

Facilities and Infrastructure Committee
July 17, 2008
3:30 p.m.
Scott Heyman Conference Room

Approved 8/21/08

Present: L. McBean-Clairborne, Chair; K. Luz Herrera, Vice Chair, D. Randall, D. Kiefer, C. Chock
Staff: E. Marx, Commissioner of Planning and Public Works; C. Nelson, Public Works Administrator; A. Lemaro, Director of Facilities; D. Squires, Finance Director; S. Whicher, County Administrator; S. Martel-Moore, Deputy Administrator/Director Human Rights Commission

Call to Order

Mrs. McBean-Clairborne, Facilities and Infrastructure Chair, called meeting to order at 3:40 p.m.

Agenda Additions and Deletions

There were no additions to or deletions from the agenda.

Persons Wishing to Address the Committee

There were no persons wishing to address the Committee.

Chair's Report

Mrs. McBean-Clairborne did not have a report.

Award of Bid – Customer Service Personnel (Airport Ambassadors) Contract – Ithaca Tompkins Regional Airport

**RESOLUTION NO. - AWARD OF BID – CUSTOMER SERVICE PERSONNEL (AIRPORT AMBASSADORS)
CONTRACT – ITHACA TOMPKINS REGIONAL AIRPORT**

MOVED by Mr. Randall, seconded by Ms. Chock, to recommend adoption of the following resolution to the full Legislature. Mr. Nicholas said the present contract has been in place for five years. The Request for Proposals received four responses, including a security firm. Previously the airport had utilized security firms, however, that did not provide the service desired, which is a friendly face greeting customers, assisting with luggage, wheelchairs, etc., and making their experience positive. In addition, the ambassadors assist in keeping the entrance area of the airport facility free of parked vehicles. He inquired about the security companies submitting a bid and as a result did not feel they would provide the level of customer service desired; therefore, he recommends the contract be provided to the current company.

Ms. Chock inquired whether the level of security required by the Transportation Safety Administration (TSA) is what is desired and if there is perhaps a marginal cost to save by reducing the level of service. Mr. Nicholas said the TSA requires the security officers to be at the airport. Ms. Chock said if the option were available she would like to determine the level of service desired for the airport.

Mr. Nicholas noted the contract provides for a livable wage, it could be modified to continue to do so with the two-year extension. In addition, the employer pays above a living wage and also health coverage. If the employee does not desire to carry health coverage the wage is adjusted accordingly. Mrs. McBean-Clairborne inquired whether the employer strives for diversity and was informed that he has hired minority workers; in addition, the employer is on-premises and provides monitoring of his staff.

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

WHEREAS, the Finance Department advertised a Request for Proposals for a three-year contract, with an option to renew for a further two years, with costs to be negotiated, to provide customer service and security services at the Ithaca Tompkins Regional Airport, and four proposals were received, and

WHEREAS, the proposal deemed to be most suitable and in the best interests of the airport was received from Fairweather Enterprise of Ithaca, New York, and

WHEREAS, the cost of the three-year contract, commencing on 1 September 2008, will be as follows:

Year One	\$ 149,900.54
Year Two	\$ 149,900.54
Year Three	\$ 149,900.54

RESOLVED, on recommendation of the Facilities and Infrastructure Committee, That the contract be awarded to Fairweather Enterprise of Ithaca, New York, and that the County Administrator be and hereby is authorized to execute said contract.

SEQR ACTION: TYPE II-20

Capital Payment Summary

It was noted the two items regarding Station Road are two separate parcels. Ms. Chock said she does not like the manner in which the County is mandated to provide various security mechanisms for the airport or having to pay for mandates in other departments/divisions that may not be an appropriate level for the community.

Highway Division

Banks Road Bridge Replacement – Memorandum of Bids

The Committee received a report on the bids received for the Banks Road Bridge over Six-Mile Creek in the Town of Caroline, awarding the bid to Silverline Construction, Inc., with a bid amount of \$764,736. Although the bids were higher than the engineer estimate of \$716,124.60, the additional 6.8 percent is to be paid by Federal Emergency Management Agency (FEMA), and the State Emergency Management Organization (SEMO).

Burns Road Bridge

Mr. Sczesny reported the bridge would be closed until early evening as a result of the accident occurring earlier in the day.

Proposed Load Rating and Repairs for Three County Bridges

The Committee received an update regarding the proposed load rating and repairs for three County-owned bridges (Dug Road over Salmon Creek, Freese Road over Fall Creek, and West Malloryville Road over Fall Creek). Subsequent to bid openings, the projects have been awarded to Delta Engineers with a low bid of \$18,000.

Highway Capital Projects Report

The Committee reviewed the report and noted the following:

- Ellis Hollow Road – The Phase I, Alternate 2 option that would provide for closed ditches did not have the cost estimate. Mr. Marx explained it would be done under the existing budget for the specific length the funds would cover. The public meeting had been very well attended.
- Bridge Painting Projects – due to the length of time for Federal approval, the projects would not begin until 2010.
- McLean-Cortland Bridge – The bid will be opened on July 28th; there have been two printings of the specifications as the first was not enough to meet demand. Silverline has indicated an interest in the project.
- Red Mill Road Bridge – Ms. Kiefer inquired if alternative funding has been found and was informed that at this time it has not. She asked when a determination regarding a possible “null alternative” would be made; no determination has been made at this time. If a null alternative were made the bridge would not be replaced.
- Upstream Forest Home Drive Bridge – This project would be for a one-lane bridge. At the public meeting there was a split between those wanting to rehabilitate the bridge versus replacement. It was noted a rehabilitated

bridge lifespan is approximately twenty years and a replacement bridge is forty to fifty years lifespan. A second meeting has not yet been scheduled. If Cornell closes traffic it is unknown what detours may exist.

- Newfield Depot Bridge – The analysis is not yet complete.
- Hanshaw Road Reconstruction – It is believed the resolution regarding eminent domain may be brought to Facilities and Infrastructure next year. The State has requested maps with property owner's names upon it.
- Warren Road Reconstruction – Although the traffic light at the Post Office is not required at this time, the Village of Lansing desires placement of one and Department of Transportation is requesting it be installed as part of the project. It is hoped that an answer regarding the right-of-way for a light installation would be received shortly.

New Road Materials

Mrs. McBean-Clairborne inquired about a new road surfacing material. Mr. Sczesny said there are some new lower-energy asphalt with less fumes and that don't require as much energy for production. Ms. Chock spoke of having read about a new porous substance used in low-traffic areas. *Mrs. McBean-Clairborne will provide the information to Mr. Sczesny.*

Snow/Ice Road Treatment

Ms. Kiefer inquired about a brochure on a new road treatment for ice and snow. Mr. Sczesny said it has not been proven to be a better product in other counties and he is reluctant to consider it at this time. Ms. Kiefer suggested it be utilized in a small area as a trial; Mr. Sczesny said it is difficult to do so. He reported that for 2009 the cost for salt would be \$37/ton compared to last year's price of \$26/ton; Clinton County, in comparison, would be paying \$99.82/ton in 2009.

Comparison of Capital Road Projects

In response to Ms. Chock's question, Mr. Sczesny said all estimates are coming in higher due to increased costs; this would amend the scope of work for the 2009 season. The construction plans will be modified to drop off lower priority items as a result of increased costs.

2009 Capital Budget Review

Ms. Jayne requested to be informed of the differences between the 2009 PAR forms and what had been presented at the meeting. It was noted that the PAR forms include the estimated cost for the additional years of construction while today's report was what is approved to date, e.g., for Coddington Road, PAR total is \$7.664 million, while \$6.609 million is DOT-approved amount..

At this time the Committee briefly reviewed the 2009 Capital Budget and discussed how road projects and other bonded projects have been determined, noting the detail of each project is contained within the notebooks. The discussion included information regarding the debt service paid by County as well. The 2009 payment is approximately \$4.7 million. Various projects were noted within the plan, however, modifications may be made as project determination is made. The possible Office for the Aging/Lifelong project is not included in the capital budget as no decision has been made. It was noted that due to increased costs, the highway maintenance program could be extended out beyond the initial time period. Mr. Marx said the update of the plan next year should provide additional information that does not have a great amount of detail at this time. Questions were raised about Cornell Cooperative Extension, Public Safety Communication System, County office for the Aging, the Human Resources/Payroll upgrade, and records storage.

Ms. Jayne spoke of the fund balance being utilized to maintain the 1 percent tax levy, which assumes the fund balance itself would be maintained. After several years it would not be necessary to rely on the fund balance, and when the possible public safety project occurs it would again be utilized.

Ms. Chock inquired how the changes in interest rates would affect the capital program and was informed this would have to be asked of Mr. Squires. Ms. Jayne said she believed the present bonds are at the best rate possible but it is unknown what new bonding issues would be.

Ms. Jayne indicated there are additional PAR forms to be completed and the capital budget would be revised accordingly as well as some figures adjusted on the information contained within the plan presented.

2009 Budget – Major Impacts on Divisions or Departments

Mr. Marx said the division managers would be highlighting issues facing them in the 2009 budget, while being aware that maintenance-of-effort budgets are the target, there are some items coming forward that are long-term initiatives to consider. He noted that Public Works has two enterprise operations that fund themselves, and Highway and Facilities, which are covered through the General Fund.

Mrs. McBean-Clairborne expressed her appreciation for the efforts made to assist in meeting the Legislature goal.

Mr. Marx noted the largest factor related to Public Works budgets is energy as the costs have significantly increased.

Solid Waste

Ms. Eckstrom reported her division anticipates a surplus of \$400,000 as a result of revenues received from the sale of recyclable materials and from disposal. They are anticipating a \$270,000 increase in the \$6 million budget (four percent), primarily as a result of increased fuel and transportation expenses. Another significant increase is the CPI increase for the current recycling and hauling contracts. She said there would also be an expense to enable credit card usage as well. She reported that at this time the annual fee of \$54 and the disposal fee of \$75 would be maintained. The fund balance is \$1.2 million; however, over the next several years she is concerned regarding debt of old landfills, which would be carrying until 2015 and near-term expenses for dual-stream to single-stream, so there is a need to economize now. She is hoping to save expenses as best as is possible and will be reviewing programs within the five-year budget to determine how to reduce waste by 75 percent by 2015, and at what cost.

Airport

Mr. Nicholas said the additional airline service is good news as it would increase passenger and landing fees, and other revenue sources such as parking, car rental, etc. With fuel costs increasing it is difficult to determine how the airlines will continue. He believes it will be supply and demand and that Cornell University and the student body transportation needs, particularly with international connections, would be helpful to maintain the present services. Mr. Nicholas said he does not know what the new fees being charged by airlines will be as well as the fees charged locally. He said the fees charged at the airport are higher than the average fees for a similar size airport and it may become an issue in the future.

Ms. Kiefer asked if there is a timeframe for possible rental of property when the Town of Lansing sewer line is installed. Mr. Marx indicated the Town Board approved the project and that shortly a meeting would take place with Mr. Stamm of Tompkins County Area Development to discuss opportunities to market the site. Mr. Nicholas said that due to Cornell University's Technology Park becoming full he believes the site is promising.

Information Technology Services

Mr. Potter reported there would be four over-target requests put forth by his department: (1) increased cost of fuel has resulted in an increase of approximately twenty percent for 2008; (2) Criminal Justice Data Communication system requires the three servers be replaced, which could be up to \$30,000. A meeting will occur next with the stakeholders including not only those associated with the criminal justice aspect but Office for the Aging, Department of Social Services, Mental Health, and those preparing the 2009 budgets as well; (3) the new 55 Brown Road property will require numerous connectivity considerations inside and outside the building. One consideration is the cost to replace the present T-1 circuit connection from the Sheriff's Department with direct fiber connection. He believes Finger Lakes Technology can do this at a reasonable price. He would like the direct connection to be at the Emergency Response building rather than the Public Safety building, and then add fiber to the Public Safety building as well. The design has been completed. Some federal funds can cover the first portion of the project, running conduit from one County building to another. It is anticipated it would cost approximately \$50,000 to complete the fiber link from the airport to the Public

Safety building. The connection between Emergency Response and 55 Brown Road would utilize Cornell's fiber infrastructure. The largest impact is the one-time cost of the fiber optic to the Public Safety building. Item (4) being recommended is that the Public Health Department purchase new servers at the time of their move. He believes it could be a blade server and storage area and would allow a redundant backup system. He believes the cost would be approximately \$10,000 - \$15,000, and could be purchased in part using Health Department rollover funding; they are also seeking funding from other users of the server as well.

Highway Division

Mr. Sczesny reported that every aspect of his work relates to oil. He anticipates three over-target requests related to maintenance of effort. He anticipates a request for salt, which increased significantly in cost, from \$26 to \$37/ton, and we use approximately 370 tons per year; a request for increased fuel expenditures; and an additional \$100,000 to cover the additional burden the County pays to plow the State roads. At this time, the State has extended their contracts for a year; the County is attempting to work with the State to reduce the added burden and are seeking ways to reduce the level of service, which would then allow the County to reduce services and thereby costs. Mr. Sczesny is hopeful that the State will limit the hours of operation designated to clear roads. Mr. Marx indicated there would be a transfer of funds from the Highway fund balance to cover the deficit in operating expenses due to the increased fuel costs. He also indicated there would also be a one-time request for the fuel related to plowing State roads and that there are several associated items to be discussed with the State Department of Transportation that will be occurring over the course of the next year. A brief discussion regarding the cost of salt and diesel occurred. Mr. Sczesny noted that it would not be less expensive to pick up the salt rather than have it delivered. It was also stated that the State cannot be billed for the additional cost to plow the State highways.

Burns Road Bridge Accident– Additional Information

Mr. Sczesny reported the accident occurred when a dump truck owned by Scott Construction from Dundee, New York, went through the side of the Burns Road bridge. The driver was airlifted and necessary steps were taken to contain any contamination of the creek.

Facilities

Mr. LeMaro reported he would again be requesting an over-target request for the operations budget in the amount of \$300,000 to cover deferred maintenance; this reflects the additional \$50,000 increase in fiscal target to assist in completing necessary work (roof replacements, fire alarm upgrades, HVAC replacements). Within the base budget he will attempt to cover the cost of increased fuel, which he estimates to be approximately \$5,000 over the current year. With regard to the utilities budgeting unit that covers utilities, taxes, rent, and insurance, it is expected to increase, however this will be covered within the base budget as these are required expenses. Mr. LeMaro spoke of energy consumption being stable and noted there is a six percent increase in natural gas cost to date in 2008. The increase for 2009 could be between \$50,000 to \$80,000 additional. He said the Board of Elections lease is being added as well as associated utilities. In addition, there would be both the Biggs building and the Brown Road building utility and maintenance costs for at least a period of time. He hopes the Biggs building is sold or disposed of as quickly as possible to reduce costs.

Mr. Marx said a committee of the Planning Advisory Board has been coming forward with issues to be considered and what to do with the Biggs property. Following the discussions a decision would be made as to the appropriate disposal/use of the property. He noted that it is hoped that early in 2009 steps will begin to meet this goal so that when the Health Department moves to the new location the building could be immediately ready for a new use. Discussions are occurring with the Town of Ithaca and Cayuga Medical Center regarding the property.

Mr. LeMaro noted there are some small service expenses associated with the Brown Road property until occupancy; rather than hire new firms to continue the services, the contract service agreements previously held by Cornell University are being continued. In addition, Cbord is paying a rental fee for use of the parking lot at the present time.

Ms. Herrera said she heard there are concerns with geese feces on premises; Mr. Marx said that Cornell University also had concerns and that a contract was completed to remove the geese, which has proven successful.

Mr. LeMaro said the Project Approval Request for Brown Road may have a slight increase from the initial submission and he is hoping to refine the numbers shortly.

Commissioner of Planning and Public Works Report

Health Department Construction

Mr. Marx reported that the Health Department Building construction is moving along well. The floor plans have been viewed by staff with positive feedback, including the interior finishes and office areas. The step of deconstruction of the existing interior is underway with an award of bid expected in September. The next step would be the bid for construction, which is anticipated late in the year. The building will qualify for LEED certification, although it is not certain if it would be certified or silver designation.

Office for the Aging Relocation Study

Mr. Marx reported that the schedule of Lifelong/Office for the Aging relocation is 2010, a year behind the schedule the State court would prefer. He anticipates the State to express concern that it is not occurring sooner.

Highway Swaps

Mr. Marx reported that within the next month it is expected that resolutions would be coming forward regarding road swaps between the County and the Towns of Lansing, Groton, and Dryden; this is due to the ongoing discussions and resulting agreements with local municipalities.

Public Works Administration

Ms. Nelson reported that Public Works Administration comprises one-half of the Commissioner of Planning and Public Works salary as well as the Public Works Administrator. The salaries and associated fringes are divided within the various Public Works divisions. She noted that as a result of rollover and a reduction of fringes, the amount for 2009 is reduced.

Approval of Minutes

It was MOVED by Ms. Kiefer, seconded by Ms. Chock, and unanimously adopted by voice vote of members present, to accept the minutes of May 6, 2008 as amended.

It was MOVED by Ms. Kiefer, seconded by Mr. Randall, and unanimously adopted by voice vote of members present, to accept the minutes of May 15, 2008 as amended.

It was MOVED by Ms. Kiefer, seconded by Mr. Randall, and unanimously adopted by voice vote of members present, to accept the minutes of June 3, 2008 as amended.

It was MOVED by Ms. Kiefer, seconded by Ms. Chock, and unanimously adopted by voice vote of members present, to accept the minutes of June 17, 2008 as amended.

It was MOVED by Mr. Randall, seconded by Ms. Chock, and unanimously adopted by voice vote of members present, to accept the minutes of June 19, 2008 as amended.

Adjournment

On motion the joint meeting adjourned at 5:45 p.m.

Facilities and Infrastructure Committee
July 17, 2008

Respectfully submitted by Karen Fuller, Deputy Clerk.