



PUBLIC WORKS COMMITTEE MINUTES

May 21, 2018 - Time: 3:00 pm

Location: Municipal Building, 20 Ontario Street

Room 200

Canandaigua, NY 14424

MEMBERS PRESENT:

Chairman Frederick Lightfoote, Supervisor Peter Ingalsbe, Supervisor Richard Russell, Supervisor Dominick Vedora, Supervisor Norman Teed, Supervisor Ted Bateman, Supervisor Louis Guard

OTHERS PRESENT:

In addition to Committee members: Mary Krause, Brian Young, Mary Gates, William Wright, Tom Harvey, Betsy Landre, Tim McElligott, Holly Adams, Steve Vanderbrook, Deb Gierman, Peter Brown, John Taylor (FLCC), Nellie Puma, Donna Tiffany

CALL TO ORDER:

The meeting of the Public Works Committee was called to order at 3:00 PM by Chairman Lightfoote.

MINUTES:

Supervisor Russell motioned to approve the minutes from the April 30, 2018 meeting, seconded by Supervisor Bateman. All members in agreement.

PLANNING

CAPITAL PROJECTS:

CP 3 – 2013 – 74 Ontario Street Phase II Renovations: Update

- Ms. Landre thanked everyone for their support on this project
- Team looking for more cost cutting measures
- Working on action schedule for swing space – should have plan by the end of the week
- Design development should be 95% by June 11

FLCC:

CP 8-2017 FLCC Phone Room Renovation Project:

Resolution for Acceptance of Proposal – Amering & Johnston, Inc. : Mr. Harvey reported this proposal furnishes and installs the requisite heat pump to meet the heating and cooling needs of the telephone room at FLCC in the amount of \$5,974.72.

Resolution Authorizing Budget Transfers and Award of Contract and Approval of Quotes: Mr. Harvey reported quotes were received from First Light, CDW Government and Dell, Inc. for installation and programming of equipment necessary to complete the FLCC Phone Room Renovation.

Supervisor Russell motioned to approve the two resolutions noted above in a block, seconded by Supervisor Guard. All members in agreement.



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Supervisor Russell motioned to approve the Resolution to Establish Capital Project No. 3-2018 as the 2018 FLCC Maintenance Capital Project in the amount of \$1,075,000.000. Supervisor Ingalsbe seconded the motion. All members in agreement.

Supervisor Russell motioned to approve the Resolution for Authorization to Contract With Sign Language, Inc. for FLCC Exterior Signage in the amount of \$8,355.00. Supervisor Vedora seconded the motion. All members in agreement.

PLANNING:

Mr. Harvey requested an additional payment be added to the payment list: QPK in the amount of \$83,793.64. Supervisor Ingalsbe motioned to approve the payments with the addition, seconded by Supervisor Teed. All members in agreement.

DEPARTMENT OF PUBLIC WORKS CAPITAL PROJECTS

Supervisor Teed motioned to approve the Resolution to Award Contract For SEQRA Unlisted Action Engineering Services – County Complex Access Road Rehabilitation for CP 5-2015 – Hopewell Complex Improvements. McFarland Johnson submitted a proposal to progress the project through the SEQRA process at a cost not to exceed \$18,050.00. Final design will be done in house. Supervisor Bateman seconded the motion. All members in agreement.

Supervisor Ingalsbe motioned to approve the Resolution for Award of Contract for Construction and Construction Inspection Services for CP 13-2015 Multiple Culvert Replacement – County Road 36 Culvert #4 and County Road 37 Culvert 41. Mr. McElligott reported the low bidder for the construction of the project was Ramsey Constructors, Inc. with a base bid of \$1,591,638.00. The proposal for construction inspection service was submitted by Erdman Anthony for a cost not to exceed \$88,800.00. Supervisor Teed seconded the motion. All members in agreement.

Supervisor Russell motioned to approve the Resolution for Closing of CP 3-2017 – County Road 36 Reconstruction. Supervisor Bateman seconded the motion. All members in agreement.



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Supervisor Bateman motioned to approve the Resolution for Award of Contract to Bergmann Associates – Design Services for CP 1-2018 – County Road 28 at Shortsville Road Intersection Improvement. Mr. McElligott reported three firms were selected for interviews by the selection committee to review the proposals. After review, Bergmann Associates was selected for scoping, preliminary engineering, and right-of-way incidental phase services for a cost not to exceed \$189,900.00. Supervisor Vedora seconded the motion. All members in agreement.

Ms. Krause thanked Mr. McElligott for a job well done on the intersection projects.

CAPITAL PROJECT PAYMENTS:

Supervisor Teed motioned to approve the capital project payments, seconded by Supervisor Ingalsbe. All members in agreement.

BUILDINGS AND GROUNDS:

Supervisor Russell motioned to approve the Resolution for Authorization to Renew Bid to Purchase and Install Replacement Floor Coverings with G.P. Flooring Solutions at the current pricing. Supervisor Vedora seconded the motion. All members in agreement.

Supervisor Vedora motioned to approve the Resolution for Authorization to Reject Bids for the Fire Training Facility Repairs and Upgrades Project. Mr. Vanderbrook reported none of the bids received were at or below the budgeted amount for the project. Supervisor Teed seconded the motion. All members in agreement.

Supervisor Russell motioned to approve the Resolution for Approval of Contract With New York State Wine and Culinary Center, Inc., D.B.A New York Kitchen. Ms. Krause reported New York State Wine & Culinary Center has requested putting a food truck on County property for 2 days Monday and Thursday in the City of Canandaigua and 1 day Friday in Hopewell offering healthy food. This will be a pilot program and subject to approval of contract form by the County Attorney. Supervisor Bateman seconded the motion. All members in agreement.



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Supervisor Guard motioned to approve the Resolution for Authorization to Extend Contract For Janitorial Services – Janus Services, Inc. Supervisor Ingalsbe seconded the motion. All members in agreement.

Supervisor Ingalsbe motioned to approve the Resolution for Authorization to Accept Quote (Q18050) for Maintenance of Oil-Water Separator Systems for Buildings and Grounds and FLCC. Mr. Vanderbrook reported there are 2 oil water separators – one at the County Transportation Center and one at FLCC Viticulture building. Supervisor Bateman seconded the motion. All members in agreement.

Supervisor Russell motioned to approve the Resolution for Courthouse Boiler Replacement and Related Heating System Evaluation – Authorization of Agreement for Professional Services – McFarland Johnson, Inc. at a cost not to exceed \$11,230.00. Supervisor Bateman seconded the motion. All members in agreement.

FLEET:

Ms. Puma handed out a Vehicle Maintenance Cost Analysis to Committee for 2014 – 2017. She reported transition to Qualtech and Enterprise was gradual. County is just approaching one year anniversary for 22 of 27 Enterprise leases.

Supervisor Bateman motioned to approve the Resolution for Vehicle Maintenance Services for Contract Renewal – Qualtech Automotive at the current price structure. Supervisor Teed seconded the motion. All members in agreement.

Supervisor Ingalsbe motioned to approve the Resolution for Authorization to Enter Into Agreement For Telematics Services and Agreement for Wireless Services – Enterprise Fleet Management, Inc. and Sprint Solutions, Inc. Mr. Wright reported IRS regulations require drivers of County vehicles keep mileage logs on business use or the miles on the vehicle will be considered personal and subject to tax. Telematics devices (GPS) will eliminate the manual logs on approximately 53 County owned vehicles. The Telematics Services Agreement would be awarded to Enterprise Fleet Management at no cost and the Fleet Operator Enrollment Agreement would be awarded to



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Sprint Solutions, Inc. at a cost of \$24.00 per month per unit for an estimated cost of \$8,904.00 for the remainder of 2018. Supervisor Vedora seconded the motion. All members in agreement.

Supervisor Russell motioned to approve the Resolution for Renewal of Quote for the Towing for County Vehicles per the current price structure. Supervisor Vedora seconded the motion. All members in agreement.

DPW PROPOSED CAPITAL IMPROVEMENT PLAN 2019 – 2024

Supervisor Russell motioned to approve the 2019 – 2024 Capital Improvement Plan. Ms. Puma explained the changes on the full Capital Improvement Plan. This plan is a working document and maybe changed at a future meeting. Supervisor Teed seconded the motion. All members in agreement. Committee thanked Ms. Puma and staff on a job well done on this plan.

COUNTY ADMINISTRATOR UPDATE:

Mr. Dan Burden from Blue Zones visited Ontario County to assess our liability, walkability and bike ability. Mr. Burden was pleased with the work already done in the blue zones.

PRIVILEGE OF THE FLOOR:

Staff will keep a check on bridges that allow heavy loads.

ADJOURNMENT:

Being no further business to come before the Committee, the meeting was adjourned at 4:45 PM following a motion by Supervisor Teed. Supervisor Guard seconded the motion. All members in agreement.

The next scheduled meeting is June 11, 2018.

Respectfully submitted,

Donna Tiffany
Finance Clerk II