

**Facilities and Infrastructure Committee  
June 19, 2008  
Scott Heyman Conference Room**

*Approved July 17, 2008*

**Present:** L. McBean-Clairborne, Chair; K. Luz Herrera, Vice Chair, D. Randall, D. Kiefer, C. Chock  
**Staff:** R. Nicholas, Airport; A. LeMaro, Facilities; W. Sczesny, J. Lampman, Highway Division; N. Jayne, Administration; C. Nelson, Public Works Administrator; E. Marx, Commissioner of Planning and Public Works; D. Ellis, Weights and Measures; J. Thomas, Personnel; G. Potter, Information Technology Services; K. Fuller, Deputy Clerk of the Legislature  
**Guest:** Robert Mastropaolo, Mark Petronchuk, C&S Engineers, Inc.; Bernard Hutchins, Town of Ithaca, Melinda Staniszewski, Town of Ithaca; Chris Kalwara, Gerald Aloe, Johnson Controls; Chris Talarczyk, LaBella Associates

**Call to Order**

Mrs. McBean-Clairborne, Chair, called the meeting to order at 3:31 p.m.

**Additions to Agenda**

There were no additions to the agenda.

**Deletion from Agenda**

There were no deletions from the agenda.

**Persons Wishing to Address the Committee**

Melinda Staniszewski, Coddington Road resident, expressed a concern regarding the block of Coddington Road between Hudson Street and Ithaca College. She explained there are only four residents in this block, all of which are agreeable to the rights-of-way for road and sidewalk improvements. She provided photos, maps, and written information about the poor condition of the road in this area and requested the County consider the possibility of a joint project with Ithaca College and the Town of Ithaca to make road and sidewalk improvements for the limited designated road area, hoping that to do so would eliminate Ithaca College's proposal to construct a lighted walkway behind the residences to provide a safe area for pedestrians and bicyclists. She proposed specific upgrades that would include pedestrian crosswalks at the intersections involved.

Bernard Hutchins, Hanshaw Road resident was present to speak to the resolution on the agenda and was permitted to address the Committee when it came forward.

**Chair's Report**

Mrs. McBean-Clairborne did not have a report.

**Report from the Commissioner of Planning and Public Works**

**Coddington Road Project**

Mr. Marx reported that he has had meetings with Ithaca College and Town of Ithaca officials regarding the Coddington Road project and they were strongly in agreement that a separate path be constructed and were not interested in upgrades to Coddington Road itself. He noted the County does not have funds to move forward on the full project, and it is not anticipated they would be available in the near future. Mr. Marx stated that if Ithaca College and the Town of Ithaca amended their opinion the County would be willing to discuss options.

**Office for the Aging/Lifelong Co-Location**

Mr. Marx reported that Holt Architects, the consultant for the feasibility study, has completed its preliminary analysis regarding co-location of the County Office for the Aging and Lifelong at the Court Street location. A full presentation will be made to the Facilities and Infrastructure and Health and Human Services Committee on July 17<sup>th</sup> at 2:30 p.m. The preliminary analysis indicates the building could accommodate both on the site and meet agency/department needs, however parking would not be expanded. The Office for the Aging share of the project that

would entail deconstruction of the present older residence on-site and construction of a new structure is estimated to be \$1.4 million, of the total estimate of \$4.4 million, higher than the original estimated share of \$800,000. Mr. Marx explained as the study progressed it was determined that Lifelong would require more space for programs than originally anticipated, and additional Office for the Aging staff added subsequent to the initial space need study, combined with increased construction costs account for the increased cost of the proposed project. It was also noted there would be common areas of the building that would have shared costs.

Ms. Kiefer inquired whether the plan assumed the single-story building would remain on site. Mr. Marx said there would be more than one scenario, however he believes they would include retaining the existing one-story structure and razing the older residential home. In response to Ms. Kiefer's question, Mr. Marx indicated that streetscape has been a consideration during the preliminary design phase.

#### Federal Highway Project Funding

Mr. Marx reported that Dan Lamb, of Senator Hinchey's office, put forth an effort to have a conference call among the County, New York State Department of Transportation, and Federal Highway authorities to discuss reinstatement of funding. Unfortunately, the calls were made separately and the conclusion was that due lack of enough money statewide, whatever was not spent on projects is now forfeited. The County was told that every effort would be made to restore funding to ongoing projects, which would apply to current projects carried into next year. He said as a result of the loss of funding stream it will mean there probably won't be funding for any new projects in the near future.

Mr. Marx reported that funds originally designated for the Coddington Road project have been transferred to the Warren Road project.

#### New York State Snow and Ice Contracts

Mr. Marx reported the County experienced an approximate \$70,000 deficit between the contracted revenue agreement and actual costs for snow and ice removal on behalf of New York State. As a result of conversations with the New York State Department of Transportation expressing the County position of not desiring to continue with the agreement if we experience a financial loss, the State has indicated they are in the process of looking for ways to assure the County would not bear additional costs above the contract agreement. Although the State would like the County to continue to provide the service, Mr. Marx said if the State is not able resolve this financial burden the County would not contract for the snow and ice removal.

#### Inquiry – Old Library Building

In response to a question from Ms. Herrera, Mr. Marx indicated he has no information regarding any potential sale or other use for the Old Library Building. He noted the County has included reuse of the site within the capital plan.

#### Ithaca Tompkins Regional Airport

**RESOLUTION NO.            AUTHORIZING A CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC.,  
FOR CONSTRUCTION OBSERVATION AND CONTRACT ADMINISTRATION  
SERVICES - RUNWAY SAFETY AREA IMPROVEMENTS AND OBSTRUCTION  
CLEARANCE– ITHACA TOMPKINS REGIONAL AIRPORT**

It was MOVED by Mr. Randall, seconded by Ms. Herrera, to recommend approval of the following resolution to the full Legislature. Mr. Nicholas provided a brief description of the work, noting it is related to the resolutions approved by the Legislature on June 17<sup>th</sup>.

Ms. Kiefer inquired what the course of action is when the contract administrator has reviewed alternative construction methods and does not find them favorable. Mr. Mastropaolo of C&S Engineers, Inc., responded by stating the contractor is required to follow contract specifications. In the event alternatives are suggested, a review would be made to determine they would meet specifications; if they do not the request to use alternative methods would be denied.

It was also noted that as part of the contract the County would receive the final annotated record drawings, as well as other documents listed under the responsibilities of the inspection staff.

Ms. Chock inquired whether a decision had occurred to the previously discussed obstruction marker lights in the Sapsucker Woods area. Mr. Nicholas has not heard anything further. Mr. Mastropaolo said there is no lighting associated with these projects, if it were necessary lighting would be a separate phase.

A voice vote on the motion resulted as follows: Ayes – 5; Noes – 0. RESOLUTION ADOPTED.

WHEREAS, a contract has been awarded to Sealand Contractors Corporation in the amount of \$3, 197,872 to construct Federally mandated safety area improvements and remove or mitigate various obstructions on airport property, and

WHEREAS, it is necessary to oversee such activities and provide various contract administration services, and

WHEREAS, the airport's engineering consultant, C&S Engineers, Inc., has proposed providing said services for a fee of \$322,285.00, and

WHEREAS, the budget for said construction observation and contract administration services is as follows:

Federal Aviation Administration Share (95.0%)	\$306,171.00
New York State Department of Transportation Share (2.5%)	\$ 8,057.00
Local Share (2.5%)	\$ 8,057.00
Total	\$322,285.00

, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the agreement with C&S Engineers, Inc., for \$322,285.00 be and hereby is approved, subject to Federal Aviation Administration and New York State Department of Transportation funding being received, and subject to an Independent Fee Estimate (IFE) confirming the fee is fair,

RESOLVED, further, That the local share of \$8,057.00 shall come from the airport's operational budget,

RESOLVED, further, That the County Administrator is authorized to execute the required documents and the Finance Director is authorized to advance payment for these services until reimbursement is received from the Federal Aviation Administration and New York State Department of Transportation.

**SEQR ACTION: TYPE II – 20**

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**RESOLUTION NO.                    AUTHORIZING A CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC.,  
FOR CONSTRUCTION OBSERVATION AND CONTRACT ADMINISTRATION  
SERVICES FOR PARALLEL TAXIWAY RELOCATION (PHASE III)– ITHACA  
TOMPKINS REGIONAL AIRPORT**

It was MOVED by Ms. Kiefer, seconded by Ms. Chock, to recommend adoption of the following resolution to the full Legislature.

A discussion followed regarding Cost Summary Schedule “B-16” Inspection Phase regarding the recently enacted New York State Department of Transportation requirement that a managing geologist be on site weekly to test soil erosion and control. Ms. Kiefer then inquired if, instead of also having an Environmental Scientist, the Professional Engineer could undertake this work. It was explained that not everyone has the appropriate certification. It was then asked if the resident engineer would be capable of completing the appropriate review and State filing. Mr. Mastropaolo said not all resident engineers are certified. Mr. Marx noted there is a \$10 per hour difference in the rate between the resident engineer and the Environmental Scientist. It was asked if there is any way to combine the two positions to enable one certified individual to complete the tasks. Mr. Mastropaolo said the rates are determined by an economic average and he is not certain why the difference. Mr. Nicholas spoke of the resident engineer position, noting his work is non-stop; he believes to add another task would be overwhelming.

Mrs. McBean-Clairborne spoke of wanting to be certain the work is completed to specifications. Ms. Kiefer said she does not want to hold up the work, yet is not satisfied with the responses regarding the need for multiple positions on site. Mrs. McBean-Clairborne said she is certain that the staff will work to reduce the expenses whenever possible.

Ms. Herrera suggested to C&S Engineers, Inc., that they could possibly amend job titles to provide more gender-neutral status (ex. rodman and instrument man).

A voice vote on the motion resulted as follows: Ayes – 5; Noes – 0. RESOLUTION ADOPTED.

WHEREAS, a contract has been awarded to Sealand Contractors Corporation in the amount of \$4,481,225.30 to construct Federally mandated the Parallel Taxiway Relocation (Phase III), and

WHEREAS, it is necessary to oversee such activities and provide various contract administration services, and

WHEREAS, the airport's engineering consultant, C&S Engineers, Inc., has proposed providing said services for a fee of \$358,533.00, and

WHEREAS, the budget for said construction observation and contract administration services is as follows:

Federal Aviation Administration Share (95.0%)	\$340,606.00
New York State Department of Transportation (2.5%)	\$ 8,963.50
Local Share (2.5%)	\$ 8,963.50
Total	\$358,533.00

, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the agreement with C&S Engineers, Inc., for \$358,533.00 be and hereby is approved, subject to Federal Aviation Administration and New York State Department of Transportation funding being received, and subject to an Independent Fee Estimate (IFE) confirming the fee is fair,

RESOLVED, further, That the local share of \$8,963.50 shall come from the airport's operational budget,

RESOLVED, further, That the County Administrator is authorized to execute the required documents and the Finance Director is authorized to advance payment for these services until reimbursement is received from the Federal Aviation Administration and New York State Department of Transportation.

**SEQR ACTION: TYPE II – 20**

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**RESOLUTION NO.                    AUTHORIZING A CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC.,  
FOR OBSERVATION AND CONTRACT ADMINISTRATION SERVICES FOR  
HANGAR DECONSTRUCTION– ITHACA TOMPKINS REGIONAL AIRPORT**

It was MOVED by Ms. Herrera, seconded by Ms. Chock, and unanimously adopted by voice vote, to recommend adoption of the following resolution to the full Legislature. RESOLUTION ADOPTED.

WHEREAS, a contract has been awarded to Ritter & Paratore in the amount of \$199,900.00 for deconstruction of the former Taughannock Aviation hangar complex, and

WHEREAS, it is necessary to oversee such activities and provide various contract administration services, and

WHEREAS, the airport's engineering consultant, C&S Engineers, Inc., has proposed providing said services for a fee of \$28,716.00, and

WHEREAS, the budget for said observation and contract administration services is as follows:

Federal Aviation Administration Share (95.0%)	\$27,280.00
New York State Department of Transportation Share (2.5%)	\$ 718.00
Local Share (2.5%)	\$ 718.00
Total	\$28,716.00

, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the agreement with C&S Engineers, Inc., for \$28,716.00 be and hereby is approved, subject to Federal Aviation Administration and New York State Department of Transportation funding being received,

RESOLVED, further, That the local share of \$718.00 shall come from the airport's operational budget,

RESOLVED, further, That the County Administrator is authorized to execute the required documents and the Finance Director is authorized to advance payment for these services until reimbursement is received from the Federal Aviation Administration and New York State Department of Transportation.

**SEQR ACTION: TYPE II - 20**

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## **Highway Division**

### **Hanshaw Road Project/Eminent Domain Resolution**

Mr. Sczesny, Highway Manager, stated he desired to bring forward the resolution authorizing a public hearing regarding proposed acquisition of property for reconstruction of Hanshaw Road. He noted that the continued practice of negotiating with landowners for the purchase of rights-of-ways in an amiable fashion would be undertaken, the public hearing would assist in continuity of the project if there were a need for eminent domain procedures.

At this time, Mr. Hutchins, Hanshaw Road resident, was allowed to address the Committee. He reiterated his belief that no action should be taken at this time as right-of-way negotiations have still not begun. He also inquired who the appraiser would be, indicating he was hopeful that it would not be the individual who performed appraisals for the North Triphammer Road project.

Mr. Lampman confirmed that at this time no negotiations have occurred. He explained the State process is very clear that negotiations may not be entered into until the appraisal process is complete. At the present time the decision of whether to have the State or County undertake the appraisal is being made. Mr. Lampman said if the County determined to take the lead on the appraisal work a member of Fisher Associates would be responsible as they are State-approved. In response to Ms. Kiefer's question, Mr. Lampman indicated the decision on the appraiser could be completed within the next two months after meeting with the New York State Department of Transportation to determine who will complete the work. Ms. Chock asked what is the normal time frame in relation to public hearings and appraisals and was informed the last project had appraisals completed prior to the public hearing. Mr. Lampman said the consultants had requested the resolution be completed in April 2008, however, it has not been brought forward until last month. He explained that passing the resolution at this time would assist in preventing delays as the project moves forward.

Ms. Kiefer said she is not supportive of the resolution at this time and asked for clarification of the purpose of the public hearing. She noted it states "to inform the public and to review the public use to be served by the reconstruction of the Hanshaw Road", which does not indicate it is a hearing to allow public comment. Mr. Lampman said the language is taken from the Eminent Domain Law. Ms. Kiefer thought if it were to come forward an amendment to language would be appropriate.

A further discussion occurred, with Mr. Lampman and Mr. Marx indicating the need to keep the project moving forward due to escalating costs and concerns relating to Federal funding.

### **RESOLUTION NO. \_\_\_\_ - AUTHORIZATION TO CONDUCT A PUBLIC HEARING - PROPOSED ACQUISITION OF PROPERTY FOR RECONSTRUCTION OF HANSHAW ROAD, CR 109, IN THE TOWNS OF ITHACA AND DRYDEN AND VILLAGE OF CAYUGA HEIGHTS, PIN 3753.25**

It was MOVED by Ms. Chock, seconded by Mrs. McBean-Clairborne, to recommend approval of the following resolution to the full Legislature. Ms. Herrera indicated a desire to delay action until the next Committee meeting.

It was MOVED by Ms. Herrera, seconded by Mr. Randall, to table the resolution until July 17<sup>th</sup>. A voice vote on the motion resulted as follows: Ayes – 5; Noes – 0. RESOLUTION TABLED.

WHEREAS, Resolution 9 of 2005 authorized an agreement between Tompkins County and the State of New York Department of Transportation to fund design of the reconstruction of County Road 109, Hanshaw Road, (the “Action”) in the Towns of Ithaca and Dryden and Village of Cayuga Heights, and

WHEREAS, federal funding for the Hanshaw Road reconstruction project is in jeopardy unless the project can be moved forward in an expeditious manner, and

WHEREAS Resolution 166 of 2007 issued a "Negative Declaration of Environmental Significance" in accordance with SEQRA, and

WHEREAS, Resolution 167 of 2007 granted Design and Right of Way Plan approval of the referenced project in accordance with applicable federal regulations and guidelines finding that the individual and cumulative impacts of right of way acquisition are considered total de minimus in nature, and

WHEREAS, negotiations regarding approximately two small fee acquisitions and thirty permanent and fifty-six temporary easements for the project have not yet been completed, and

WHEREAS, the County intends to pursue all means to complete these negotiations in a timely manner without necessitating legal measures, but must provide for the contingency that the properties in question may need to be acquired via eminent domain procedures as a last resort, now therefore be it

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the Tompkins County Legislature conduct a public hearing pursuant to Section 201 of the Eminent Domain Procedure Law at the Tompkins County Courthouse on the 19th day of August, 2008, at 5:30 o'clock in the evening thereof,

RESOLVED, further, That the purpose of said hearing is to inform the public and to review the public use to be served by the reconstruction of the Hanshaw Road in the Towns of Ithaca and Dryden and Village of Cayuga Heights, and the impact on the environment and residents of the locality where said project will be constructed,

RESOLVED further, That pursuant to Section 202 of the Eminent Domain Procedure Law, the Clerk of the Legislature shall cause to be published at least ten days and not more than thirty days prior to said hearing a notice of same in at least five consecutive issues of the Ithaca Journal.

**SEQR ACTION: Unlisted, Negative Declaration Issued (No further action required)**

#### Harford Road Bridge Summary

Mr. Sczesny provided written bid information, indicating that although not the lowest responsible bidder the award will be made to Silverline Construction, Inc., of Burdett, New York. He said that Frampton Construction, the lowest responsible bidder, was unable to get the required steel for the project and therefore withdrew. He noted that Silverline Construction, Inc., has previously done work for the County and he did not have any negative comments regarding their work.

#### Capital Summary Report

The Committee was provided the report for their review.

#### Approval of Rollover Requests

##### Public Works Administration

It as MOVED by Ms. Kiefer, seconded by Ms. Chock, and unanimously approved by voice vote by members, to recommend approval of \$2,806 in the 2009 budget to offset expenses within the four public works divisions. ROLLOVER APPROVED.

##### Facilities Division

It as MOVED by Ms. Kiefer, seconded by Mr. Randall, and unanimously approved by voice vote by members, to recommend approval of \$26,073 in the 2009 budget to offset expenses within the division. ROLLOVER APPROVED.

##### Weights and Measures

It as MOVED by Ms. Herrera, seconded by Mr. Randall, and unanimously approved by voice vote by members, to recommend approval of \$27,185 in the 2008 budget to enable the purchase of a GM van. ROLLOVER APPROVED.

**Project Approval Request (PAR) Forms**

Members of the Committee were provided with the 2009 Capital Project Approval Request forms. *This item is scheduled to appear on the agenda on July 17<sup>th</sup>.*

**Presentation – Energy Performance Contract with Johnson Controls – Year One**

Mr. Chris Kalwara and Mr. Gerald Aloï, of Johnson Controls reviewed the report of Year One of the Johnson Controls Energy Performance Contract. It was noted that although the work began in February 2007 the end of year one was calculated as of December 2008 in order to run with the financial year. The report indicates that the projected savings for year one (2007) was estimated to be \$217,390; actual savings achieved was \$230,419 for the 11 months. A projected 12-month savings based upon calculation would have been approximately \$249,985. Each building's energy-savings was noted, as well as the savings in each building. Further break-out of information such as the type of modifications (e.g., lighting and occupancy sensors, replace boilers, etc.) showed the savings exhibited from each improvement. The report indicated the only area that did not reach its projected savings was boiler units, which could have been due to the milder winter.

Mr. Aloï reviewed the portion of the presentation that indicated the financial calculations. It was explained there are various controls on the equipment that assist in determining actual use, then it is calculated to determine overall savings. It was reported that the kW hours for electricity exceeded the projected figure while the natural gas projection was slightly short. Mr. Aloï also provided information indicating the environmental benefits of the project. In eleven months the County saved 1,349,618 kWh and 6,073 dekatherms; this equates to 922 metric tons of CO<sub>2</sub>, 2.5 tons of SO<sub>2</sub>, and 1.3 tons of NO<sub>x</sub>. It is estimated that it will take fifteen-years to recoup the \$4.2 million investment.

Mr. LeMaro said there are two phases of project, one paid for with tobacco money; the Courthouse HVAC Capital Project. Phase 1 was County-wide, Phase two is Courthouse, with thirteen years payback.

Ms. Jayne noted that the annual savings does not match the debt service on the project and is short by \$50,000. Mr. LeMaro indicated that he has budgeted the shortfall in his operating budget line.

The full report is on file in the Clerk's office.

**Presentation - Records Management Master Plan**

Ms. Thomas said Records Management is a mandated program. The following report is the result of a grant that was received in the amount of \$17,500 and a survey that was conducted. At the present time records are stored at the Old Library and in County departments. Discussions have taken place with the History Center about doing some type of intermunicipal cooperation and collaboration on records. In order to do that a determination had to be made about what the present status of County records is and what the potential growth over a ten-year period would be. At this time Ms. Thomas introduced Chris Talarczyk from LaBella Associates, who provided the Committee with the following presentation. Comments made during the presentation have been incorporated into the report.

Mrs. McBean-Clairborne was excused at this time (5:40 p.m.).

**New York State Archives LGRMIF Grant**

1. Needs Assessment
2. Evaluate Building Options  
    Long Term Solution

Records Management Master Plan

1. Records Management Program
2. 2. Evaluation of (2) Pre-selected sites

Old Library  
Bostwick Road

Records Management Program

1. Documentation of the type, volume, and character of current inactive records.
2. Growth projections over the next ten years

The number of records at the Old Library have been analyzed, an on-line survey was created, and meetings were held with staff involved in records management from County departments.

**Summary of Findings**

1. The volume of Countywide inactive records will increase by 30% over the next ten years.
2. 15% of the County's records are scattered offsite in 15 departments.
3. Valuable historic records should be maintained in climate controlled situations that currently are not.
4. Vast majority of County records are in paper format.
5. Inactive records in Sheriff's Department, Health, and Mental Health that are confidential require unique security requirements. This is primarily why these records are not presently stored at the Old Library. It was noted there are some laws that state departments are responsible for records.

To convert the existing building significant upgrades would be required:

1. Sprinkler system installation
2. Handicap Accessibility: accessible route, elevator replacement, accessible toilet rooms and facilities.

Capital Improvements would include: environmental system replacement, roof replacement, door replacement, exterior stair replacement, asbestos abatement ceiling replacement, building separations, and security system.

**Conceptual Project costs:**

Construction: \$4,857,043  
Soft Costs: \$ 971,408

**Total Project Cost: \$5,828,451**

**Old Library is an inadequate record storage building**

1. Urban location/lack of parking poor vehicle access
2. Lack of security/mixed use occupancy
3. No future expansion
4. Available space limited
5. Building integrity – significant building upgrades
6. Environmental systems antiquated
7. Reduces operating efficiency

**Site Evaluation – Bostwick Road**

**Strategic Location**

1. Infrastructure already in place.
2. Direct access to County roads.
3. Space for future expansion

**Mission Statement:**

Provide a proper environment for the management of records and materials that require permanent protection for historic and lifetime storage, upkeep, and preservation.

### **Building Design Goals and Objectives**

1. Cost effective building design
2. Maximize operational efficiency
3. Maximize storage efficiency
4. Facilitate future expansion
5. Protect assets and building contents

#### **Conceptual Project costs:**

Construction: \$1,885,444  
Soft Costs: \$ 282,817

**Total Project Cost: \$2,168,261**

#### **Conclusion – Importance of Records Management Program:**

1. Improve operational efficiency
2. Reduce potential litigation
3. Safeguard history
4. Relieve storage space on department sites

#### **Key findings:**

1. Comparison of floor space used to accommodate ten years inactive record storage:  
Library: 10,600 sq. ft.                      Bostwick Road: 5,075 cu. ft.
2. Comparison of the spatial volume required to be conditioned by environmental systems:  
Library: 296,921 cu. Ft.                      Bostwick Road: 115,200

#### **Recommendation:**

##### **Bostwick Road Site:**

Cost benefit to Tompkins County  
Long-term solution  
Cooperative Opportunities

#### **Construction Cost Comparison**

**Old Library:** \$5,828,451  
**Bostwick Road:** \$2,168,261  
**Savings to Tompkins County - \$3,660,190**

#### **Increased Operational Cost – Old Library**

1. Operating facility on two levels – additional staff
2. Vehicular deliveries in congested urban areas – additional fuel costs
3. Annual energy use much higher. Conditioning 3x spatial volume than Bostwick Road site.

#### **Build in 2008 at Bostwick Road**

2008 - \$2,168,261  
2018 - \$3,793,160  
Savings to Tompkins County - \$1,624,899

Following the presentation Ms. Herrera inquired how the insulation of the proposed metal building at Bostwick Road compares to other construction methods. Mr. Talarczyk said the building insulation would be consistent with standard buildings and provide the appropriate “R” factor.

In response to an inquiry regarding staffing and transportation it was noted that the initial plan is to maintain the present staffing level; since the Bostwick Road site is already on the mail route for County personnel, records requests

would be easily handled through the current inter-office system. Future plans may include a records officer and perhaps another support staff position.

Ms. Chock said she would like to include all areas when considering the project such as scanning records and opening up records to public use. Mr. Potter indicated the project is specific to inactive records that are rarely used and it is not recommended to scan records of this nature. Ms. Kiefer spoke of the Department of Social Services records, noting they are extensive and as yet the volume is unknown. It was noted that the department is in the process of streamlining records and are part of the New York State scanning project. At this time it is estimated they would require 250 cubic feet for their inactive records. Ms. Thomas also said departments are undergoing records review and are purging unnecessary documents. The Committee was also informed that if required the design would allow for expansion of the building.

**Adjournment**

On motion the meeting adjourned at 6:02 p.m.

*Respectfully submitted by Karen Fuller, Deputy Clerk.*