

**PUBLIC WORKS COMMITTEE
DPW AGENDA
March 22, 2022**

Committee Members: *CONOVER*, Hogan, Dickinson, Thomas, Bruno, Merlino, and Strough

I. Committee meeting called to order by Chair

II. Approval of minutes of prior Committee Meeting

III. Action Agenda/New Business Items

1. Request: Notice of Intent to Fill Position – MEO-Light #2
Rationale: Due to resignation
2. Request: New Contract – Pavement Marking Applications
Rationale: Term Agreement
3. Request: Miscellaneous – Ratifying the actions of the Superintendent of Public Works
Rationale: Interpretation of past resolution and authorizing a new resolution
4. Request: Miscellaneous – DASNY Grant
Rationale: To accept grant disbursement from DASNY for \$50,000 for Purchase of Equipment
5. Request: Miscellaneous
Rationale: Appointment of Superintendent of Public Works

IV. Discussion Items

V. Referrals/Pending Items

VI. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)

VII. Motion to Adjourn

- Attachments:
1. Resolution Request Form No. 12 – Notice of Intent to Fill Position
 2. Resolution Request Form No. 3 – New Contract
 3. Resolution Request Form No. 20 – Miscellaneous
 4. Resolution Request Form No. 20 – Miscellaneous
 5. Resolution Request Form No. 20 – Miscellaneous

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: DPW.Maintenance Payroll Dept. No: 19.63
Title of Position: MEO (L) #2 Base Salary of Position: \$36414 Grade: 7
Filling at Step # (If Known): _____
Budget code and title: D.5110 MEO (L) #2 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 13532/ALLEN Date of Vacancy: 01/22/2022
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 _____

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. _____

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 _____ Date _____

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 _____ Date _____

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 _____ Date _____

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 3/22/2022

- (a) Is this a Result of a Bid or Request for Proposal? Bid WC 17-22
- (b) Purpose of Contract: Contractor for Application of Pavement Markings
- (c) Name of Contractor: Senca Pavement Marking, Inc.
- (d) Address of Contractor: 3526 Watkins Road Horseheads, NY 14845
- (e) Contractor's Contact Person and Telephone Number: Matthew Senaca
607-742-8158
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: May 1, 2022
- (h) Termination Date of Contract: April 30, 2023, with 2 additional one year extensions available
- (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.
- (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

WARREN COUNTY BID TABULATION SHEET

BID NO: WC 17-22 ITEM(S): APPLICATION OF PAVEMENT MARKINGS DATE: MARCH 3, 2022 TIME: 3:00 PM.	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER	NAME & ADDRESS OF BIDDER
	Seneca Pavement Marking, Inc. Attn: Matthew Sena 3526 Watkins Road Horseheads, NY 14845 Ph: 607-742-8158 Fax: 607-846-3347	Atlantic Pavement Marking, Inc. Attn: Marc Stewart 15 Industrial Road Prospect, CT 06712 Ph: 203-758-0800 Fax: 203-758-0733	K5 Corporation Attn: Kathy DeLong 9 Rockview Way Rockland, MA 02370 Ph: 781-982-9229 Fax: 781-982-9226

BID AWARDED TO:	TERM: MAY 1, 2022 THROUGH APRIL 30, 2023
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√ JULIE A. BUTLER, PURCHASING AGENT	RESOLUTION NO.: xx of 2022
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SCHEDULE NO. 1 - HIGHWAY APPLICATIONS

ITEM	APPLICATION	UNIT	WATER BORNE PAINT	SOLVENT BORNE PAINT	WATER BORNE PAINT	SOLVENT BORNE PAINT	WATER BORNE PAINT	SOLVENT BORNE PAINT
Yellow Paint Reflectorized Pavement Markings	Highway Centerline Striping	Feet	\$0.0416	\$0.0416	\$0.0550	\$0.0550	\$0.0650	\$0.0650
	Highway Hatching	Feet	\$0.36	\$0.36	\$0.49	\$0.49	\$0.49	\$0.49
White Paint Reflectorized Pavement Markings	Highway Edge line Striping	Feet	\$0.0436	\$0.0436	\$0.0530	\$0.0530	\$0.0650	\$0.0650
	Highway Hatching	Feet	\$0.36	\$0.36	\$0.49	\$0.49	\$0.49	\$0.49

SCHEDULE NO. 2 - PARKING LOT APPLICATIONS

Yellow Paint Reflectorized Pavement Markings	Parking Lot Striping	Feet	\$0.36	\$0.45	\$0.35
	Parking Lot Hatching	Feet	\$0.36	\$0.55	\$0.35
White Paint Reflectorized Pavement Markings	Parking Lot Striping	Feet	\$0.36	\$0.40	\$0.35
	Parking Lot Hatching	Feet	\$0.36	\$0.40	\$0.35
4 ft. High Blue Handicap Symbol	Parking Lot	Each	\$50.00	\$60.00	\$55.00
8 ft. High Left or Right White Arrow Symbol	Parking Lot	Each	\$50.00	\$68.00	\$35.00
9.5 ft. High White Straight Arrow Symbol	Parking Lot	Each	\$50.00	\$68.00	\$35.00
8 ft. High White Letter	Parking Lot	Each	\$25.00	\$68.00	\$20.00
4 ft. High White Letter	Parking Lot	Each	\$20.00	\$68.00	\$15.00

WARREN COUNTY BID TABULATION SHEET

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COMMENTS:	n/a	n/a	n/a

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: 3/22/22

- (a) Purpose of Request: Ratify the actions of the Superintendent of Public Works approving Change Order No. 1 for H377, authorize rescinding Resolutions 496 of 2003, 601 of 2008 and 269 of 2018 and authorize a new resolution to grant the Superintendent of Public Works authority to approve change orders for public works construction contracts up to established monetary limits without the need for additional resolutions.

- (b) Details: Based on the interpretation of Resolutions 496 of 2003, 601 of 2008, 269 of 2018, the Superintendent of Public Works approved Change Order No. 1 for capital project H377 - Sunnyside Road and Sunnyside East Pavement Preservation, totaling \$83,600.39, after apprising the DPW Committee of the nature and magnitude of the change order and receiving no objections to its approval from the Committee. Subsequent to doing so, the County Attorney opined that the interpretation of the aforementioned resolutions is ambiguous in its intent and in need of clarification. Therefore, the Superintendent requests: 1) the prior approval of Change Order No. 1 for H377 be ratified; 2) authorization to rescind Resolutions 496 of 2003, 601 of 2008 and 269 of 2018; and 3) authorize a new resolution to clearly articulate the authority of the Superintendent of Public Works to approve change orders for public works construction contracts up to individual and aggregate amounts approved by the DPW Committee without the need for additional resolution by the Board of Supervisors.

- (c) Previous Resolution Number: 496 of 2003, 601 of 2008, 269 of 2018

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: H377.9550 280 Sunnyside East (CR39) Pavement Preservation

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

RESOLUTION NO. 494 OF 2003

Resolution introduced by Supervisors Belden, Bentley, Haskell, Brower, Quintal, Bennett and Mason

ADOPTING THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION POLICY AND STANDARDS FOR ACCESS TO COUNTY ROADS

WHEREAS, Warren County adopted policy standards relating to access to county roads pursuant to Resolution No. 115 of 1962, and

WHEREAS, it appears that the said original standards were modeled after New York State Department of Transportation standards, and since that time there have been changes in said standards, and the Superintendent of the Department of Public Works has recommended adopting the current New York State Department of Transportation standards as revised through 1998, now, therefore, be it

RESOLVED, that Warren County Board of Supervisors adopts as the county standard for access to county roads, the New York State Department of Transportation Policies and Standards for Entrances to State Highways, revised through February 1998, a copy of which is on file with the Clerk of the Board.

Adopted by unanimous vote.

RESOLUTION NO. 495 OF 2003

Resolution introduced by Supervisors Belden, Bentley, Haskell, Brower, Quintal, Bennett and Mason

AUTHORIZING AMENDMENT AGREEMENT BETWEEN WARREN COUNTY AND CLEAN HARBORS ENVIRONMENTAL SERVICES, INC. TO INCLUDE ADDITIONAL COSTS FOR REMOVAL OF FUEL FROM STORAGE TANK AT WESTMOUNT HEALTH FACILITY- DEPARTMENT OF PUBLIC WORKS

RESOLVED, that Warren County enter into an amendment agreement with Clean Harbors Environmental Services, Inc., 32 Bask Road, Glenmont, New York 12077, for additional costs for removal of more fuel than anticipated under the contract for removal of an underground storage tank at Westmount Health Facility (said contract previously authorized by Resolution No. 401 of 2003), for an additional amount not to exceed Seven Hundred Eighty One Dollars and Eighty Eight Cents (\$781.88), with the term of the contract to remain from June 16th, 2003 to November 16th, 2003, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said amendment agreement in the form approved by the County Attorney, and be it further

RESOLVED, that expenses incurred for such project shall be expended from the budget for Westmount Health Facility, EH6020-26.413 (Maintenance Building and Property).

Adopted by unanimous vote.

RESOLUTION NO. 496 OF 2003

Resolution introduced by Supervisors Belden, Bentley, Haskell, Brower, Quintal, Bennett and Mason

AUTHORIZING EXECUTION OF CHANGE ORDERS FOR HIGHWAY BRIDGE AND BUILDING PROJECTS WITHOUT COMMITTEE REVIEW AND APPROVAL

RESOLVED, that the Warren County Board of Supervisors hereby authorizes change orders for highway bridge and building projects with costs not to exceed Ten Thousand Dollars (\$10,000) per change order, and for a total amount not to exceed Fifty Thousand Dollars (\$50,000) per project without Committee review and approval and further resolutions, and be it further

RESOLVED, that the Superintendent and/or Deputy Superintendent be, and hereby are, authorized to execute the above-referenced change orders.

Roll Call Vote:

- Ayes: 919
 - Noes: 80 Supervisor Montesi
 - Absent: 0
- Adopted.

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RESOLUTION NO. 600 OF 2008

Resolution introduced by Supervisors Belden, Bentley, Tessier, Stec, Merlino, Haskell, Champagne, Taylor and Goodspeed

AMENDING RESOLUTION NO. 315 OF 2001, WHICH AUTHORIZED THE EXECUTION OF CHANGE ORDERS FOR THE CONSTRUCTION OF THE LAKE GEORGE BASIN SEWER PROJECT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000) WITHOUT COMMITTEE REVIEW AND APPROVAL - WARREN COUNTY SEWER

WHEREAS, Resolution No. 315 of 2001 authorized the execution of change orders for the construction of the Lake George Basin Sewer Project (now referred to as the Warren County Sewer Project), with costs not to exceed Ten Thousand Dollars (\$10,000) per change order, and for a total amount not to exceed Fifty Thousand Dollars (\$50,000) without Committee review and approval, and further authorized that the Superintendent and/or Deputy Superintendent of Public Works to execute said change orders, and

WHEREAS, the Superintendent of Public Works has requested that the Resolution be amended to allow the Superintendent to continue to approve change orders up to an amount not to exceed \$50,000 for the Project, with each change order not to exceed \$10,000, after the Public Works Committee has reviewed the change orders previously approved by the Superintendent, now, therefore, be it

RESOLVED, that Resolution No. 315 of 2001 be, and hereby is, amended to provide that, once the Superintendent of Public Works has approved change orders with regard to the Warren County Sewer Project in the aggregate amount of Fifty Thousand Dollars (\$50,000) for the Project, he shall review the same with the Public Works Committee and, providing there is no objection from the Committee, the Superintendent of Public Works shall thereafter be authorized to approve additional change orders not to exceed a new aggregate amount of \$50,000 for the Project (or any one change order not to exceed Ten Thousand Dollars (\$10,000) for the Project), with this authorization and procedure to continue for each subsequent round of change orders in the aggregate amount of \$50,000, until the Project is completed or until the Committee or this Board should determine to withdraw this authorization, and be it further

RESOLVED, that the Superintendent and/or the Deputy Superintendent be, and hereby is/are, authorized to execute the above referenced change orders in the manner outlined above.

Adopted by unanimous vote.

RESOLUTION NO. 601 OF 2008

Resolution introduced by Supervisors Belden, Bentley, Tessier, Stec, Merlino, Haskell, Champagne, Taylor and Goodspeed

AMENDING RESOLUTION NO. 496 OF 2003, WHICH AUTHORIZED THE EXECUTION OF CHANGE ORDERS FOR HIGHWAY, BRIDGE AND BUILDING PROJECTS WITHOUT COMMITTEE REVIEW AND APPROVAL - DEPARTMENT OF PUBLIC WORKS

WHEREAS, Resolution No. 496 of 2003 authorized the execution of change orders for Department of Public Works' highway, bridge and building projects, with costs not to exceed Ten Thousand Dollars (\$10,000) per change order, and for a total amount not to exceed Fifty Thousand Dollars (\$50,000), without Committee review and approval, and further authorized the Superintendent and/or Deputy Superintendent of Public Works to execute said change orders, and

WHEREAS, the Superintendent of Public Works has requested that the Resolution be amended to allow the Superintendent to approve a new round of change orders up to an amount not to exceed \$50,000 for each project, with each change order not to exceed \$10,000, after the Public Works Committee has reviewed the change orders previously approved by the Superintendent, now, therefore, be it

RESOLVED, that Resolution No. 496 of 2003 be, and hereby is, amended to provide that, once the Superintendent of Public Works has approved change orders with regard to Public Works highway, bridge or building projects, in the aggregate amount of Fifty Thousand Dollars (\$50,000) for each project, he shall review the same with the Public Works Committee and, providing there is no objection from the Committee, the Superintendent of Public Works shall thereafter be authorized to approve additional change orders not to exceed a new aggregate amount of \$50,000 (or any one change order not to exceed Ten Thousand Dollars (\$10,000) for each project), with this authorization and procedure to continue for each subsequent round of change orders in the aggregate amount of \$50,000 (a maximum of \$10,000 for each change order), until each project is completed or until the Committee or this Board should determine to withdraw this authorization, and be it further

RESOLVED, that the Superintendent and/or the Deputy Superintendent be, and hereby is/are, authorized to execute the above referenced change orders in the manner outlined above.

Adopted by unanimous vote.

RESOLUTION NO. 602 OF 2008

Resolution introduced by Supervisors Belden, Bentley, Tessier, Stec, Merlino, Haskell, Champagne, Taylor and Goodspeed

AMENDING AGREEMENT WITH R&B CONSTRUCTION, LLC FOR GENERAL CONTRACTING FOR REPAIR, REHABILITATION AND CONSTRUCTION (WC 60-07) TO AUTHORIZE USE OF SUBCONTRACTOR FOR REMOVAL AND DISPOSAL OF OLD CHAIN LINK FENCE AND INSTALLATION OF NEW CHAIN LINK FENCE AROUND LOWER PORTION OF MILL POND IN THE TOWN OF HORICON - DEPARTMENT OF PUBLIC WORKS

WHEREAS, Resolution No. 543 of 2007 awarded the bid and authorized an agreement with R&B Construction, LLC (hereinafter the "Contractor"), 1094 Bulls Head Road, Amsterdam, New York 12010, for General Contracting for Repair, Rehabilitation and Construction (WC 60-07), and

WHEREAS, the Contractor has been performing work for the County at both the upper and lower dams of the Mill Pond in the Town of Horicon, which work includes the removal of the present chain link fence and posts around the lower dam, and installation of a new chain link fence and posts (the "job"), and

WHEREAS, the Contractor has advised that it would be less expensive for him to use the services of a subcontractor in order to perform the job, rather than perform it himself, due to the fact that the subcontractor works exclusively with fences, and the job would cost Seven Thousand Eight Hundred Dollars (\$7,800), and

WHEREAS, the County Attorney has advised that, pursuant to General Municipal Law, the agreement with the Contractor must be amended to include the authorization for the use of a subcontractor, now, therefore, be it

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Warren County Board of Supervisors

RESOLUTION NO. 269 OF 2018

RESOLUTION INTRODUCED BY SUPERVISORS DIAMOND, BEATY, LEGGETT, LOEB, GERAGHTY, STROUGH, SIMPSON, FRASIER, WILD, MCDEVITT AND SOKOL

AMENDING RESOLUTION NO. 601 OF 2008, WHICH AMENDED RESOLUTION NO. 496 OF 2003, TO INCREASE THE AGGREGATE AMOUNT OF CHANGE ORDERS THAT MAY BE APPROVED BY THE SUPERINTENDENT OF THE DEPARTMENT FROM PUBLIC WORKS WITHOUT COMMITTEE APPROVAL, TO INCREASE THE DOLLAR AMOUNT

WHEREAS, pursuant to Resolution No. 601 of 2008, which amended Resolution No. 496 of 2003, the Warren County Board of Supervisors authorized the Superintendent of the Department of Public Works to approve change orders with regard to Public Works highway, bridge or building projects, in the amount of Ten Thousand Dollars (\$10,000) per change order up to Fifty Thousand Dollars (\$50,000) for each project, and once approved, the Superintendent shall review same with the Public Works Committee and providing there is no objection, the Superintendent shall thereafter be authorized to approve additional change orders not to exceed a new aggregate amount of Fifty Thousand Dollars (\$50,000) (or any one change order not to exceed Ten Thousand Dollars (\$10,000)) for each project, with the authorization and procedure to continue in the same manner for each subsequent round of change orders until the project is completed, and

WHEREAS, the Superintendent of the Department of Public Works has requested that Resolution No. 601 of 2008 be amended to increase the dollar amount for which he is authorized to approve and execute change orders to an amount not to exceed Thirty-Five Thousand Dollars (\$35,000) per change order for an aggregate amount of Seventy Thousand Dollars (\$70,000) for each project, now, therefore, be it

RESOLVED, that Resolution No. 601 of 2008, be and hereby is, amended to increase the authority given to the Superintendent of the Department of Public Works to approve and execute change orders to an amount not to exceed Thirty-Five Thousand Dollars (\$35,000) per change order for an aggregate amount of Seventy Thousand Dollars (\$70,000) for each project, and be it further

RESOLVED, that other than the changes outlined herein, all other terms and conditions of Resolution No. 610 of 2008 will remain the same.

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 22, 2022

- (a) Purpose of Request: **To Accept Grant Disbursement Agreement with Dormitory Authority of the State of New York (DASNY).**
- (b) Details: **To Accept Grant Disbursement Agreement with Dormitory Authority of the State of New York (DASNY) naming Warren County as the Grantee for the Project "Purchase of Road Maintenance Equipment" and listing the Funding Source as "State and Municipal Facilities Program" (SAM) for Grant amount of \$50,000.00.**
- (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. 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: March, 22, 2022

- (a) Purpose of Request: Appointment of the Superintendent of Public Works

- (b) Details: The previous appointment of the Superintendent of Public Works expires on April 22, 2022. This will approve the appointment for a 4-year period from April 22, 2022 to April 25, 2022

- (c) Previous Resolution Number: NA