



Sullivan County

Public Works Committee

Meeting Agenda - Final

100 North Street
Monticello, NY 12701

Chairman George Conklin
Vice Chairman Michael Brooks
Committee Member Robert Doherty
Committee Member Alan J. Sorensen
Committee Member Joseph Perrello
Committee Member Nicholas Salomone Jr.
Committee Member Ira Steingart

Thursday, August 11, 2022

10:00 AM

Government Center

Call To Order

Roll Call

Comments:

Reports:

1. Division of Public Works

[ID-4800](#)

Attachments: [August monthly report](#)

Discussion: None

Public Comment

Resolutions:

1. Resolution to authorize the award to and execution of a contract with Chianis + Anderson Architects PPLC to provide Architectural / Engineering Services for a Housing Gateway Center Grant submittal.

[ID-4799](#)

Attachments: [RFQ R-22-22 - Sullivan County - Housing Gateway Center - Chianis + Ander...](#)

Adjourn



Sullivan County

Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-4800

Agenda Date: 8/11/2022

Agenda #: 1.

PUBLIC WORKS
Monthly Report August 11, 2022

BRIDGES / BUILDINGS & GROUNDS OPERATIONS

- Completed the office renovations for Lexington Health at the 26 Hamilton ave. building
- Replaced the HVAC equipment in courtrooms 1&2 in the Sullivan County Courthouse
- Completed installation of additional counter and assisted in the relocation of the Camera set up for the DMV
- Completed installation of Larger format flat screen monitors in the Attorney, Veteran and ITS offices.
- Generator trouble shooting and repairs at Thunder Hill and Tanana Lake 911 Radio Towers
- Parking Lot Lighting Repairs at SCIA
- Continued the in house Mowing of County Facilities
- Completed repairs to CB427 – Krum Road Town of Fallsburg
- Began Site work preparation for Bridge repair CB273 – CR117 Town of Delaware
- Installed Temporary Barriers on CB116 – CR123 Town of Rockland
- Site prep for temp water main install to CB427 – Krum Road Town of Fallsburg
- Completed repairs to CB168 – CR124 Town of Callicoon
- Continued Repairs to the Dam at Sunset Lake

SHOP STAFF

- Continued services and New York State inspections
- Continued repairs on solid waste roll-off trucks and containers
- Made all necessary repairs to DPW and outside agency equipment
- Repaired and repainted body damage on vehicles
- Prepared new vehicles and equipment for service
- Prepared estimates on damaged vehicles
- Continued to sandblast and refinish County equipment and parts for County Bridges
- Continued to manage 120 Enterprise lease vehicle fleet
- Worked on automobile, light and heavy truck bids
- Completed Specifications for new truck bids for 2022

SIGN SHOP

- Fabricated signs for the Division of Public Works and Towns
- Repaired signs on county roads and bridges
- Continued addressing sign complaints
- Placed Sullivan County decals on new vehicles and equipment

- Continued sign inventory and data entry
- Installed new signage for County Bridges as needed

AIRPORT

- Placed the Camera project order with purchasing -project installation pending
- Continued the 5 Bay Hangar Rehab construction
- Obtained the Federal Depredation License

BRIDGES

- Addressed NYSDOT bridge flags/notices for Bridges 23 & 273 (DEL), 427 (FAL), 277 & 296 (LIB) and 116 (ROC)
- Completed plans for the repair of scour damages, obtained releases from property owners, started inspection work for the repairs and continued monitoring scour settlement and coordination with DPW Operations for the repair of Bridge 273 (DEL)
- Completed inspection work for the repair of the roadway embankment adjacent to Bridge 23 (DEL) and coordinated with NYSDOT for the removal of a Safety Flag
- Completed the determination of temporary repairs needed for the Bridge 28 (DEL) deck and coordinated with DPW Operations for implementing repairs
- Completed inspection of the temporary bridge deck repairs for Bridge 28 (DEL) and coordinated with NYSDOT
- Continued to advance the preparation of plans and specifications for the construction of the Kohlertown Flood Risk Reduction Project) KFRRP (DEL)
- Continued coordination with NYSEG for changes needed for the electric line of CR 164 for the KFRRP (DEL) Project
- Continued coordination with a property owner on CR 164 for right-of-way needed by NYSEG to re-locate electrical utilities for the KFRRP (DEL)
- Provided further follow-up for obtaining the last two property owner releases needed for the KFRRP (DEL)
- Completed quality control inspection work for the Bridge Maintenance Project to waterproof the decks of seven bridges and started the close out of the construction contract and consultant inspection contract
- Continued administration work and coordination work with NYSDOT for the Bridge Maintenance Project to waterproof the decks of seven bridges
- Completed coordination with NYSDOT to enable the start of the maintenance project to paint several bridges in the 2023 construction season and started the preparation of bid documents
- Completed followed up for the procurement of materials for the Bridge 449 (VMONT) replacement project and started coordination with DPW Operations for scheduling the work to start after labor day
- Continued follow-up with NYSEG for utility work needed for the Bridge 449 (VMONT) bridge replacement project

- Continued coordination with beam fabricator shop drawing review for the Bridge 449 (VMONT) bridge replacement project
- Continued administration work for the Bridge 198 (HIG) Replacement Project construction and engineering contracts
- Reviewed the plans and details prepared by the consultant for bid documents needed to re-waterproof the Bridge 198 (HIG) box culvert
- Completed the acquisition of property needed for the replacement of Bridge 77 (HIG) and the improvement of the Toaspern Pond Dam
- Completed the preparation of an agreement for consultant engineering services needed for the Bridge 77 (HIG) and Bridge 82 (FOR) replacement projects
- Continued coordination with the Village of Liberty for the relocation of the Village’s waterline on Bridge 228 (LIB)
- Started inspection work and assistance needed for the temporary relocation of the Village’s waterline for the replacement of Bridge 228 (LIB)
- Continued followed up on procuring materials and pile testing services for construction of the Bridge 228 (LIB)
- Continued follow-up with NYSEG and Verizon for utility work needed for the Bridge 228 (LIB) bridge replacement project
- Completed inspection work for the rehabilitation of the Bridge 110 (DEL) culvert
- Continued coordination with DPW Operations for planning work for the repair of Bridge 17 (CAL)
- Coordinated temporary work needed for the accident damaged Bridge 51 (LIB) bridge railing and pursuing the reimbursement of the cost of damages from the vehicle owner’s insurance company
- Coordinated the placement of temporary concrete barriers due to the deteriorated Bridge 116 (ROC) bridge railing
- Coordinated new load posting and advance warning signage needed for roadway narrowing for Bridge 116 (ROC) due to the temporary work
- Started engineering and plans for a bridge rail retrofit for Bridge 116 (ROC)
- Completed inspection of the installation of the bed retention sills being placed at Bridge 168 (CAL)
- Investigate the ceiling height of the abandoned train bridge overpass on Old Liberty Road (ROC) to determine if signage changes are needed as well as other considerations
- Addressed NYSDOT bridge notices received for 4 bridges having non-structural deficiencies (NSCOs)

BUILDINGS & ENVIRONMENTAL COMPLIANCE

- Participated in phone calls and site visits with NYPA about SCCC project
- Monitored 26 Hamilton renovation progress
- Monitored Veterans Office renovation progress

- Participated in Courthouse Fire Alarm final walk through and project close out
- Continued follow up on EV Charging Station situation at SCCC
- Participated in meetings about NYSDOH space use
- Worked with Social Services and HONOR in review and ranking of RFQ proposals for Architectural Design Services for Housing Gateway Center
- Reviewed proposals from RFQ for Hazardous Materials Sampling and Testing for Various Buildings
- Reviewed and made recommendations about quotes received for Storage Containers for Sheriff
- Conducted code review for H7 Renovation proposal
- Coordinated installation of solar shades in new Veteran’s office and Real Property
- Coordinated exploration of roof leak issue at Courthouse
- Completed 26 Hamilton Ave tenant space CAD modifications for field changes
- Updated SCGC Quadrant CAD plans
- Updated SCGC MILOR CAD plans
- Completed SCGC lobby Use Plan Layouts
- Assisted in facilitating Facility Master Plan Department Interviews
- Prepared and submitted the SCIA and Human Service Complex mandated monthly water chlorination system operation reports to NYSDOH
- Continued mandatory water testing at the SCIA and Human Service Complex water chlorination systems
- Made necessary 2022 Water Testing Schedule updates
- Continued mandatory NYSDOS Code Enforcement In-Service Trainings online
- Continued mandatory OneGroup Safety classes online
- Continued mandatory 2022 annual/triennial Sullivan County Building Inspections
- Updated 2022 Building Inspection Summary Chart
- Continued coordinating County Buildings and Parks water sampling program with laboratory vendor
- Worked with Office of Sustainable Energy on Building data updates
- Monitored County T-Hangar Renovation Project
- Wrote draft resolution for ESTF Storage Building award and contract
- Provided technical support for County facility operations and maintenance
- Prepared Monthly Report
- Reviewed and approved various invoices and vouchers for payment as needed
- Communicated with Environmental staff concerning ongoing projects and reports
- Coordinated monthly rinse rack outfall sampling event with testing contractor at Maplewood
- Reviewed and reported rinse rack outfall sampling results
- Continued work with Engineering Consultant on environmental issue at SCIA
- Prepared bid document for several new PBS tanks for future tank updates/replacements at various County facilities

HIGHWAYS

- Provided ROW and record mapping research to the public, other County departments and SCDPW operations - (8) instances
- Continued to advance the East Broadway/County Road 173 (THO) reconstruction project with NYSDOT and consultant (Stantec)– ongoing EBO setup with DOT and contractor Argenio – Stantec and Argenio coordinating on submittals/approvals and material orders – Held construction kick-off meeting with DOT
- Continued work with contractor (Sullivan County Paving & Construction, Inc.) for the 2022 contract paving, repair and striping of 36 miles of county road - coordinated with county operations personnel on schedule and road preparations - field marked partial depth repair areas on multiple County Roads - provided daily inspection and quantity tracking of the paving operations – coordinated plant testing of asphalt materials – 25.5 miles (70%) fully completed and 5.5 miles (15%) almost complete leaving another 5.5 miles to complete the contract
- Continued work with contractor (Gorman Bros.) for the 2022 crack sealing, chip sealing, fog sealing and striping of approximately 36 miles of county road – provided daily inspection oversight of crack sealing operations - verified that certified materials were used and the quantities placed (36 miles of crack seal completed in advance of chip sealing operations) – chip sealing 100% complete – fog seal over the chip seal 100% complete – all 36 miles re-striped and pavement markings replaced – billing in progress
- Continued work with contractor (Gorman Bros.) for the 2022 crack sealing of approximately 52 miles of county road in addition to the government center parking lots – provided daily inspection oversight of crack sealing operations - verified that certified materials were used and the quantities placed – 100% complete to date – billing in progress
- Continued work with contractor K5 Corp. for the 2022 contract striping/pavement marking of approximately 79 miles of higher volume county roads – provided daily inspection oversight of striping operations (most striping occurred at night with less traffic and less likelihood of tracking – quantities verified the next day) - epoxy striping, hand work and latex long line striping 100% complete to date – billing in progress
- Continued with the design of a new drainage system on County Road 143 (LIB) from Cutler Road to State Route 52 –ROW and property bounds mapping
- Continued mandatory One Group safety training online
- Reviewed and/or researched the following for safety issues, potential impacts to and conflicts with the County’s right-of-way (ROW), drainage, infrastructure and maintenance on County Roads (CR): CR 56 speed zone (THO) – coordinated sign mark-out with sign shop per DOT official order – (16) new signs required; CR 74 no parking signs review in Swan Lake – some signs missing and need to be

replaced

- Provided comments to county planning for G.M.L. 239 review on the following projects on or adjacent to a County Road (CR): MON22-02 (NYS Rte. 17B) Spring Hills; COC22-03 (CR 114) Nicoletti; BET22-03 (CR 115) Bassney Subdivision; MON22-03 (CR 173/Plaza Drive) Apple Ice/Monticello Industrial Park Subdivision; THO22-07 (CR 107) Sunny Forest, Inc.; CAL22-02 (CR 123) Weissman Subdivision; CAL22-03 (CR 149) Shandelee Subdivision and THO22-08 (Golden Ridge Drive) Bin Chen
- Issued permits on various County Roads – no O (Overweight) permits – five M (Misc./Access) permits – no D (Dig) permits and no U (Utility) permits – Field inspected (15) existing/proposed access locations for compliance and/or closeout related to permitting including multiple sight distance measurements at proposed accesses on County Roads 26, 32, 42, 66, 111, 172 and 174

SOLID WASTE & RECYCLING - MONTHLY REPORT

Month	2020 MSW/CD	2021 MSW/CD	2022 MSW/CD
January	4098	4290	4423
February	3630	3401	4256
March	4430	5491	6163
April	4379	7116	5935
May	5398	7259	7392
June	7346	9209	9323
July	9973	12816	
August	10004	11507	
September	7427	6562	
October	6106	6185	
November	4848	6039	
December	4756	5475	
TOTAL	72395	85353	

(T) - Total Monticello Transfer Station

SOLID WASTE & RECYCLING

- *Education/Outreach:* DSW is looking to refill the Recycling Coordinator position and restarting the series of short educational programs at the landfill and advertised thru Facebook on an ongoing basis.
- *Organics Management:* Project progressing well working with NYSDEC. Have prepared reports / permit modifications and submitted to the NYSDEC continue to work on Monticello Transfer Station permit modification wording with NYSDEC.
- *Accounts:* continue to address any delinquent accounts so they remain current with payment and provide electronic communication for customers.
- *Annual Reports:* continue to track data for NYSDEC and EPA reporting.
- *Composting:* continue working on start up for an effective (Residential Pilot Phase I) composting program, reviewing recently completed Organics Management Plan, and contacted UCRRA to ascertain feasibility of bringing collected organics to their facility. Preparing documents in conjunction with the NYSDEC. Preparing documents to acquire totes to be used for compost collection.
- Have interviewed multiple candidates for the vacant position of Recycling Coordinator and anticipate offering the position to a candidate this month
- Have entered into contract with a consultant to update the Solid Waste Management Plan in accordance with NYSDEC Part 360 regulations.



Sullivan County
Legislative Memorandum

100 North Street
Monticello, NY 12701

File #: ID-4799

Agenda Date: 8/11/2022

Agenda #: 1.

Narrative of Resolution:

Resolution to authorize the award to and execution of a contract with Chianis + Anderson Architects PPLC to provide Architectural / Engineering Services for a Housing Gateway Center Grant submittal.

If Resolution requires expenditure of County Funds, provide the following information:

Amount to be authorized by Resolution: \$50,000.00

Are funds already budgeted? Yes **A-1620-23-40-4006**

Specify Compliance with Procurement Procedures: RFQ-22-22

RESOLUTION INTRODUCED BY THE PUBLIC WORKS COMMITTEE TO AUTHORIZE THE AWARD AND EXECUTION OF A CONTRACT WITH CHIANIS + ANDERSON ARCHITECTS, PLLC FOR ARCHITECTURAL / ENGINEERING DESIGN SERVICES FOR HOUSING GATEWAY CENTER FOR THE SULLIVAN COUNTY DEPARTMENT OF SOCIAL SERVICES

WHEREAS, homelessness and the expense of providing shelter through the use of local hotels have been identified as significant problems for Sullivan County; and

WHEREAS, the County of Sullivan (the County), in partnership with HONOR EHG, Inc. (HONOR), a regional not-for-profit agency with extensive success in operating homeless shelters, is preparing a funding application to the New York State Office of Temporary and Disability Assistance (NYSOTDA) for capital assistance for the construction of a Housing Gateway Center in Sullivan County; and

WHEREAS, this funding opportunity has a rolling deadline, with quarterly application reviews and first-come, first-serve awards; and

WHEREAS, the County and HONOR seek to submit a strong application in the first quarter of 2023, and said application requires schematic building design documents and construction cost estimate; and

WHEREAS, professional architectural/engineering services are required for the design documents; and

WHEREAS, the County has completed a qualifications-based selection process for a qualified firm to provide

Architectural/Engineering Design Services for a Housing Gateway Center, with the preliminary deliverables to be “Schematic Design, including Construction Cost Estimate, for the funding application;” and

WHEREAS, upon successful receipt of funding this firm will then continue this project through construction; and

WHEREAS, Chianis + Anderson Architects, PLLC, 31 Front St., Binghamton, NY 13905 has been determined the most qualified firm for such work.

NOW, THEREFORE, BE IT RESOLVED, that the Sullivan County Legislature authorizes the County Manager to sign the necessary agreements, contracts, and documentation, in such form as the County Attorney shall approve, to retain the services of Chianis + Anderson in accordance with the attached Fee Schedule as submitted in response to RFQ-22-22



Request for Qualifications

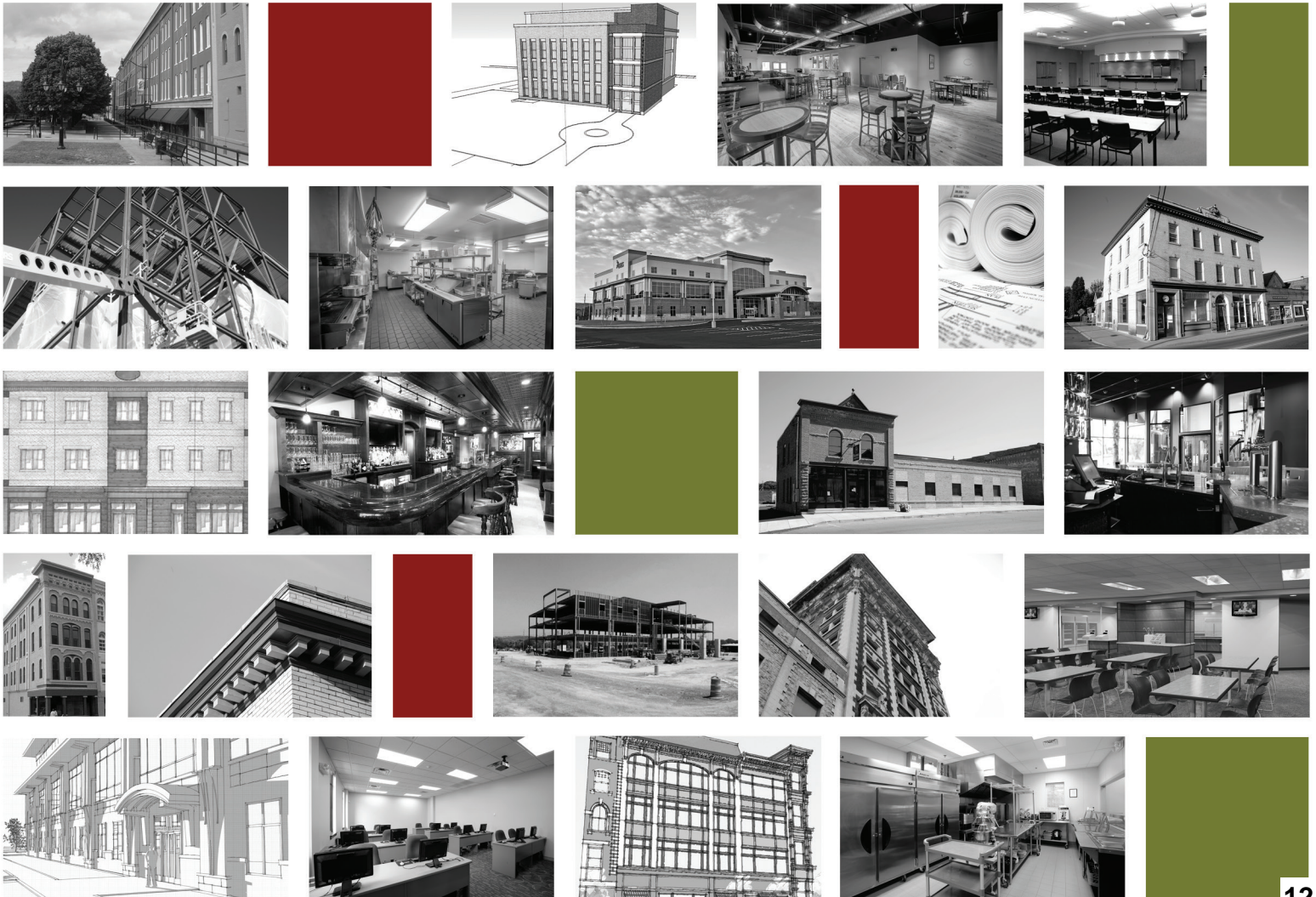
**SULLIVAN COUNTY - ARCHITECTURAL/ENGINEERING DESIGN SERVICES
FOR A HOUSING GATEWAY CENTER**

FEE PROPOSAL

15 JULY 2022



31 Front Street, Binghamton, New York 13905
Voice: 607.772.1701 | Fax: 607.772.1129 | www.chianisanderson.com
22.086



Fee Proposal

We appreciate your consideration of our firm's qualifications package in response to your Request for Qualifications (RFQ) dated 17 June 2022 for the Sullivan County Housing Gateway Center project. In addition to our qualifications, the following fee schedule is provided as a range. Until a site is selected and the design team has coordinated with the Department of Social Services, the County, and HONOR, ehg., Inc. a complete and accurate fair fee is very difficult to calculate.

The fee range is directly affected by the following project items:

- Site data availability (survey & analysis)
- Amount of site work required
- Public bidding & construction requirements
- Utility availability & proximity
- Design, bid, build project delivery method
- Schedule

FEE SCHEDULE

I have received the document entitled "Architectural/Engineering Design Services for Housing Gateway Center for Sullivan County Department of Social Services". I have also received addenda nos. _____, N/A, _____, and have indicated their provisions in my proposal. I have examined the documents submit the following fee schedule:

Schematic Design, including Construction Cost Estimate, for funding application:

\$ \$30,000 - \$48,000 range of Thirty Thousand dollars to Forty-Eight Thousand dollars
Amount in figures Amount Written in Words

After successful award of funding project continuation through:

Construction Bid Documents; Bid Response Review Participation; Submittal Review & Approval; Construction Inspections (where required as design professional of record and for punch list/final inspection); Commissioning Participation (as required, Mechanical Compliance Certificate, Lighting & Power Compliance Certificate, Building Envelope Compliance Certificate, etc.). Record as built drawings and O&M Manuals shall be the responsibility of the Construction Contractor(s) and are not required in this contract:

\$ \$195,000 - \$240,000 range of One Hundred Ninety-Five Thousand dollars
to Two Hundred Forty Thousand dollars
Amount in figures Amount Written in Words

Vendor shall hold price for 45 days from submission to allow for award and contract execution.

Chianis + Anderson Architects, PLLC
Company Name

607-772-1701
Telephone No.

Jeffery T. Smith, AIA, NCARB
Name (Please Print)

607-772-1129
Fax No.


Signature

31 Front Street, Binghamton, NY 13905
Address

Partner
Title

Address

jsmith@chianisanderson.com
Email Address (Bid Summaries will be sent via email)

7/15/2022
Date

Hourly Rates & Reimbursables

The following rate schedule contains labor rates applicable for a typical project at the position indicated.

Position	Rate (\$/hour)
Partner	\$195.00
Architect	\$140.00
Engineer	\$140.00
Project Manager	\$130.00
Designer I	\$90.00
Designer II	\$85.00
Designer III	\$72.00
Interior Designer	\$115.00
Administrative	\$50.00
Office Manager	\$45.00
Legal Testimony	\$300.00

Rates are subject to change with prior notice.

The reimbursable expense schedule represents the costs normally reimbursed to the Architect for the proposed form of agreement. These costs shall be the responsibility of the Owner and will be included with the monthly billing for the project at the charge indicated below:

	Item	Reimbursement
In-House	Printing (30" x 42")	\$0.53/sf
	Printing (15" x 21")	\$0.53/sf
	Printing (Specifications 8.5" x 11" Black & White)	\$0.13/impression
	Printing (8.5" x 11" Color)	\$0.25/impression
	Printing (11" x 17" Black & White)	\$0.26/impression
	Printing (11" x 17" Color)	\$0.50/impression
Outsourced	Printing (30" x 42")	Our Cost Plus 15%
	Printing (15" x 21")	Our Cost Plus 15%
	Printing (Specifications 8.5" x 11")	Our Cost Plus 15%
Other Project Costs	Project Related Local and Long Distance Telephone Calls	No Charge
	Mileage Costs Associated with the Project	Standard IRS Business Rate
	Project Required Out of Town Travel (Rental Car, Airfare, Lodging, Food, etc.)	Our Cost Plus 15%
	Regular Postage Expenses	No Charge
	Express Mail Service	Our Cost Plus 15%
	Surveys and Testing Services	Our Cost Plus 15%
	Electronic Drawing File Transfer	\$115.00/sheet
	Internet Conferencing	No Charge
Engineering Services	Our Cost Plus 15%	

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... your solution to the built environment

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