


County of Saratoga
Board of Supervisors

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BILL PECK, Chair
Buildings & Grounds Committee

To: The Honorable Board of Supervisors

From: Bill Peck, Chairman

Date: December 2016

Subject: 2016 Buildings and Grounds End of Year Report

This report offers an overview of the accomplishments of this Committee and the Building and Grounds Department over the past 12 months. The Buildings and Grounds Committee and Department take pride in the following projects that have been completed this year:

Airport Projects:

- Progressed the Master Plan Phase 1 Projects Environmental Assessment.
- The Airport Master Plan Update project was completed and closed out.
- Progressed the design of the new 6-8 bay T-hangar. Construction is anticipated in 2017.
- Accepted an FAA AIP grant for the reconstruction of the based aircraft tie down apron and advanced its design. Construction is anticipated in 2017.

Capital Projects Completed:

- Completed the upgrade of the Jail Fire Alarm System, Phase 3 of 3
- Completed a county wide upgrade of the TBS Environmental Control System.
- Replaced the boilers in the DPW Administrative offices.
- Progressed the replacement of the Building # 4 Motor Control Centers and Starters.
- Replaced the roof on Building # 2.

Projects Completed by D.P.W. Personnel:

- Renovated a new space for the Public Defender's Office.
- Installed new code complaint exit signs throughout all county buildings.
- Replaced carpeting in Elections, Family Court Rooms and support staff offices.
- Painted all doors and door jambs in the Family Court area.
- Replaced ceiling tiles, upgraded lighting and HVAC diffusers in County Administrators and County Attorneys offices.
- Installed a new interior door to County Administrators Conference Room.
- Painted offices at Public Health Facility and installed new phone and data lines.
- Provided support for the annual Public Health Point of Dispensing Drill.
- Upgraded lighting, data, phones and repainted at Motor Vehicles Offices in Clifton Park, Wilton and Ballston Spa.
- Security locks were installed at DPW Offices and at the Public Defender's Office.
- Resolved code issues related to the Building 4 Records Storage Area.
- Installed a new interior door at the Mental Health building.
- Renovated the Probation Reception area.
- Installed privacy tinting at jury deliberation room windows in Building # 3.
- Installed new privacy shades in all court deliberation rooms in Building # 3.
- Expanded the Probation Department Office space.
- Made significant repairs/improvements to the existing Building # 5 roof.
- Rehabbed the Treasurers Records Room.
- Recoated/sealed the roof over the Board of Supervisors, Bldg. # 1.
- Installed new main water shut-off valves for Building # 3.
- Installed new roof access at the Woodlawn Office Building.
- Dismantled and removed unused water system components at the Services Building.
- Installed new HVAC compressor in the basement of Building # 4.
- Installed a new HVAC air dryer in Building # 5.
- Installed a new pressure washing unit at the Animal Shelter.
- Installed a new A/C Condenser unit at Public Works.
- Upgraded the intrusion alarm at the Ballston Spa DMV.
- Installed a new test area and work station at the Clifton Park DMV.
- Installed a new slop sink in the janitor's closet at Clifton Park DMV.
- Installed a new HVAC compressor at the Services Building.
- Modified the Building # 5 Co-Op area heating.
- Installed new compressed air line at the DPW North Garage.
- Installed new chair rails in Mental Health.
- Installed new railing in Family Court Building # 2.
- Continued with maintenance and repair of exterior masonry at the complex.
- Installed new LED lighting at the DPW North Garage.
- Replaced all exterior water shut-offs at DPW.
- Rehabbed the County Clerk's Records Vault.
- Completed a move and constructed a window in the DA's Office.
- Renovated the DPW Administrative Office Kitchenette.
- Installed new half-door at the Board of Supervisors.
- Installed new security cameras at DPW.
- Installed new security cameras at Mental Health.
- Completed the County wide office numbering project.
- Inspected and repaired/replaced smoke detectors county wide.
- Installed new CO detectors county wide.

Sheriff/County Jail:

- Built new jail guard stations including new desks and data hook ups.
- Installed a new walk in freezer.
- Installed 3 new rec. yard doors.
- Converted Lt's Office to a Road Patrol Room
- Installed new Sally Port Door.
- Renovated the 911 Area including, power, phones, paint, carpet and new A/C Unit.
- Rebuilt the elevator entrance.
- Installed new backflow preventers on the sprinkler system.
- Installed new bullet proof glass and pass through for the Civil Office and Pistol Permit area.
- Installed new roof hatches for the cell chase smoke detectors.
- Installed lighting for the Sheriff's Department exterior building sign.
- Installed a new main generator alarm system.

The Buildings and Grounds Department maintains 518,000 square feet of county building space, including; cleaning and ensuring proper operation and code compliance of the HVAC, plumbing, electrical and fire protection systems. Our staff also maintains the exterior grounds and performs all snow and ice removal of parking lots and sidewalks. To support our county employee's facilities, 2,205 Maintenance Requests were processed in 2016. All of these functions are part of our day to day mission to provide a reasonably safe and comfortable work place for our employees and the public who utilize the services that the County provides.

2016 Buildings and Grounds Committee:

Bill Peck – Chair
Jean Raymond – Vice Chair
Alan Grattidge
Dan Lewza
Dan Pemrick
Tom Richardson
Jon Schopf