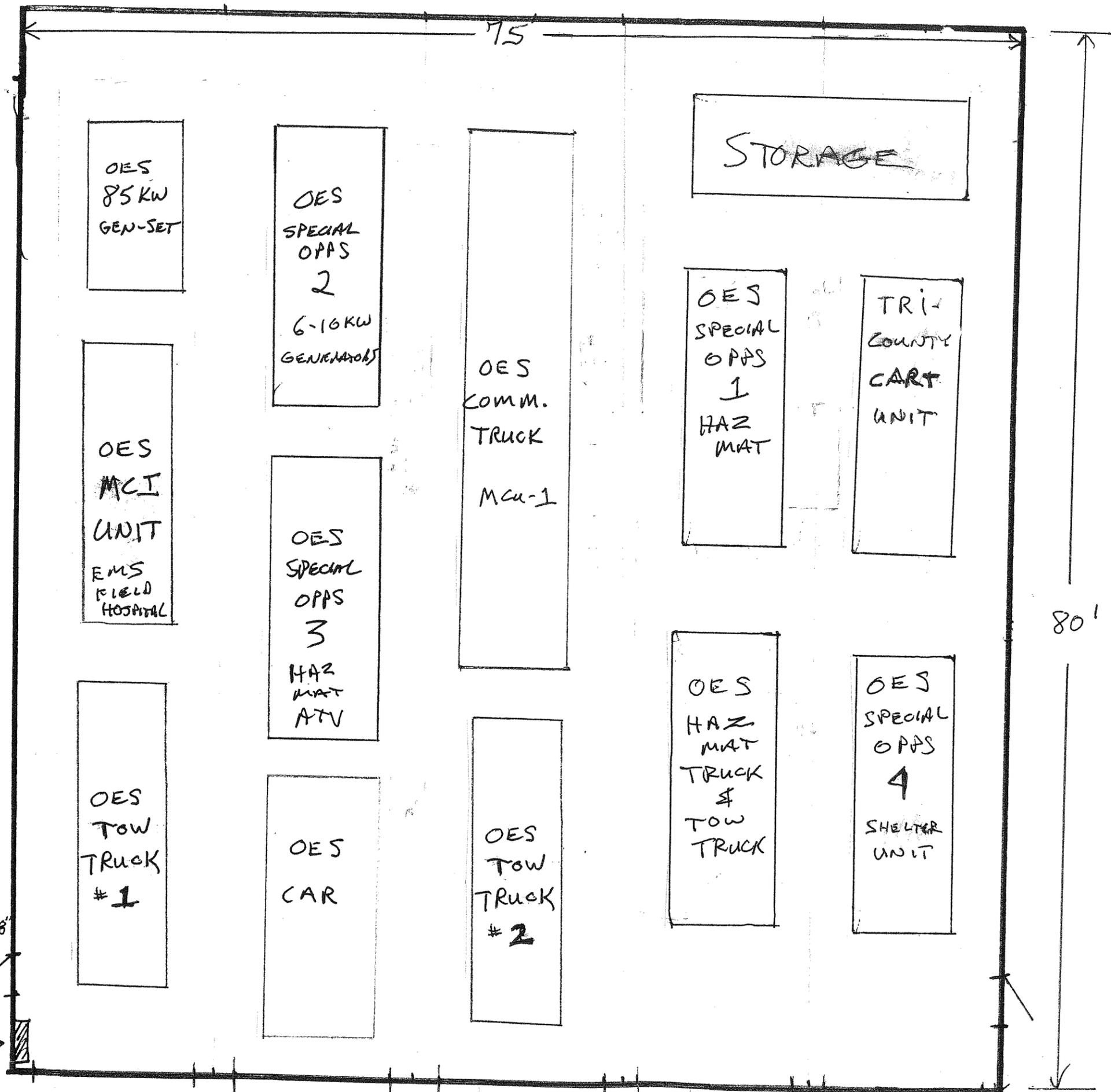
Lastly are some photos from the Perkins Recycling site in South Queensbury. Although considered a good location by some County personnel, I find the access, amount of space, security, and a number of other issues there make it a very poor location.

I provide this information to the Committee members so all will have the current info to assist in looking at this project.

I know that the members will need more information which I can provide if we can schedule a better time, and let the members' tour whatever they wish to see first-hand, information needed to assist in determining the way forward.

Please let me know if you wish to schedule a time to discuss further.

Thank you, Brian



SCALE 1/10 = 1'



600

1000

feet
meters

Google earth



CLARK PETERSON LEE
 ARCHITECTS
 300 WEST 10TH STREET
 SUITE 200
 DENVER, CO 80202
 (303) 733-1111
 www.clarkpetersonlee.com

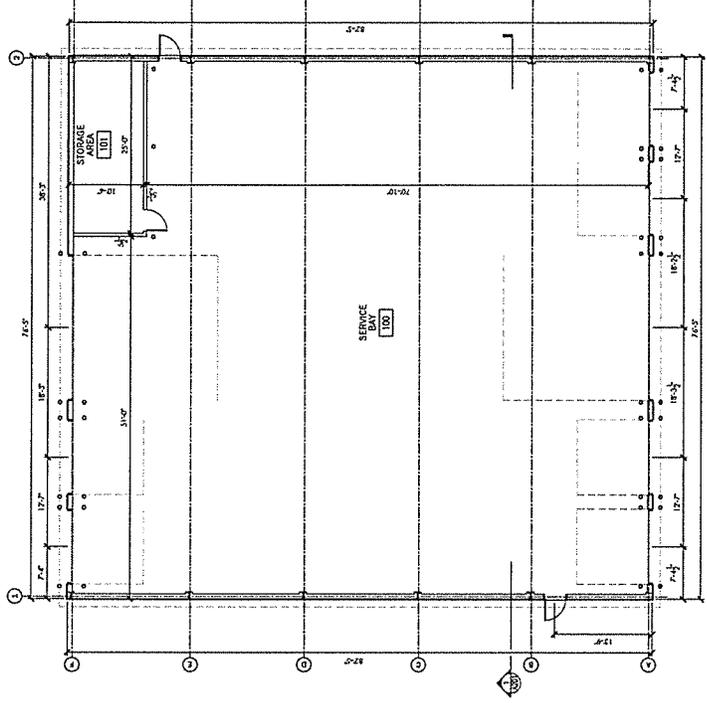
NO.	DATE	BY	DISCRPTION

WARREN COUNTY OFFICE OF
 EMERGENCY SERVICES
 LAKE GEORGE, NEW YORK 12845
 1340 STATE ROUTE 9

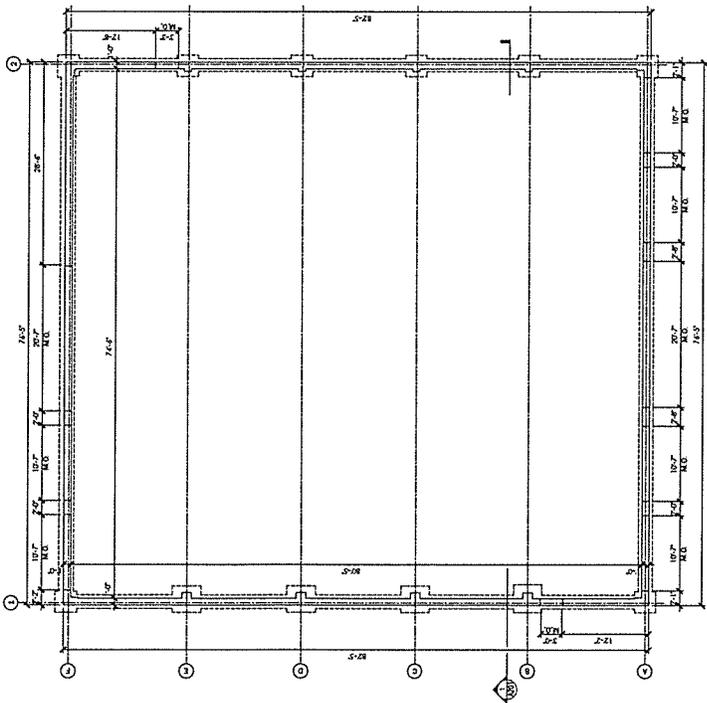
DATE: 12/20/15
 DRAWN: DRN
 CHECKED: CLC
 SCALE: 1/8" = 1'-0"

PROJECT NUMBER: 000000.00
 SHEET NUMBER: WC A200
 CONTRACT NUMBER: [blank]

FOUNDATION AND
 PARTITION PLAN



2. FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"

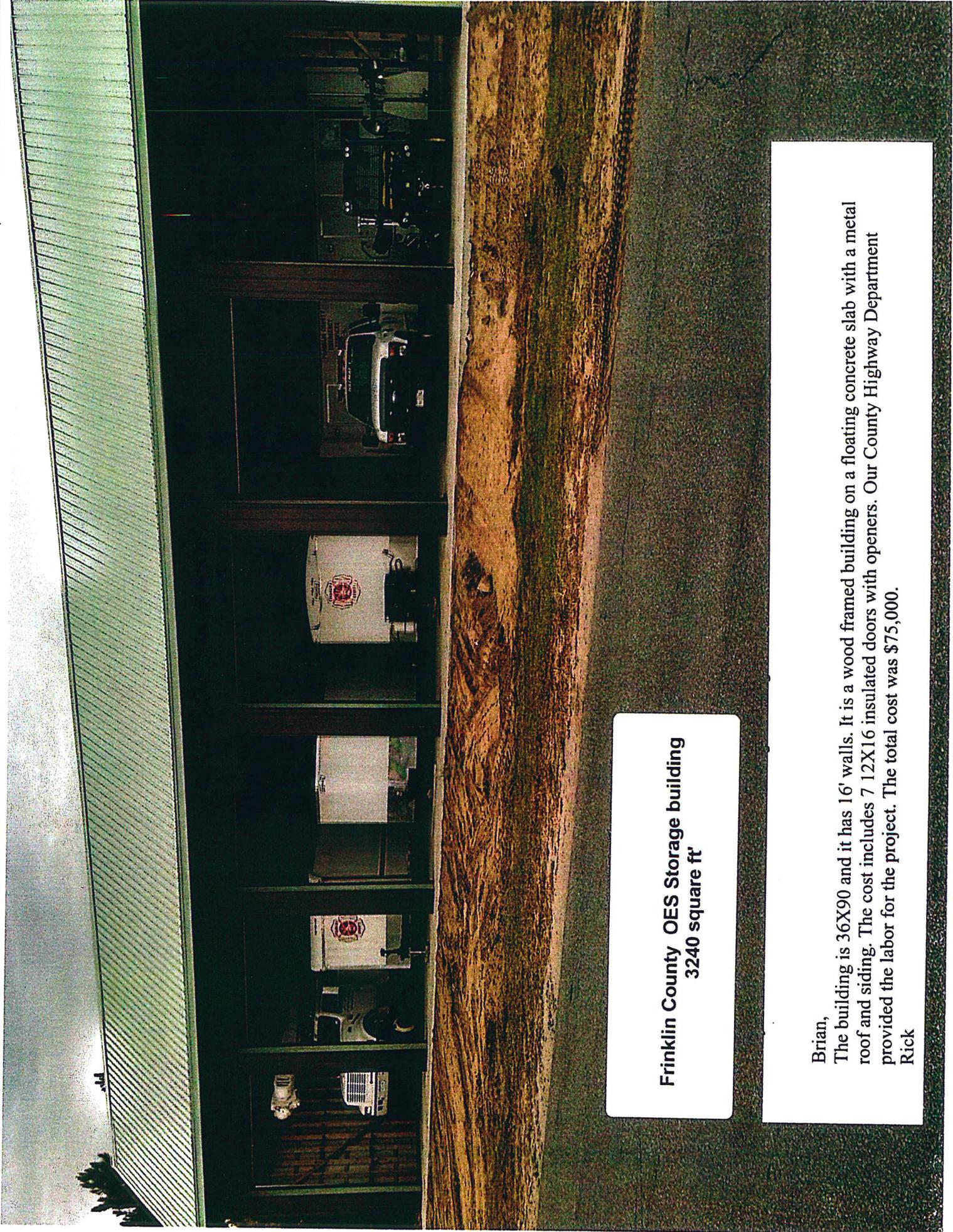


1. FOUNDATION PLAN
 SCALE: 1/8" = 1'-0"

Warren County Office of Emergency Services
 1340 State Route 9
 Warren County New York

Proposed structure: ~~6,071 square feet~~ 4,875 square feet (65' x 75')

Excavation		\$ 75,000	\$ 40,000 (County Forces)
Rebar/Wire mesh		\$ 7,800	\$ 7,800
Concrete footing	\$113/L.F.	\$ 35,708	\$ 32,000 (Based on reduced footprint)
Rigid insulation	\$ 39/L.F.	\$ 12,324	\$ 11,000 (Based on reduced footprint)
Concrete floors	\$ 4/L.F.	\$ 24,284	\$ 19,500 (Based on reduced footprint)
Steel building		\$200,000	\$100,000 (Reduced size, change specs)
Man doors	(2) @ \$2,200	\$ 4,400	(included in building price)
O/H doors	(6) @ \$2,000 + (2) @ \$2,600	\$ 18,000	(included in building price)
Bollards	35 @ \$200	\$ 7,000	\$ 7,000
Sprinkler system	with municipal water	\$ 40,000	(add for pump/tank \$90,000 - (not required < 5,000 sf)
Electrical		\$ 38,000	lighting \$10,000 interior lighting \$ 3,000 exterior fire alarm \$ 5,000 panels/conductors \$15,000 misc. \$ 5,000 \$ 18,000 (Total Electrical, County Forces) (no mechanical required per Brian)
Mechanical	(assumes gas on site)	\$ 25,000	
	G.C./M.E.P.	\$487,516	with municipal water
Site (assumes basic site)			
Setup		\$ 3,000	\$ 3,000
Fencing		\$ 17,000	(not required per Brian)
Landscaping		\$ 10,000	(not required per Brian)
Blacktop		\$100,000	\$ 30,000 (County forces, reduced paved area)
Site concrete		\$ 10,000	(not required per Brian)
		\$140,000	
	Construction Total	\$627,516	\$268,300
	Escalation costs:	\$ 58,186	
General Conditions		\$ 75,000	Provide Construction cost estimate only per Brian.
Bonds		\$ 18,886	
Allowance		\$ 60,000	
	Soft cost total	\$153,886	
	Total	\$781,402	



**Frinklin County OES Storage building
3240 square ft'**

Brian,
The building is 36X90 and it has 16' walls. It is a wood framed building on a floating concrete slab with a metal roof and siding. The cost includes 7 12X16 insulated doors with openers. Our County Highway Department provided the labor for the project. The total cost was \$75,000.
Rick

LaFlure, Brian

From: Mac McNicol <Mac@freedomsteel.com>
Sent: Monday, August 31, 2015 4:25 PM
To: LaFlure, Brian
Subject: Freedom Steel Quote adaptation

Hey Brian,
Previously we quoted you
75x80x16
3:12 pitch
Engineered openings for 4-12x12 doors, 1-14x14 door
2- steel man doors
6" insulation
Quoted out at 59,600.00

New Quote: 62,000

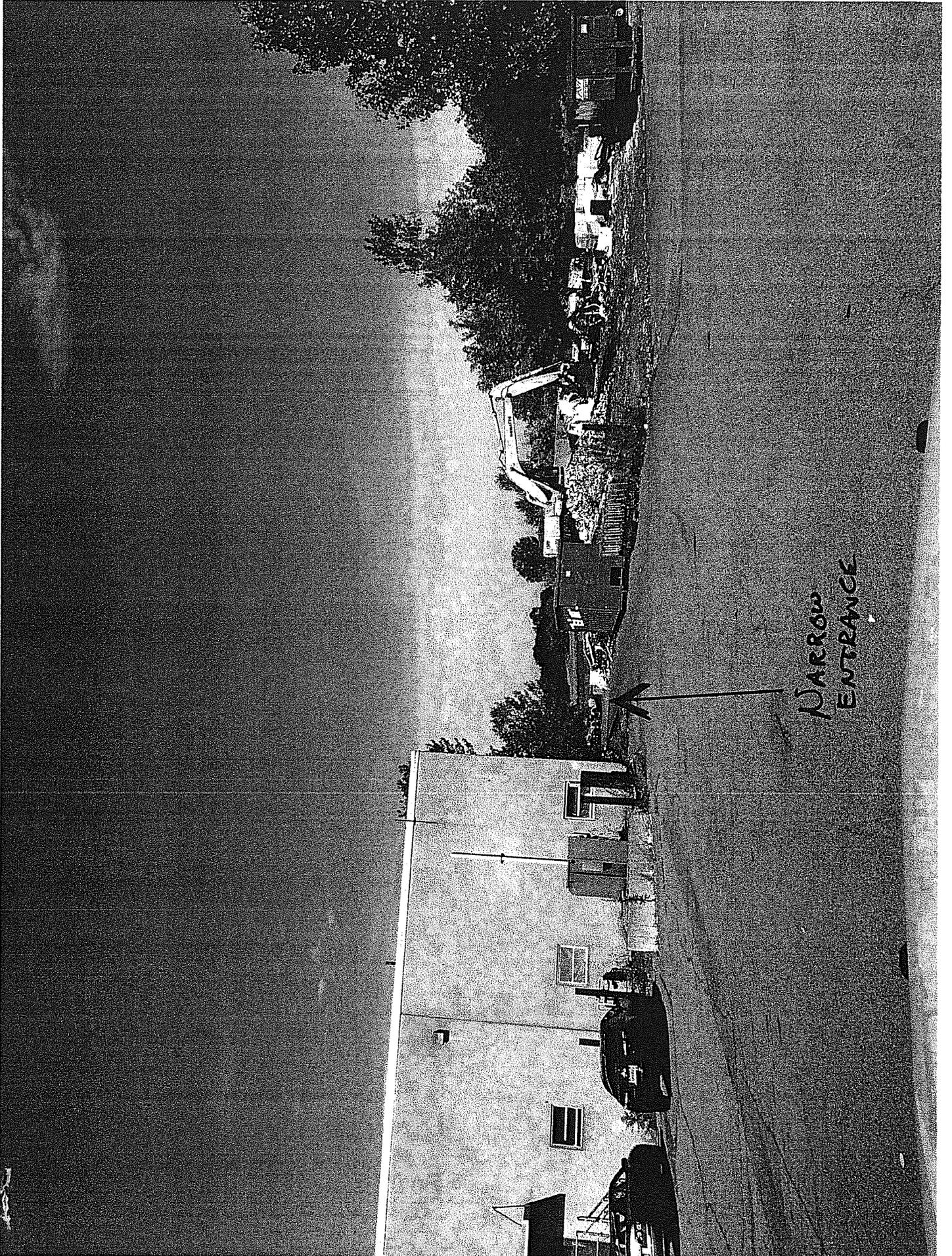
Including the 5 insulated roll up doors
And all the other accessories previously included
That is an increase of 2400 over the previous quote but less than ½ the cost of roll-up doors
12x12 insulated roll-up door provided by DBCI is commercial grade and cost 1200 + engineered opening 250
14x14 insulated roll-up door provided by DBCI is commercial grade and cost 1450 + engineered opening 250
Total cost of doors 7500
Your cost 2400
Savings of 5100.

MAC MCNICOL
PROJECT MANAGER
FREEDOM STEEL BUILDINGS

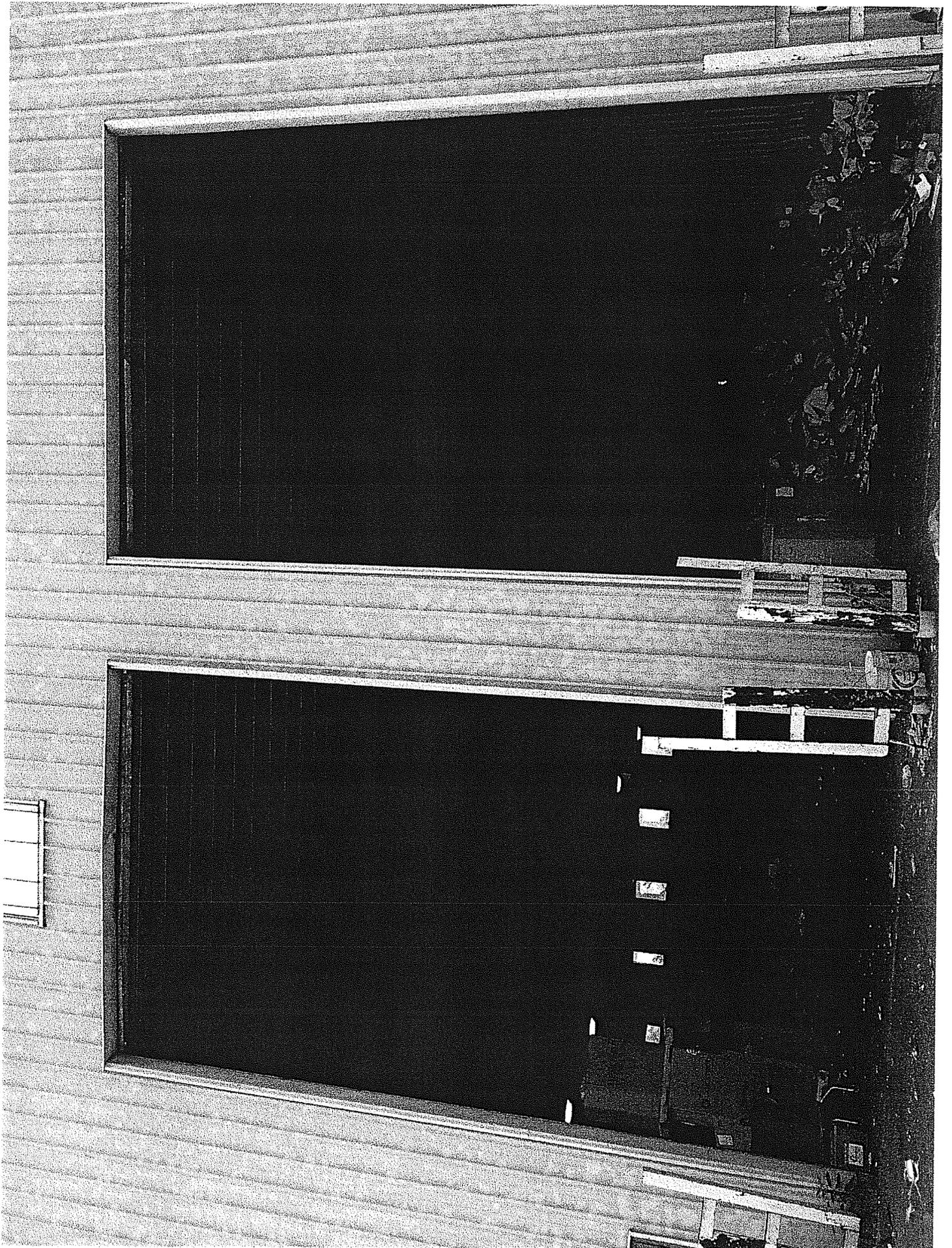
Updated price from Freedom Steel

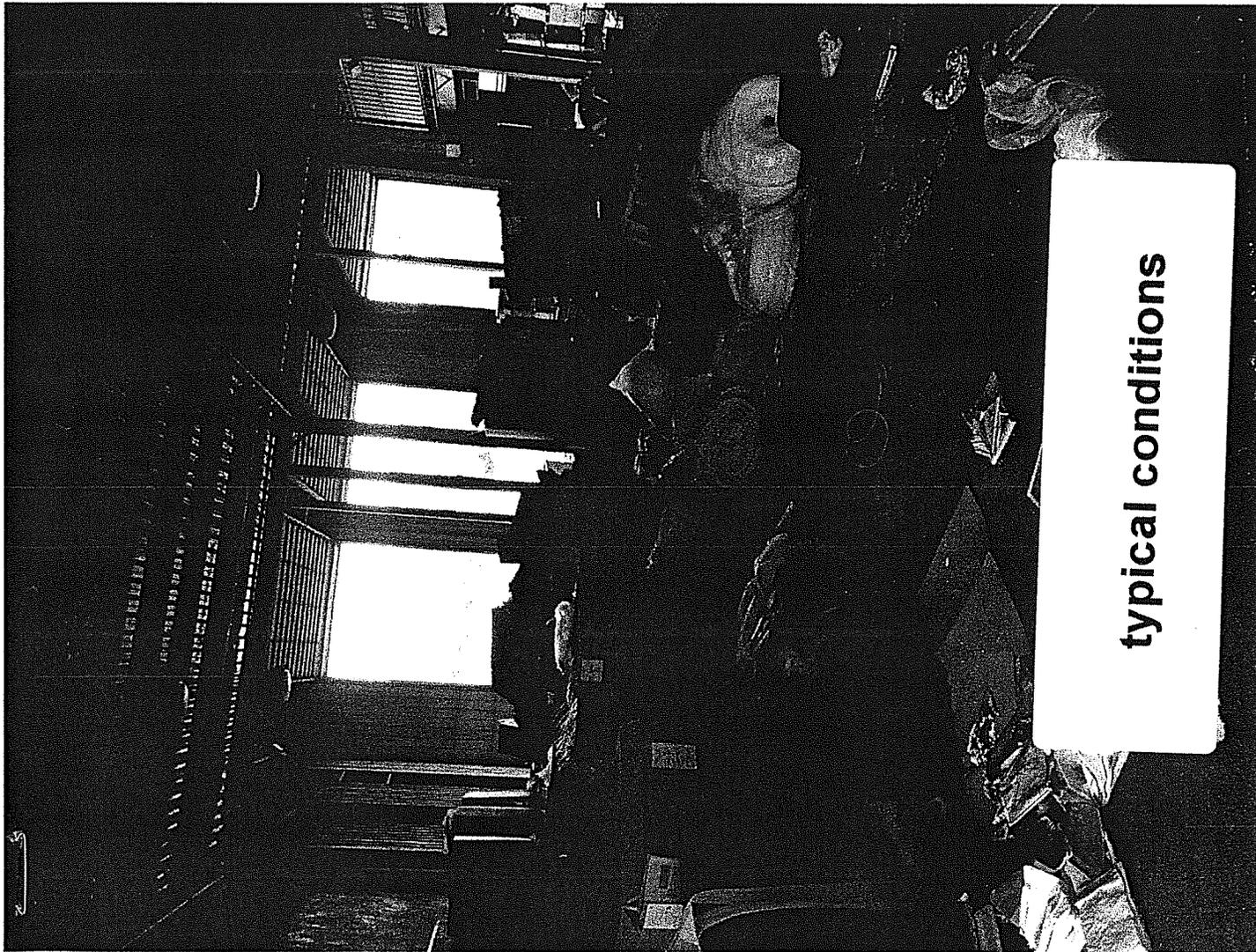
PHONE: 1.800.630.2846
FAX: 1.800.630.2946
INTERNATIONAL: 1.561.330.0447
USA | CANADA | CARIBBEAN | INTERNATIONAL

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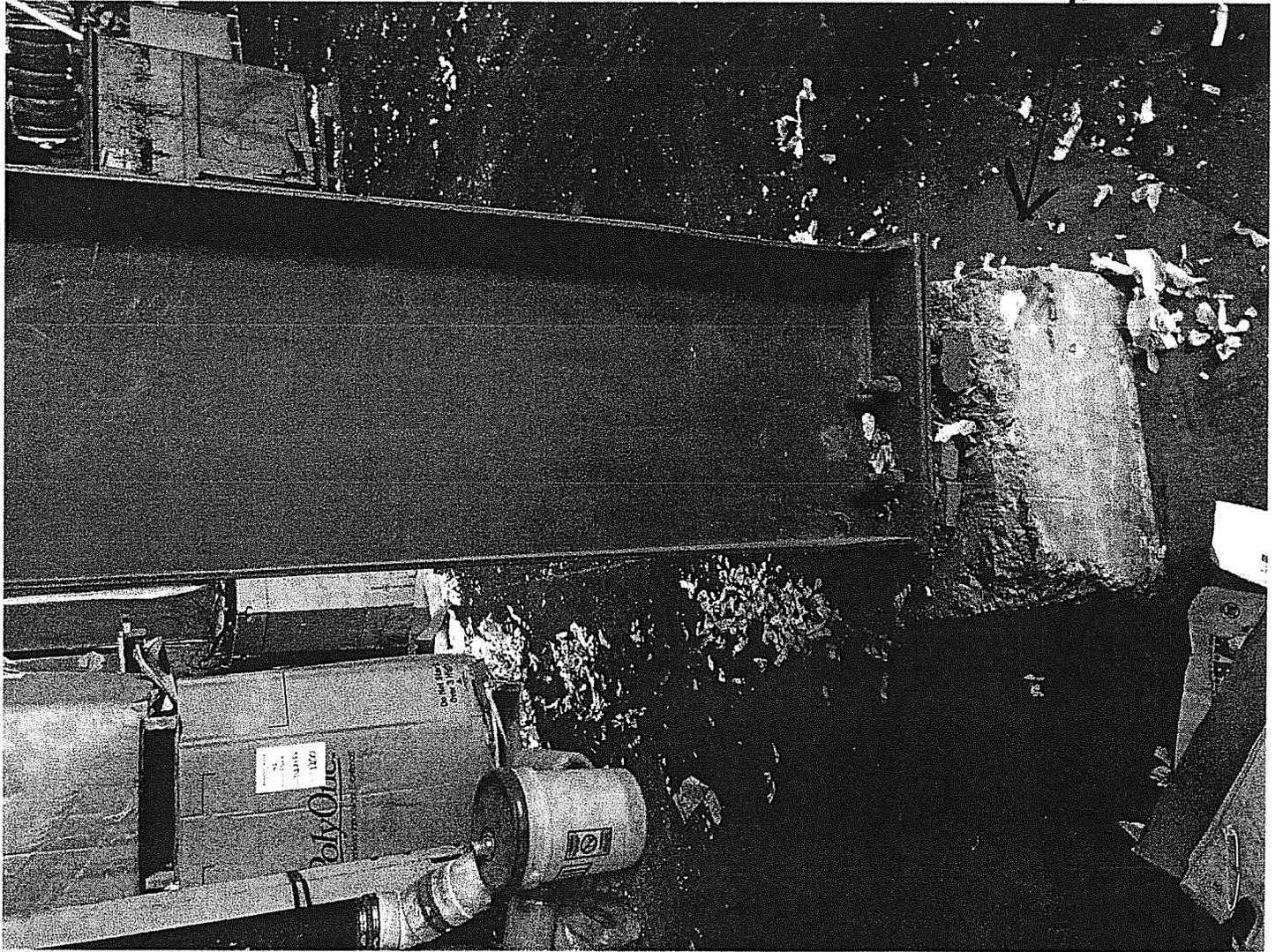


NARROW
ENTRANCE





typical conditions



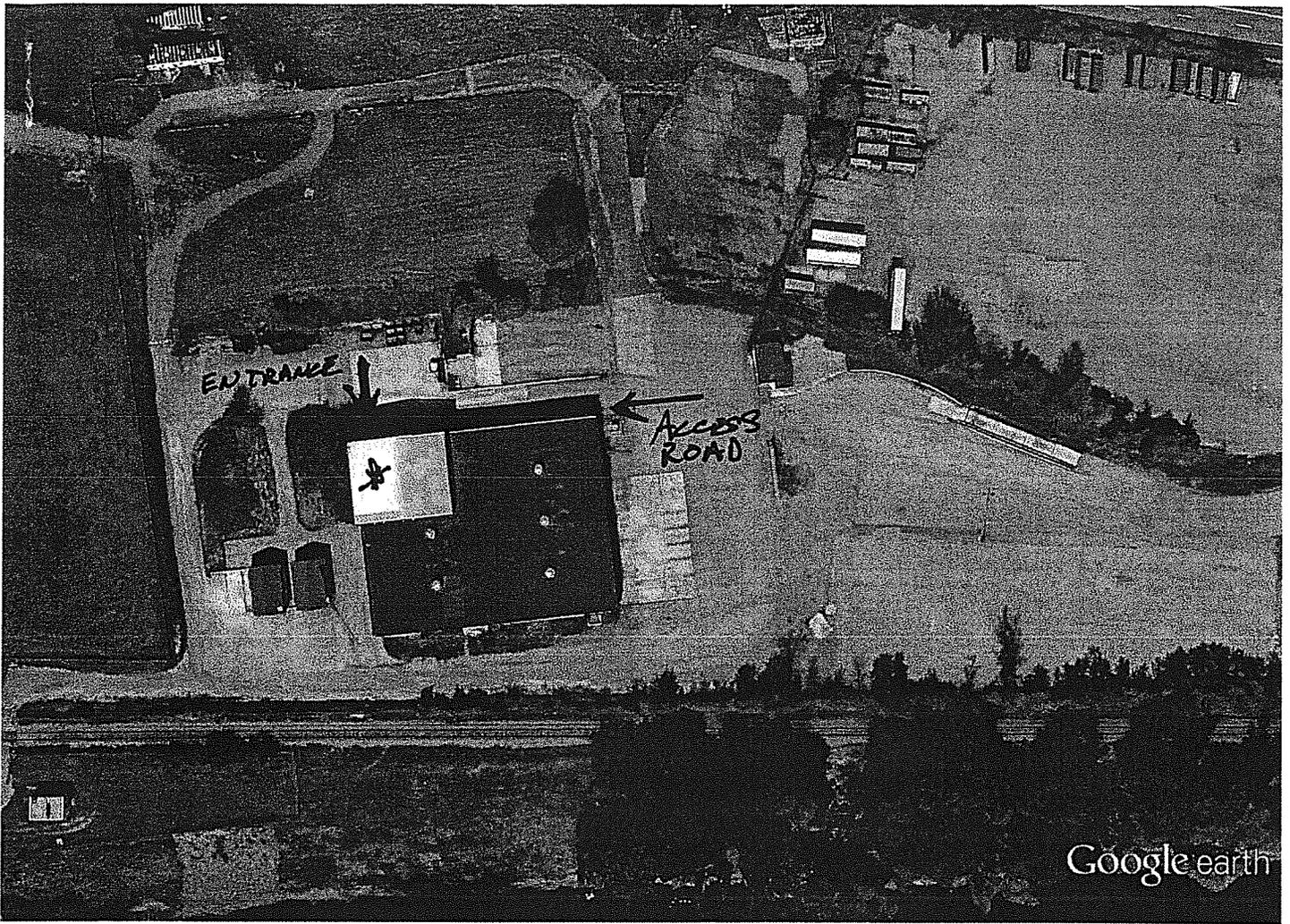
Support beam Knocked
from foundation



Google earth



Perkins/Warren County Site
Farthest Southeast corner of County



Google earth

