

STEBEN COUNTY ADHOC OFFICE SPACE COMMITTEE

Tuesday, September 8, 2020

11:00 a.m.

*Legislative Chambers, 3rd Floor, Annex 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 Andy Morse Brooks Baker	Christopher Brewer Eric Rose	Brenda Scotchmer Tammy Hurd-Harvey
LEGISLATORS:	Kelly H. Fitzpatrick	Robert V. Nichols	
OTHERS:	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 JANUARY 27, 2020; MAY 22, 2020; AND JUNE 22, 2020, MEETINGS MADE BY MR. SWACKHAMER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

III. NEW BUSINESS

A. County Manager

1. **Phase II Bid Award** – Mr. Wheeler explained we put out the Phase II bid with a number of alternatives. Alternate No. 1 is the relocation of Courtroom B to the South Conference Room. This would allow the District Attorney to have all of the old courthouse. Alternate No. 2 is new finishes and seating for Courtrooms A and B. Alternates No. 3 through No. 6 are replacement of the fan coil units in the Balcom House, Courthouse, Surrogates and the County Office Building, along with the boiler replacement in the County Office Building. These units are all at end of life and since we are renovating the space, it would be better to do it now instead of after the renovation.

Mr. Wheeler stated the budget for Phase II is \$6.7 million and the bids came in below that. We will also be able to carry a good part of the contingency over as we have barely used any of the \$200,000 contingency from Phase I. The bids came in about \$500,000 below budget. He is recommending awarding as shown on the handout. He commented that the General Contractor and Electrical Contractor had also worked on Phase I.

Mr. Malter asked what was the budget for Phase I? Mr. Wheeler replied it was a little over \$3 million.

Mr. Van Etten commented with respect to Alternates No. 3 through No. 6, in my mind this is just standard maintenance of the buildings. The units are old and need to be replaced. Ms. Lattimer commented being that the bids came in low, it makes a lot of sense to do this while the building is torn apart and the contractors are there.

MOTION: AWARDING THE BIDS FOR PHASE II OF THE COURT AND COUNTY OFFICE COMPLEX RENOVATIONS, INCLUSIVE OF ALTERNATES, AS FOLLOWS: BUILDING INNOVATION GROUP (GENERAL CONTRACTOR) - \$3,517,428.00; MATCO ELECTRIC CORP. (ELECTRICAL CONTRACTOR) - \$853,200.00; LANDRY MECHANICAL CONTRACTOR (PLUMBING CONTRACTOR) - \$230,500.00; T. BELL CONSTRUCTION CORP. (MECHANICAL CONTRACTOR) - \$1,039,700.00; DAY AUTOMATION CONTROLS PROPOSAL - \$550,507.80; COURTROOM SEATING - \$60,000.00 AND STATE ADDED CAMERAS - \$25,000.00 MADE BY MR. VAN ETTEN. SECONDED BY MR. MALTER FOR DISCUSSION.

Mr. Van Etten asked what will be the timing on this? Mr. Wheeler replied if you are comfortable, we would like to get a letter of intent out to the contractors so they can go to their subcontractors. In the meantime we will get the contractors in, as they would like to start working in the beginning of October. He stated Mr. Rose has come up with some great ideas about phasing. With the Balcom House, because of virtual court appearances, we will be relocating everyone in that building and do that renovation all at once. Probably the renovation of the old Public Works Space for the new courtroom would be the second project.

Mr. Swackhamer asked where will you put everybody from the Balcom House? Mr. Wheeler replied we are working on that. Some will continue to work remotely. They probably will go into the space that we are moving from as that will be vacant and we could set them up there temporarily.

Mr. Malter asked so we are accepting the bids; when will we talk about financing, or did we already make that decision? If we are looking at bonding, we would need to do that. Mr. Wheeler replied we had talked about paying cash. Mr. Van Etten stated we talked about cash originally. I also said with COVID that we may want to revisit financing with the second phase. Mr. Wheeler stated we can work up some numbers on that. Mr. Van Etten stated I think it is worth looking at again.

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

2. **Phase I Change Order – Fire Alarm System** – Mr. Wheeler presented a change order for Phase I for approval relative to the fire alarm system. Matco Electric Corp. has provided a quote of \$16,837.00 to upgrade the fire alarm system in the main County Office Building. They would be upgrading the controls and putting detectors in the renovated areas. We have been talking about replacing the fire alarm system for a while. This change order would essentially update all of the controls. The panel and old detectors are causing issues. The proposal is to replace 13 pulls, 70 smoke detectors, 8 heat detectors and 8 duct detectors.

MOTION: APPROVING A CHANGE ORDER FOR MATCO ELECTRIC CORP. TO UPGRADE THE FIRE ALARM SYSTEM IN THE MAIN COUNTY OFFICE BUILDING FOR \$16,837.00 MADE BY MR. MALTER. SECONDED BY MR. SCHU. ALL BEING IN FAVOR. MOTION CARRIES 6-0.

Mr. Wheeler stated I would like to compliment Mr. Rose, Mr. Brewer and Mr. Webb and the whole team as they have done an excellent job.

Mr. Potter asked is there a problem with the Wi-Fi here in the new Legislative Chambers and is that something that needs to be addressed? Mr. Wheeler replied the wireless access point either arrived Friday or will arrive today and Information Technology just needs to install it.

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