

HIGHWAY, BUILDINGS AND GROUNDS
Committee Meeting
Agenda - REGULAR Meeting- June 26, 2019
Large Conference Room

Call to order

- I. Approval of minutes of May 29, 2019 regular meeting minutes.

Clockville Water District

- I. Discussion: Submission of an Engineering Planning Grant (EPG) under the 2019 NYS CFA grant program for an engineering evaluation of the extension of public sewers to the County Office Building and Village of Wampsville from the City of Oneida. The grant request would be for \$30,000, and require a 20% (\$6,000) local cash match or equivalent in-kind services.

Highway

A. Resolutions

1. Authorizing the chairman to award bid 19.28 and enter into an agreement with Lakelands Concrete for Lake Moraine Culvert.
2. Authorizing the chairman to enter into an agreement with Gorman Bros., Inc. for Mastic Material Application.
3. Authorizing the chairman to enter into an agreement with Bush Crane for annual Tree Crane & Bucket Truck inspection.
4. Surplus Designation-No action needed.

B. Highway Highlights

Buildings & Grounds

A. Resolutions

5. Authorizing the chairman to enter into an agreement with King & King Architects for Delphi Falls change of use design.
6. Authorizing the chairman to renew an agreement with Jo-Jo Electric for per-diem electrical services.
7. Authorizing the modification of the 2019 adopted county budget for floor machine.

B. Buildings & Grounds Highlight

C. Central Services Monthly Report

Other Committee Business

A. Preferred Agenda

Next meeting: Wednesday, July 24, 2019- Supervisors Large Conference Room

Adjournment

Highway, Buildings and Grounds Committee

Minutes, May 29, 2019 Regular Meeting

PRESENT: Chairman Ron Bono, Vice Chairman Alexander Stepanski
Supervisors Rocco DiVeronica & Bill Zupan & Roger
Bradstreet

ALSO: Director of Public Facilities John Regan, Maintenance
Supervisor David Reiss, Highway Superintendent Joe Wisinski,
Deputy Highway Superintendent Brad Newman, Highway
Operations Manager Rich Durant, Assistant County Attorney
Jeff Aumell, County Attorney Intern Joseph Mallek, County
Treasurer Cindy Edick, Chairman Board of Supervisors John
Becker, County Administrator Mark Scimone, Public
Information Officer Samantha Field

Call to Order: The meeting was called to order at 1:55 p.m. in the Supervisors Large Conference Room by Chairman Ron Bono.

The minutes for the April 17, 2019 Regular Meeting & May 14, 2019 Special Meeting minutes were unanimously approved on the motion of Vice Chairman Alexander Stepanski and second of Supervisor William Zupan.

HIGHWAY

Budget Modification: The Committee unanimously approved a resolution authorizing the modification of the 2019 adopted county budget for vehicle lease expenses on the motion of Supervisor Roger Bradstreet and second of Supervisor Rocco DiVeronica.

Budget Modification: The Committee unanimously approved a resolution authorizing the modification of the 2019 adopted county budget for county snow removal on the motion of Stepanski and second of Bradstreet.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to award bid 19.23 and enter into an agreement with Dolomite Products for items# 1-6 and to all bidders for items # 7-10 for hot mix asphalt paving & equipment rental on the motion of Zupan and second of Bradstreet.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to award bid 19.24 and enter into an agreement with Northern Ready Mix for concrete products on the motion of Bradstreet second of DiVeronica.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to modify an agreement with J & J Construction for Carey Rd Bridge Project on the motion of Zupan and second of Bradstreet.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with RMS Gravel, Inc. for material crushing services on the motion of DiVeronica and second of Zupan.

Discussion: The Committee reviewed the listing of surplus county property. The Committee unanimously approved the listing to be presented to the A&O Committee for approval. Also discussed was the Highway Equipment that was requested in the 2019 vs what was not and the balance of the current equipment surplus account.

Budget Modification: The Committee unanimously approved a resolution authorizing the modification of the 2019 adopted county budget for Equipment Purchase expenses on the motion of Chairman John Becker and second of Bradstreet.

Highway Highlights: Wisinski presented the highlights of the previous month's work by the Highway Department which is attached to and made part of.

BUILDINGS & GROUNDS:

Discussion: Chairman Becker and County Administrator Mark Scimone presented a brief overview of the proposals that were received in response to the new Highway Garage RFP and were reviewed by the committee. The Committee unanimously agreed to meet with a few of the candidates before choosing. There will be a special committee meeting scheduled for these interviews.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to call for a referendum vote on the Clockville Water District on the motion of Becker and second of Zupan.

Budget Modification: The Committee unanimously approved a resolution authorizing the modification of the 2019 adopted county budget for capital projects funds on the motion of Bradstreet and second of Stepanski.

Budget Modification: The Committee unanimously approved a resolution authorizing the modification of the 2019 adopted county budget for Courthouse Renovations on the motion of DiVeronica and second of Zupan.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to renew an agreement with Mohican Model A Ford Club for land use for annual car show on the motion of Becker and second of Stepanski.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to renew an agreement with General Security for annual fire alarm testing & inspection at the Highway locations on the motion of DiVeronica and second of Zupan.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with BR Johnson for door repairs/replacements at the Highway Dept. locations and also other related door repairs/replacements throughout Madison County properties on the motion of Becker and second of Stepanski.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Pro Air Plus, Inc. for DSS Cooling Tower Control Arm replacement on the motion of DiVeronica and second of Stepanski.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to award bid 19.27 and enter into an agreement with S&W Services, Inc for fuel pump installation on the motion of Zupan second of Becker.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to award bid 19.21 and enter into an agreement with Richard E. Alexander Co. for Mental Health & District Attorney Renovation/Expansion on the motion of DiVeronica second of Stepanski.

Resolution: The Committee unanimously approved a resolution authorizing the chairman to enter into an agreement with Arrow Fence for fence repairs on the motion of Bradstreet second of Zupan.

Discussion: Bid 19.18 & 19.22 for the Public Health Wellness Area and Public Health Security Renovations both came back over budget. After review with King & King the architect, Director of Facilities John Regan feels it is best to reject all

bids at this time. Then combine both bids and re-bid the project as one instead of 2. The Committee unanimously approved combining & re-bidding.

At 2:57p.m., on the motion of DiVeronica and second of Bradstreet, the committee entered executive session.

At 3:13 p.m., on the motion of DiVeronica and second of Bradstreet, the committee exited executive session.

Buildings & Grounds Highlights: Regan presented the highlights of the previous month's work by the Maintenance Department & Project updates which is attached to and made part of.

CENTRAL SERVICE: Monthly report was reviewed.

PREFERRED AGENDA: The Committee unanimously approved all resolutions except for the Clockville Water District resolution on the motion of Stepanski and second of Zupan.

NEXT MEETING: Wednesday, June 26, 2019 @ 2:00 p.m.

ADJOURNMENT: The meeting was adjourned at 3:15 p.m. on the motion of Stepanski and second of DiVeronica.

Respectfully submitted June 24, 2019, by Holly R. Fleming for Chairman Ronald Bono.

RESOLUTION NO. _____

**AUTHORIZING BID APPROVAL TO LAKELANDS CONCRETE
FOR THE LAKE MORAINÉ CULVERT**

WHEREAS, sealed bids were opened on June 13, 2019 for the Lake Moraine Culvert, Bid 1928, and reviewed by the Highway Buildings and Grounds Committee on June 26, 2019, and

WHEREAS, the low bid meeting specifications is as follows;

Lakelands Concrete \$62,739.00

WHEREAS, the above cost includes Items 1 through 3, Design and Manufacture of Pre-Cast Box Unit and Wingwall Unit (including footing) and Delivery and Post Tensioning;

WHEREAS, the cost for services has been appropriated in the 2019 County Road Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Madison County Board of Supervisors approves awarding Bid 1928 for the Lake Moraine Culvert to Lakelands Concrete; a copy of which is on file with the Clerk to the Board.

Dated: July 9, 2019

Ronald C. Bono, Chairman
Highway, Buildings and Grounds Committee



Madison County
 Purchasing Department
 Computation of Bids
 6/13/19 @ 9:00 am
 Bid 1928 - Lake Moraine Culvert
 Highway

Opened:
 Bid Ref:
 Department:

			Chemung Supply	Lakelands Concrete	Binghamton Precast & Supply	Jefferson Concrete
		No:	1	2	3	4
		Bid Pages				
		Bid Sec 10%				
Item No.	QTY	Description				
1	1	Design and Manufacture of Pre-Cast Box Unit	\$ 53,675.00	\$ 36,859.00	\$ 40,720.00	\$ 45,248.00
2	1	Design and Manufacture of Wingwall Unit (including Footing)	\$ 43,225.00	\$ 20,914.00	\$ 25,550.00	\$ 19,730.00
3	1	Delivery and Post Tensioning	\$ 4,995.00	\$ 4,966.00	\$ 11,400.00	\$ 1,800.00
Total			\$ 101,895.00	\$ 62,739.00	\$ 77,670.00	\$ 66,778.00

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH
GORMAN BROS., INC.**

WHEREAS, pricing based off the current NYS OGS Liquid Bituminous Bid; Award 23101, PC #68076 for Mastic Material Aggregate Reinforced Option 6 (Mastic One) was reviewed by the Highway Buildings and Grounds Committee on June 26, 2019, and

WHEREAS, the estimated cost for 13,400 pounds of Mastic One including Escalation would be \$31,851.80 depending on material quantities;

WHEREAS, the cost for services has been appropriated in the 2019 County Road Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Madison County Board of Supervisors, be and is hereby authorized to enter into an Agreement on behalf of the County of Madison with Gorman Bros., Inc., in the form as is on file with the Clerk of the Board.

Dated: July 9, 2019

Ronald Bono, Chairman
Highway, Buildings and Grounds Committee



Date: 5/21/19

Mr. Brad Newman
Madison Co. DPW

Thank you for the opportunity to quote you on your 2019 road program. The following is information regarding Mastic One. The material will be applied on various roads & bridges estimated at 3 days..

Material quantities are estimated and may vary in field. The pricing for Mastic One is as follows:

Pounds	\$/Pound	Total
13,400	\$2.35	\$31,490.00
Escalation	\$0.027	\$361.80
Total Project Cost		\$31,851.80

Mastic Material Aggregate Reinforced Option 6

Pricing based off 2018 NYS OGS Liquid Bituminous Bid; Award 23101, PC #68076 Base \$421

We look forward to working with you to make your 2019 project a success.

Thank you,

Fred Wickham

Fred Wickham
Sales Representative

Gorman Bros., Inc. Guarantees workmanship and materials but is not responsible for failures due to inadequate sub base, poor drainage, or the result of poorly prepared/treated shlm. Damage to Gorman Bros., Inc. equipment due to abandoned structure(s) may result in extra charges to the customer. Any alteration or deviation from the above mentioned specifications or any change in the scope of the job involving extra costs will be executed only upon written orders, and will become an extra charge over and above this estimate. During the prosecution of the work, Gorman Bros., Inc. will comply with all specification requirements regarding calendar cutoff dates and minimum application temperatures. If there are no applicable or relevant project specifications, Gorman Bros., Inc. will comply with either the applicable State specifications or accepted industry standard requirements. For this quotation, the calendar cutoff dates are listed below along with the minimum application temperatures. *North of I-84 except as noted.

Process	Dates	Min Temp	Process	Dates	Min Temp
Surface Treatment	May 1 – Sept 7	50 F	PPST South of I-84	April 1 – Nov 30	50 F
Cold Recycling/Cold Mix	May 1 – Oct 7	50 F	Crack Sealing	None	40 F
PPST	April 15 – Oct 31	50 F	Micro Surfacing/Slurry Seal	April 15 - 3 rd Sat in Sept	50 F

Gorman Bros., Inc.
200 Church Street, Albany, NY 12202

fwickham@gormanroads.com
cell: 315-525-6840

Tel: 518-462-5401
Fax: 518-462-1296

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT
WITH BUSH CRANE, INC.**

WHEREAS, Madison County Highway Department has a bucket truck and boom crane that require annual safety inspections; and

WHEREAS, Bush Crane, Inc. will provide these inspections at a cost of \$968.20; and

WHEREAS, the Highway, Buildings, and Grounds committee met on June 26, 2019, to review and recommend entering into an agreement with Bush Crane, Inc. for this service commencing July 1, 2019, and expiring September 30, 2019; and

WHEREAS, the cost of inspection service has been appropriated in the 2019 Road Machinery Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors be and is hereby authorized to enter into an agreement with Bush Crane, Inc. on behalf of the County of Madison, in the form as is on file with the Clerk of the Board.

DATED: July 9, 2019

Ronald Bono, Chairman
Highway, Buildings and Grounds Committee

RESOLUTION NO. _____

**DESIGNATING DISPOSAL OF OBSOLETE AND/OR SURPLUS COUNTY
PERSONAL PROPERTY**

WHEREAS, in accordance with Madison County Purchasing Policy and Procedures, certain County personal property is required to be declared obsolete and/or surplus by the Board of Supervisors before disposal; and

WHEREAS, the current County personal property waiting obsolete and/or surplus designation is listed below;

WHEREAS, the vehicles listed will be sold by Enterprise Fleet Management for the best value to the County;

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors declares the list of said items as obsolete and/or surplus.

ITEM	DEPARTMENT	MILEAGE	CONDITION	DESIGNATION
BM6723 - 2008 Ford F250	Facilities	108,839	Fair	Surplus
MOR1534 - 2015 Chevrolet 2500HD	Highway	53,481	Good	Surplus
MOR4075 - 2015 Chevrolet 1500	Highway	48,439	Good	Surplus
SH0257 - 2007 Jeep Cherokee	Sheriff	103,657	Fair	Surplus

Dated: August 13, 2019

Yvonne Nirelli, Chairwoman
Administration and Oversight Committee

Highway Highlights June 26, 2019

1. EWR funds from NYS were restored 6/21/19, approximately \$414,000
2. Morrisville Highway Shop project kickoff meeting has been scheduled for July 8th.
3. Crack fill work is complete
4. Shimming in preparation for chip sealing
5. Recycling on South Lake, East Lake Road, and Reservoir Roads in DeRuyter, then moving to Brookfield to recycle Ouleout road and Main Street.
6. Replacing cross culverts on Creek Road, Timmerman, Dugway, and Erieville Road (southern portion), as part of regular maintenance.
7. Paving Crew is shimming roads to be chip sealed.
8. Tree Crew, Shoulder Crew, and Bridge Crews working on project roads in Brookfield and DeRuyter.
9. Two large culverts on Main Street in North Brookfield were completed by the bridge crew.
10. Road Striping is underway with about 72 miles of road completed. Some high volume roads will have wider edge lines, due to a change in NYSDOT spec.
11. Town of Lenox Trail Project has the stone subbase roughed in.
12. We will be finishing the Oneida Trail from N. Court past the Sheriff Patrol building to the back corner of the COB parking lot where the City of Oneida ended. The City provided us with the geo-fabric and we will excavate and install the stone.
13. We are working with the NYS Thruway to get the Canal Road Bridge repaved with a new Asphalt overlay, beginning July 8th.
14. Finalizing the sweeper / catch basin cleaner truck and auto flagger purchase.
15. We are helping with equipment repairs for Solid Waste.
16. Towns are helping with mowing / County will help towns with trees , ditching , other work etc.

RESOLUTION NO. _____

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN
AGREEMENT WITH KING & KING ARCHITECTS**

WHEREAS, Madison County is in need of architect and engineering services with regard to the Delphi Falls Building ADA compliance; and

WHEREAS, King & King Architects with previous work performed for Madison County possess the special skills and training to perform the services required, and

WHEREAS, King & King Architects has agreed to perform these services for a total amount of \$15,300, with services to commence July 09, 2019 and ending July 8, 2020; and

WHEREAS, funds have been appropriated within the 2019 adopted county budget; and

WHEREAS, the Highway, Buildings and Grounds Committee have reviewed and recommends entering into a contract with King & King Architects for this service;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to enter into an agreement with King & King Architect. A copy of which is on file with the Clerk of the Board.

Dated: July 9, 2019

Ronald Bono, Chairman
Highway, Buildings and Grounds Committee

May 9, 2019

Mr. John Regan
Director of Public Facilities
Madison County Facilities/Maintenance
138 North Court Street
PO Box 546
Wampsville, NY 13163

Re: **Delphi Falls Park, 2006 Cardner Road, New Woodstock, NY**
Change of Use (Residence to Business Use)
Design Service Proposal

Dear John:

We are pleased to submit the following fee proposal for professional design services relating to the former residence at the County's Delphi Falls Park at 2006 Cardner Rd, New Woodstock, NY.

The project will include architectural and MEP design services for interior renovations to the former residence.

The former residence is a 2-story wood frame structure, with between 3,000 and 3,500 SF. Services include anticipated work required for the structure to undergo a change of use, so that the County may utilize the building for business use including small meetings with less than 50 people. Based on preliminary code review, the anticipated renovation work includes:

- Exit signage.
- Correct any unsafe electrical conditions.
- Provide ADA compliant entrance to the building.
- Provide new ADA toilet room (required where technically infeasible to modify an existing men's and women's ADA toilet room).
 - Reconfigure electrical to serve renovated area.
 - Provide new lighting in renovated spaces.
 - Reconfigure existing HVAC distribution for renovated spaces.
- Energy recovery ventilation to serve interior spaces not served by operable sash windows, if required.

This letter will outline the tasks and deliverables proposed by the team of King and King Architects and our consultant Argus Engineering (mechanical/electrical/plumbing design – MEP). We have assumed that no structural engineering and no environmental (hazardous material) consulting is required.

We anticipate the following scope of work:

- 1) Visit the building to review existing conditions.
- 2) Design Documents to include:
 - a) Review of NY State building code, and relevant Accessibility Code (ANSI A117), that may affect the design.
 - b) Create base floor plans of levels 1 and 2. Provide base elevations as needed to describe ADA entrance upgrades.
 - c) Provide schematic design for ADA entrance upgrades and ADA toilet room upgrades for approval prior to progressing with construction documents.

- d) Design development of the Architectural & MEP Construction Documents and material specifications for the renovated areas, to be issued for bidding and construction. Material specifications to be included on drawings or in project manual.
 - e) Anticipated drawings include code compliance plans, floor plans, ADA entrance upgrade details, and ADA bathroom drawings (RCP, details), and partition types, and finish schedule.
 - f) We have included one informal submission (drawings) at approx. 25% showing options for ADA bathroom so that a preferred approach can be selected, then at 75% through construction documents for client review and approval.
 - g) Upon completion of the construction documents, plans and specifications for a single prime bidding process will be available for distribution to the County for their use in procuring Contractors or bidding the documents.
 - h) We have included about three client meetings during design.
- 3) Construction Phase Services to include:
- a) Regular construction site visits to observe construction progress and review payment requisitions. King + King representative will also be available to review field conditions and coordination issues while on site during these visits. We have assumed a total of about three construction site visits (two for Argus) to observe that construction is proceeding in general conformance with construction drawings, including final punch list visit at substantial completion.
 - b) Provide support during construction by responding to contractor RFI's and discussion of coordination items.
 - c) Review of contractor submittals and shop drawings prior to construction.

The scope of our services shall be based on the King + King Architects Standard Form of Owner Architect Agreement B161.

Understandings & Assumptions

Client shall furnish:

- a. Availability of personnel to provide reasonable access to the site as required by King + King and our consultants.
- b. Any existing drawings, including .dwg (cadd) files that exist, for use by King + King, who will verify existing conditions.

We have made the following assumptions:

- a. Construction budget will be less than \$500,000 and therefore a single-prime contract for construction will be utilized.
- b. Right-to-build fees, if any, to be responsibility of Owner or Contractor.
- c. We have not included any asbestos testing, design or monitoring services. We are happy to provide a proposal for these services if desired.
- d. On-site and off-site improvements beyond the immediate project area are not a requirement for this project. We assume existing utilities are adequate to support renovated spaces.
- e. No sprinkler design will be required.
- f. No fire alarm design will be required.
- g. Spaces will be used for Business use, and occupancy will not exceed 50 occupants so that meeting spaces remain considered as Business occupancy (no Assembly use group).
- h. No telephone/data/cable design or coordination will be required.
- i. We do not believe the project will require any structural engineering. We would be happy to provide a proposal for any structural engineering, if required following full code review or input from State Codes office.

Professional Design Fees

Our fees for the above architectural and MEP design services shall be a lump sum fee as follows:

Design Phase: \$15,300.
Bidding / Construction Administration Phases: \$ 4,900.

King + King will invoice the County monthly for our professional services and reimbursable expenses. Payments for the Architect's services and for reimbursable expenses shall be made monthly upon receipt by the Owner of the Architect's standard monthly invoice.

Reimbursable expenses are included in the above fees and include expenditures made by the Architect, his employees and/or his professional consultants in the interest of the project for expenses of local travel in connection with the project, long distance communications, expenses of reproductions, blueprinting and copying, photographic production techniques and postage for the project. We will provide the bid documents in .PDF electronic format to the County for their use in bidding the project.

Any additional services required and authorized by the County shall be billed at an agreed to lump sum.

We anticipate the schedule to complete the design phase of the project to be approximately two to three months once we receive authorization to proceed, assuming all information and expeditious decisions are made by the client.

We appreciate this opportunity to be of service to you and look forward to a successful project. If the above is satisfactory, please sign below indicating your acceptance.

If you have any questions regarding this proposal or the professional services fee, please feel free to contact me.

Sincerely,

King + King Architects LLP



Chad T. Rogers
Partner, King + King Architects, LLP

Accepted by Mr. John Regan
Director of Public Facilities
Madison County Facilities/Maintenance

May 9, 2019
Date

Date

cc: file

RESOLUTION NO. _____

**AUTHORIZING CHAIRMAN TO RENEW AN AGREEMENT WITH
JO JO ELECTRIC, LLC**

WHEREAS, Madison County has a need for General Electrical Repair services to be performed throughout the Madison County properties and facilities; and

WHEREAS, Madison County desires to have a contractor in place when such need arises or in case of an emergency; and

WHEREAS, Jo Jo Electric, LLC, with prior satisfactory work performed for the county, has agreed to provide such services beginning March 12, 2019 and terminating March 11, 2020 at a cost of \$75.00/hr Standard Labor, Emergency service call \$96.00/hr labor and \$150 service call; and

WHEREAS, the Highway, Buildings and Grounds Committee have reviewed and recommends renewing said agreement with Jo Jo Electric LLC for this service;

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to renew an agreement with Jo Jo Electric, LLC. Accordingly, a copy of said Agreement is filed with the Clerk of the Board.

Dated: July 9, 2019

Ronald Bono, Chairman
Highway, Buildings & Grounds Committee

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2019 ADOPTED COUNTY BUDGET

BE IT RESOLVED, that the 2019 Adopted County Budget be modified as follows:

General Fund

1620 County Buildings

Expense

A162010 529080 Pickup Truck

From

To

\$15,000

\$-0-

A162010 529052 Floor Scrubbing Machine

-0-

15,000

Control Totals

\$15,000

\$15,000

Dated: July 9, 2019

Ron Bono, Chairman
Highway, Buildings & Grounds Committee

John A. Reinhardt, Chairman
Finance, Ways & Means Committee

Maintenance Highlights

- Remove holding cells at Kenwood; other items to storage and landfill. Repair wall damage.
- Completing work requests by Courthouse Staff. Moving furniture, hanging items, etc.
- Mowing and seasonal maintenance ongoing at parks and all Madison County grounds.
- New cooler/freezer delivered to PSB by Flihan Company. Maintenance Department removed old unit and performed all electrical work for new unit installation.
- Training continues on Court House systems.
- Work at the Fire Training Center to form and pour concrete is ongoing.
- Weekly Preventative Maintenance on equipment.

Facilities Projects:

- Courthouse Project- All contractors are progressing on project close-out. Turnover of O& M manuals & training.
- Fire Training Classroom – Contractors completing septic system. And removal of front apron concrete and re-installation. County will self-perform ADA concrete and generator pad.
- D.S.S. Front Entrance Project – Completeing of the interior door partition and finishes to front lobby be complete within next couple weeks.
- Delphi Falls Park – King & King Architects designing ADA compliance.
- C.O.B. H.V.A.C. Project – Bid Date 8/15/19. Architect & Engineer continuing to collect data for design & bid.
- C.O.B. Exterior Limestone Cleaning Project- Project Complete.
- Mental Health/D.A. Project – Bid awarded 6/11/19.
- B.O.S. Space Project –B. R. Johnson in today, 6/26/19, to evaluate and provide quote.
- Mutton Hill Cell Tower Removed week of 6/10/19. Work complete.
- Highway Fuel Pump- Bid awarded 6/11/19



MADISON COUNTY CENTRAL SERVICES

PO Box 546
Wampsville, NY 13163
315/366-2380

ALEX BROWN
Technician

TO: Buildings & Grounds Committee
FROM: Alex Brown
Central Service Technician
DATE: June 3, 2019
SUBJECT: MONTHLY REPORT

Listed below are the totals for the month May for the Central Services Department.

PRINTING

Jobs	-	<u>34</u>
Impressions (Copies)	-	<u>38,151</u>
Charge Back	-	<u>\$ 1,265.77</u>

YEAR TO DATE

		<u>211</u>
		<u>321,350</u>
		<u>\$ 8,894.82</u>

MAIL

Pieces processed	-	<u>16,526</u>
Charged postage	-	<u>\$ 10,491.34</u>

		<u>62,595</u>
		<u>\$ 47,381.70</u>

UPS

Incoming pieces	-	<u>221</u>
Outgoing pieces	-	<u>79</u>

		<u>1074</u>
		<u>361</u>

FREIGHT & OTHER DELIVERIES

Incoming shipments	-	<u>36</u>
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		<u>141</u>
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STOCK SUPPLY REPLACEMENTS

		<u>16</u>
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		<u>105</u>
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If you have any questions, please contact me at X380.