

STEBEN COUNTY ADHOC OFFICE SPACE COMMITTEE

Special Meeting

Monday, January 23, 2017

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Joseph J. Hauryski Scott J. Van Etten	Carol A. Ferratella	John V. Malter
STAFF:	Jack K. Wheeler Carol Gamet Andy Morse	Mitchell Alger Kelly Penziul Tammy Hurd-Harvey	Eric Rose Jennifer Prossick Pa Donnelly
LEGISLATORS:	Dan C. Farrand Hilda T. Lando Robert V. Nichols	Kelly H. Fitzpatrick Steven Maio Gary B. Roush	K. Michael Hanna Aaron I. Mullen Randolph J. Weaver
ABSENT:	Robin K. Lattimer, Chair	Brian C. Schu	Gary D. Swackhamer

I. CALL TO ORDER

Mr. Hauryski called the meeting to order at 9:00 a.m.

II. GENERAL BUSINESS

A. **Awarding the RFP for Construction Manager** – Mr. Wheeler informed the committee that they worked with Labella to put out an RFP for a construction manager. The responses were not as plentiful as we had hoped, as we only received two bids. The first was from Werth Construction Services for \$248,800 and the second was from Streater for \$540,000. Werth is a small, family-owned firm that does not have a website for Facebook presence. However, the references we received were very positive. The references all indicated that Werth works very well with contractors and has good communication with management.

Mr. Hanna asked did Labella indicate why there were so few responses? Mr. Wheeler replied the holidays might have affected the responses. Some firms are going through merging processes and there are a number of school projects. He recommended awarding to Werth.

MOTION: RECOMMENDING AWARDING THE RFP FOR CONSTRUCTION MANAGEMENT SERVICES TO WERTH CONSTRUCTION SERVICES, LLC FOR AN AMOUNT NOT TO EXCEED \$248,800 MADE BY MRS. FERRATELLA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Lando asked when will they start? Mr. Wheeler replied they will start fairly quickly as we would like them to have a chance to review the bid documents before they are put out in the middle of February. Mr. Hauryski asked Mr. Wheeler to review the timeline. Mr. Wheeler stated we will put out bids in February with a return in March. The bids will be reviewed with an award in April and ground breaking at both sites in May/June.

Mr. Hanna asked Mr. Rose how much experience he has working with construction managers. Mr. Rose replied that he has very little, however, he understands how they operate and their importance to a job.

B. **Update on Hornell DMV** – Mr. Wheeler informed the committee that at the next meeting they should have a more defined plan. All indications from the State level are that the County will be able to relocate the DMV offices. Mr. Rose commented due to the size of the project, we may have to send some of the work out to a contractor. Mr. Wheeler explained we are working with the County Clerk to see what she would like and Public Works has been working on CAD drawings. He stated that he will also be discussing the proposed move with Mayor Hogan.

Mr. Mullen asked why are we moving their offices? Mr. Wheeler replied the Courthouse where they are currently located is in need of repair, and there are also accessibility issues. The new location, in North Hornell is very accessible.

C. **Review of 95 Percent Building Drawings** – Mr. Wheeler briefly reviewed the proposed drawings for the construction of the new office building. Mrs. Ferratella asked where will we house the Veterans’ Service Agency once the house is demolished? Mr. Wheeler replied we have met with ProAction and have identified some space that we should be able to use.

MOTION: TO ADJOURN MADE BY MRS. FERRATELLA. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY AD HOC OFFICE SPACE COMMITTEE

Tuesday, March 21, 2017

11:05 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Robin K. Lattimer, Chair Brian C. Schu	Carol A. Ferratella, Vice Chair Gary D. Swackhamer	John V. Malter Scott J. Van Etten
STAFF:	Jack K. Wheeler Eric Rose Tammy Hurd-Harvey	Mitchell Alger Alan Reed Jennifer Prossick	Andy Morse Pat Donnelly Carol Gamet
LEGISLATORS:	Joseph J. Hauryski	Aaron I. Mullen	
OTHERS:	Mike Duell, LaBella Korey Webb, Werth		

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 11:05 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 13, 2016, AND JANUARY 23, 2017, MEETINGS MADE BY MR. VAN ETTEN. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. NEW BUSINESS

A. County Manager

1. **Construction Bids** – Mr. Wheeler introduced Korey Webb, the Construction Manager from Werth Construction Services. He stated that he has been doing a great job. The bids we received came in well under budget.

Mr. Duell explained there are four primary contracts; general construction, electrical, mechanical, and plumbing. For general construction, they are recommending awarding to Edger for a total of \$4,020,250 which includes three alternates. He explained the alternates are increasing the length of the Records Storage Facility an additional 24’ 3”; additional work to provide dehumidifiers in both buildings and upgrading the roofing materials and going with a 25-year warranty. There was a fourth alternate for the County to provide material and fill in the demolished houses. That alternate is being rejected, as the contractor will be performing that task. Mr. Webb commented that with regard to references, Edger has an outstanding reputation and we feel very comfortable with awarding to them. Mr. Wheeler commented that the Bath School District used them and gave a high recommendation.

Mr. Duell recommended awarding the electrical contract to Schuler Hass Electric for a total cost of \$574,800, which includes the two alternates for extending the length of the Records Storage Facility and additional work to provide dehumidifiers in both buildings.

Mr. Duell recommended awarding the mechanical contract to Picciano for a total cost of \$636,000, which includes the two alternates for extending the length of the Records Storage Facility and additional work to provide dehumidifiers in both buildings. Mr. Webb commented that he has worked with Picciano and they are located in Vestal. Mr. Wheeler stated they have also worked with Day Automation who is upgrading the HVAC in the County Office Building.

Mr. Wheeler commented with regard to the plumbing contract, they are recommending declaring Bell Mechanical as non-responsive as they did not provide all required bid documents. We are recommending awarding to the next lowest bidder, Nairy, for a total cost of \$492,400, which includes the two alternates for extending the length of the Records Storage Facility and additional work to provide dehumidifiers in both buildings.

Mr. Wheeler stated the Legislature authorized a total project cost of \$8.7 million. Including soft costs of \$300,000 and a construction contingency of 5 percent, plus what we have already paid to Werth and Labella, we are estimating the total project cost to be \$7.4 million. We are significantly under budget. Mr. Van Etten stated the construction bid for these four companies comes in at \$5,723,000. What is the difference between that and the \$7.4 estimated project cost? Mr. Wheeler explained there is the \$300,000 contingency, \$400,000 to Labella, \$300,000 to Werth and other costs for permitting, etc. This also includes the \$240,000 for hi-density storage. Mr. Van Etten asked what about the costs for demolition? Mr. Wheeler replied that is not included. That is worse case.

Mr. Swackhamer commented with the mechanicals, within a year or so certain things will already be out of date and we don't want that to happen. Mr. Wheeler stated that is why we are comfortable with Day Automation for the control systems. They are on State contract and their work has been great.

MOTION: DECLARING BELL MECHANICAL A NON-RESPONSIVE BIDDER AND RECOMMENDING THE AWARD OF THE FOLLOWING CONTRACTS FOR THE CONSTRUCTION OF THE NEW OFFICE BUILDING AND RECORDS STORAGE FACILITY: GENERAL CONSTRUCTION TO EDGER FOR \$4,020,250; ELECTRICAL TO SCHULER HASS ELECTRIC FOR \$574,800; MECHANICAL TO PICCIANO FOR \$636,000; AND PLUMBING TO NAIRY FOR \$492,400 MADE BY MR. SWACKHAMER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0. Resolution Required.

Mr. Wheeler informed the committee that the buildings are coming down later this week. We are targeting a May 1st start date for construction. Mr. Webb stated the two projects will start simultaneously. The office building may start first due to the foundation work. The Records Storage Facility may take longer to get worked out. Mr. Duell stated we anticipate that it will take six to seven months for the completion of the Records Storage Facility.

2. **Option for Third Floor for New Office Building** – Mr. Wheeler stated that he did not expect to bring this to you, but based on the bids that came in, we asked what the price would be to add a third floor shell to the New Office Building. The shell would include the mechanicals, stairs and would be dry-walled. The estimate is \$1.3 million and a little additional for foundation costs. Mr. Duell explained we would need to reconfigure the foundation and the steel would be larger on the first and second floors. We are estimating roughly \$150.00 per square foot.

Mr. Malter asked if we do the third floor, how much additional square feet would we have? Mr. Wheeler replied 9,000. Thirty years ago when this building was built, the Legislature had a similar discussion and chose not to do it. He does not see an immediate need for use of that space, but adding a third floor would be planning for the future. Mr. Swackhamer commented many years ago the comment was made that if you build it, you will fill it. Mr. Duell commented one advantage is that you already have the contractors on site.

Ms. Lattimer stated she sees this as having good foresight, and we did not anticipate the bids coming in so low. This would be a good move. Mr. Hauryski stated space needs for the court services will be an issue that we will see sooner rather than later.

Mrs. Ferratella asked if you build the space now in anticipation of judicial needs, will that jeopardize our funding in the future? Mr. Wheeler replied no.

Mr. Van Etten commented that for 17 percent more, if you are able to add a third floor, drywalled, he thinks that would be the responsible thing to do. The second floor is a lot of conference area. To have a third floor vacant and ready to go for 17 percent more and to have that much more space available is smart.

Mr. Wheeler stated if you choose to move forward, this will require additional engineering from LaBella, and will be an additional cost. Mr. Van Etten asked if we do this, will it delay the start of construction? Mr. Duell replied we can work on that as we build. Mr. Van Etten asked since you have been conservative on your estimates, is there a potential that the addition would come in at less than \$1.3 million? Mr. Duell replied he doubts it.

Mr. Webb stated the only possible potential issue is that at this point we are forecasting that construction will end right toward the beginning of winter. There might be an additional cost for winter conditions and needing to have heat, etc.

Mr. Van Etten stated nine companies put in a bid for the general construction contract. If we add a third floor, does it require rebidding? Mr. Wheeler replied no, we do not need to rebid. We will be able to work within the current contract to do that.

Ms. Lattimer asked if we build a third floor, will there be any impact on maintenance? Mr. Rose replied he does not believe so. The third floor will be heated. Mr. Duell stated the cost for heating the third floor would be minimal.

MOTION: AUTHORIZING A CHANGE ORDER RELATIVE TO THE CONSTRUCTION OF THE NEW OFFICE BUILDING/RECORDS STORAGE FACILITY PROJECT MADE BY MR. SCHU. SECONDED BY MRS. FERRATELLA FOR DISCUSSION.

Mr. Van Etten asked will the addition change the contract costs with Werth? Mr. Webb replied it will, but it will not be a large impact. We can figure that out and forward those numbers to Mr. Wheeler. This is not a \$100,000 ticket item. Ms. Lattimer commented that she would like to know that figure.

Mr. Mullen asked what is the square footage of the Records Storage Facility? Mr. Duell replied with the additional length, it will be 5,500 square feet. Mr. Mullen asked what would be the cost of that building separate from the New Office Building? Mr. Webb replied we are trying to round up those numbers. This project was bid as a joint project, but we will put together something to send out to you. Mr. Mullen asked so the difference between the original budgeted amount of the project and the bids is \$822,000. What will that money be used for? Mr. Wheeler replied a portion will be used for obtaining additional permits so that we can go up another floor. Mr. Mullen asked would it be possible to put the records storage on half of the third floor at the same cost? With the 9,000 square feet of space you could put the records storage up there for a little less than the cost of the Records Storage Facility. Mr. Wheeler replied that would change the structure of the building. We would need to increase the steel to incorporate hi-density storage. For the cost of having the records out at the Records Storage Facility, it is a relatively inexpensive space.

Mr. Mullen asked how much square footage does Mental Health have? Mr. Wheeler replied about 24,000 and we are paying \$9.75 per square foot in the lease.

Mr. Mullen asked with the change order, do you think the contractors will not be as competitive in price? Mr. Duell replied we will need to contact them before they lock into contracts with their sub-contractors. Mr. Wheeler stated that he would ask the Legislature for authorization to approve the change order, as long as it is within the overall project budget. If the amount comes in too high, we do not need to do it.

Mrs. Ferratella asked if the costs come in high, would it make sense to still do the steel? Mr. Wheeler replied you probably could, but when you decided to actually build that floor, you would need to vacate the building during the course of construction. Mr. Webb commented you would also be removing the roof, etc.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Secretary's Note: Legislators Schu and Swackhamer were excused from the meeting.

3. **Parking** – Mr. Wheeler stated that we will need to look at an alternative parking arrangement during construction. They have been working with a local landowner to find accommodations for the 50 spots we will lose in the Management lot during construction. The faith organizations were unwilling to lease or rent spaces to us during construction, as was the Village. Mr. Wheeler stated there is the potential to enter into a lease agreement for use of land for temporary parking for 18 months. The land is the site of the former Agway, on Lackawanna Avenue. The County would provide gravel, cut a hole in the fence and pave a walkway. The cost would be \$6,000 for use of that property. Mr. Wheeler stated that he thinks that is a good deal. We will indemnify the landowner against accidents, etc.

MOTION: AUTHORIZING THE COUNTY MANAGER TO ENTER INTO A LEASE AGREEMENT WITH JAY DICKSON FOR THE USE OF LAND ON LACKAWANNA AVENUE FOR A TEMPORARY PARKING LOT DURING THE COURSE OF THE NEW OFFICE BUILDING CONSTRUCTION FOR A TOTAL COST OF \$6,000 MADE BY MR. MALTER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SCHU AND MR. SWACKHAMER ABSENT FOR VOTE)

4. **Hornell Courthouse** – Mr. Wheeler stated Mr. Rose has done a great job of looking at options. We are working with Judy Hunter to come up with renovation options at the North Hornell facility. There is \$40,000 available in a capital project for this renovation. He requested that the committee formally state their intention to move the DMV offices to Seneca Street in North Hornell.

Mr. Hauryski asked did we get approval from the State? Mr. Wheeler replied we have not received final approval, however they have not raised any objections. The State will need to come down and make sure that the rooms and doors are within the specifications they require for locking up the license plates.

Mr. Van Etten commented given the age of the building, there should be no asbestos issues. Mr. Rose stated no, we should be good with that.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTINUE MOVING FORWARD WITH THE RELOCATION OF THE COUNTY CLERK'S OFFICE IN HORNELL FROM THE HORNELL COURTHOUSE TO THE SENECA STREET LOCATION IN NORTH HORNELL MADE BY MR. VAN ETTEN. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SCHU AND MR. SWACKHAMER ABSENT FOR VOTE)

Mr. Wheeler informed the committee that Mayor Hogan has expressed some mild displeasure over moving the DMV out of the city. However, he indicated that there may be an opportunity to partner with a prospective developer or individual looking for space that they could make use of the courthouse. Mr. Wheeler requested authorization that when we vacate the courthouse, that we transfer title to the city, who in turn will transfer title to a prospective owner. He stated he thinks this is a good idea and is helping to promote economic development.

MOTION: AUTHORIZING THE COUNTY MANAGER, ONCE THE HORNELL DMV OFFICES ARE RELOCATED, TO TRANSFER TITLE OF THE HORNELL COURTHOUSE TO THE CITY OF HORNELL MADE BY MR. VAN ETTEN. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SCHU AND MR. SWACKHAMER ABSENT FOR VOTE)

Mr. Van Etten commented if the third floor option for the new building does not come in where we expect, we need to look at the Corning Courthouse. Ms. Lattimer stated we can still tackle that issue. The potential for development is greater there.

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SCHU AND MR. SWACKHAMER ABSENT FOR VOTE)

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY AD HOC OFFICE SPACE COMMITTEE

Special Meeting

Monday, April 24, 2017

9:30 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair Carol A. Ferratella, Vice Chair John V. Malter
Brian C. Schu Gary D. Swackhamer Scott J. Van Etten

STAFF: Jack K. Wheeler Mitchell Alger Eric Rose
Jennifer Prossick Andy Morse

LEGISLATORS: Joseph J. Hauryski Eric T. Booth Dan C. Farrand
Kelly H. Fitzpatrick K. Michael Hanna Hilda T. Lando
Steven Maio Gary B. Roush Randolph J. Weaver

OTHERS: Garri Webb, Werth Construction Services

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 9:30 a.m.

II. GENERAL BUSINESS

A. **Contract Approval** – Mr. Rose informed the committee that they solicited quotes for special inspections. They received three responses from CME, Atlantic Testing and Keystone. He commented that CME did not submit a quote. The quote from Atlantic Testing was \$52,725 and the quote from Keystone was \$36,875. He recommended awarding to Keystone in an amount not to exceed \$36,875. Keystone is located in Binghamton.

MOTION: AWARDING THE CONTRACT FOR SPECIAL INSPECTIONS FOR THE RECORDS STORAGE AND NEW OFFICE BUILDING PROJECT TO KEYSTONE, OF BINGHAMTON, NY, FOR A COST NOT TO EXCEED \$36,875 MADE BY MR. VAN ETEN. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY ADHOC OFFICE SPACE COMMITTEE

Tuesday, July 11, 2017

11:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair Carol A. Ferratella, Vice Chair John V. Malter
Brian C. Schu Gary D. Swackhamer Scott J. Van Etten

STAFF: Jack K. Wheeler Mitchell Alger Eric Rose
Carol Gamet Jennifer Prossick

OTHERS: Garri Webb, Werth Construction Services
Mary Perham

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 11:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 21, 2017, MEETING MADE BY MR. SCHU. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. NEW BUSINESS

A. County Manager

1. **Contract Approval** – Mr. Wheeler stated we would like approval to contract with Day Automation for the HVAC and card access systems in the New Records Storage Facility and the New Office Building. Mr. Rose stated at the time that we were working on updating the County Office Building, we got some preliminary numbers. Mr. Wheeler stated they are on state contract. We have an existing office space renovation capital project, which is separate from the bond project. There is \$500,000 in that and we are paying Labella and Werth out of that. Mr. Rose stated the contract amount is \$179,024.82.

MOTION: AUTHORIZING A CONTRACT WITH DAY AUTOMATION TO INSTALL THE HVAC AND CARD ACCESS SYSTEMS IN THE NEW RECORDS STORAGE FACILITY AND NEW OFFICE BUILDING FOR A TOTAL PRICE OF \$179,024.82 MADE BY MR. SCHU. SECONDED BY MR. MALTER FOR DISCUSSION.

Mr. Malter asked was this built into the design contingency cost? Mr. Rose replied we had a preliminary number and because at the time the design was not complete, they gave us a rough number. Mr. Webb commented we had \$120,000 budgeted. Mr. Wheeler stated the project is still under budget and the overall budget is tight with the addition of the third floor, but Mr. Webb is doing a good job managing that. He stated that Mr. Alger also submitted an application for, and received, a \$75,000 grant from NYS Archives to help offset the cost of records storage in the new facility.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 6-0.

2. **Construction Project Update** – Mr. Webb distributed the June monthly progress report along with a budget update. He stated the bids came in and then it was decided to pursue the addition of a third floor for

the New Office Building. Everything was redesigned and we are still within the project budget, with a contingency of \$50,000. The Records Storage Facility construction is underway and during excavating found an old silo foundation and pipe, which was removed. With the addition of the third floor to the New Office Building, the schedule has been extended out three months. The Records Storage Facility is still set for a completion date of December 15, 2017. Mr. Wheeler commented Mr. Webb has done a tremendous job working with the contractors and everything is going well. Mr. Webb stated the completion date for the New Office Building, worst case scenario, is November or December of 2018.

3. **Hornell DMV** – Ms. Lattimer asked how is the relocation of Hornell DMV going? Mr. Rose replied the furniture should be done by the end of July and possibly installed. We are in good shape and the relocation should happen at the beginning of September.

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY AD HOC OFFICE SPACE COMMITTEE

Special Meeting

Monday, September 25, 2017

9:30 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Robin K. Lattimer, Chair Gary D. Swackhamer	Carol A. Ferratella, Vice Chair Scott J. Van Etten	John V. Malter
STAFF:	Jack K. Wheeler Andy Morse Phil Roche	Mitchell Alger Carol Gamet	Eric Rose Jennifer Prossick
LEGISLATORS:	Joseph J. Hauryski K. Michael Hanna Aaron I. Mullen Randolph J. Weaver	Dan C. Farrand Hilda T. Lando Robert V. Nichols	Kelly H. Fitzpatrick Steven P. Maio Gary B. Roush
ABSENT:	Brian C. Schu		
OTHERS:	Mary Perham Brooke Clark		

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 9:30 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Contract Approval** – Mr. Wheeler stated the purpose of today’s meeting is to request authorization to contract with Verizon for the removal of four telephone poles and burying those lines underground on East Morris Street in front of the new office building. We have been working with Verizon for the past six months as we felt their quoted price of \$114,000 was too high. We asked other utility providers to provide a quote and received one that came back at \$200,000. He stated that he filed an official complaint with the Public Service Commission and spoke with Senator O’Mara and Assemblyman Palmesano. Following that intervention he was able to speak with the head of Government Relations at Verizon who indicated that the hourly rates for their lineman is the contributing factor of the high cost.

Mr. Wheeler stated that the final cost is \$111,739.61. You have two options; which is either to pay that sum or pay time and materials. If you pay the entire amount and it takes them longer to complete the project, the cost is on Verizon. If you opt for time and materials, you pay them whatever the cost ends up being. He stated his thought is that we built this into the budget and we also have \$60,000 - \$70,000 in the contingency. This project is more than just aesthetics, but does allow for the corner to be cleaned up. He would recommend contracting with Verizon for the removal of the four utility poles. If you do this, there would be an additional \$10,000 for Empire to remove their fiber from the poles and run it underground.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH VERIZON FOR THE REMOVAL OF FOUR UTILITY POLIES LOCATED IN FRONT OF THE NEW OFFICE BUILDING ON EAST MORRIS STREET IN BATH MADE BY MR. SWACKHAMER. SECONDED BY MRS. FERRATELLA FOR DISCUSSION.

Mr. Maio asked other than aesthetics, what would be the purpose for removing the utility poles? Mr. Wheeler replied one of the poles is located on the corner, near the entrance, and could present a line of sight issue. The entrance to the building is about ten feet away from the pole. Mr. Van Etten commented if we don't do this, Verizon has indicated that they will look at replacing the poles. Mr. Wheeler commented there is no guarantee they will do that.

Ms. Lattimer stated in the past, while working at the Assemblyman's office, she had experiences with Verizon and spent numerous hours on the phone and almost never won. She stated she does not like this at all, but she knows that they are difficult to deal with.

Mr. Van Etten stated he does not agree with doing this. This is typical of a utility company that has a monopoly and they take a jab every chance they get. He looked at the building project from the Risk Manager's Office to see where the poles are. We have poles by the County Office Building, but it is still functional. We are talking about wasting taxpayers' money. We are spending taxpayers' money on something that is only aesthetic and that is something he cannot support.

Mr. Nichols asked are these poles in the way of the building? Mr. Wheeler replied no. They are close and if we would not have been able to move the electric lines, then the poles would have been in the way. Mr. Nichols asked if we don't remove the poles are we in violation of the village building code? Mr. Rose replied it is up to the supervisor on the project. They do not like to be around wires when they are doing the erection. The electric lines are out of the way. They do not want to rub on anything if they can help it. Mr. Wheeler stated the construction supervisor has not said that we absolutely need to do this, but it is their recommendation.

Mr. Maio asked will not moving the poles add to the construction cost? Mr. Wheeler replied we do not know that yet. The biggest concern is with the scaffolding. Mr. Rose explained there are constraints with the road and issues of access for the plow trucks with that corner pole and line of sight. Mr. Van Etten commented he could see a line of sight issue with the building, but not with a twelve inch pole. Mr. Nichols commented he cannot believe that a pole would make that much of a difference; the building would.

VOTE ON PREVIOUS MOTION: 3-3 (MR. HAURYSKI VOTED YES AS CHAIRMAN OF THE LEGISLATURE) MOTION FAILS; (MR. MALTER, MR. SWACKHAMER AND MR. VAN ETTEN OPPOSED)

Ms. Lattimer commented that Mr. Schu was excused from the meeting due to a court appearance.

Mr. Van Etten asked if they could take a straw poll of those Legislators in attendance to see how they feel. Mr. Wheeler stated this is a committee action, but you can certainly do that. Ms. Lattimer asked all Legislators in attendance, by show of hands, to indicate if they were in favor of moving forward with the contract with Verizon. Legislators Ferratella, Hauryski, Lattimer and Roush raised their hands indicating they were in favor.

2. **RFP** – Mr. Wheeler stated as we have talked previously, there is an issue with court space. The Office of Court Administration has talked with us about these issues and now have formally put us on notice to start working on a solution. Mr. Swackhamer asked would this have come up if we had not added a third floor to the new building? Mr. Wheeler replied yes. If we had not done the third floor, we would be talking about building a new courthouse. He explained there are some space issues. If you look at Judge Furfure's space, there is no waiting area for plaintiffs and defendants; they are standing in the hallway with a security deputy. With

what is happening with raise the age, etc., it is putting pressure on the courts. There are five visiting judges and they are using the South Conference Room for the visiting court cases.

The Office of Court Administration has indicated that they are willing to work with us and they are not pushing for the construction of a new courthouse. They do have the ability in law to force counties to build a new space or renovate court facility, and we get an annual reimbursement for the use of that space. They have put us on notice to engage the services of an architectural/engineering firm to look at the County Office Building to see what the options are to make court space in our buildings in Bath more efficient.

Mrs. Ferratella asked so this is mandatory? Mr. Wheeler replied yes. Ms. Lattimer asked once we receive a proposal, will they give us a scope on how we could move non-court offices around? Mr. Wheeler replied yes. This will be a proposal for how we will utilize our space and court space.

MOTION: AUTHORIZING THE COUNTY MANAGER, IN CONJUNCTION WITH THE PURCHASING DIRECTOR, TO PUT TOGETHER A REQUEST FOR PROPOSALS FOR THE EVALUATION OF THE COUNTY OFFICE BUILDING FOR COURT SPACE NEEDS MADE BY MR. MALTER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 6-0. (MR. HAURYSKI VOTING AS CHAIRMAN OF THE LEGISLATURE)

MOTION: TO ADJOURN MADE BY MR. MALTER. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 6-0. (MR. HAURYSKI VOTING AS CHAIRMAN OF THE LEGISLATURE)

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY AD HOC OFFICE SPACE COMMITTEE

Special Meeting

Monday, October 23, 2017

8:30 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Robin K. Lattimer, Chair Carol A. Ferratella, Vice Chair John V. Malter
Brian C. Schu Gary D. Swackhamer Scott J. Van Etten

STAFF: Jack K. Wheeler Mitchell Alger Eric Rose
Jennifer Prossick Pat Donnelly Alan Reed

LEGISLATORS: Joseph J. Hauryski Dan C. Farrand Kelly H. Fitzpatrick
K. Michael Hanna Hilda T. Lando Steven P. Maio
Aaron I. Mullen Robert V. Nichols Randolph J. Weaver

OTHERS: Garri Webb, Werth Construction Services
Korey Webb, Werth Construction Services
Larkin Podsiedlik, Executive Director, Cornell Cooperative Extension

I. CALL TO ORDER

Ms. Lattimer called the meeting to order at 8:30 a.m.

II. GENERAL BUSINESS

A. County Manager

1. **Project Update/Discussion** – Mr. Garri Webb and Mr. Korey Webb provided a PowerPoint presentation depicting the project status of the Records Storage Center and the New Office Building. Mr. Garri Webb stated that things are moving along. Both projects are on schedule and on budget, although the budget for the new office building is tight due to the addition of a third floor.

Mr. Korey Webb reviewed the progress at the Records Storage Center. Mr. Van Etten asked are all areas of the building utilizing the cathedral ceiling? Mr. Garri Webb replied no; the office area, restrooms and mechanical rooms will have drop ceilings. Mr. Wheeler commented they are still working on the shelving issue. We were not satisfied with the pricing from the companies on high-density storage, and continue to work on that. We will not be moving boxes in by December, but we would not be able to get out of utilizing the Old Health Care Facility due to needing to store the Elections Machines and other things. We want to get the best price possible on the shelving units. Mr. Garri Webb commented they are hopeful to still be able to move the boxes in December.

Mr. Korey Webb reviewed the progress on the New Office Building. Mr. Garri Webb stated the installation of the brick veneer is scheduled to go on in the spring as that is weather dependent. It will not impact the schedule.

Mr. Hauryski stated he would like to address the issue of the installation and use of scaffolding. When will that go up? Mr. Garri Webb replied the scaffolding will go up in the spring, unless the weather remains good this fall. The scaffolding will go up along the west and north walls and we will have to work around the utilities. Due to the utilities, the brick will have to be fed from one end of the structure to the other or through the structure. Mr.

Hauryski asked will there be an extra cost? Mr. Garri Webb replied yes. This space between the scaffolding and the utilities is tighter than we had anticipated on the north and east side of the building.

Mr. Van Etten asked how tall are the poles on this side? Mr. Garri Webb replied usually they are 40' poles, but these poles are 30' with the wires at 18 – 20' above ground. They come right up to the top of the first floor.

Mrs. Ferratella commented this sounds like a safety issue. Mr. Hauryski distributed pictures showing the steel structure and the utility lines.

Mr. Schu asked what was the projected cost to remove the poles? Mr. Wheeler replied \$121,000. The price to Verizon is approximately \$111,000 and Empire Access is \$10,000 for the move of their fiber.

Mr. Hauryski asked what was the measurement on the poles? Mr. Rose replied the poles on the road by the County Office Building are 24' and the average on the other side of the street are 12'. Mr. Hauryski stated that having worked on scaffolding himself, it can be scary and you have to be very careful. Given the fact that the scaffolding and utility wires are so tight, he would propose putting the Verizon issue back on the table.

Mr. Schu stated a similar issue came up when we built the new YMCA in Hornell. The cost to remove the poles was going to be \$50,000; it was voted down and it looks terrible. Aesthetically, it is worth spending the money.

Mr. Farrand asked what about the contractors. It will take longer to bring the bricks in if we leave as is. Would the contractor be willing to split the cost of removing the poles? Mr. Garri Webb replied he can bring that up with the contractor, but this is not likely.

MOTION: AUTHORIZING THE COUNTY MANAGER TO CONTRACT WITH VERIZON AND EMPIRE ACCESS FOR THE REMOVAL OF FOUR UTILITY POLES LOCATED IN FRONT OF THE NEW OFFICE BUILDING ON EAST MORRIS STREET IN BATH MADE BY MS. LATTIMER. SECONDED BY MRS. FERRATELLA FOR DISCUSSION.

Mrs. Lando stated she had originally said that this was not a good idea; but now that she sees the structure up, we need to do it.

Mr. Garri Webb commented at some point in the future he would expect to see a connection between the two buildings and it would need to be moved anyway.

Ms. Lattimer stated looking at the construction process, she is worried about the liability issue. She stated she does not like spending the money either, but if you amortize over the life of the project, it's not that expensive. Mr. Van Etten asked what liability issue are you talking about? Mr. Wheeler replied the Scaffold Law.

Mr. Van Etten stated the contractors are trained and they knew this when they bid it. I absolutely disagree with this. This is just aesthetics. The lines run around all down the street. This is a waste of taxpayer dollars that we do not need to spend.

Mr. Hanna asked how much was budgeted? Mr. Wheeler replied we originally budgeted \$40,000 and now it is an additional \$70,000. Mr. Garri Webb commented we have \$111,000 in the construction budget. Mrs. Ferratella commented Mr. Wheeler worked hard to get Verizon to reduce the cost. Ms. Fitzpatrick stated they are not cutting you any deal on this and they are making money.

Mr. Malter commented the biggest part of the cost is the underground manhole they are putting in, and they would need to do that anyway.

Mr. Swackhamer stated when he built his greenhouse, the electric company came in and enhanced the poles 10' and that was at no cost to me. Mr. Garri Webb stated the utilities are obligated to go up to 20 feet, but this is Verizon we are dealing with and they have not been very cooperative. Mr. Maio asked are they in violation of any regulations with regard to the height of the wires? Mr. Garri Webb replied no. Mr. Maio asked how low can they go with the wires? Mr. Garri Webb replied they can be as low as 12'6" on a local street and 13'6" on a State road.

Mr. Van Etten stated he does not see this as a safety issue. They are not working next to high voltage; it is fiber. If they have to bring supplies from the inside of the building or out and around, they have done that before and knew that was a possibility when they bid the project.

Mr. Malter requested that a straw poll vote be conducted of those Legislators present. Ms. Lattimer declined, stating that only committee approval is necessary.

VOTE ON PREVIOUS MOTION: MOTION CARRIES 4-2. (MR. SWACKHAMER AND MR. VAN ETTEN OPPOSED)

MOTION: TO ADJOURN MADE BY MR. SCHU. SECONDED BY MR. MALTER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

3. **Construction Schedule** – Mr. Swackhamer asked are we on schedule? Mr. Webb replied we are ahead of schedule. He believes that they will be done sometime by the end of August. The roof was scheduled to go on this week, but it may be delayed until next week due to the weather.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature