

Criminal Justice & Public Safety Committee
Warren County Office of Emergency Services
AGENDA
July 25, 2017

Committee Members: MONTESI, Geraghty, Girard, Brock, Simpson, Vanselow,
Braymer, Seeber, 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 the Warren County Continuity of Operations (COOP) Plan.
Rationale: The Warren County COOP Plan establishes actions that the County will take in the event of a disaster to ensure the essential services provided by the County are able to continue. This plan is a functional annex to the Warren County Comprehensive Emergency Management Plan (CEMP).
 2. **Request:** Resolution request for a new contract with Frank & Derek Enterprises, Inc. in the amount of \$91,720.10. Fifty percent (\$45,860.05) of this project will be paid for out of G/L account H.254 9550 280 Fire Training Center Project with the remaining 50% being billed to Washington County's Fire Training Center project account.
Rationale: This contract is needed to commence the waterline installation project at the Warren/Washington County Regional Emergency Services Training and Educational Center. Frank & Derek Enterprises, Inc. was the lowest responsive bidder for WC 41-17 and is recommended for award by Warren County Department of Public Works as a result of a bid analysis.
- IV. Referral/Pending Items
- V. Information for Discussion/Review
 1. Discussion on Request for Proposals regarding EMS in Warren County.
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments

#1 Miscellaneous

#2 Request for New Contract

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: July 25, 2017

- (a) Purpose of Request: To approve the Warren County Continuity of Operations Plan.

- (b) Details: This plan, as a functional annex to the Warren County Comprehensive Emergency Management Plan (CEMP), establishes actions that the County will take to help itself in a disaster to ensure the essential services provided by the County are able to continue.

- (c) Previous Resolution Number:

- (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. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: July 25, 2017

- (a) Is this a Result of a Bid or Request for Proposal?
WC 41-17
- (b) Purpose of Contract:
Contract needed for the waterline installation project at the Warren/Washington County Regional Emergency Services Training & Educational Center.
- (c) Name of Contractor:
Frank & Derek Enterprises, Inc.
- (d) Address of Contractor: **211-213 Maple Street
Glens Falls, NY 12801**
- (e) Contractor's Contact Person and Telephone Number:
Frank Leo 518-793-7044
- (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:
Upon completion of the project
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$91,720.10**
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.)
Progress payments
- (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:

H.254 9550 280 Fire Training Center Project - Projects \$45,860.05

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

July 19, 2017

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

**RE: Recommendation of Award for WC 41-17 Warren / Washington County Regional
Emergency Services Training Center Waterline Installation Project**

Dear Ms. Butler:

The Department of Public Works (DPW) has reviewed the bids for the subject contract. Each of the four (4) bids received was reviewed and checked, and all computations verified by DPW on July 18, 2017. Based on this, DPW recommends the contract be awarded to the following lowest responsive bidder for the corrected total bid amount of \$91,720.10:

Frank & Derek Enterprises, Inc.
211 – 213 Maple Street
Glens Falls, NY 12801
Ph: (518) 793-7044

Attached for your reference is an analysis of the bids. If you have any questions regarding the above, please feel free to contact me at (518) 824-8834.

Sincerely,

Kevin J. Hajos
Deputy Superintendent

EJD:
Enclosure

Warren / Washington County Regional Emergency Services Training Center - Waterline Installation Project

Warren County Department of Public Works

Bid Analysis

Updated: 7/13/17

Item No.	Description	Unit	Quantity	Low Bid		Engineer's Estimate		Average Bid		Next Highest Bid		Next Highest Bid		Next Highest Bid	
				Frank & Derek Enterprises, Inc. d/b/a Services Unlimited						James H. Malloy, Inc.		Gallo Construction Corp.		Luck Bros., Inc.	
				Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
203 . 07	Select Granular Fill	CY	259.0	\$ 32.76	\$ 8,484.84	\$ 40.00	\$ 10,360.00	\$ 36.48	\$ 9,447.67	\$ 17.00	\$ 4,403.00	\$ 81.15	\$ 21,017.85	\$ 15.00	\$ 3,885.00
206 . 0201	Trench and Culvert Excavation	CY	672.0	\$ 21.78	\$ 14,636.16	\$ 25.00	\$ 16,800.00	\$ 47.28	\$ 31,773.84	\$ 35.00	\$ 23,520.00	\$ 56.35	\$ 37,867.20	\$ 76.00	\$ 51,072.00
206 . 05	Test Pit Excavation	EA	1.0	\$ 750.00	\$ 750.00	\$ 3,000.00	\$ 3,000.00	\$ 1,711.25	\$ 1,711.25	\$ 1,550.00	\$ 1,550.00	\$ 2,995.00	\$ 2,995.00	\$ 1,550.00	\$ 1,550.00
304 . 12	Subbase Course, Type 2	CY	112.0	\$ 31.50	\$ 3,528.00	\$ 65.00	\$ 7,280.00	\$ 88.36	\$ 9,896.04	\$ 120.00	\$ 13,440.00	\$ 54.93	\$ 6,152.16	\$ 147.00	\$ 16,464.00
402 . 128203	12.5 F2 Top Course HMA, 80 Series Compaction	TON	3.0	\$ 260.00	\$ 780.00	\$ 150.00	\$ 450.00	\$ 566.33	\$ 1,699.00	\$ 1,070.00	\$ 3,210.00	\$ 680.33	\$ 2,040.99	\$ 255.00	\$ 765.00
402 . 198903	19 F9 Binder Course HMA, 80 Series Compaction	TON	4.0	\$ 260.00	\$ 1,040.00	\$ 150.00	\$ 600.00	\$ 610.38	\$ 2,441.50	\$ 1,070.00	\$ 4,280.00	\$ 836.50	\$ 3,346.00	\$ 275.00	\$ 1,100.00
552 . 17	Shields and Shoring	SF	12,090.0	\$ 0.95	\$ 11,485.50	\$ 0.50	\$ 6,045.00	\$ 0.43	\$ 5,138.25	\$ 0.10	\$ 1,209.00	\$ 0.55	\$ 6,649.50	\$ 0.10	\$ 1,209.00
619 . 01	Basic Work Zone Traffic Control	LS	1.0	\$ 6,800.00	\$ 6,800.00	\$ 3,000.00	\$ 3,000.00	\$ 12,124.75	\$ 12,124.75	\$ 9,900.00	\$ 9,900.00	\$ 7,549.00	\$ 7,549.00	\$ 24,250.00	\$ 24,250.00
663 . 0106	Ductile Iron Cement Lined Pipe, 6"	FT	930.0	\$ 26.77	\$ 24,896.10	\$ 70.00	\$ 65,100.00	\$ 44.06	\$ 40,971.15	\$ 51.00	\$ 47,430.00	\$ 24.45	\$ 22,738.50	\$ 74.00	\$ 68,820.00
663 . 1006	Resilient Wedge Valve and Valve Box, 6"	EA	2.0	\$ 766.50	\$ 1,533.00	\$ 1,300.00	\$ 2,600.00	\$ 1,029.75	\$ 2,059.50	\$ 1,225.00	\$ 2,450.00	\$ 972.50	\$ 1,945.00	\$ 1,155.00	\$ 2,310.00
663 . 1301	Hydrant	EA	1.0	\$ 3,748.50	\$ 3,748.50	\$ 4,000.00	\$ 4,000.00	\$ 4,519.38	\$ 4,519.38	\$ 6,580.00	\$ 6,580.00	\$ 3,674.00	\$ 3,674.00	\$ 4,075.00	\$ 4,075.00
663 . 14	Hydrant Fender	EA	3.0	\$ 425.00	\$ 1,275.00	\$ 800.00	\$ 2,400.00	\$ 711.50	\$ 2,134.50	\$ 1,025.00	\$ 3,075.00	\$ 996.00	\$ 2,988.00	\$ 400.00	\$ 1,200.00
663 . 160612	Tapping Sleeve, Valve & Valve Box, 6" x 12"	EA	1.0	\$ 3,633.00	\$ 3,633.00	\$ 2,000.00	\$ 2,000.00	\$ 11,233.75	\$ 11,233.75	\$ 11,000.00	\$ 11,000.00	\$ 26,082.00	\$ 26,082.00	\$ 4,220.00	\$ 4,220.00
663 . 2306	Polyethylene Encasement for Water Pipe, 6"	LF	930.0	\$ 0.50	\$ 465.00	\$ 1.50	\$ 1,395.00	\$ 0.80	\$ 739.35	\$ 1.10	\$ 1,023.00	\$ 0.58	\$ 539.40	\$ 1.00	\$ 930.00
697 . 03	Field Change Payment	D-C	6,250.0	\$ 1.00	\$ 6,250.00	\$ 1.00	\$ 6,250.00	\$ 1.00	\$ 6,250.00	\$ 1.00	\$ 6,250.00	\$ 1.00	\$ 6,250.00	\$ 1.00	\$ 6,250.00
SUBTOTAL				\$ 89,305.10		\$ 131,280.00		\$ 142,139.93		\$ 139,320.00		\$ 151,834.60		\$ 188,100.00	
699 . 040001	Mobilization	LS	1.0	\$ 2,415.00	\$ 2,415.00	\$ 5,251.20	\$ 5,251.20	\$ 5,359.20	\$ 5,359.20	\$ 5,572.80	\$ 5,572.80	\$ 5,949.00	\$ 5,949.00	\$ 7,500.00	\$ 7,500.00
TOTAL				\$ 91,720.10		\$ 136,531.20		\$ 147,499.13		\$ 144,892.80		\$ 157,783.60		\$ 195,600.00	