

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: COUNTY FACILITIES

DATE: JULY 27, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GIRARD
WOOD
MONROE
STROUGH
CONOVER
SEEBER

OTHERS PRESENT:

JEFFERY TENNYSON, SUPERINTENDENT OF THE DEPARTMENT OF PUBLIC WORKS
FRANK MOREHOUSE, SUPERINTENDENT OF BUILDINGS
ROSS DUBARRY, AIRPORT MANAGER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER

COMMITTEE MEMBER ABSENT:

SUPERVISOR WESTCOTT

SUPERVISORS BROCK

FRASIER

SIMPSON

BRIAN LAFLURE, DIRECTOR OF THE OFFICE OF EMERGENCY SERVICES/FIRE
COORDINATOR

TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT

DON LEHMAN, *THE POST STAR*

THOM RANDALL, *ADIRONDACK JOURNAL*

CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Girard called the meeting of the County Facilities Committee to order at 10:01 a.m.

Motion was made by Mr. Monroe, seconded by Ms. Wood and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Ross Dubarry, Airport Manager, who distributed copies of the agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Commencing the agenda review, Mr. Dubarry requested a lease agreement with the Federal Aviation Administration (FAA) for space within the Terminal Building for storage of FAA airfield navigational and weather equipment for a term commencing October 1, 2014 (retroactively) and terminating September 30, 2024 for an annual amount of \$3,555 to be paid bi-annually. He explained the lease space consisted of about 395 square feet on the second floor of the Terminal Building. He said the equipment had been in the building for decades and was mutually beneficial, as it powered communication and navigation equipment for the Airport. He commented the previous lease agreement had expired and had an annual lease rate of \$1,505 which was \$3.81 per square foot. He advised the FAA had requested a 10 year flat rate for the new lease agreement and he had been able to negotiate a rate of \$9 per square foot or \$3,555 per year.

Motion was made by Ms. Wood and seconded by Mr. Strough to authorize the lease agreement with the FAA as outlined above.

Travis Whitehead, Town of Queensbury resident, stated that it was a good idea to renegotiate the lease agreement with the FAA and increase the rate per square foot. He suggested the Committee continue to renegotiate lease agreements at the Airport as they expired, particularly the ground leases for the hangars.

Mr. Girard called the question and the motion was carried unanimously to authorize the lease agreement with the FAA as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the August 21, 2015 Board Meeting.*

Mr. Dubarry pointed out there was a pending item pertaining to Schermerhorn Aviation, LLC providing an in-person report to the Committee on the status of the construction of the new stand alone restaurant, the status of efforts to obtain a tenant, the anticipated opening date and the hours of operation. He advised that the request and information had been sent to Richard Schermerhorn, Fixed Base Operator (FBO), and he suggested that the August County Facilities Committee Meeting would be an appropriate time to receive the status update.

Mr. Dubarry informed the Airport and DPW (Department of Public Works) staff had been working with National Grid and Rich Air on the possibility of converting the Airport to natural gas in order to reduce the use of propane and fuel oil for heating the buildings. He noted one of the largest expenses at the Airport was the cost of propane and fuel oil and a conversion to natural gas would result in a reduction in the operating expenses. He apprised he had met with representatives from Rich Air and National Grid on June 10, 2015 and had discussed the need for information to be presented to the Committee. Mr. Dubarry expressed that page 4 of the agenda packet reflected a sketch provided by National Grid outlining the proposed gas main layout. He commented the sketch was not in line with the discussion held at the June 10th meeting but National Grid had provided a cost estimate of \$5,100 to \$5,200 for the County's share of installing the gas main layout reflected in the sketch. He noted the cost estimate was based on the number of linear feet and the allowance for a certain number of buildings to be converted to natural gas. Page 5 of the agenda packet, Mr. Dubarry continued, reflected a map of the gas main layout that he felt would be in the best interests of the Airport. He advised the intent was to layout the gas main in a way which would be beneficial for future development of the Airport, as well as for the existing infrastructure with the fewest number of impacts to operations. He said he had discussed this layout with National Grid and Steve Abbott, of Rich Air, and he and Mr. Abbott agreed that the gas main layout reflected on page 5 of the agenda packet was in line with what they wanted. He noted the proposed layout involved approximately 2,037 feet of gas main which was almost the same amount of linear feet proposed by National Grid. He said he did not anticipate any change in the estimated cost of the gas main installation unless National Grid charged for additional design fees.

Mr. Dubarry advised a meeting with representatives from National Grid was scheduled for Wednesday, July 29, 2015 to review the proposed gas main layout and the service lines to each individual building. He noted the service lines were considerably shorter under his proposed layout (page 5) than they were under National Grid's proposed layout (page 4) which would result in a reduction in the total project costs. He commented that National Grid would charge \$16 per linear foot for the service lines in addition to the estimated costs for the gas main installation. He said the cost for installation of the service lines was anticipated to be \$12,000 to \$13,000. He commented that at least \$5,500 would be required in order to move forward with the natural gas conversion which would include the gas main and service lines to the maintenance buildings and the new restaurant. He proposed the Committee authorize him to move forward with approximately \$5,500 to be allocated from the Airport operating budget. He said there was approximately \$8,000 remaining in the Road and Bridge Materials Account to cover these costs. He noted National Grid would invoice the Airport and the invoice would need to be remitted before they could move forward with final design and scheduling to install the gas main.

Mr. Strough said the yellow lines on page 5 represented the gas main and he asked what the red and white lines represented. Mr. Dubarry responded that the white lines were from Google Earth which was utilized in order to print the map and the red lines represented the service lines to each building. He said he had tried to design the layout to have the fewest number of pavement crossings and to ensure there were no conflicts with the existing underground utilities. Mr. Strough asked why the layout on page 5 was preferable over the layout reflected on page 4 and Mr. Dubarry responded that National Grid's design (page 4) brought the gas main down into the main circle of the Airport

and it would be necessary to cross the pavement for each service line to a building. Mr. Dubarry explained this concept would be very disruptive to the existing underground utilities which were located beneath the circle. He added there was a much higher probability of impacting the utilities during construction with the National Grid layout. Additionally, he continued, the future growth plans of the Airport were along the new gravel driveway next to the four jet hangars and there was new future development planned for around the circle. Mr. Monroe pointed out the National Grid layout seemed to follow existing roads and Mr. Dubarry agreed noting he had been surprised that National Grid had submitted this layout since it had been their suggestion that the gas main be placed along the gravel road.

Jeffery Tennyson, Superintendent of the DPW, pointed out the cost estimates assumed that DPW staff would complete the excavation and trenching work resulting in some additional labor costs to be transferred from the Airport budget to the Highway budget. He said he had not determined the amount of time that would be necessary to complete the excavation and trenching work but the total amount would be charged against the Airport Contracts Code. Mr. Strough asked if the request was for approval to expend the \$5,500 necessary to commence the project. Mr. Tennyson explained the \$5,500 would be a transfer which would be completed in house and the request was to authorize an easement for the placement of the natural gas main line by National Grid. He noted the necessary funds were available within the Airport operating budget and could be transferred to the contract line item. He added they already had a contract in place with National Grid so the Committee's approval was required for the easement.

Motion was made by Mr. Strough and seconded by Ms. Wood to authorize an easement for the placement of a new natural gas main line by National Grid on Airport property at an estimated cost of \$5,500.

Mr. Conover asked if DPW staff would complete the excavation for the yellow and red lines depicted on page 5 and Mr. Dubarry replied affirmatively noting DPW staff would complete all of the trenching and grass areas and National Grid would complete any under pavement sections. Mr. Dubarry noted the red lines shown on page 5 were for County buildings and additional service lines would be required for any non-County buildings. He added it would be the responsibility of the tenants to pay the cost of installation for service lines to any non-County buildings. Mr. Conover asked if the conversion to natural gas would affect any existing lease arrangements and Mr. Dubarry replied in the negative. Mr. Tennyson advised the ground leases included a five foot buffer around the buildings and it would be up to the Committee to determine if ground leases should include utility easements which ran to the buildings. Mr. Dubarry pointed out the existing ground leases already stated that the tenants were responsible for the costs involved with bringing additional utilities to the buildings. He said the County would be bringing in the gas main and the tenants would have the option of connecting service lines at their own costs.

Mr. Whitehead said the estimated costs were \$35,500 plus whatever additional DPW work was required for excavation and he asked the anticipated length of time on return for this expenditure. He expressed that the total amount would be approximately \$40,000 and the matter was not a question of \$5,500. Mr. Dubarry responded they had reviewed the length of time on return when the grant application had previously been submitted for this project and it had been seven to ten years at that time. He explained the local share of the estimated costs for the grant project had been comparable to the total estimated costs of this project. Mr. Tennyson commented the capital project had been for all contracted work and this project included some work being completed by DPW staff making the length of time on return shorter. Mr. Dubarry pointed out the capital project had also included replacing all of the appliances and purchasing a new gas generator. Mr. Tennyson advised they had received an estimate on the utility costs and there was a significant savings using

natural gas as opposed to propane. Mr. Girard stated the conversion to natural gas was preferable for the future development of the Airport. He noted natural gas burned cleaner than fuel oil; he said propane was comparable to natural gas but there were delivery fees incurred with propane. Mr. Dubarry advised it would be relatively easy and inexpensive to convert the County buildings at the Airport to natural gas from propane. Mr. Thomas pointed out that although there would be money transferred from the Airport budget to the DPW budget to cover the cost of DPW labor, it was important to realize that the money remained within the County budget and was merely transferred between Departmental budgets. He noted the DPW staff members would be working and drawing a salary regardless of whether they were completing DPW or Airport projects and it was just a matter of which budget line item was used to pay those salaries.

Mr. Girard called the question and the motion was carried unanimously to authorize an easement for the placement of a new natural gas main line by National Grid on Airport property at an estimated cost of \$5,500. *The necessary resolution was authorized for the August 21, 2015 Board Meeting.*

This concluded the Airport portion of the Committee Meeting and the Buildings & Grounds portion of the meeting commenced at 10:18 a.m.

Privilege of the floor was extended to Frank Morehouse, Superintendent of Buildings, who distributed copies of the agenda packet to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Commencing the agenda review, Mr. Morehouse requested to award the bid and authorize a contract with the lowest responsible bidder for Plumbing Services (WC 52-15) for a term commencing upon execution of the contract and terminating December 31, 2015 with the option to renew for two additional one year terms. He commented this contract was for plumbing services which were beyond the skill level of the Buildings & Grounds staff due to complexity. He said there was currently a leak in the wall of the restroom near the District Attorney's Office and it would be necessary to freeze the line and install a shut off valve. He apprised this work was beyond the capabilities of the Buildings & Grounds staff to complete. He noted they had plumbing services contracts in the past which had not been used in several years. Mr. Morehouse stated that this request and the next request were to award the bid and authorize a contract with the lowest responsible bidder. Mr. Tennyson pointed out this Plumbing Services term contract would also serve for the temporary measures for the Court Space Expansion Project. He noted this would be an on-call contract which would be utilized periodically throughout the main Project, as well.

Mr. Strough asked if there was currently a leak in the wall of the bathroom and Mr. Morehouse replied affirmatively. Mr. Strough asked if damage was being incurred and Mr. Morehouse responded that it was leaking down into the old boiler room which had a drain in the floor. Mr. Morehouse pointed out that they had not deemed it necessary to declare the issue an emergency but repair was necessary. Mr. Monroe suggested the Committee could authorize the necessary repairs in case the matter became an emergency situation. Mr. Tennyson stated the County's Purchasing Policy had a procedure in place to handle emergency repairs. He explained Mr. Morehouse would deem the situation an emergency and discuss it with him and if repairs were determined to be needed on an emergency basis, he would call the Chairman of the Board and the County Administrator to obtain their approval to proceed.

Mr. Tennyson requested to award the bid and authorize a contract with the lowest responsible bidder for Court Expansion Demolition (WC 51-15) for a term commencing upon execution and terminating upon completion of the project. He explained this was for the demolition of the mezzanine, the steel

shelving and the floor supports in the Supreme Court Library and this type of demolition could not be completed by Buildings & Grounds staff members. He noted the cost of this contract would be allocated from the capital project for the Court Space Expansion Project. He commented this was demolition work which was more technical in nature and it was necessary to hire a contractor. He pointed out that once the demotion was completed, the Buildings & Grounds staff would modify the area for the temporary Family Courtroom.

Motion was made by Mr. Monroe, seconded by Mr. Strough and carried unanimously to award the bids and authorize the contracts with the lowest responsible bidders for Plumbing Services (WC 52-15) and Court Expansion Demolition (WC 51-15) as outlined above. *Copies of the resolution request forms are on file with the minutes and the necessary resolutions were authorized for the August 21, 2015 Board Meeting.*

Pertaining to the Request for Proposals (RFP) for solar power conversion, Mr. Tennyson advised the working group had met again to review information from the proposals. He said the recent renewal of the contract with Constellation Energy Services of New York, Inc. through the Municipal Electric & Gas Alliance (MEGA) offered electricity service at a rate of \$.07135 per kWh for a 33 month term. He explained that this rate was below the rate proposed by any of the firms for the solar power conversion and he noted the lowest proposal had been for approximately \$.079 per kWh. He said the working group had discussed the options and whether or not there was any value to proceeding with the solar power conversion at this time. He pointed out that the Cornell Cooperative Extension (CCE) Building had been the driving factor in this endeavor. He explained that CCE leased a building from the County which was poorly constructed and had electric heat. He suggested the possibility of modifying the lease for the CCE Building to have the County carry their utility costs and invoice them for the expenses in order to allow the County to extend this electrical rate to CCE. He said there was some question as to the possibility of modifying the renewed contract with Constellation Energy Services of New York, Inc. in order to include the CCE Building. He asked Paul Dusek, County Administrator, if he had been able to determine if the contract could be modified. Mr. Dusek responded that he had just received the information that morning and he was hoping to receive an answer by the end of the day. Mr. Tennyson requested to amend the lease agreement with CCE and modify the contract with Constellation Energy Services of New York, Inc., in order to include the CCE Building on the County's contract with Constellation. He said he had spoken to Martin Auffredou, County Attorney, who did not see any issues with modifying the lease with CCE and the contract with Constellation. He commented it would be a "pass through" situation as CCE would still be responsible to pay their electrical bills but would benefit from the low rate received by the County. Mr. Strough stated that CCE was going to determine if they were eligible for a MEGA contract since they were a public entity. He suggested the answer to this question be determined before the lease and contract were modified.

Motion was made by Ms. Wood and seconded by Mr. Monroe to authorize an amendment to the lease agreement with CCE and a modification of the contract with Constellation Energy Services of New York, Inc., in order to include the CCE Building on the County's contract with Constellation contingent upon the determination of whether or not CCE qualified for their own contract through the MEGA.

Mr. Girard said CCE had been waiting patiently for a solution to their high energy bill problem. He mentioned it had been known that the solar panels would not be installed before the coming winter and therefore no savings would be realized until 2016. He advised he had a meeting with CCE later that evening and he would like to be able to inform them that the County was working on a viable solution. He pointed out the contract with Constellation was a three year agreement and any solar contract would have increased incrementally over a 20 year term. Mr. Strough mentioned the

possibility of renegotiating the solar proposals in light of the rate received from Constellation. Mr. Girard pointed out the solar proposals contained rates as high as \$.15 per kWh and he did not think it would be possible to negotiate a rate better than that offered by Constellation. Mr. Strough commented that the solar companies offered varying rates and various contract options, such as escalation clauses. Ms. Seeber acknowledged that a lot of work had gone into the solar RFP and review of the proposals and she questioned at what point a decision would be made to cease spending time and effort. She said the County had expended about \$6,000 on the services of Clark Patterson Lee (CPL) relative to review of the solar proposals. Mr. Girard commented that the solar power conversion was all new to him and he was as confused now as he was when this started. He said his specific focus had been in trying to help CCE with their high electric bills. Mr. Tennyson pointed out the County had a term contract with CPL for multi-discipline engineering services and this was the type of project that term contract was used for. He explained that CPL's services were used on various projects as needed. He noted a letter of authorization was provided to CPL which included the estimated costs of the project and authorized CPL to proceed with the work. Ms. Seeber said that in light of the suggestion that it would be possible to renegotiate with the solar companies, she was suggesting that since a way to help CCE with high energy bills had been determined, perhaps it was time to stop expending funds to have CPL continue their review on solar proposals. Mr. Tennyson stated he did not anticipate a lot more work being completed by CPL on the solar power conversion at this point.

Discussion ensued.

Mr. Girard called the question and the motion was carried unanimously to authorize an amendment to the lease agreement with CCE and a modification of the contract with Constellation Energy Services of New York, Inc., in order to include the CCE Building on the County's contract with Constellation contingent upon the determination of whether or not CCE qualified for their own contract through the MEGA.

Mr. Tennyson advised the next item on the agenda was a request for a storage facility for the Office of Emergency Services (OES) vehicles and equipment to be presented by Brian LaFlure, Director of the OES/Fire Coordinator. Mr. LaFlure distributed a handout packet to the Committee members; *a copy of the handout packet is on file with the minutes*. Mr. LaFlure apprised he had presented this request to the Public Safety Committee for the past 4 years but he acknowledged he had never brought the request to the County Facilities Committee. He stressed the importance of having some type of facility for the storage of OES vehicles and equipment. He noted the majority of the OES equipment had been purchased with grant funding and the County was responsible for its storage and maintenance. He commented that all of the equipment was considered to be for emergency response and if it was needed in the winter, it would be necessary to dig the equipment out of the snow before it could be used. He pointed out the OES did not have a large staff that could ensure the vehicles were shoveled out after every snowfall.

Mr. LaFlure explained it was hard on this equipment to be left outside in cold temperatures and he informed it was necessary to rent storage space for the OES Hazardous Materials Trailer because it could not be stored below 50 degrees. He mentioned the vehicles and equipment in question were valued at over \$1 million and he felt it was necessary to ensure they were stored properly inside of a facility. He said he had discussed the matter with Mr. Tennyson and he was fully aware of the expense and time necessary for the Court Space Expansion Project, as well as the vacant space currently available. He requested the County Facilities Committee and the Board of Supervisors to see if there was a way to provide a storage facility for the OES vehicles and equipment. He commented the diagrams included in the handout packet reflected the amount of space he would like to have for the storage of the vehicles and equipment.

Referring to the handout packet, Mr. LaFlure indicated that the total estimated cost reflected in the packet pertained to a pre-manufactured structure and included the cost of installation. He commented that the picture of a facility in the packet was to provide a rough idea of what the structure would look like. Mr. Strough asked if the Worldwide Steel Buildings structure proposed in the packet would contain the number of doors and windows required for the storage of the OES vehicles and equipment. Mr. LaFlure responded the structure would contain everything needed with the exception of the overhead doors. He added he would need to find a source of funding in order to have the required overhead doors installed locally after the structure was erected. He advised that originally he had requested a carport type structure for the storage of OES vehicles and equipment but there had been questions pertaining to how to keep snow from entering the structure. He mentioned the estimated cost of \$101,500 was for an enclosed pre-manufactured facility and the cost of labor for erecting same. Mr. Strough asked if a concrete foundation would be required and Mr. LaFlure responded the structure could be placed on footings or piers and he noted the floor of the facility would be crushed stone and not concrete. Mr. Strough asked if the facility would be heated and Mr. LaFlure replied he would prefer to have the ability to maintain one of the bays at 50 degrees for the storage of the Hazardous Materials Trailer so he could eliminate the expense of rental space. Mr. Strough asked what space was being rented and Mr. LaFlure replied one of the bays at the South Queensbury Fire Department was rented. Mr. LaFlure said if the Hazardous Materials Trailer was needed, then the firefighters from the City of Glens Falls who were on the HazMat (hazardous materials) Team had to dig out their vehicle stored behind their firehouse and drive to South Queensbury in order to get the trailer before they could respond to the emergency.

Mr. LaFlure reiterated that it was not good to leave the vehicles and equipment outside. He displayed a piece of winch cable which was used to raise the boom on the generator trailer. He explained that the last time the trailer was used the winch cable broke and he expressed there would be fewer incidences like this if the equipment was stored properly. Mr. Monroe stated the estimated cost presented was reasonable at approximately \$17 per square foot; however, he added, he would like to see the total cost including the purchase and installation of overhead doors. Mr. LaFlure suggested the possibility of having CPL provide a cost estimate or possibly releasing an RFP. He said he was unsure what the plans were for the Court Space Expansion Project concerning the parking lot. He added that his original proposed location might end up being used as parking space for the newly expanded courts. Mr. Monroe apprised it was a good idea and something that they should do but he questioned how the County would pay for the cost of the facility. Mr. Girard asked if Mr. LaFlure had discussed the matter with the Purchasing Department and if the estimated costs presented included the prevailing wage rate. He said it was also important to know if it was necessary to release an RFP. Mr. LaFlure responded the cost estimate was based on local wages which would be the prevailing wage rate. He said he assumed it would be necessary to go out to bid but he had provided the cost estimate from Worldwide Steel Buildings in order to give a general idea of the costs. He mentioned it would be necessary to determine if it would be better to have the facility constructed by a contractor or to purchase a pre-manufactured building. He added he felt the pre-manufactured building would eliminate a lot of the costs involved with the prevailing wage rate.

Ms. Seeber voiced her concern that not properly maintaining equipment purchased with grant funding would effect the County's ability to obtain future grant funding. She asked if there was grant funding available for a storage facility of this nature. Mr. LaFlure responded that there was no grant funding to cover the cost of a permanent structure for the storage of OES vehicles and equipment. He mentioned the grant funding he received which could be used towards a facility totaled \$60,000 and was currently used to purchase additional equipment. Mr. Girard stated there was space

available at the former Ciba Geigy property and he asked if this space would be appropriate. Mr. LaFlure responded he did not think there was sufficient space available at the former Ciba Geigy property and it would be his preference that the vehicles and equipment be stored on the Municipal Center Campus. Mr. Conover agreed with Mr. Monroe noting the Committee would need a complete estimate of the total costs of the facility including site work in order to move forward. He noted it would be necessary to insulate the building and he doubted that these costs were included in the estimate; Mr. LaFlure interjected that the estimated costs did include insulation. Mr. Conover stated the specifications for the facility would need to be determined in order to go out to bid. Mr. Strough commented the specifications had probably already been completed by Worldwide Steel Buildings and Mr. LaFlure stated he would not consider these to be bid specifications although he noted the handout packet was a valuable tool for an engineer to determine the specifications. He apprised he was asking for the Committee's assistance with this concept in which ever way they deem appropriate. A brief discussion ensued.

Mr. Girard asked if the matter should be referred to the Finance Committee to determine a source of funding based on the preliminary estimated costs. He suggested the Finance Committee could determine if it was possible to fund this project and what the budget for same should be. Mr. Conover said it would be better to obtain a fairly good estimate of the total project costs before it was referred to the Finance Committee, as well as what it would cost to have an engineering firm determine the proper specifications. Mr. Strough mentioned Mr. LaFlure had made this request in the past and it made sense to have a storage facility for the OES vehicles and equipment. Mr. LaFlure asked if the County Facilities Committee would be willing to refer the matter to the Finance Committee to determine a source of funding to cover the cost of CPL completing the bid specifications for the proposed facility. Mr. Conover stated he would like to see a proposal from CPL to take a conceptual look at the proposed facility which could then be referred to the Finance Committee to determine a source of funding. Mr. Tennyson suggested he could contact CPL and request that they provide an estimate for a letter of authorization to provide a detailed budgetary estimate for the proposed facility. He said CPL would be able to articulate the details and assumptions and what would be included. He noted he would present the detailed budgetary estimate back to the County Facilities Committee which would provide the Finance Committee and the Board with the necessary information to make a decision. Mr. Monroe stated the detailed budgetary estimate should include the cost of the heated bay for storage of the Hazardous Materials Trailer. He commented that it would be necessary for the facility to have a partition to allow this one bay to be heated. Mr. LaFlure asked what his next step should be and Mr. Tennyson replied that he would contact CPL to explain the concept of the proposed facility. Mr. Tennyson continued by saying he would schedule a meeting with representatives from CPL, Mr. LaFlure and himself in order to review the details.

Mr. Girard noted the last item on the agenda pertained to an update on the Court Space Expansion Project. Mr. Tennyson informed that they were underway with the demolition plans for the Supreme Court Library. He said there had been multiple meetings of the working group to discuss the details and their focus on the temporary measures for the new Family Courtroom, as well as the temporary accommodations for the Supreme Court Library in the Human Services Building (HSB). He advised the demolition would commence on Monday, September 28, 2015 and they were narrowing the contract to limit the length of time that demolition would cause noise within the building. He noted they had limited the demolition to one week to allow the Courts to modify their calendar to limit disruptions. He explained there would be a certain noise level to deal with within the Municipal Center Building because the contractor would be removing concrete, saw cutting steel and due to the way the Building was constructed the noise would travel all the way to the Department of Motor Vehicles (DMV) Offices. Mr. Tennyson apprised of working group meetings to discuss the color palette and finishes which would be earth tones similar to those of the HSB. He noted there would

be some colors selected for wood laminate and they would need to select the furniture, as well.

Mr. Conover asked the plans for repair of the main entrance walkway outside of the Supreme Court. He said he was aware the walkway was shifting and chipping and he recalled discussions on possible repair and incorporating those repairs into the Court Space Expansion Project. Mr. Tennyson explained there was a near term need to modify that entrance as part of the project. He said they were working on some details but had not resolved what needed to happen this fall regarding the Supreme Court Entrance. He commented the large and heavy stairs would need to be reset or covered temporarily. He stated that some of the temporary measures may require them to build over the top of the staircases, remove them, number them and build out an entrance in that location. Mr. Tennyson mentioned the Committee had requested that they look into all of the entrances through CPL. He said he had discussed the matter with Matt Smullen, of CPL, to determine how much of that work could be included in the design work. He apprised CPL had anticipated having to redesign the northern section with the ring road and the required modifications to the parking lot. He added CPL had included some cost estimates for this work; he noted some of the modifications to the main walkway might not be necessary as part of the Court Space Expansion Project but there was some overlap there. He advised that CPL had not provided a definitive determination of whether or not they could look at the walkway as part of the project or if it would be an additional cost. Mr. Conover pointed out that the deterioration would only escalate from this point because water and ice would get below the surface and push it up more. A brief discussion ensued.

Mr. Girard expressed that Jon Norris, of CPL, would be completing his due diligence with all of the various disciplines and would make a presentation to the County Facilities Committee. He commented that Mr. Norris had put a lot of time and effort into the project and he said the detail was tremendous. He advised Mr. Norris had met with all of the involved parties including Buildings & Grounds, the HVAC (heating ventilation and air conditioning) contractors, the electrical contractors, security and the Courts to ensure everyone was on the same page. Mr. Tennyson clarified that the walkways would be incorporated into the final project; however, he continued, the Supreme Court Entrance would be required for the temporary measures and would be modified at that time. He expressed that CPL had switched focus to the temporary measures. He said the demolition plan had short term deadlines, as well as the design plans. He commented that the demolition would start at the end of September and the Buildings & Grounds staff would commence their construction work in October. He pointed out that anything not critical to the temporary measures would be placed on the back burner.

Mr. Simpson inquired about the status of the plans to secure the Municipal Center Building and Mr. Tennyson replied that he had key fobs for the Supervisors which would be distributed following the meeting. He said he had informed all of the Department Heads that they would activate the doors soon and any employees who did not obtain a key fob would need to access the Building through the DMV entrance. He advised the signage plan was being designed and he would prepare a layout of same for the Committee. He said once the site plan and signage were completed they would activate the doors. Mr. Monroe asked if the key fobs would only work on the doors of the Municipal Center Building and Mr. Morehouse replied they were programmed for the Municipal Center but could be programmed to access the HSB, as well. Mr. Tennyson advised it would be beneficial for the Supervisors to have access to both buildings and he noted some of the interior doors in the HSB would require the key fobs to access them.

As there was no further business to come before the County Facilities Committee, on motion made by Ms. Seeber and seconded by Ms. Wood, Mr. Girard adjourned the meeting at 11:27 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist