

Facilities and Infrastructure Committee

Regular Meeting Notes – FINAL

Thursday, May 17, 2018 3:00 PM

Legislature Chambers

Attendance

Attendee Name	Title	Status
David McKenna	Chair	Present
Anne Koreman	Vice Chair	Present
Daniel Klein	Member	Present
Glenn Morey	Member	Present
Henry Granison	Member	Present
Katrina McCloy	Deputy Clerk, Legislature	Present
Barbara Eckstrom	Director of Recycling and Materials Management	Present
Leo Riley	Assistant Director of Recycling and Materials Management	Present
Jeff Smith	Highway Director	Present
Michael Hall	Airport Manager	Present
Jason Molino	County Administrator	Present
Marcia Lynch	Public Info. Officer, County Administration	Present
Geoff Dunn	Communications/Adm. Coord., Recycling and Materials Management	Present

Call to Order

Mr. McKenna, Chair, called the meeting to order at 3:02 p.m.

Changes to the Agenda

There were no changes to the agenda.

Comments from the Public

There were no members of the public present to speak.

Chair's Report

Mr. McKenna had no report.

County Administrator's Report

Mr. Molino stated he will accompany Mr. Hall, Ms. Noble, and Mr. Josh to Albany on May 18th to meet with New York State Department of Transportation representatives discuss the Airport project and funding including the procedures and timelines that need to be followed. He will report back to the Committee at the next meeting.

Mr. Molino also reported he has had regular meetings with Mr. McKenna, Ms. Koreman, and Mr. LeMaro regarding the space needs of downtown County facilities and has requested Mr. LeMaro develop a timeline.

Minutes Approval

April 17, 2018

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Anne Koreman, Vice Chair
SECONDER:	Daniel Klein, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

April 19, 2018

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Anne Koreman, Vice Chair
SECONDER:	Daniel Klein, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

May 1, 2018

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Anne Koreman, Vice Chair
SECONDER:	Daniel Klein, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

Highway Department

Resolution No. - Authorization to Execute a Supplemental Agreement with Clark, Patterson, Lee for Construction Inspection and Support Services — CR 119, Coddington Road Highway Safety Improvements at Burns Road and East King Road Intersections, Town of Ithaca, PIN 3753.24 (ID #7843)

Mr. Morey inquired about the engineer's inspection on the project. Mr. Smith stated Clark, Patterson, Lee is also the consultant engineer that provided design services for this project and explained that it is typical to use the same designer for the project as it moves to the next phase as provided they meet Department of Transportation's qualifications. He said it makes for more continuity through the life of the project.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Daniel Klein, Member
SECONDER:	Glenn Morey, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, the State of New York has included in the State Transportation Improvement Program (the STIP) a Project whereby Federal sources will furnish 90%, State sources will furnish 7.5%, and the County share is 2.5% of funding necessary for the reconstruction of Coddington Road at its intersections with East King Road and Burns Road in the Town of Ithaca, (the "Project"), and

WHEREAS, Resolution No. 201 adopted on October 19, 2004, authorized a contract with Dewberry - Goodkind, Inc., for design services in connection with reconstruction of County Road 119, Coddington Road in the Town of Ithaca, and

WHEREAS, during execution of the Project, Dewberry - Goodkind, Inc., assigned its rights and obligations under said contract for design services to Clark, Patterson, Lee, said assignment having been approved by the Tompkins County Risk Manager and New York State Department of Transportation (NYSDOT), and

WHEREAS, Clark, Patterson, Lee satisfactorily provided design services and is qualified to provide construction support and construction inspection services for the Project, and

WHEREAS, the County Highway Director has recommended Clark, Patterson, Lee as best qualified to provide construction inspection services for the Project, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the County Administrator or his designee be and hereby is authorized to execute a supplemental agreement with Clark, Patterson, Lee, with offices located at 205 St. Paul Street, Suite 500, Rochester, NY, for Construction Inspection and Support Services in connection with the referenced project for an amount not to exceed \$159,000,

RESOLVED, further, That the County Administrator or his designee be authorized to execute supplemental agreements on behalf of the County with cumulative value not to exceed 10% of the aforementioned supplemental agreement amount, funds to be provided from account HZ5103.59239.53.08 (Coddington Road Capital Account).

SEQR ACTION: Unlisted, Negative Declaration issued (No further action required)

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Capital Payment Summary Report (ID #7844)

Mr. Morey complimented Mr. Smith on the work done on Peruville and McLean Roads. Mr. Smith stated the paving and striping will be completed this evening.

Mr. Smith announced a public meeting is scheduled for May 22nd at 6:00 p.m. at the Lansing Middle School for the Ludlowville Bridge project.

Mr. Smith explained that the Coddington Road and Dodge Road Bridge projects are presently out to bid.

Ms. Koreman inquired about the Town of Enfield projects involving Black Oak Road and Connecticut Hill Road. Mr. Smith stated the projects were not originally scheduled to be completed this year but following the determination that the wind farm was not moving forward those plans changed.

Mr. Klein requested an update regarding the Freese Road Bridge project. Mr. Smith said the Department of Transportation understands the complexity of the project and that those involved need to be able to explain what their desires are. He does not believe the project is in jeopardy of losing funding provided the project continues to move forward. He stated it is a Town of Dryden project but it is a County bridge and the County will be providing maintenance in the long term. Therefore, the County is a stakeholder and will be asked to approve the preliminary design prior to it going out to bid; he would like

a new structure with a service life of 75 years and to be as safe as possible.

RESULT:	COMPLETED
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Airport

Airport Project Update

Mr. Hall stated he will be traveling to Albany with Mr. Molino and others to register expectations between the County and the State to ensure everyone is on the same page. He believes the County will also be able to provide confidence to State officials that Tompkins County will be able to handle this. He said the County is fortunate to be working with C & S Companies as they have been the prime contractor for two of the four previous Airport project awards in the State.

Resolution No. - Authorizing Supplemental Agreement No. 5 with C&S Companies for General Airport Consultant Services - Snow Removal Equipment (Multi-Tasking Equipment) - Design and Bidding Services - Ithaca Tompkins Regional Airport (ID #7845)

Mr. Hall explained how the equipment for this and the next resolution will assist in the removal of snow at the Airport and said these items will be purchased new through the County procurement process.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, authorization is required to designate and pay for design and bidding services of the Snow Removal Equipment Purchase (Multi-Tasking Equipment) at the Ithaca Tompkins Regional Airport, and

WHEREAS, a Supplemental Consultant Agreement No. 5 with C&S Companies of Syracuse, New York, for the Multi-Tasking Snow Removal Equipment Purchase - Design and Bidding Services is estimated to cost \$7,500, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That Supplemental Consultant Agreement No. 5 with C&S Companies for purchase of Snow Removal Equipment (Multi-Tasking Equipment) Design and Bidding Services in the amount of \$7,500.00 be approved and financing of the contract is as follows:

Federal Aviation Administration (FAA) Grant (90%)	\$6,750
New York State Grant (5%)	\$ 375
Passenger Facility Charges (PFC's) (5%)	\$ 375
TOTAL AMOUNT	\$7,500

RESOLVED, further, That the County Administrator be and hereby is authorized to execute the

required documents,

RESOLVED, further, That the Finance Director be authorized to make payments from the appropriate accounts.

SEQR ACTION: TYPE II-20

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Resolution No. - Authorizing Supplemental Agreement No. 6 with C&S Companies for General Airport Consultant Services - Snow Removal Equipment (Ramp Dozer Equipment) - Design and Bidding Services - Ithaca Tompkins Regional Airport (ID #7846)

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Henry Granison, Member
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, authorization is required to designate and pay for design and bidding services of the Snow Removal Equipment Purchase (Ramp Dozer) at the Ithaca Tompkins Regional Airport, and

WHEREAS, a Supplemental Consultant Agreement No. 6 with C&S Companies of Syracuse, New York, for the Ramp Dozer - Snow Removal Equipment Purchase - Design and Bidding Services is estimated to cost \$7,500, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That Supplemental Consultant Agreement No. 6 with C&S Companies for purchase of Snow Removal Equipment (Ramp Dozer) Design and Bidding Services in the amount of \$7,500.00 be approved and financing of the contract is as follows:

Federal Aviation Administration (FAA) Grant (90%)	\$6,750
New York State Grant (5%)	\$ 375
Passenger Facility Charges (PFC's) (5%)	\$ 375
TOTAL AMOUNT	\$7,500

RESOLVED, further, That the County Administrator be and hereby is authorized to execute the required documents,

RESOLVED, further, That the Finance Director be authorized to make payments from the appropriate accounts.

SEQR ACTION: TYPE II-20

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Recycling and Materials Management Department

Resolution No. - Budget Adjustment - Department of Recycling and Materials Management (ID #7842)

Ms. Eckstrom explained this budget adjustment is being done at the request of the Finance Director. She explained that the \$584,513.00 is broken down as follows:

- \$104,253 is needed to balance the capital account for the Recycling and Solid Waste Center because there were some former construction and engineering projects that were under budgeted.
- \$436,600 is needed for the up-front costs for the tipping area building as part of the grant was received for the expansion of the food scraps program. These funds will be reimbursed from New York State Department of Environmental Conservation.
- \$43,660 is the ten percent contingency amount for the tipping area building project.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, pursuant to Administrative Manual Policy 05-02, budget adjustments exceeding \$5000 require Legislative approval, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Director of Finance is authorized and directed to make the following budget adjustment for 2018:

Budget Adjustment

CL Fund - Solid Waste

INCREASE APPROPRIATION: CL8163.54802 TRANSFER TO HH CONSTRUCTION FUND
\$584,513.00

DECREASE FUND BALANCE: CL30909000 UNASSIGNED FUND BALANCE
\$584,513.00

HH Fund - Solid Waste Capital Projects

INCREASE APPROPRIATION HH8101.59239 Project #81.65 RSWC FACILITY SITE UPGRADES
\$584,513.00

INCREASE REVENUE HH8101.45033 Project #81.65 INTERFUND (CL) TRANSFER
\$584,513.00

SEQR ACTION: TYPE II-20

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Resolution No. - Award of Bid - Construction of Food Scraps Transfer Building - Department of Recycling and Materials Management (ID #7841)

Ms. Eckstrom explained that this project will take approximately 120 days to complete. She stated the engineer and contractor have discussed the project and identified ways in which changes could be made to reduce the project cost. She said it was difficult to receive bids on this project because of the

abundance of work contractors already have.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Glenn Morey, Member
SECONDER:	Anne Koreman, Vice Chair
AYES:	McKenna, Koreman, Klein, Morey, Granison

WHEREAS, the Department of Recycling and Materials Management received a \$355,000 NYSDEC Climate Smart Communities grant to construct a building at the Recycling and Solid Waste Center (RSWC) for the transfer of source-separated food scraps for composting, and

WHEREAS, the Tompkins County Finance Department has duly advertised bids for the Tompkins County Food Scraps Transfer Building, Contract #1- General Construction, and

WHEREAS, one (1) bid was received for Contract #1, which was publicly opened and read on May 1, 2018, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Food Scraps Transfer Building bid be accepted and awarded to the lowest responsible bidder as follows:

Contract #1-General Construction Elmira Structures, Inc. \$436,600.00

RESOLVED, further, That the County Administrator or his designee is hereby authorized to enter into a contract with Elmira Structures Inc., of Elmira, New York, and to execute change orders of up to ten (10) percent of the contract total,

RESOLVED, further, That the Department of Recycling and Materials Management be authorized to implement this bid on behalf of the County, funds being available in Account No. HH8101.59239 Project #81.65 RSWC/Facility Upgrade.

SEQR ACTION: TYPE II-7

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Recycling Materials Update (ID #7840)

Ms. Eckstrom distributed and discussed a document from the National Recycling Coalition (NRC) entitled The China Crisis - Whose Crisis is it?. She explained that the document provides a very brief explanation of the status of the recycling markets in the United States and abroad. This will have an impact on the revenue stream for recyclable products and she anticipates the decrease in revenue to be approximately \$350,000.

Ms. Eckstrom explained how the recyclable materials market is changing and how the local recyclable list will be changing. The staff of the Recycling and Materials Management Department will be launching a grace period through the end of this year and working over the next six months to educate the public regarding recyclable items including an updated recycling brochure. She will keep the Committee updated as to how the initiative is moving forward.

Ms. Eckstrom will forward a copy of the NRC document to all Legislators. In addition, as requested Ms. Eckstrom will provide a presentation regarding recyclable materials at a future Legislature

Notes
Facilities and Infrastructure Committee
Thursday, May 17, 2018

meeting.

RESULT:	COMPLETED
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Adjournment

The meeting adjourned at 4:13 p.m.