

Buildings & Grounds Committee Minutes  
June 6, 2017 – 3:00 p.m.

Present: Chairman Bill Peck; Supervisors John Collyer, Alan Grattidge, Dan Lewza, Peter Martin, Jean Raymond, Tom Richardson and Chairman of the Board Ed Kinowski; Spencer Hellwig, Chad Cooke, County Administrator; Steve Dorsey, County Attorney; Keith Manz, Tom Speziale, Public Works; Dennis Ross, David Pacheco, H2M Architects & Engineers; Erina Liddle, Shenendehowa High School Student; Press.

Chairman Peck called the meeting to order and welcomed all in attendance. Mr. Peck acknowledged Erina Liddle, a Shenendehowa High School student who is attending the meeting as part of her high school curriculum.

**On a motion made by Mr. Richardson, seconded by Mr. Collyer, the minutes of the May 10, 2017 meeting were approved unanimously.**

**A motion was made by Mrs. Raymond, seconded by Mr. Richardson, to authorize the Chair to enter into an agreement with H2M Architects & Engineers for Schematic Design Services for the new Public Safety Building at a cost not to exceed \$245,000 and amending the 2017 budget in relation thereto. Unanimous.**

Mr. Peck introduced Mr. Pacheco from H2M Architects & Engineers. Mr. Peck said that Pacheco Ross Architects have recently merged with another company and are now known as H2M Architects & Engineers. Mr. Pacheco distributed handouts and gave an overview of the next phase of the new Public Safety Facility project. Phase I – conceptual design and feasibility Study has been completed. Phase II is the schematic design phase and will run from mid-June through the end of August 2017. Phase III includes design development, construction documents, bid, construction administration and construction management with a completion date scheduled for July 2019. Mr. Pacheco said that this is a wicks law project and they will be required to have four separate prime contracts, general, electrical, mechanical and plumbing. There will also be a fire protection contractor.

Phase II - schematic design proposal includes the following critical elements.

**Geotechnical report** – this includes borings, soil analysis and a report for recommendations for foundation and sub base design.

Topographic survey, right of way survey and onsite underground utility mark out.

State Environmental Quality Review Act (SEQRA) – Required by NYS, they will be submitting the long form part 1.

**Architecture** – submittal of the schematic design is necessary for the County application for a certificate of need (CON). A CON is needed because the Department of Public Health is involved. This is a time sensitive process that needs to be started as soon as possible. Mr. Hellwig said that a CON application can be a lengthy process. Mr. Pacheco said that they can recommend an attorney that specializes in CON applications. Items also addressed under the Architecture heading will be site design, project administration, codes requirements and regulations, energy efficiency and sustainability, budget, meetings, presentations and facility visits.

**Civil Engineering** – site plans will be developed, existing conditions plan, demolition plan, site layout plan, utility and lighting plan, grading and erosion control, lighting illumination and landscape plans. Civil also includes SEQRA support. Water and sewer investigation and report will be conducted to document the condition of the systems and its ability to supply the project.

**Structural Engineering** - a comprehensive schematic design package will include the essential framework for phase III.

**Mechanical, Electrical, Plumbing and Fire Protection (MEP) Engineering** - evaluating requirements and preparation of documents.

Mr. Pachecho reviewed the proposed timeline of the entire project. The schedule is dependent on many factors including NYS response to SEQRA and CON processes.

Mr. Peck asked Mr. Hellwig about how this portion of the project would be financed in the current budget. Mr. Hellwig said that the project can be covered by an appropriation from fund balance which currently has an unappropriated balance of \$25.5M.

Mr. Kinowski said that he and Mr. Manz are in the process of researching grants to aid fund the entire project.

Mrs. Raymond confirmed with Mr. Pachecho that outside legal counsel for CON, SEQRA and Bond attorneys would not be covered under this agreement.

Mr. Grattidge raised the question of approval for bonding the entire project. Mr. Kinowski said that he would like to address bonding in the next budget cycle.

**On a motion made by Mr. Richardson, seconded by Mrs. Raymond, the meeting was adjourned unanimously.**

Respectfully submitted,  
Therese Connolly  
Deputy Clerk of the Board