

**Public Works – DPW**  
**Department of Public Works**  
**AGENDA**  
**March 28, 2016 – 10:00am**

Committee Members: *SIMPSON, Conover, Dickinson, Frasier, Merlino, Sokol, Vanselow, Wood, MacDonald*

**I. Committee Meeting Call to Order.....** Chairman Simpson

**II. Motion to Approve Minutes of Prior Committee Meeting.....** Chairman Simpson

**III. Action Agenda/New Business**

Page

- 1 Amend Resolution 616 of 2015 – Care Environmental..... Jeff Tennyson  
Rationale: To establish contract rates and estimated total cost
- 6 Amend Budget– HHW Collection..... Jeff Tennyson  
Rationale: To establish funding for HHW collection days
- 8 Auth New Contract– CR 17, 52, 79 Highway Preservation..... Jeff Tennyson  
Rationale: Award contract for project
- 9 Auth New Contract– CME – Const Inspection Svcs..... Jeff Tennyson  
Rationale: Award contract for CI on Pavement Preservation
- 15 Auth New Contract– Spectra Eng - Structural (WC 13-16)..... Jeff Tennyson  
Rationale: Award contract for periodic Engineering Svcs
- 17 Establish New Road Project-Bay St Lk Luzerne (D8250)..... Jeff Tennyson  
Rationale: Est new project to modify road for new sidewalks
- 18 Transfers – Bay St Project and VMS board..... Jeff Tennyson  
Rationale: move funds for necessary project and equipment code
- 20 Intent to Backfill – Sr. Engineering Technician..... Jeff Tennyson  
Rationale: fill position following death of employee

**IV. Referral/Pending Items –**

- Pending receipt of NYSDEC grant of \$25k for HHW Collection Days

**V. Information for Discussion/Review –**

- Update on Household Hazardous Waste Days (5/21 Wburg & 6/18 Qbury)
- Request from Dog & Pup Hot Dog Cart
- 21 Village fees for parking collection of County owned parking lot

**VI. Privilege of the Floor to discuss any additional items to come before the Committee**

**VII. Motion to Adjourn**

Attachments

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- 22 DPW OT Report (Thru 2/29/16)
- 23 Salt Usage Tracker (Thru 3/18/16)
- 24 DPW Fuel Usage Report (Thru 2/29/16)

①

## **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: 3/22/2016**

- (a) Purpose of Request: Amend Resolution 616 of 2015
  
- (b) Details: Resolution 616 of 2015 awards bid and authorizes agreement with Care Environmental Corp for Household Hazardous Waste Collection.(WC 68-15) This Resolution would amend 616 of 2015 to state costs will be based on labor and unit costs associated with collection of household hazardous waste materials (WC 68-15) with aggregate costs up to \$50,000. Final total cost to be determined by actual collections after events are held.
  
- (c) Previous Resolution Number: 616 of 2015
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: A1628 470 General Fund, Waste Management Container, Contracts \$50,000

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

\* as listed in budget and LOGOS



**WARREN COUNTY  
BID TABULATION SHEET**

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<p><b>BID NO: WC 68-15</b> <b>ITEM(S): HOUSEHOLD HAZARDOUS WASTE COLLECTION</b> <b>DATE: OCTOBER 29, 2015</b> <b>TIME: 3:00 PM</b></p>	<p align="center"><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>MXI Environmental Services, LLC. Attn: Ronald Potter 26319 Old Trail Road Abingdon, VA 24210 Ph: 276-628-6636 Fx: 276-623-0599</p>	<p align="center"><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>Care Environmental Comp. Attn: Francis McKenna, Jr. 429 E. Blackwell Street Dover, NJ 07801 Ph: 800-494-2273 Fx: 843-903-2881</p>
<p align="center"><b>BID PRICE</b></p>		<p align="center"><b>BID PRICE</b></p>
<p align="center"><b>EMPLOYEE POSITION/TITLE</b></p>		<p align="center"><b>STANDARD RATE/HOUR</b></p>
<p>Person of Contact</p>	<p>No Charge (Marc Kodrowski)</p>	<p>No Charge (Francis J. McKenna, Jr.)</p>
<p>Site Supervisor/Manager</p>	<p>\$25.00</p>	<p>No Charge</p>
<p>Chemist</p>	<p>\$25.00</p>	<p>No Charge</p>
<p>Technician</p>	<p>\$25.00</p>	<p>No Charge</p>
<p>SET-UP COSTS (per day)</p>	<p>\$1,000.00</p>	<p>\$1,750.00</p>
<p align="center"><b>DESCRIPTION</b></p>	<p align="center"><b>Packing Method</b></p>	<p align="center"><b>Disposal Method</b></p>
<p>Aerosol Cans</p>	<p>Loose pack</p>	<p>Incineration</p>
<p>Anti-freeze</p>	<p>Bulk</p>	<p>Recycling</p>
<p>Corrosive Liquid</p>	<p>Loose pack</p>	<p>Treatment</p>
<p>Corrosive Solid</p>	<p>Loose pack</p>	<p>Treatment</p>
<p>Fluorescent Bulbs &amp; Tubes</p>	<p>Loose pack</p>	<p>Recycling</p>
<p align="center"><b>DESCRIPTION(continued)</b></p>	<p align="center"><b>Packing Method</b></p>	<p align="center"><b>Disposal Method</b></p>
<p>Hazardous Paints</p>	<p>Loose pack</p>	<p>Fuels Blending</p>
<p>Pesticides Liquid</p>	<p>Lab pack</p>	<p>Incineration</p>
	<p>Price Per Unit</p>	<p>Price Per Unit</p>
	<p>\$1.00 / lb.</p>	<p>\$0.81 / lb.</p>
	<p>\$2.50 / gal.</p>	<p>\$3.00 / gal.</p>
	<p>\$4.00 / gal.</p>	<p>\$4.00 / gal.</p>
	<p>\$1.25 / lb.</p>	<p>\$1.25 / lb.</p>
	<p>\$1.00 / lb.</p>	<p>\$0.35 / lb.</p>
	<p>Price Per Unit</p>	<p>Price Per Unit</p>
	<p>\$2.00 / gal.</p>	<p>\$3.00 / gal.</p>
	<p>\$4.00 / gal.</p>	<p>\$4.35 / gal.</p>



<p><b>BID NO: WC 68-15</b>  <b>ITEM(S): HOUSEHOLD HAZARDOUS WASTE COLLECTION</b>  <b>DATE: OCTOBER 29, 2015</b>  <b>TIME: 3:00 PM</b></p>	<p><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>MXI Environmental Services, LLC.          Attn: Ronald Potter          26319 Old Trail Road          Abingdon, VA 24210          Ph: 276-628-6636          Fx: 276-623-0399</p>	<p><b>NAME &amp; ADDRESS OF BIDDER</b></p> <p>Care Environmental Corp.          Attn: Francis McKenna, Jr.          429 E. Blackwell Street          Dover, NJ 07801          Ph: 800-494-2773          Fx: 843-903-2881</p>		
<p>Pesticides Solid</p>	<p>Lab pack</p>	<p>Incineration</p>	<p>L/P</p>	<p><b>BID PRICE</b></p> <p>Incineration \$1.35 / lb.</p>
<p>ADDED ITEM: Oxidizer Liquid</p>	<p>Lab pack</p>	<p>Incineration</p>	<p>\$4.50 / gal.</p>	
<p>ADDED ITEM: Oxidizer Solid</p>	<p>Lab pack</p>	<p>Incineration</p>	<p>\$1.50 / lb.</p>	
<p>List of Material NOT Accepted:</p>	<p>Medical &amp; Infectious, DEA Controlled Substances, Explosives or Ordnance, Ammunition, DOT Class A,B,C Explosives, Radioactive Compounds, Type A or B Organic Peroxides</p>			<p>Explosives &amp; munitions, Infectious waste, Radioactive materials.</p>
<p>COMMENTS:</p>	<p>n/a</p>			<p>n/a</p>
<p><b>BID AWARDED TO: CARE ENVIRONMENTAL CORP.</b></p>				
<p>Julie A. Butler</p>	<p>Term: Commencing upon execution of Agreement and terminating December 31, 2016</p>			
<p>JULIE A. BUTLER, PURCHASING AGENT</p>	<p>Resolution No. 616 of 2015</p>			

# Warren County Board of Supervisors

## RESOLUTION NO. 616 OF 2015

**Resolution introduced by Supervisors Merlino, Conover, Wood, Taylor, Frasier, Dickinson, Simpson, Sokol and Vanselow**

**AWARDING BID AND AUTHORIZING AGREEMENT WITH CARE ENVIRONMENTAL CORP. FOR HOUSEHOLD HAZARDOUS WASTE COLLECTION (WC 68-15)**

WHEREAS, the Purchasing Agent has advertised for sealed bids for Household Hazardous Waste Collection (WC 68-15), and

WHEREAS, the Deputy Superintendent of the Department of Public Works has issued correspondence recommending that Warren County award the contract to Care Environmental Corp., as the lowest responsible bidder, now, therefore, be it

RESOLVED, that the Warren County Purchasing Agent notify Care Environmental Corp. of the acceptance of its proposal, and be it further

RESOLVED, that Warren County enter into an agreement with Care Environmental Corp., pursuant to the terms and provisions of the specifications (WC 68-15) and proposal, for a sum not to exceed Ten Thousand Dollars (\$10,000), for a term commencing upon execution of the agreement by both parties and terminating December 31, 2016, said agreement shall terminate immediately in the event Warren County does not receive grant funding for the services to be performed under the agreement or it is understood by and between the parties hereto that the agreement shall be deemed executory only to the extent of the monies available to the County for the performance of the terms hereof and no liability on account thereof shall be incurred by the County beyond monies available to or appropriated by the County in 2016 for the purpose of the agreement and that said agreement shall automatically terminate upon the termination of County, State or Federal funding available for such contract purpose, and be it further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to execute an agreement with Care Environmental Corp. in a form approved by the County Attorney, and be it further

RESOLVED, that the funds shall be expended from Budget Code A.1620 470 Buildings - Contract.

HHW 2016 Estimate

Participation was determined by historical data from similar sized counties and from data from Care Environmental to be between 200- 400. Since an event has not been held in Warren County we estimate a higher turnout of 500 participants  
 Similar sized events averaged \$88/participant - \$100/participant  
 500 participants would cost \$44,000 - \$50,000

*Total Cost	Number of Participants	\$/Participant
\$ 50,000.00	500	\$100

\* Total cost represents cost of collection and advertisement

Cost of Collection	Waste type	*Estimated %	Cost	Quantities	Units
\$ 49,500.00	Antifreeze	0.03	\$ 1,485.00	495	gallons
	Solid Pesticide	0.15	\$ 7,425.00	5500	pounds
	Fluorescent bulbs	0.01	\$ 495.00	1414	pounds
	Hazardous Paint	0.51	\$ 25,245.00	8415	gallons
	Liquid Pesticide	0.11	\$ 5,445.00	1252	gallons
	other HHW Liquid	0.19	\$ 9,405.00	2351	gallons

\*based on other HHW events

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## **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: DPW**

**DATE: 3/28/16**

- (a) Purpose of Amendment: To amend the County Budget to increase contract code for Household Hazardous Waste days.
  
- (b) Appropriation Code (with title), Object Code (with title) and Amount:  
A1628 470 General Fund, Waste Management Container, Contracts \$50,000
  
- (c) Revenue Code (with title), and Amount:  
Source of funding to be determined for \$50,000.

# Warren County Board of Supervisors

## RESOLUTION NO. 617 OF 2015

Resolution introduced by Supervisors Merlino, Conover, Wood, Taylor, Frasier, Dickinson, Simpson, Sokol and Vanselow

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR STATE ASSISTANCE FROM THE HOUSEHOLD HAZARDOUS WASTE (“HHW”) STATE ASSISTANCE PROGRAM AND SIGNING OF ASSOCIATED STATE MASTER GRANT CONTRACT, UNDER THE APPROPRIATE LAWS OF THE STATE OF NEW YORK**

WHEREAS, the State of New York provides financial aid for household hazardous waste programs, and

WHEREAS, the County of Warren, herein called the Municipality, has examined and duly considered the applicable laws of the State of new York and the Municipality deems it to be in the public interest and benefit to file an application under these laws, and

WHEREAS, it is necessary that a contract by and between the People of the State of New York, herein called the State, and the Municipality be executed for such State Aid, and the County’s local match will be fifty percent (50%), now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes that the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York included all understanding assurances contained in said application is hereby authorized, and be it further

RESOLVED, that the Chairman of the Board of Supervisors is hereby directed and authorized as the official representative of the Municipality to act in connection with the application, to execute the resulting contract if said application is approved by the State, and to provide such additional information as may be required in a form approved by the County Attorney, and be it further

RESOLVED, that the Municipality agrees that it will fund the entire cost of said household hazardous waste program and will be reimbursed by the State for share of such costs as indicated in the contract, and be it further

RESOLVED, that this resolution shall take effect immediately.

**RESOLUTION REQUEST FORM NO. 3**

***Request for New Contract***

**DEPARTMENT NAME: DPW**

**DATE: 3/28/16**

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 01-16
  
- (b) Purpose of Contract: PIN 1760.03 - County Highway Preservation Project (CR 17, 52 & 79)
  
- (c) Name of Contractor: TBD (Bids due 3/29/16)
  
- (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: Upon Execution
  
- (h) Termination Date of Contract: Upon Completion
  
- (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 project 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: H354.9550 280 County Highway Preservation Project (CR 17, 52 & 79)

**RESOLUTION REQUEST FORM NO. 3**

***Request for New Contract***

**DEPARTMENT NAME: DPW**

**DATE: 3/28/16**

- (a) Is this a Result of a Bid or Request for Proposal? RFP
- (b) Purpose of Contract: Construction Inspection Services for PIN 1760.03 - County Highway Preservation Project (CR 17, 52 & 79)
- (c) Name of Contractor: Creighton Manning Engineering, LLP
- (d) Address of Contractor: 2 Winners Circle, Albany, NY 12205
- (e) Contractor's Contact Person and Telephone Number: Ed Lawson, P.E. (518) 446-0396
- (f) Has or will the Contract be provided, if so, please attach: Consultant Agreement
- (g) Commencement Date of Contract: Upon Execution
- (h) Termination Date of Contract: Upon Completion
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed \$41,300
  - 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: H354.9550 280 County Highway Preservation Project (CR 17, 52 & 79)

## EXECUTIVE SUMMARY

### CONSULTANT AGREEMENT – Construction Inspection

#### PIN 1760.03: Pavement Preservation Project for CR 17, CR 52 & CR 79 Town of Queensbury, Warren County, NY

This Agreement covers the completion of Construction Administration and Inspection phases for the Pavement Preservation Project for CR 17, CR 52, CR 79. Creighton Manning Engineering, LLP has been designated by Warren County to progress this Locally Administered Federal-Aid project and has prepared the attached Agreement, Scope of Services and Fee to complete the Construction Inspection phase.

#### Project Description:

##### Round Pond Road (CR 17)

*From US Route 9 to Country Club Road*

Project work on CR 17 consists of a combination of cold-in-place recycling with single course HMA overlay and single course overlay with repairs. Approximately 1,750 linear feet of cold-in-place recycling is estimated for areas exhibiting fatigue and edge cracking. The travel lanes and paved shoulders shall be recycled to a maximum 4" depth and then overlaid with 1.5" of HMA top course. The areas not recycled shall be cleaned and prepared for a 1.5" HMA top course overlay. These areas will be repaired with the appropriate treatments including but not limited to sealing and/or filling of cracks, spot removal and repair of deteriorated asphalt, shim course placement, etc. Work items also include driveway tie-ins, shoulder backup material, new epoxy reflectorized striping and new crosswalk and stop bar preformed striping.

##### Queensbury Avenue (CR 52)

*From Dix Avenue (NY 32) to Boulevard (CR 79)*

Work along this section of CR 52 consists of milling the asphalt paved travel lanes and shoulders a maximum depth of 1.5" and placing 1.5" of HMA top course. Spot repairs of pavement and shim course HMA shall be implemented to correct surface irregularities as determined by the Engineer in the field. Work segment also includes HMA driveway tie-ins, new epoxy reflectorized pavement markings and preformed reflectorized stop bars.

##### Boulevard (CR79)

*From Lower Warren Street to Quaker Road (CR 70)*

Work along this segment of CR 79 includes milling the asphalt paved travel lanes and shoulders a maximum depth of 1.5" and placing 1.5" of HMA top course. Any repairs necessary prior to placement of the top course shall be determined by the Engineer.

*From Quaker Road (CR 70) to Quarry Crossing Street/ Warren Street (County Line)*

The asphalt travel lanes and shoulders within this section of CR 79 shall be cleaned and prepared for HMA top Course. Preparations for top course shall be determined in the filed by the Engineer and may include cleaning and filling cracks, spot removal and repair of asphalt, shim course placement, etc.



*General Work Items*

In addition to the pavement preservation treatments described above, both sections of CR 79 include HMA driveway tie-in work and shall be striped with new epoxy reflectorized striping and new preformed reflectorized crosswalks and stop bars. Inductance loops at the intersection with Quaker Road shall be repaired or reinstalled as necessary and paid for under their respective contract items.

**Schedule**

The project will be let March 29, 2016 with construction starting May 2016 and completing in June 2016.



**ARTICLE 31. MISCELLANEOUS**

**31.1 Executory Contract.** This Contract shall be deemed only executory to the extent of the monies available, and no liability shall be incurred by the Sponsor beyond the monies legally available for the purposes hereof.

**IN WITNESS WHEREOF,** the parties have duly executed this Contract effective the day and year first above written.

Reference: Sponsor Contract # \_\_\_\_\_

Sponsor	Consultant
by: _____	by: <u>EVWJ</u>
Date: _____	Date: <u>3-25-16</u>

**Municipality Acknowledgement**

STATE OF NEW YORK

ss:

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 2015 before me, the subscriber, personally appeared to me known, who, being by me duly sworn, did depose and say; that he/she resides in the \_\_\_\_\_, New York; that he/she is the \_\_\_\_\_ of Schenectady County, the corporation described in and which executed the foregoing instrument; that he/she is the authorized with the execution of the matter herein provided for, and that he/she signed and acknowledged the said instrument in his/her position as a duly authorized representative of Sponsor.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, N.Y.

**Consultants Acknowledgement**

STATE OF NEW YORK

ss:

COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 2015 before me, **Edward V. Woods**, personally appeared to me known, who, being by me duly sworn, did depose and say; that he resides in the **Town of Bethlehem, New York**; that he is a **Partner in Creighton Manning Engineering, LLP** and that this instrument was signed on behalf of said Limited Liability Partnership by authority of its partners and principals agreement; and said **Edward V. Woods**, acknowledge this instrument to be the free act and deed of said Limited Liability Partnership.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, N.Y.

**Attachment A  
Project Description and Funding**

PIN: 1759.92 Term of Agreement Ends: August 31, 2016  
 BIN: N/A

Main Agreement     Amendment to Agreement [#]     Supplement to Agreement [SA # 1]

**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:  
 Start Date: April 15, 2016  
 Finish Date: August 31, 2016

**PROJECT DESCRIPTION:**  
**Pavement Preservation Project, CR 17, Cr 52 & CR 79**

**Project Location:**  
**Town of Queensbury**  
**Warren County, New York**

Consultant Work Type(s): See Attachment B for more detailed Scope of Services.

<b>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:</b>
<b>\$41,300</b>



**RESOLUTION REQUEST FORM NO. 3**

**Request for New Contract**

**DEPARTMENT NAME: DPW**

**DATE: 3/28/16**

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 13-16
- (b) Purpose of Contract: Periodic Professional Structural Engineering Services
- (c) Name of Contractor: Spectra Engineering, Architecture, and Surveying, P.C.
- (d) Address of Contractor: 19 British American Boulevard, Laham, NY 12110
- (e) Contractor's Contact Person and Telephone Number: John Seligman, P.E. (518) 782-0882
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: Upon Execution
- (h) Termination Date of Contract: Upon Completion
- (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 project 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: Various projects

WC 13-16 Periodic Professional Structural Engineering

Final Scores

Company	Total
	100%
Bell Engineering	86
CDM-Smith	0
Cedarwood	86.3
Clark Paterson Lee	88.3
Creighton Manning	95.3
CT Male	73
Fusco	75.7
Hffmgly	0
McLaren	73.7
MJ	81.7
Spectra	98.3

No cost provided

Provided an LOA, Did not understand what County was looking for.

Ratings were completed by 3 individuals.

Ratings were based on Experience - 20%, Financial Responsibility - 10%, Quality of Staff - 10%

Cost - 20%, Logistics and Familiarity with Area - 20%, and Municipal Work - 20%

**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: Department of Public Works**

**DATE: March 28, 2016**

- (a) Purpose of Request: To create budget line item to reflect a new road project.
  
- (b) Details: To create a new budget line item to reflect new road project D.5112.8250 for (CR 16) Bay Street to be funded by transfer from D.5142 410 County Road, Snow Removal - County, Supplies
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: D.5112.8250 280 County Roads, (CR 16) Bay Street \$50,000.00 D.5142 410 County Road, Snow Removal - County, Supplies \$50,000.00

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

\* as listed in budget and LOGOS

**RESOLUTION REQUEST FORM NO. 10**

***Request for Transfer of Funds***

**TO:** AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

**DEPARTMENT NAME:** Department of Public Works

**SIGNED:**

**DATE:** March 28<sup>th</sup>, 2016

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
D.3310 410	Co Roads, Traffice Control, Supplies	D.3310 260	Co. Roads, Traffic Control, Other Equipment	\$16,500.00
D.5142 410	Co Roads, Snow Removal - Co, Supplies	D.5112.8250 280	Co. Roads, (CR 16) Bay Street	\$50,000.00

**Please state reason for transfers requested:** To fund VMS Traffic message board, funding for new road project

**CONTINGENT FUND TRANSFER REQUESTS**

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

**Please state reason for transfer request:**

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

**WARREN COUNTY PURCHASING**

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**VERBAL/PHONE/FAX QUOTATIONS**  
**PLEASE SUMMARIZE ACQUIRED VERBAL PROPOSALS ON THIS FORM**  
**COMMODITIES (.2 & .4 object code) \$1,001.00 - \$10,00.99**

Department DPW Traffic Date 2/23/16

Item:

(Please print or type and submit with the Purchase Order.)

Vendor Name, Vendor rep, Phone #, & City	# Days Price held? Delivery ? (FOB Destination) Options ?	Price ? Brand ? Any Other Costs ? Warranty ?
JC Smith, Inc		\$16,500.00
Pratt and Son's		\$16,662.00
Traffic Management Inc		\$17,200.00

**WARREN COUNTY PURCHASING**

**WRITTEN /FAX PROPOSAL SUMMARY -**  
**PLEASE SUMMARIZE ACQUIRED WRITTEN PROPOSALS ON THIS FORM**  
(Purchasing Department MAY request back-up at any time.)

(PUBLIC WORKS \$2,001.00 - \$20,000.99 - please remember to include prevailing wage rates)  
(see HANDBOOK for guidelines)

Department DPW Date \_\_\_\_\_

Item: \_\_\_\_\_

(Please print or type and submit with the Purchase Order.)

Vendor Name, Vendor rep, Phone #, & City - INSURANCE !	# Days Price held? References? Available when?	Price ? Any Other Costs ? Equipment? Warranty ?
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# 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, 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** 3/8/16 JET  
Title of Position: **Senior Engineering Technician** Payroll Dept. No: 19.62  
Filling at Step # (If Known): \_\_\_\_\_ Base Salary of Position: \$35,767 Grade: 12  
Budget code and title: **D.5020 Sr. Engineering Technician** Request to Backfill Due to Promotion:  Yes  No  
This position is vacated due to:  Retirement  Resignation  Termination  Promotion  Other Union  Non-Union   
Employee No.: **5741** Is this position mandated?  Yes  No Is the position reimbursable?  Yes  No  
Source of reimbursement:  Federal %  State %  Other %

### CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list  Competitive-no list (*hiring would be provisional*)  Non-Competitive  Other PCN

Actual Impact to Budget Report will be provided monthly by Human Resources Director.

Candidate's qualifications must be approved by Personnel Officer prior to hiring.

Human Resources Director has approved this form when initialed. 107 3-9-16

### COUNTY ADMINISTRATOR COMPLETES THIS SECTION

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

Administrator Signature [Signature] Date 3/14/16

### BUDGET OFFICER COMPLETES THIS SECTION

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

Budget Officer Signature Frank E. Thomas Date 3/11/16

### SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee \_\_\_\_\_

- The committee has no objection to the filling of the vacancy.  
 The committee objects to the filling of the vacancy.  
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.  
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 3/25/2016

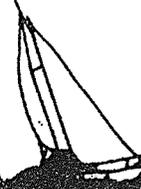


# VILLAGE OF LAKE GEORGE, NEW YORK

P.O. BOX 791  
12845

ROBERT M. BLAIS  
Mayor

DARLENE V. GUNTHER  
Clerk-Treasurer



TRUSTEES  
John Earl  
Ray Perry  
John Root  
Joseph Mastrodomenico, Jr.

ENFORCEMENT OFFICER  
Douglas Frost

518-668-5771  
Fax: 518-668-3735  
E-mail: lgville@nycap.rr.com

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March 9, 2016

Paul Dusek, Administrator  
Warren County Municipal Center  
1340 State Route 9  
Lake George, NY 12845

RE: West Brook lot maintenance contract

Dear Paul,

I wrote some time ago about a new three-year contract between Warren County and the Village for the collection, maintenance and supervision of the West Brook parking lot.

We are requesting an increase in our percentage from 10% to 15% due to the following:

1. Overall increase in personnel wages
2. Purchase of a golf cart and/or Segway due to location outside Village jurisdiction; \$3,000-\$4,000
3. Increase in size and number of spaces in lot.

The requested percentage only applies to cash. Most users have been using credit cards.

With the mobile unit we will be able to cover the lot more often thus increasing the County's fines as well.

Thank you for your consideration to this request as we are preparing our June 1, 2016-17 budget.

Sincerely,

Robert M. Blais  
Mayor

cc: Jeff Tennyson, WC DPW  
Ron Conover, Chm Finance Committee  
Brian Reichenbach, Attorney  
RMB/das

## DPW OVERTIME ALL DIVISIONS

(hours)

	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
2008	4180	4743	1796	301	940	889	707	343	1443	416	2919	1261	19938
2009	3155	1311	36	123	659	619	317	325	930	215	381	1813	9884
2010	1668	1462	89	205	120	489	390	251	1094	196	299	1147	7410
2011	2481	2238	1459	270	1464	1072	304	990	1482	866	396	577	13599
2012	1950	881	722	108	245	543	514	454	1073	356	366	2212	9424
2013	1279	1616	838	164	109	357	346	431	840	386	519	2054	8939
2014	2194	2042	1262	154	367	433	469	863	1131	289	973	1794	11971
2015	2063	2313	880	238	183	639	617	397	*1071	732	223	612	8897
2016	1176	1245											2421
<b>Average</b>	2238	1983	787	195	511	630	458	507	1133	432	760	1434	10276

\*incl. 665hrs.

For Balloon

Fest.

Warren County DPW Salt Usage Analysis 2008 - 2016 as of 3.18.16

Month	2011		2012		2013		2014		2015		2016		AVERAGE COST	PROJECTED TONS	REMAINING 2016
	COST	TONS	COST	TONS											
January	\$ 24,365	405	\$ 86,912	1452	\$ 74,357	1242	\$ 131,698	1937	\$ 127,471	\$ 1875	87,145	1239	\$97,181	1382	
February	\$ 124,752	2073	\$ 62,121	1038	\$ 147,182	2458	\$ 110,458	1624	\$ 52,945	\$ 1485	70,525	1109	\$122,057	1736	
March	\$ 188,851	3139	\$ 53,128	887	\$ 68,515	1144	\$ 55,535	817	\$ 45,607	\$ 679	7,655	218	\$93,749	1333	200
April	\$ 10,893	181	\$ 8,576	143	\$ 23,240	388	\$ 36,987	544					\$22,087	314	237
May		0		0		0		0					\$0	0	
June		0		0		0		0					\$0	0	
July		0		0		0		0					\$0	0	
August		0		0		0		0					\$0	0	
September		0		0		0		0					\$0	0	
October		0		0		0		0					\$0	0	
November		0	\$ 16,586	277		0		0					\$0	0	62
December	\$ 54,616	908	\$ 76,281	1274	\$ 112,663	1882	\$ 149,397	2197					\$4,870	69	92
Total	\$ 403,477	6706	\$ 303,604	5071	\$ 425,957	7115	\$ 484,075	7119	\$ 226,023	4038		2566	\$450,005	6399	1985

2016 TONS USED	ESTIMATE REMAINING 2016 TONS	2016 EST PRICE	ADDITIONAL 2016 EXPENSE	REMAINING 5142.410	ESTIMATED SHORTFALL AT 12.31.16
2566	3833	\$ 70.18	\$269,000	\$357,418	-\$88,418

Department of Public Works  
 Diesel & Unleaded Fuel Expense  
 for Period Ending  
 February 29, 2016

DM5130 442

Year	January	February	March	April	May	June
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
2012	\$ 40,027.00	\$ 25,334.00	\$ 31,974.00	\$ 28,001.77	\$ 29,323.87	\$ 33,578.02
2013	\$ 35,917.67	\$ 33,902.19	\$ 29,065.23	\$ 22,110.54	\$ 22,994.76	\$ 27,007.62
2014	\$ 41,102.85	\$ 44,193.73	\$ 34,664.00	\$ 21,869.40	\$ 27,397.04	\$ 31,902.50
2015	\$ 29,575.25	\$ 32,106.08	\$ 18,232.34	\$ 13,287.05	\$ 17,399.03	\$ 19,382.64
<b>Seven Year Ave</b>	\$ 34,309.97	\$ 31,381.43	\$ 26,699.42	\$ 20,242.59	\$ 24,451.78	\$ 28,617.19
<b>Ave. Minus high/low</b>	\$ 37,603.55	\$ 35,691.40	\$ 30,938.39	\$ 21,449.62	\$ 26,700.90	\$ 31,164.67
<b>Actual 2016 Expense To date</b>	\$ 11,189.37	\$ 12,716.86				

Year	July	August	September	October	November	December	Year Total
2009	\$ 20,694.00	\$ 20,001.00	\$ 20,226.00	\$ 19,534.00	\$ 14,865.00	\$ 35,580.02	\$ 246,360.02
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
2012	\$ 30,915.85	\$ 31,184.24	\$ 30,933.55	\$ 35,501.21	\$ 22,835.91	\$ 37,425.63	\$ 377,035.05
2013	\$ 28,081.00	\$ 29,777.32	\$ 29,089.41	\$ 29,968.97	\$ 25,563.08	\$ 35,684.95	\$ 349,162.74
2014	\$ 32,737.06	\$ 25,894.24	\$ 34,375.73	\$ 29,062.57	\$ 26,566.80	\$ 28,610.78	\$ 378,376.70
2015	\$ 21,708.69	\$ 17,743.00	\$ 17,946.71	\$ 15,216.72	\$ 12,854.80	\$ 14,217.43	\$ 229,669.74
<b>Seven Year Ave.</b>	\$ 25,910.33	\$ 25,960.00	\$ 27,370.21	\$ 25,293.12	\$ 22,096.45	\$ 28,795.93	\$ 321,128.41
<b>Ave. Minus high/low</b>	\$ 27,887.06	\$ 27,754.81	\$ 30,049.29	\$ 27,757.36	\$ 24,323.43	\$ 28,338.69	\$ 327,970.49
<b>Actual 2016 Expense To date</b>							\$ 23,906.23
<b>Actual 2016 Budget</b>							\$ 400,000
<b>Budget Balance after February Expense</b>							\$ 376,094
<b>Less: Projected Additional Expense</b>							\$ 199,464
<b>Projected Budget Overage or (Shortage) @ current rates</b>							\$ 176,630

Gas Usage 2016

**Department of Public Works  
Unleaded Fuel Used (Gallons)  
for Period Ending February 29, 2016**

Year	January	February	March	April	May	June
2009	3960	3465	3229	2824	2914	3341
2010	2587	2606	3063	3149	2849	3069
2011	3959	3528	3927	3002	3414	3459
2012	3174	2562	2486	2274	2646	2727
2013	2940	2498	2678	2672	2489	2432
2014	3460	2826	2719	2515	2825	2854
2015	2782	3125	2626	5097	2642	2565
<b>Seven Year Ave</b>	3266	2944	2961	3076	2826	2921
<b>Ave. Minus high/low</b>	3263	2917	2863	2784	2775	2911
<b>Actual 2016</b>	2565.3	2686.4				
<b>Projected 2016</b>			2961	3076	2826	2921

Year	July	August	September	October	November	December	Year Total
2009	3294	3032	3293	2845	2317	3081	37595
2010	3019	2832	3224	2803	2833	3269	35303
2011	2588	3279	2855	2616	2511	2773	37911
2012	2644	2949	2583	3012	2377	2751	32185
2013	2940	2918	2616	2899	2438	2973	32493
2014	2685	2503	2696	2630	2326	2765	32804
2015	3020	2593	2754	2704	2116	2573	34595
<b>Seven Year Ave</b>	2884	2872	2860	2787	2417	2884	34698
<b>Ave. Minus high/low</b>	2862	2865	2829	2776	2353	2869	34558
<b>Actual 2016</b>							
<b>Projected 2016</b>	2884	2872	2860	2787	2417	2884	28488
							<b>Current Price &amp; 50% \$ 1,9188</b>
							<b>Projected Cost \$ 54,663</b>

**Department of Public Works  
Diesel Fuel Used (Gallons)  
for Period Ending February 29, 2016**

Year	January	February	March	April	May	June
2009	10599	6650	4841	5260	5787	6958
2010	5893	6673	4558	5435	6311	7306
2011	10891	10687	8845	3703	7415	10142
2012	8954	4932	6757	5843	6383	8165
2013	7366	6947	5836	4268	4990	6359
2014	9224	10222	7695	4164	5900	7281
2015	9160	10976	5208	8178	4881	6541

Seven Year Ave.	8870	8155	6249	5264	5952	7536
Ave. Minus high/low	9119	8236	6067	4902	5874	7250

Actual 2016	5029.8	5708.3				
Projected 2016		6249	5264	5942	7536	

Year	Year						Total
	July	August	September	October	November	December	
2009	6756	6580	6297	6382	4344	7906	78360
2010	5241	7121	6401	5031	4576	6062	70608
2011	5480	7377	9046	6592	7705	5256	93139
2012	7420	6833	6799	7548	4470	8035	82139
2013	6213	6478	6465	6513	5681	8175	75291
2014	7732	5910	8767	7460	7240	8258	89853
2015	7417	5941	6515	6015	4772	5877	81480

Seven Year Ave.	6608	6606	7184	6506	5541	7081	81553
Ave. Minus high/low	6657	6584	6989	6592	5348	7211	81425

Actual 2016								<b>Current Projected</b>
Projected 2016	6657	6606	7184	6592	5541	7211	64782	<b>Price &amp; 50% Cost</b>
								<b>\$2.2352 \$144,801</b>

# Warren County Board of Supervisors

## RESOLUTION NO. 355 OF 2015

Resolution introduced by Supervisors Merlino, Conover, Wood, Taylor, Frasier, Dickinson, Simpson, Sokol and Vanselow

**AUTHORIZING A LICENSING AGREEMENT WITH  
PATRICK ELDRIDGE TO SET UP THE DOG & PUP  
HOT DOG CART ON COUNTY OWNED RIGHT-OF-WAY  
NEAR EXIT 24 OFF I-87 (NORTHWAY)**

WHEREAS, the Superintendent of the Department of Public Works is requesting a Licensing Agreement with Patrick Eldridge to set up The Dog & Pup Hot Dog Cart on County owned right-of-way property near Exit 24 off I-87 (Northway) for a fee of Twenty-Five Dollars (\$25), for the months of July and August, 2015, with the terms and conditions of the Licensing Agreement to be determined by the Superintendent of the Department of Public Works and approved by the Warren County Attorney, and

WHEREAS, the Public Works Committee has recommended that this matter be brought back to Committee at the end of term for further review and recommendation of the Public Works Committee, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the Superintendent of the Department of Public Works to execute a Licensing Agreement with Patrick Eldridge to set up The Dog & Pup Hot Dog Cart on County owned right-of-way property near Exit 24 off I-87 (Northway) for a fee of Twenty-Five Dollars (\$25), for the months of July and August, 2015, with the terms and conditions of the Licensing Agreement to be determined by the Superintendent of the Department of Public Works and approved by the Warren County Attorney, and be it further

RESOLVED, that the Superintendent of the Department of Public Works will bring this matter back to the Public Works Committee at the end of the term for review and further recommendation of the Public Works Committee.