

BUILDINGS & GROUNDS COMMITTEE MEETING

December 10, 2007 – 3:30 p.m.

PRESENT: Chairman M. Johnson; Supervisors Gutheil, Hunter, Lucia, Raymond; Grattidge, Yepsen; David Wickerham, Co. Administrator; Joe Ritchey, Rick Gardner, Tom Speziale, DPW; Dan Butler, Animal Shelter; David Pacheco, Pacheco Ross Architects; Press

Chairman Johnson called the meeting to order.

Mr. Hunter moved to approve the minutes of the November 5th meeting. Chairman Johnson seconded. Unanimous.

Chairman Johnson said she has a draft resolution from the Airport Lease Subcommittee recommending awarding the lease for the FBO at the Saratoga County Airport to North American Flight Services. Mr. Lucia stated that subcommittee had tons of information and met several times, and the recommendation is a fair one. Ms. Raymond said the Airport Lease Subcommittee met a number of times, updated the Minimum Standards, and took input from people who had an interest in the Airport, and we also hired a consultant. We received two responses to 29 RFP's that were sent out. We developed a scoring matrix, and sent the responses to Tom Speziale. In all cases, North American received a higher score than Richmor Aviation, she said. We asked the Treasurer's office to review the financial report from North American. Richmor felt their history over the last 30 years was sufficient, she said. She mentioned that Richmor had some incomplete items in their RFP. We recommended to go with North American at \$60,000 per year for 20 years. **Ms. Raymond moved to authorize this award to North American Flight Services. Mr. Hunter seconded. Unanimous.**

Mr. Gutheil asked if there was an escalator. Ms. Raymond said yes. Once we finish negotiating, we will take those numbers and apply the formula to the renewal of the current North American lease, she said. Mr. Gutheil asked if Richmor could stay on. Ms. Raymond said they could lease some of our vacant land. She mentioned the new terms in the Minimum Standards transfers the maintenance responsibilities to the FBO as opposed to the County doing that. Mr. Gutheil asked who takes care of the runways in the winter. Ms. Raymond said we still do, and we are still responsible for capital.

Chairman Johnson said the Board passed the Schematic Phase of the Public Safety Building. Mr. Pacheco said he was asked to provide a schedule of the project, and everyone should have a copy. He said for December, we are looking for commencement of the project. We would like meetings with the public safety officials to further discuss soft costs, he said. Chairman Johnson said the Committee would like the Sheriff to appear before the Committee, but

this Committee does not want to commit to something that next year's Committee will want to do differently. Mr. Pacheco said he will be happy to talk to the Sheriff about some of the points. Chairman Johnson said she would like Mr. Pacheco to talk to Public Health to know the positives and negatives of a possible move to that building. She said Mr. Pacheco's purpose of talking to the Sheriff is to ask him why is there a need to move administration and what will be done with the vacated space. Ms. Raymond said maybe it would be possible to meet some of the Sheriff's needs rather than moving into a new building. Chairman Johnson said Mr. Pacheco will have to talk to Paul Lent because some of the stuff is through grants.

Mr. Pacheco distributed copies of the Saratoga County Public Safety Facility Space Building Blocks – a diagram displaying a layout of Emergency Services, Public Health and the Sheriff's Administration/RoadPatrol/Dispatch in this new building. Ms. Raymond said she is not sure why the Road Patrol would be in the new building.

Ms. Raymond said she just built a new building, and it wasn't anywhere near \$240/sq. ft. Mr. Pacheco said a third party estimator will be reviewing the numbers. He said he based the numbers on what was worked on previously. Mr. Gutheil said he knows where we can get this done for \$150/sq. ft., otherwise, it will be Pacheco's design, and the third party guy will be estimating on Pacheco's design. He said he cannot see wasting a lot of Mr. Pacheco's time going through these motions. Now is the time to straighten this out, he said. If anybody wants to go through the building he is talking about, he will get permission to go through it. It is serviceable, and it will take care of our needs, he stated.

Mr. Pacheco said the nature of the building we are looking at is a 50-yr. building with steel, fireproof, durable, nothing exotic. Ms. Raymond mentioned that her building didn't cost \$240/sq. ft. Mr. Pacheco said it is a function of timing. He said the next phase is getting the number done. I believe the \$240/sq. ft. will come down, he said. Mr. Gutheil said we should all be on the same road by now, and we should have plan. He asked how will we pay for all of this. That is the first thing we should be talking about, he said. Chairman Johnson said normally, a project of this size would be bonded. Ms. Raymond said before you go too far, you need next year's Committee deciding who is going in that building and who is not. Generically, there has to be some parity between different offices, she said. Some of these offices on this diagram look pretty big, she added. Chairman Johnson said Mr. Pacheco will be meeting with the new Committee.

Chairman Johnson said a few of us went and looked at the animal shelter in the Berkshires, and it was quite interesting. Mr. Butler would like some direction to start working with Joe Ritchey on an RFP. We have all seen the animal shelter proposal, and \$8 million is too much for an animal shelter, and the space has to come down some, she said. Ms. Raymond asked what the RFP would be for,

and Mr. Butler said design services. Chairman Johnson said we do not have to make a requirement that they be experienced in animal shelters. Mr. Butler said they would have to be familiar with air exchange, drainage systems and kennel designs. Ms. Raymond said anybody who responds to the RFP should provide examples of what they have designed and the costs. Mr. Butler asked if this should be done in stages. Mr. Wickerham said there are break points to decide to go ahead or not. Mr. Ritchey said at first, there is the concept phase, then design development, contract documents, bidding and construction. Ms. Raymond suggested taking the latest floor plan from Butler, Rowland and Mays and making that a part of the RFP and ask how they can improve on that. Mr. Gutheil said on the revenue side, he likes what Mr. Butler has been doing. Mr. Butler stated \$426 was raised for the Shelter on Sunday at Breakfast With Santa Paws. He said so far, events raising money for a new shelter have been a dog walk, a benefit at the Saratoga National Golf Course, the breakfast, and the Schenectady Swim Club donated \$500. Mr. Gutheil asked if some sort of a 501c3 could be set up. Mr. Wickerham said we have set up a trust and agency account for this. Mr. Butler mentioned one gentleman who passed away left the Shelter \$70,000. Our account is at \$128,000, he said. Chairman Johnson requested Mr. Butler to report back in January on what he has been doing. Mr. Gutheil requested him to circulate a draft of the RFP to get input from this year's Committee. Chairman Johnson agreed stating she would like to see it before it goes out.

Mr. Ritchey gave an update on the courtyard reconstruction. He said the concrete has to be sealed, and it is a 14-day curing period. The flashing and caulking has to be done, and everything should be wrapped up in a couple of weeks. We are asking for more information on the change order, he said. Ms. Raymond asked what the change order was. Mr. Ritchey said time and materials that we haven't received a breakdown on as yet. He said BBL stayed with this beyond their contract time and offered to work with us as far as change orders, pro bono.

Mr. Ritchey gave an update on the roof replacements for Buildings 1 and 3. He said Building 1 has been completed except for the aluminum fascia. On Bldg. 3, half of the roof is completed. Two small skylights were removed, and the ceiling rehabbed. The remainder of the roof should have the membrane completed next week. The large skylight should be done at the end of December pending any serious weather, he said.

Mr. Gutheil asked Mr. Ritchey how sure they are that there are no leaks in the courtyard. Mr. Ritchey said they physically looked downstairs. Mr. Gutheil asked if a final inspection is done before the warranty is up, and Mr. Ritchey said yes.

Chairman Johnson thanked the Committee for their work during this busy year especially Mr. Gutheil with his background in construction. Mr. Gutheil thanked the Airport Lease Subcommittee for their work.

On a motion by Mr. Lucia, seconded by Mr. Hunter, the meeting was adjourned.

Respectfully submitted,

Elaine M. Sodemann