Buildings & Grounds Committee

Committee Meeting

~ Minutes ~

60 Central Ave.
Cortland, NY 13045
http://www.cortland-co.org

Tuesday, June 6, 2023 **10:00 AM** **Room 302**

CALL TO ORDER

The meeting was called to order at 10:10 AM by Committee Chair Paul Heider

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Member	Excused	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Ann Homer	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Chair	Present	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Vice Chair	Excused	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Scott Roman	Cortland County, NY	Director of Emergency Response and Communications	Present	
Dennis Spina	Bell & Spina		Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Margaret Mellott	Cortland Standard	Reporter	Remote	
Eddie Velazquez	Cortland Voice	Reporter	Remote	

MINUTES

1. Buildings & Grounds Committee - Committee Meeting - May 9, 2023 10:00 AM

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ann Homer, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

DISCUSSION ITEMS

1. Bell & Spina - 111 Port Watson Street Update

RESULT:	**COMPLETED**

2. 22 West Court Street Update

RESULT:	**COMPLETED**

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Cortland County Security Officer and Continue Cortland County IT Steering Committee - Information Technology

RESULT:	**APPROVED [UNANIMOUS]** **Next: 6/22/2023 6:00 PM**
MOVER:	Joseph Nauseef, Committee Member
SECONDER:	Ann Homer, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO.**

Appoint Cortland County Security Officer and Continue Cortland County IT Steering Committee - Information Technology

WHEREAS, Resolution No. 51-21 established the Information Technology (IT) Steering Committee to define a vision of delivering information technology services in Cortland County to support all departments and employees in the most cost efficient, secure and flexible methods possible, AND

WHEREAS, Resolution No. 51-21 stated that the Information Technology Steering Committee is to dissolve on December 31, 2023, AND

WHEREAS, it is the recommendation of the Buildings and Grounds Committee to keep the Information Technology Steering Committee beyond the December 31, 2023 date to continually improve and address the technological needs of Cortland County due to the ever changing advances in technology and technological requirements, AND

WHEREAS, it is the recommendation of the IT Steering Committee to appoint a Security Officer for Cortland County, AND

WHEREAS, it is the recommendation of the Buildings and Grounds Committee to appoint Lisa Perfetti as the Security Officer for Cortland County, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby establishes that the Cortland County Information Technology Steering Committee be and hereby will remain in effect indefinitely, unless

discharged by a subsequent resolution, AND BE IT FURTHER

RESOLVED, that the Cortland County Information Steering Committee shall be under the direction of the Director of Information Technology for Cortland County, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature be and hereby appoints Lisa Perfetti as Security Officer in and for Cortland County.

AGENDA ITEM NO. 2 – Award Bid/Authorize Contract for Parking Lot Sealing and Striping - Buildings and Grounds

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 6/13/2023 10:00 AM
MOVER:	Ann Homer, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO.**

Award Bid/Authorize Contract for Parking Lot Sealing and Striping - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the sealing, cleaning, crack sealing and striping of County-owned parking lots, AND

WHEREAS, bids were received from the following:

Company	Address	Amount
UA Maintenance	1075 Buffalo Road, Suite 200 Rochester, NY 14624	$36,675
Luizzi Asphalt Services	70 Tivoli Street, Albany, NY 12207	$95,545

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, NOW THEREFORE BE IT

RESOLVED, that UA Maintenance of 1075 Buffalo Road, Rochester, New York 14624 is here by awarded the bid for sealing, cleaning, crack sealing and striping of County-owned parking lots, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with UA Maintenance of 1075 Buffalo Road, Rochester, New York 14624 for the sealing, cleaning, crack sealing and striping of County-owned parking lots at a cost not to exceed $36,675.

AGENDA ITEM NO. 3 – Award Bid/Authorize Contract Walk-In Cooler & Freezer at County Correctional Facility - Buildings and Grounds

Mr. VanDee MADE A MOTION TO AMEND the resolution to include language about the project funding coming from the Jail Project Reserve Fund, Mr. Nauseef SECONDED THE MOTION, and upon unanimous voice vote of members present, MOTION CARRIED.

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 6/13/2023 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Ann Homer, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO.**

Award Bid/Authorize Contract Walk-In Cooler & Freezer at County Correctional Facility - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility, AND

WHEREAS, bids were received from the following:

Company	Address	Amount

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, NOW THEREFORE BE IT

RESOLVED, that _____ is here by awarded the bid for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Jail Project Reserve Fund, Account No. A386300.JAIL, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with _____ for the tear-out, disposal and replacement of the walk-in cooler and freezer at the Cortland County Correctional Facility at a cost not to exceed $_____.

AGENDA ITEM NO. 4 – Award Bid/Authorize Contract 37 Church Street Shingle Roof Replacement - Buildings and Grounds

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 6/13/2023 10:00 AM
MOVER:	Ann Homer, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO.**

Award Bid/Authorize Contract 37 Church Street Shingle Roof Replacement - Buildings and Grounds

WHEREAS, a Request for Proposals (RFP) was issued for the tear-off, repair and replacement of

the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND

WHEREAS, bids were received from the following:

Company	Address	Amount

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, NOW THEREFORE BE IT

RESOLVED, that _____ is here by awarded the bid for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045, AND BE IT FURTHER

RESOLVED, that the funds for this project are to come from the Buildings & Grounds Capital Project Reserve Fund, Account No. A388301, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, is hereby authorized to enter into a contract with _____ for the tear-off, repair and replacement of the shingled portion of the roof at 37 Church Street, Cortland, New York 13045 at a cost not to exceed $_____.

AGENDA ITEM NO. 5 – Award Bid - Site Work - 22 West Court Street

RESULT:	**APPROVED [UNANIMOUS]**
	Next: 6/13/2023 10:00 AM
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Ann Homer, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

ON MOTION OF HEIDER **RESOLUTION NO.**

Award Bid - Site Work - 22 West Court Street

WHEREAS, the County advertised, received and opened proposals for a Phase V (five) of renovations (site work) to 22 West Court Street, AND

WHEREAS, the proposals for Phase V are as follows:

Boland's Excavating $426,400
1403 Millburn Drive
Conklin, NY 13748

Rasmussen Excavation $509,030
4371 S Lebanon Road
Earlville, NY 13332

Siteworx $525,800
2370 US Highway 11
Whitney Point, NY 13862

, AND

WHEREAS, based upon the results of the bid, the Building and Grounds Committee recommends that bid be awarded to the lowest responsible bidder, AND

WHEREAS, it would be in the best interest of Cortland County to contract with Boland's Excavating of 1403 Millburn Drive, Conklin, NY 13748 for the site work at 22 West Court Street for the total proposed amount of $426,400, AND

WHEREAS, the funds for the contract for Phase V of the renovation of 22 West Court Street are coming from a grant from the New York State Department of Homeland Security with no cost to the county and the funds are available in account A30205.52320.SICG, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval by the County Attorney or their designee, to enter into an agreement with Boland's Excavating of 1403 Millburn Drive, Conklin, NY 13748 for Phase V (five) of the renovation to 22 West Court Street as outlined in the accepted proposal at a cost not to exceed $426,400.

COMMITTEE APPROVAL

1. Committee Approval - Authorize Use of County Portion of Courthouse Park & County-Owned Parking Lots for Main Street Music Series

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ann Homer, Committee Member
SECONDER:	Joseph Nauseef, Committee Member
AYES:	Bentley, Van Dee, Homer, Heider, Nauseef
EXCUSED:	Beau Harbin, Eugene Waldbauer

MONTHLY REPORTS

1. IT Monthly Report

RESULT:	**COMPLETED**

2. Reports and Timelines

RESULT:	**COMPLETED**

ADJOURNMENT

The meeting was closed at 10:59 AM

Buildings & Grounds Committee

Committee Meeting

~ Minutes ~

60 Central Ave.
Cortland, NY 13045
http://www.cortland-co.org

Tuesday, May 9, 2023 | **10:00 AM** | **Room 302**

CALL TO ORDER

The meeting was called to order at 10:22 AM by Committee Vice Chair Eugene Waldbauer

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Member	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Ann Homer	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Chair	Excused	
Joseph Nauseef	Cortland County, NY	Committee Member	Present	
Eugene Waldbauer	Cortland County, NY	Committee Vice Chair	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Charles Miller	Cortland County, NY	Superintendent Buildings and Grounds	Present	
Jack Hess	Cortland County, NY	Director, Information Technology	Present	
Sandra Price	Cortland County, NY	Board Member	Present	
George Wagner	Cortland County, NY	Board Member	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

Minutes Acceptance: Minutes of May 9, 2023 10:00 AM (MINUTES)

MINUTES

1. Buildings & Grounds Committee - Committee Meeting - Apr 11, 2023 10:00 AM

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ann Homer, Committee Member
SECONDER:	Douglas Bentley, Committee Member
AYES:	Bentley, Harbin, Van Dee, Homer, Nauseef, Waldbauer
EXCUSED:	Paul Heider

RESOLUTIONS

ACTION ITEMS

1. Committee Recommendation to the Finance & Administration Committee to Amend Resolution No. 133-22 to Allocate All Unused American Rescue Plan Funding to the Restoration and Renovations Taking Place at the Cortland County Courthouse Instead of Broadband

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Joseph Nauseef, Committee Member
SECONDER:	Ann Homer, Committee Member
AYES:	Bentley, Harbin, Van Dee, Homer, Nauseef, Waldbauer
EXCUSED:	Paul Heider

DISCUSSION ITEMS

MONTHLY REPORTS

1. IT Monthly Report

RESULT:	**COMPLETED**

2. Buildings & Grounds Committee Reports and Information

RESULT:	**COMPLETED**

ADJOURNMENT

The meeting was closed at 11:02 AM

CORTLAND COUNTY

BREWER - TITCHENER BUILDING RENOVATIONS

EXISTING NORTH ELEVATION

bell & spina ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY
BREWER - TITCHENER BUILDING RENOVATIONS

PROPOSED NORTH ELEVATION

bell & spina ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY OMH

CONCEPT PLAN

Cortland, New York

OPTION 2

June 5, 2023

KEPLINGER FREEMAN A

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY OMH

CONCEPT PLAN

Cortland, New York

OPTION 1

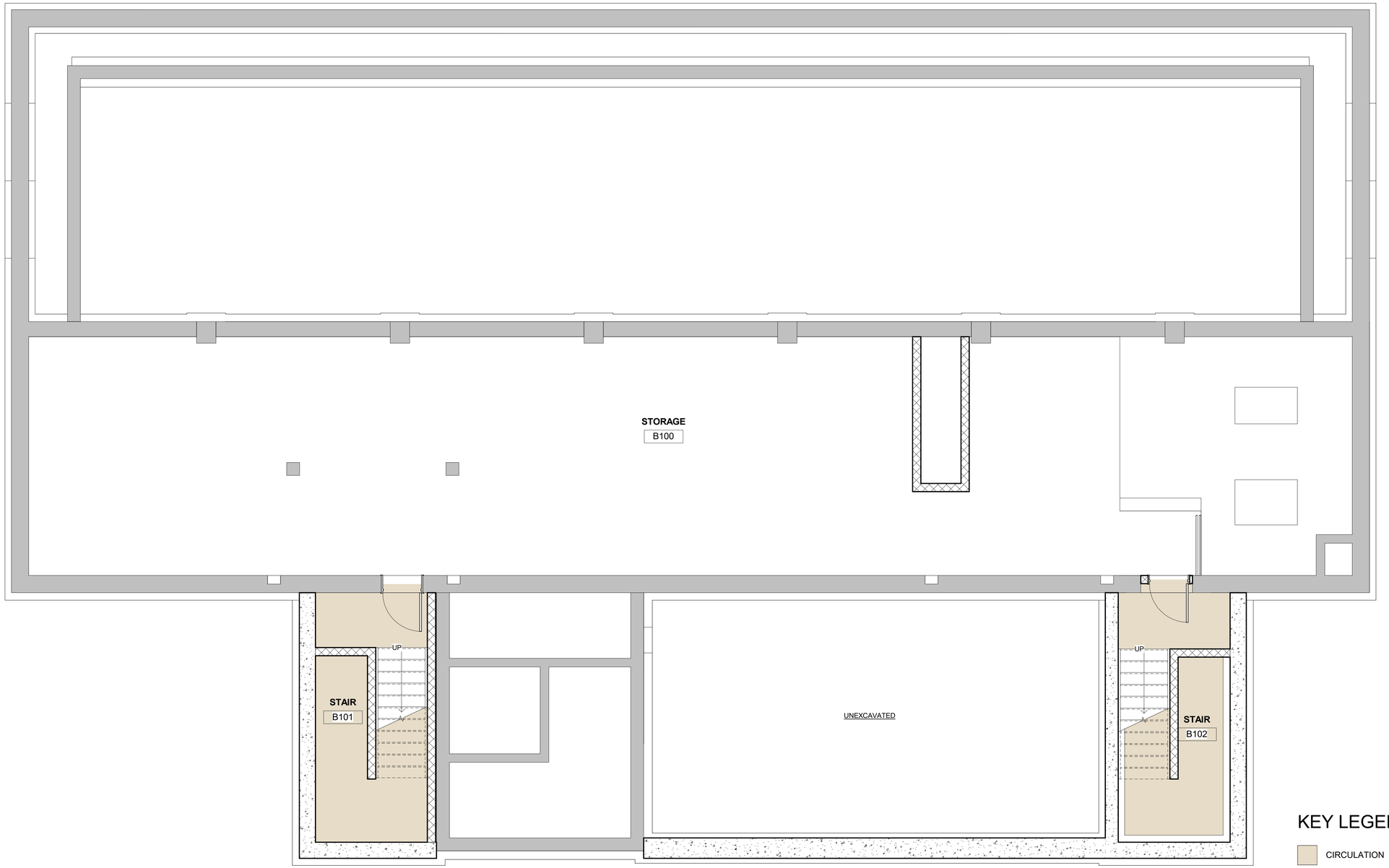
June 5, 2023

KEPLINGER FREEMAN A

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY

BREWER - TITCHENER BUILDING RENOVATIONS



PROPOSED BASEMENT PLAN

bell & spina
ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY

BREWER - TITCHENER BUILDING RENOVATIONS

PROPOSED FIRST FLOOR PLAN

bell & spina ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY

BREWER - TITCHENER BUILDING RENOVATIONS

KEY LEGEND

CIRCULATION

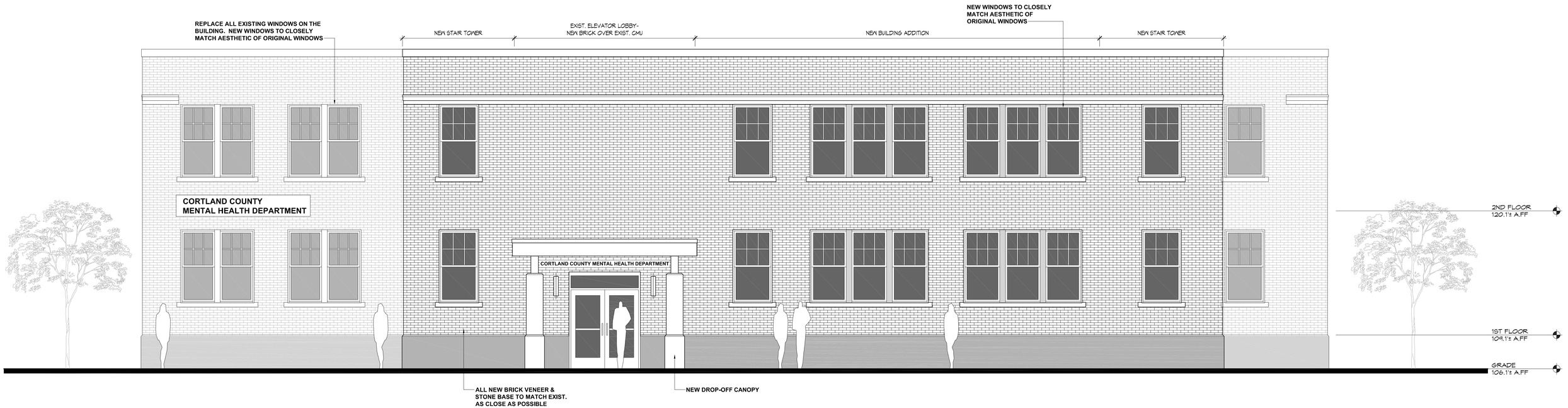
PROPOSED SECOND FLOOR PLAN

bell & spina ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

CORTLAND COUNTY

BREWER - TITCHENER BUILDING RENOVATIONS



PROPOSED SOUTH ELEVATION

bell & spina ARCHITECTS

Attachment: Option 2 - Cortland County OMH (11515 : Bell & Spina - 111 Port Watson Street Update)

22 West Court Street

Architect: King & King, Syracuse NY

June 2023

Updates

- Phase 4 interior construction
  - Construction has started with bi-weekly meetings
  - All trades on site and actively engaged
    - Interior is framed in
    - HVAC units being installed on the interior. Exterior units yet to arrive
    - Spray foam insulation week of June 5th
    - Electrical contractor work is progressing
    - NYSEG has been engaged for changes to service
- IT - Fiber Optic connection, Celerity engaged
- ePlus will be used for network design elements
- Motorola engaged for network work for radio system
- Generator arrival September 2023
- Estimates received from state contractors for access control system
- Phase 5 bidding results

Work completed

- Phase 1 - Interior demolition
- Phase 2 - Roof replacement
- Phase 3 - Window replacement

Future Work

- Phase 5 exterior site work – told architects to progress with bidding work
- Phase 6 site/security improvements

Attachment: 22 West Court - June 2023 (11500 : 22 West Court Street Update)

ATLANTIC TESTING LABORATORIES

WBE certified company

Syracuse
6085 Court Street Road
Syracuse, NY 13206
315-699-5281 (T)
atlantictesting.com

April 20, 2023

Cortland County 911, Emergency
Response & Communications
54 Greenbush Street
Cortland, New York 13045

Telephone: 607-753-5065
Email: sroman@cortland-co.org

Attn: Scott Roman
Director & Fire Coordinator

Re: Contract Addendum
Cortland County Primary E911 Center Implementation
Cortland, New York
ATL No. ST998-108-01-23 Addendum 1

Atlantic Testing Laboratories, Limited (ATL) is currently providing services for the referenced project, in accordance with ATL No. ST998-108-01-23, dated January 24, 2023. Per the request for additional services, the following items are attached:

- Scope of Services (Directed Lead Bulk-XRF Sampling and Analysis Services)
- Fee Schedule

This addendum is subject to the terms of the original AGREEMENT.

Please provide written acknowledgement and acceptance of ATL's contract addendum by returning a signed copy via email or to:

Atlantic Testing Laboratories, Limited
Contracts Department
6431 US Highway 11
Canton, New York 13617

In the absence of written acknowledgement, the scheduling of ATL's services shall serve as explicit authorization to proceed in accordance with this addendum.

If you have any questions or require additional information, please contact me at your convenience.

Sincerely,
ATLANTIC TESTING LABORATORIES, Limited

Andrew S. Amell
Senior Project Manager

ASA/ses

Attachments

cc: ATL Contracts Department

Attachment: 22 West Court Street - ATL lead paint (11500 : 22 West Court Street Update)

The contract addendum described herein is accepted and agreed upon.

Cortland County Emergency Response & Communications

Signature

4/20/2023
Date

Scott Romeo, Director 911
Printed Name and Title
Its Duly Authorized Representative

Attachment: 22 West Court Street - ATL lead paint (11500 : 22 West Court Street Update)

SCOPE OF SERVICES FOR SAMPLING AND ANALYSIS

Cortland County Primary E911 Center Implementation
22 West Court Street
Cortland, New York 13045

Based on information provided to ATL by representatives of the CLIENT, it is our understanding that the PROJECT consists of providing sampling and analysis services for suspect lead-containing paint. The sampling and analysis will be performed for steel roof joists associated with the referenced project.

The services described herein are not intended to represent a complete survey of the building or building areas. Designated areas and components for sampling have been identified by representatives of the CLIENT.

It is understood and accepted by the CLIENT that the bulk sampling requires removal of portions of building materials and finishes. ATL will take reasonable precautions to minimize and limit damage while accessing locations and performing the work. Restoration of sample areas to original condition will not be the responsibility of ATL.

A. Bulk Sampling and Analysis Services:

1. Lead-Containing Paint:

- Provide a **Lead Inspector**, certified by the United States Environmental Protection Agency (EPA), to perform x-ray fluorescence (XRF) testing on painted surfaces, with confirmatory paint chips collected from locations where XRF results are considered inconclusive. The general location and material description/color of surfaces sampled will be recorded. Sample locations with multiple layers of paint will be described with the color of the outermost layer. Bulk paint chip samples will be comprised of all layers of paint, with the sampling completed from surface to substrate.
- Submit bulk paint chip samples to a NYSDOH ELAP approved laboratory. Bulk paint chip samples will be laboratory analyzed for lead, in accordance with EPA Method 7000B or EPA Method 6010.
- Laboratory analysis for lead will be performed on a 24-Hour TAT basis, subsequent to receipt of the samples by the laboratory.

B. Additional Services:

1. Provide a **Project Manager** to coordinate sampling and analysis services, and review bulk sample test data.
2. Prepare a directed bulk sampling report, to include the following:
   - Summary of observations recorded during field activities
   - Description of the homogeneous area(s) sampled
   - XRF readings and calibration checks
   - Copy of laboratory reports and associated sample custody documentation
   - A copy of ATL company and staff certifications
3. Distribute reports as directed by CLIENT. Reports will be distributed to CLIENT by email, unless otherwise directed.

Attachment: 22 West Court Street - ATL lead paint (11500 : 22 West Court Street Update)

C. CLIENT Responsibilities:

1. Provide safe access, conforming to OSHA and other pertinent regulations, to sampling and testing locations.
2. Provide an electrical source for the use of necessary equipment.
3. Restoration of sample locations.
4. Provide contact information for report distribution

NOTES TO THE SCOPE OF SERVICES

Unless otherwise agreed upon, we require a minimum of two days advance notice prior to project initiation and one day advance notice for subsequent scheduling of field services. Notice of cancellation must be received by 5:00 PM on the day prior to scheduled services, or a minimum charge in accordance with the Fee Schedule will be applicable.

Attachment: 22 West Court Street - ATL lead paint (11500 : 22 West Court Street Update)

FEE SCHEDULE

Service	Estimated Quantity	Unit Fee	Estimated Cost
Atlantic Testing Laboratories			
Technical Personnel			
Lead Inspector		$560.00 / Day	
Miscellaneous			
Report Preparation (Directed Lead-Based Paint Sampling)		$475.00 / Report	
XRF Equipment		$150.00 / Day	
Subcontracted			
Laboratory Analysis			
Lead-Based Paint (24-Hour TAT) (Includes Shipping)		$30.00 / Each	

NOTES TO THE FEE SCHEDULE

The fees listed in this addendum are supplemental to the AGREEMENT Fee Schedule.

Attachment: 22 West Court Street - ATL lead paint (11500 : 22 West Court Street Update)

Steel Special Inspection Report

Report #:
Report Date: 0

2.2.c

Syracuse
6085 Court Street Road
Suite A
Syracuse, NY 13206
Phone: 315.699.5281
Fax: 315.699.3374

Client:

Cortland County 911
54 Greenbush Street
Cortland, NY 13045

Project:

ST4652
Cortland Primary E911 Communications Center
22 West Court Street
Cortland, NY 13045

GENERAL INFORMATION

Inspector: Hickey, Sean
Activity Date: 05/08/2023
Weather: Clear
Inspection: ☑ Field ☐ Shop

Activity Number: 2
Contractor: Homer Ironworks
Indoor Air Temperature(s): 55 - 60 (deg F)
Location: 22 West Court Street Cortland, NY 13045

INSPECTION SUMMARY

Atlantic Testing Laboratories was on-site to perform the following structural steel inspections. No discrepancies were identified at the time of our inspection.

Framing Level: Roof Framing

Inspection Element: Primary Framing
Inspection Category: ☑ Welding

Location Details: 1/4" fillet welds connecting the 3/4" diameter rod and the 1/4" thick plates to the existing joists within the building.

Welding Inspection Items Performed:

☑ Inspection of welds for cleanliness and conformity to visual acceptance criteria. ☑ Verify no arc strikes outside of the weld area.
☑ Verify no prohibited welds have been added without approval of the EOR.
☑ Verify final connections are in compliance with project documents.

THE RESULTS RELATE ONLY TO THE ITEMS INSPECTED OR TESTED; THIS REPORT SHALL NOT BE REPRODUCED, EXCEPT IN FULL, WITHOUT THE PRIOR WRITTEN APPROVAL OF ATLANTIC TESTING LABORATORIES.

Attachment: Cortland Primary E911 Communications Center_2023-05-08_Steel Special Inspection Report_000002 (11500 : 22 West Court Street

Steel Special Inspection Report

Report #: 1
Report Date: 0

Syracuse
6085 Court Street Road
Suite A
Syracuse, NY 13206
Phone: 315.699.5281
Fax: 315.699.3374

Client:

Cortland County 911
54 Greenbush Street
Cortland, NY 13045

Project:

ST4652
Cortland Primary E911 Communications Center
22 West Court Street
Cortland, NY 13045

REMARKS

The following documents were used for compliance of the inspected items:

☑ Structural Drawings

Reference Codes Used: ☑ AWS D1.1

Structural Drawings Used: ST1.01 (11/18/2022)

Corey Nelson, representing McGinnis Nelson Construction, Inc., was informed of the above inspection results prior to departure from the site.

Nathan Carroll Project Manager
05/11/2023

THE RESULTS RELATE ONLY TO THE ITEMS INSPECTED OR TESTED; THIS REPORT SHALL NOT BE REPRODUCED, EXCEPT IN FULL, WITHOUT THE PRIOR WRITTEN APPROVAL OF ATLANTIC TESTING LABORATORIES.

Attachment: Cortland Primary E911 Communications Center_2023-05-08_Steel Special Inspection Report_000002 (11500 : 22 West Court Street

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned BOLAND'S EXCAVATING & TOPSOIL, INC.
(Name of Bidder)
1403 MILLBURN DRIVE
CONKLIN NY 13748
(Address)

Contact: MICHAEL BOLAND

Phone: 607 775-5030

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of

THREE HUNDRED SEVENTY SEVEN THOUSAND FOUR HUNDRED 00/100 DOLLARS ($ 377,400.00)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)
The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)
The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.
Total ADD FORTY NINE THOUSAND and 00/100 DOLLARS ($ 49,000.00)

RIGHT TO WAIVE OR REJECT
In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER
Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a ~~Certified Check ( ), or~~ Bid Bond (X) (check one) in the amount of EIGHTEEN THOUSAND EIGHT HUNDRED SEVENTY and 00/100 DOLLARS ($ 18,870.00) which represents not less than 5% of the Base Bid.

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPT

We hereby acknowledge Addendum No. 1 Date 5/30/23
___ Date ___
___ Date ___
___ Date ___
___ Date ___

SIGNED: [signature]

TITLE: MICHAEL BOLAND JR, PRESIDENT

FOR: BOLAND'S EXCAVATIN & TOPSOIL, INC.

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 1403 MILLBURN DRIVE

STATE INCORPORATED, IF INCORPORATED: NEW YORK CONKLIN NY 13748

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/01/23

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: MICHAEL BOLAND

TITLE: PRESIDENT

FOR: BOLAND'S EXCAVATING & TOPSOIL, INC.
(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 1403 MILLBURN DRIVE CONKLIN NY 13748

STATE INCORPORATED, IF INCORPORATED: NEW YORK

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/01/23

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)
MICHAEL BOLAND

SIGNATURE

TITLE
PRESIDENT

BOLAND'S EXCAVATING
& TOPSOIL, INC.
1403 MILLBURN DRIVE
CONKLIN NY 13748

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

CERTIFICATION

MICHAEL BOLAND, a representative of BOLAND'S EXCAVATING & TOPSOIL, INC. 1403 MILLBURN DRIVE CONKLIN NY 13748, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither BOLAND'S EXCAVATING & TOPSOIL, INC. 1403 MILLBURN DRIVE CONKLIN NY 13748 nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.

2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.

3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.

4. The Bidder's Dun & Bradstreet D-U-N-S number is 187 681 560.

5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

NAME MICHAEL BOLAND

PRESIDENT
TITLE

Sworn to before me this 1ST day of JUNE, 2023

NOTARY PUBLIC

CHRISTINE A SKOJEC
STATE OF NEW YORK
NOTARY PUBLIC
Qualified in Broome County
01SK6064821
MY COMMISSION EXPIRES 10/01/2025

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

AIA® Document A310™ – 1970

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
(Here insert full name and address or legal title of Contractor)
BOLAND'S EXCAVATING AND TOPSOIL, INC.
1403 Millburn Drive
Conklin, NY 13748

as Principal, hereinafter called the Principal, and
(Here insert full name and address or legal title of Surety)
U.S. Specialty Insurance Company
1150 Northbrook Drive, Suite 330
Trevose, PA 19053

a corporation duly organized under the laws of the State of **TX** as Surety, hereinafter called the Surety, are held and firmly bound unto
(Here insert full name and address or legal title of Owner)
COUNTY OF CORTLAND, NY
60 Central Avenue
Cortland, NY 13045

as Obligee, hereinafter called the Obligee, in the sum of **FIVE PERCENT OF ATTACHED BID** (**$ 5%**), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for
(Here insert full name, address and description of project)
CORTLAND COUNTY E911 CENTER, PHASE 5-SITE WORK
22 West Court Street, Cortland, NY

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

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User Notes: (1331853412)

Signed and sealed this **26th** day of **MAY 2023**

(Witness) Brenda J. Ferri

(Witness) Brenda J. Ferri

Boland's Excavating and Topsoil, Inc.
(Principal) (Seal)

(Title) **Michael J. Boland, President**

U.S. Specialty Insurance Company
(Surety)

(Title) **Lisa D. Kaylor, Attorney In Fact** (Seal)

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User Notes: (1331853412)

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

CORPORATE ACKNOWLEDGEMENT

STATE OF NEW YORK }
ss:
County of BROOME }

On this 26th day of MAY 2023, before me personally came MICHAEL J. BOLAND to me known, who, being by me duly sworn, did depose and say that (s)he resides in BINGHAMTON, NY that (s)he is the PRESIDENT of the BOLAND'S EXCAVATING AND TOPSOIL, INC. the corporation described in and which executed the foregoing instrument; that he knows the corporate seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; and that it was so affixed by order of the Board of Directors of the said corporation, and that (s)he signed his/her name thereto by like order.

Brenda J. Ferri

Notary Public

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

****

SURETY ACKNOWLEDGEMENT
U.S. SPECIALTY INSURANCE COMPANY

STATE OF NEW YORK }
ss:
County of BROOME }

On this 26th day of MAY 2023, before me personally came LISA D. KAYLOR to me known, who, being by me duly sworn, did depose and say, that (s)he resides in the City of HASTINGS, NY; that (s)he was the Attorney In Fact of U.S. SPECIALTY INSURANCE COMPANY, an TEXAS corporation, the corporation named in and which executed the within instrument; that (s)he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that (s)he signed his/her name thereto by like order.

Brenda J. Ferri

Notary Public

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

TOKIO MARINE HCC

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

Thomas Costello, Lisa D. Kaylor, Deborah K. Blanchard, Brenda J. Ferri,
Michael C. Coleman, Eric J. Danes, Michael J. Tressider

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed** _____ ******Unlimited****** _____ Dollars (____***unlimited***____). This Power of Attorney shall expire without further action on January 31st, 2024. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

Be it Resolved, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 23rd day of September, 2021.

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

State of California

County of Los Angeles

By: _____
Daniel P. Aguilar, Vice President

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

On this 23rd day of September, 2021, before me, D. Littlefield, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

D. LITTLEFIELD
Notary Public - California
Los Angeles County
Commission # 2320307
My Comm. Expires Jan 31, 2024

Signature _____ (seal)

I, Kio Lo, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 26th day of MAY, 2023.

Corporate Seals
Bond No. Unassigned-PID BOND

Agency No. 12215

Kio Lo, Assistant Secretary

HCCSMANPOA09/2021

visit tmhcc.com/surety for more information

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

Attachment: Boland bid (11524 : Award Bid - Site Work - 22 West Court Street)

U.S. SPECIALTY INSURANCE COMPANY
STATUTORY STATEMENT OF ADMITTED ASSETS,
LIABILITIES, CAPITAL AND SURPLUS *(1)*
December 31, 2022

Admitted Assets		***Liabilities and Capital and Surplus***	
Investments:		Liabilities:	
Fixed Maturities, at amortized cost	1,725,976,369	Unpaid loss and loss adjustment expense	1,223,547,196
Preferred Stocks	4,521,483	Reinsurance payable on paid losses and loss adjustment expenses	105,535,474
Common stocks	4,639,064	Commission payable	5,794,351
Mortgage loans on real estate - first liens	165,515,479	Accrued expenses	9,634,271
Mortgage loans on real estate - other than first liens	5,889,234	Taxes, licenses, and fees	3,858,788
Cash and cash equivalents	136,903,352	Current federal and foreign income taxes	9,271,163
Receivable for securities	287,550	Unearned premiums	395,416,459
Total cash and Invested assets:	2,043,732,531	Advance premium	4,928,102
		Dividends declared and unpaid to policyholders	533,789
		Ceded reinsurance balance payable	79,045,365
		Funds held under reinsurance treaties	6,565,680
		Amounts withheld or retained for others	104,274
		Provision for reinsurance	7,148,000
		Payable to parent, subsidiaries and affiliates	12,447,936
		Payable for securities	5,685,345
Investment income due and accrued	17,766,112	Funds held - Unclaimed Property	1,561
Premium receivable	310,508,581	*Total liabilities*	1,869,517,754
Recoverable from reinsurers	31,275,606		
Net deferred tax asset	26,900,979	Capital and Surplus:	
Electronic data processing equipment and software	13,482	Capital Stock	4,200,000
Receivable from parent, subsidiaries and affiliates	14,919,492	Additional paid-in and contributed capital	190,085,811
Miscellaneous receivables	511	Unassigned surplus	381,313,729
	401,384,763		575,599,540
Total admitted assets	2,445,117,294	*Total liabilities and capital and surplus*	2,445,117,294

(1) - In accordance with the statutory financial statements as filed on March 1, 2023.

I, LaShonda Chermaine Davis, Chief Financial Officer of U.S. Specialty Insurance Company, hereby certify that to the best of my knowledge and belief, the foregoing is a full and true Statutory Statement of Admitted Assets, Liabilities and Capital and Surplus of the Company as of December 31, 2022, prepared in conformity with accounting practices prescribed or permitted by the Texas Department of Insurance. The foregoing statement should not be taken as a complete statement of financial condition of the Company. Such a statement is available upon written request at the Company's home office located at 13403 Northwest Freeway, Houston, Texas 77040.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation at Houston, Texas.

LaShonda Chermaine Davis
Vice President & Chief Financial Officer

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned Rasmussen Excavation LLC
(Name of Bidder)

4371 S. Lebanon Rd, Earlville NY 13332
(Address)

Contact: David Rasmussen

Phone: 315 420 9882

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of

Four hundred Sixty five thousand and two hundred twenty DOLLARS ($465,220)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)
The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)
The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.
Total ADD Forty three thousand Eight hundred & 00 DOLLARS ($43,810)

RIGHT TO WAIVE OR REJECT
In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER
Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check ( ), or Bid Bond (X) (check one) in the amount of Twenty three thousan two hundred Sixty One DOLLARS ($23,261) which represents not less than 5% of the Base Bid.

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

ADDENDUM RECEIPT

We hereby acknowledge Addendum No. 1 Date 5/30/2023
___Date_____
___Date_____
___Date_____
___Date_____

SIGNED: Dail P. Rasmussen
TITLE: Member
FOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)
FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332
STATE INCORPORATED, IF INCORPORATED: NY
CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: Daniel P. Rasmussen

TITLE: Member

FOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332

STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)
David Rasmussen

SIGNATURE David P. Rasmussen

TITLE
Member

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

CERTIFICATION

David Rasmussen, a representative of Rasmussen Excavation LLC, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Rasmussen Excavation LLC nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.

2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.

3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.

4. The Bidder's Dun & Bradstreet D-U-N-S number is _____.

5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

D. P. Rasmussen
NAME

Member
TITLE

Sworn to before me this 1st day of June, 2023

Lorraine E. Giroux
NOTARY PUBLIC

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned Rasmussen Excavation LLC
(Name of Bidder)

4371 S. Lebanon Rd, Earlville NY 1333
(Address)

Contact: David Rasmussen

Phone: 315 420 9882

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of Four hundred Sixty five thousand and two hundred twenty DOLLARS ($465,220)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)
The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)
The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.
Total ADD Forty three thousand Eight hundred ten DOLLARS ($43,810)

RIGHT TO WAIVE OR REJECT
In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER
Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check ( ), or Bid Bond (X) (check one) in the amount of Twenty three thousand two hundred Sixty One DOLLARS ($23,261) which represents not less than 5% of the Base Bid.

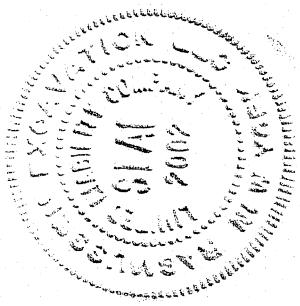
Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

ADDENDUM RECEIPT

We hereby acknowledge Addendum No. 1 Date 5/30/2023
___ Date _____
___ Date _____
___ Date _____
___ Date _____

SIGNED: Dail P. Rasmussen
TITLE: Member
FOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)
FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332
STATE INCORPORATED, IF INCORPORATED: NY
CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023



Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: Dail P. Rasmussen

TITLE: Member

FOR: Rasmussen Excavation LLC
(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 4371 S. Lebanon Rd, Earlville NY 13332

STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6/1/2023

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE)
David Rasmussen

SIGNATURE
David P. Rasmussen

TITLE
Member

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

CERTIFICATION

David Rasmussen, a representative of Rasmussen Excavation LLC, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Rasmussen Excavation LLC nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.

2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.

3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.

4. The Bidder's Dun & Bradstreet D-U-N-S number is _____.

5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

David P. Rasmussen
NAME

Member
TITLE

Sworn to before me this 1st day of June, 2023

Lorraine E. Giroux
NOTARY PUBLIC

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

HF&C

HAYLOR, FREYER & COON INC.

AN **ALERA GROUP** COMPANY

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

Bonding Specialists

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we **Rasmussen Excavation LLC**
4371 S. Lebanon Rd., Earlville, NY 13332

as Principal, hereinafter called the Principal, and **United States Fire Insurance Company**
305 Madison Avenue, Morristown, NJ 07962

a corporation duly organized under the laws of the State of **Delaware**

as Surety, hereinafter called the Surety, are held and firmly bound unto **County of Cortland**
60 Central Avenue, Cortland, NY 13045

as Obligee, hereinafter called the Obligee, in the sum of
Five Percent of Bid Amount (5%)
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

Cortland County E911 Center, Phase 5 – Site Work at 22 West Court Street Cortland, NY

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed on this **31st** day of **May, 2023**

Witness

Rasmussen Excavation LLC
(Principal) (Seal)

Witness

United States Fire Insurance Company
(Surety) (Seal)

Paul Hagen, Attorney-In-Fact

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY

89064

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

Dawn M. Gaido, Jon R. Houppert, Adam J. LaClair, James D. Freyer, Jr., Trevor A. Hash, Corinne Yousey, Paul Hagen

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties not exceeding: **Seven Million, Five Hundred Thousand Dollars ($7,500,000).**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

> Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:
>
> (a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;
> (b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.
>
> Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 28th day of September, 2021.

UNITED STATES FIRE INSURANCE COMPANY

Matthew E. Lubin, President

State of New Jersey}
County of Morris }

On this 28th day of September, 2021, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.

MELISSA H. D'ALESSIO
NOTARY PUBLIC OF NEW JERSEY
Commission # 50125833
My Commission Expires 4/7/2025

Melissa H. D'Alessio (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the **31st** day of **May** 20**23**

UNITED STATES FIRE INSURANCE COMPANY

Michael C. Fay, Senior Vice President

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

PRINCIPAL'S ACKNOWLEDGMENT
INDIVIDUAL VERIFICATION

State of _____
County of _____

On this _____ day of _____, in the year 20____, before me personally came _____ to me known, and known to me to be the person (s) who is (are) described in and who executed the forgoing instrument, and acknowledges to me that he (they) executed the same.

_____
(Notary Public)

LIMITED LIABILITY COMPANY VERIFICATION

State of New York
County of Madison

On this 1st day of June, in the year 2023, before me personally appeared David Rasmussen, to me known and known to me to be the person who executed the forgoing instrument, and who being by me duly sworn, deposes and says that (s)he is the member _____ of Corporation. A Limited Liability Company, and that (s) he executed the forgoing instrument as the act and deed of the said Limited Liability Company.

Lorraine E. Giroux
(Notary Public)

LORRAINE E. GIROUX
Notary Public, State of New York
No. 01GI6257030
Qualified in Chenango County
My Commission Expires 3/5/2024

CORPORATE VERIFICATION

State of _____
County of _____

On this _____ day of _____, in the year 20____, before me personally came _____ to me known, who, being by me duly sworn, deposes and says that (s) he resides in the City of _____ that (s) he is the _____ of the _____ the corporation described in and which executed the forgoing instrument, that (s) he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that (s) he signed his/her name thereto by like order.

_____
(Notary Public)

SURETY ACKNOWLEDGMENT

State of New York
County of Onondaga

On this 31st day of May in the year 2023, before me personally came Paul Hagen to me known, who, being by me duly sworn, did depose and say that (s)he resides in Syracuse, NY; that (s)he is the Attorney-in-Fact of the United States Fire Insurance Company, the corporation described in and which executed the attached instrument; that (s) he knows the corporate seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; and that it was so affixed by order of the Board of Directors of the said corporation; and that (s) he signed his/her name thereto by like order.

Corinne E. Yousey
(Notary Public)

Corinne E. Yousey
Notary Public, State of New York
No. 01YO6149825
Qualified in Onondaga County
My Commission Expires July 17, 2026

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

UNITED STATES FIRE INSURANCE COMPANY

1209 ORANGE STREET, WILMINGTON, DELAWARE 19801

STATEMENT OF ASSETS, LIABILITIES, SURPLUS AND OTHER FUNDS

AT DECEMBER 31, 2022

ASSETS

Bonds (Amortized Value)	1,905,252,232
Preferred Stocks (Market Value)	114,529,067
Common Stocks (Market Value)	1,762,084,603
Mortgage Loans (Market Value)	796,032,009
Cash, Cash Equivalents, and Short Term Investments	626,020,353
Derivatives	10,695,142
Other Invested Assets	337,125,033
Investment Income Due and Accrued	19,572,352
Premiums and Considerations	340,327,513
Amounts Recoverable from Reinsurers	61,688,599
Funds Held by or Deposited with Reinsured Companies	70,688,033
Net Deferred Tax Asset	140,619,760
Electronic Data Processing Equipment	1,507,891
Receivables from Parent, Subsidiaries and Affiliates	158,857,542
Other Assets	145,928,507
TOTAL ASSETS	$ 6,490,928,636

LIABILITIES, SURPLUS & OTHER FUNDS

Losses (Reported Losses Net of Reinsurance Ceded and Incurred But Not Reported Losses)	2,212,036,852
Reinsurance Payable on Paid Losses and Loss Adjustment Expenses	68,359,436
Loss Adjustment Expenses	374,380,070
Commissions Payable, Contingent Commissions and Other Similar Charges	10,899,929
Other Expenses (Excluding Taxes, Licenses and Fees)	95,863,911
Taxes, Licenses and Fees (Excluding Federal Income Taxes)	30,559,093
Current Federal and Foreign Income Taxes	197,142,687
Unearned Premiums	999,534,655
Advance Premium	12,896,716
Ceded Reinsurance Premiums Payable	99,545,135
Funds Held by Company under Reinsurance Treaties	42,360,469
Amounts Withheld by Company for Account of Others	133,940,889
Provision for Reinsurance	2,638,135
Payable to Parent, Subsidiaries and Affiliates	91,545,650
Other Liabilities	73,407,186
TOTAL LIABILITIES	$ 4,445,110,813
Common Capital Stock	18,780,000
Gross Paid In and Contributed Surplus	1,502,074,940
Unassigned Funds (Surplus)	524,962,883
Surplus as Regards Policyholders	2,045,817,823
TOTAL LIABILTIIES, SURPLUS & OTHER FUNDS	$ 6,490,928,636

I, Carmine Scaglione, Senior Vice President and Controller of UNITED STATES FIRE INSURANCE COMPANY, certify that the foregoing is a fair statement of Assets, Liabilities, Surplus and Other Funds of this Company, at the close of business, December 31, 2022, as reflected by its books and records and as reported in its statement on file with the Insurance Department of the State of Delaware.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company, this 23rd day of March, 2023.
UNITED STATES FIRE INSURANCE COMPANY

Attachment: Rasmussen bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

SITE WORK CONSTRUCTION BID FORM

FOR

PROJECT

Cortland County E911 Center
Phase 5 – Site Work
22 West Court Street Cortland, NY

SEE INVITATION TO BID FOR DATE, TIME AND PLACE FOR RECEIPT OF BIDS

The undersigned Siteworx Inc.
(Name of Bidder)

2370 US-11 Whitney Point, NY 13862
(Address)

Contact: David Black

Phone: 607 727-1297

hereby certifies that he has visited the site and has examined and fully comprehends the requirements and intent of the Plans and Project Manual of the proposed work, and being familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, supplies, plant and equipment, and other facilities necessary or proper for or incidental to the performance of the proposed work and does hereby agree to perform all

SITE WORK CONSTRUCTION

of the project in accordance with the Contract Documents at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part.

The Bidder agrees to furnish all Materials, Labor, and all other costs for the Total Lump Sum Base Bid of

four hundred sixty eight thousand eight hundred 00/100 DOLLARS ($ 468,800.00)

(The above amounts, and the amounts indicated for Alternates, if any, shall be shown in typing)
(or written in ink in both words and figures. In case of discrepancy, the amount shown in words)
(will govern.)

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

ALTERNATES (Refer to Project Manual Section 012300 for descriptions)
The Bidder shall submit the following Alternate Bids in accordance with Contract Documents. Alternate bids, if accepted by the Owner, shall become a part of the Contract and shall comply with all of the applicable Contract Documents.

ALTERNATE NO. 1 (Rear Retaining Wall – Wall #1)
The Bidder shall state the amount to be added to the Base Bid if this Alternate is accepted.
Total ADD Fifty-Seven thousand and 00/100 DOLLARS ($57,000.00)

RIGHT TO WAIVE OR REJECT
In submitting this Bid, it is understood that the right is reserved by the Owner to accept or reject any or all bids.

QUALIFICATION OF BIDDER
Upon request after the bid opening, the Bidder shall submit a fully executed AIA A305 Contractor's Qualification Statement, to be qualified as the lowest responsible bidder.

WITHDRAWAL OF BIDS

It is agreed that this bid may not be withdrawn for a period of forty-five (45) calendar days after closing time of same.

PERFORMANCE-PAYMENT BOND

The Bidder agrees, if awarded the Contract, to execute and deliver performance and matching payment bonds in the form bound in the Specifications, both in the amount of the Contract; and to deliver insurance certificates and endorsements for insurance required by the Specifications, upon execution of the Contract. Award of the Contract shall be contingent upon review and acceptance of bonds and insurance by the Owner.

TIME

We agree to commence work when directed by the Owner to proceed, and to complete fully said work as specified in Section 011100 "Summary of Work".

BID SECURITY

The undersigned Contractor encloses with this Bid the Bid Security required by the Contract Documents in the form of a Certified Check ( ), or Bid Bond (X) (check one) in the amount of twenty six thousand two hundred ninety & 00/100 DOLLARS ($26,290.00) which represents not less than 5% of the Base Bid.

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

ADDENDUM RECEIPT
We hereby acknowledge Addendum No. 1 Date 5/30/23
___ Date _____
___ Date _____
___ Date _____
___ Date _____

SIGNED: [signature]
TITLE: President
FOR: Siteworx INC
(Firm - Indicate if Corporation, Partnership, Individual, Other)
FIRM ADDRESS: 2370 US-11 Whitney Point, NY 13862
STATE INCORPORATED, IF INCORPORATED: NY
CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6-1-23

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

NON-COLLUSIVE BIDDING CERTIFICATION:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

SIGNED: _____

TITLE: President

FOR: Siteworx Inc

(Firm - Indicate if Corporation, Partnership, Individual, Other)

FIRM ADDRESS: 2370 US 11 Whitney Point, NY 13862

STATE INCORPORATED, IF INCORPORATED: NY

CORPORATE SEAL, IF INCORPORATED, SHALL BE STAMPED BELOW

DATE: 6-1-23

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

Certification of Compliance with the
NEW YORK STATE IRAN
DIVESTMENT ACT OF 2012
(Must be signed and returned with Bid)

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that it is not on the "Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012" list ("Prohibited Entities List") posted on the OGS website at: http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf and further certifies that it will not utilize on such Contract any subcontractor that is identified on the Prohibited Entities List. Additionally, Bidder/Contractor is advised that should it seek to renew or extend a Contract awarded in response to the solicitation, it must provide the same certification at the time the Contract is renewed or extended.

During the term of the Contract, should Cortland County receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, Cortland County will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the Act within 90 days after the determination of such violation, then Cortland County shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the Contractor in default.

Cortland County reserves the right to reject any bid, request for assignment, renewal or extension for an entity that appears on the Prohibited Entities List prior to the award, assignment, renewal or extension of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the Prohibited Entities list after contract award.

Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of this certificate as to compliance with the New York State Iran Divestment Act of 2012:

NAME (PRINT OR TYPE) Siteworx INC

SIGNATURE [signature]

TITLE President

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

Job No. 23-11-7806

CERTIFICATION

David Black, a representative of Siteworx Inc, hereby swears to and certifies that, to the best of his or her knowledge and belief:

1. Neither Siteworx Inc, nor any substantially owned-affiliated entity of the Bidder (collectively the "Bidder"), has been found to be in violation of the Davis-Bacon Act pursuant to 40 U.S.C. 3144, the Copeland Act pursuant to 18 U.S.C. 874 and 40 U.S.C. 3145 or the Contract Work Hours and Safety Standards Act pursuant to 40 U.S.C. 332, or their New York State counterparts.

2. If the Bidder has been found to be in violation of the Davis-Bacon Act, the Copeland Act, the Contract Work Hours and Safety Standards Act, or any of their New York State counterparts, state the name of the agency, the date of the violation, the nature of the violation and any consequence of the violation, including warnings, fines and debarments below.

3. The Bidder is not currently under investigation by any local, state or federal government agency. If Bidder is under investigation, state the name of the agency, the date of the alleged violation and the nature of the alleged violation below.

4. The Bidder's Dun & Bradstreet D-U-N-S number is 80258475.

5. I have authority to execute this certification, knowing it will be relied upon by the Owner of this Project.

David Black
NAME

President
TITLE

Sworn to before me this 1st day of June, 2023

NOTARY PUBLIC

Eric M. Hamm
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01HA6398978
Qualified in Broome County
Commission Expires October 7, 2023

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

AIA® Document A310™ – 1970

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we
(Here insert full name and address or legal title of Contractor)
SITEWORX INC.
2730 US Hwy 11
Whitney Point, NY 13862

as Principal, hereinafter called the Principal, and
(Here insert full name and address or legal title of Surety)
HUDSON INSURANCE COMPANY
100 William Street, 5th Floor
New York, NY 10038

a corporation duly organized under the laws of the State of **DE** as Surety, hereinafter called the Surety, are held and firmly bound unto
(Here insert full name and address or legal title of Owner)
CORTLAND COUNTY
60 Central Ave, Room 306
Cortland, NY 13045

as Obligee, hereinafter called the Obligee, in the sum of **Five Percent of attached Bid** (**$ 5%**), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for
(Here insert full name, address and description of project)
CORTLAND COUNTY E911 CENTER, PHASE 5 - SITEWORK
AT 22 WEST COURT STREET, CORTLAND, NY

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

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User Notes: (1331853412)

Signed and sealed this **22nd** day of **MAY 2023.**

(Witness)
Brenda J. Ferri, Witness

(Witness)
Brenda J. Ferri, Witness

SITEWORX INC.
(Principal) (Seal)

(Title) **David G. Black, President**

HUDSON INSURANCE COMPANY
(Surety)

(Title) **Eric J. Danes, Attorney In Fact** (Seal)

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

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User Notes:
(1331853412)

(Acknowledgment by principal, if a corporation.)

STATE OF **NEW YORK**, }
} ss:
COUNTY OF **BROOME** }

On this **22nd** day of **MAY 2023** before me personally came **David G. Black** to me known to be the person by me duly sworn, did depose and say, that he/she resides in **Whitney Point, NY**, that he/she is the **President** of the **SITEWORX, INC.,** the corporation described in and which executed the foregoing instrument; that he/she knew the seal of said corporation; that the seal affixed to said instrument was such corporate seal; that it was affixed by order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

.....
Notary Public.

(Acknowledgment of Surety Company)

STATE OF **NEW YORK** }
} ss:
COUNTY OF **BROOME** }

On this **22nd** day of **MAY 2023**, before me, the undersigned, a Notary Public in and for said county, personally appeared **Eric J. Danes**, who is to me well known, who being duly sworn, did depose and say that he/she resides in **Bridgeport, New York**, that he/she is Attorney-in-Fact of **Hudson Insurance Company**, the corporation described in and who executed the within instrument as surety. That he/she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was thereto affixed by order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

.....
Notary Public.

BRENDA J. FERRI
Notary Public, State of New York
No. 4528018
Residing in Broome County
My Commission Expires June 30, 2026

AFFIDAVIT

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

HUDSON INSURANCE GROUP

BID BOND POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute a appoint

Lisa D. Kaylor, Thomas Costello, Deborah K. Blanchard, Michael C. Coleman, Brenda J. Ferri, Michael Tresidder, Eric J. Danes

of the state of New York

its true and lawful Attorney(s)-in-Fact, at New York City in the State of New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bid bonds for any and all purposes.

Such bid bonds, when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of June, 20 22 at New York, New York.

Attest.....
Dina Daskalakis, Corporate Secretary

HUDSON INSURANCE COMPANY

By.....
Michael P. Cifone, Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

On the 15th day of June, 20 22 before me personally came Michael P. Cifone to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of **HUDSON INSURANCE COMPANY**, the Company described herein and which executed the above instrument, that he knows the seal of said Company, that the seal affixed to said instrument is the corporate seal of said Company, that it was so affixed by order of the Board of Directors of said Company, and that he signed his name thereto by like order.

(Notarial Seal)

.....
ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

THAT the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertaking made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

Witness the hand of the undersigned and the seal of said Company this 22nd day of MAY, 20 23.

By.....
Dina Daskalakis, Corporate Secretary

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

HUDSON INSURANCE COMPANY

SHORT FORM FINANCIAL STATEMENT
AS OF DECEMBER 31, 2022

ASSETS

Bonds	$	485,914,449
Real estate		0
Mortgage Loans on Real Estate		73,581,960
Cash on hand and on deposit		44,223,336
Reinsurance Receivable		629,031,777
FIT recoverable (including net deferred tax asset)		25,025,629
Aggregate write-ins for other than invested assets		492,356,287
Deferred premiums, agents' balances and installments booked but deferred and not yet due (including earned but unbilled premiums)		126,326,463
Stocks		415,394,105
Other Assets		62,859,618
Total Assets	$	2,354,713,624

LIABILITIES & SURPLUS

Losses	$	337,517,938
Loss adjustment expense		36,920,563
Other expenses		29,857,382
Unearned Premiums		160,331,236
Ceded reinsurance premiums payable		988,181,837
Payable to parent, subsidiaries and affiliates		6,337,448
Commissions payable, contingent commissions and other similar charges		42,920,776
Other Liabilities		147,279,591
Total Liabilities	$	1,749,346,771
Preferred and Common capital stock	$	7,500,238
Gross paid in and contributed surplus		293,480,097
Unassigned funds (surplus)		304,386,518
Surplus as regards policyholders	$	605,366,853
Total Liabilities and Surplus	$	2,354,713,624

STATE OF NEW YORK)
) ss:
COUNTY OF NEW YORK)

I, Rory Rose, the undersigned Chief Financial Officer of Hudson Insurance Company hereby certify the foregoing to be a short form financial statement in the form of a balance sheet, showing the Company's assets and liabilities on a provisional basis, at the close of business on December 31, 2022.

IN TESTIMONY WHEREOF, I have set my hand and affixed the seal of the Company, this 6th day of March , 2023.

Rory A. Rose
Rory Rose
Chief Financial Officer

Subscribed and sworn to before me this 6th day of March , 2023.

Ann M. Murphy
Notary Public

ANN M. MURPHY
NOTARY PUBLIC
STATE OF NEW YORK

ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County, Certified in New York
Commission Expires December 10, 2025

Attachment: Siteworx bid (11524 : Award Bid - Site Work - 22 West Court Street)

Jack Hess
Director

Tom McGrath
Deputy Director

CORTLAND COUNTY

Information Technology

May 24, 2023

Information Technology
May 2023 Monthly Report

Executive Summary

- IT
  - Attended the NYS Local Government IT Director's Association conference
    - Met with representatives from the state and discussed issues of interest between the state and county.
  - County internet and phone services
    - The county's contracts for internet and phone services expire 1Q 2024. We are looking at options that are less expensive for more bandwidth and increase our ability to survive a failure of a circuit.
  - County web site
    - As part of contract with CivicPlus we are eligible for a web site update/redesign.
    - A meeting has been scheduled with the Clerk of the Legislature and CivicPlus for June 5th.
  - Emergency notification system
    - Attended a demonstration of the Alertus system. This is being considered as a replacement for our current system, Chimera/Go2Blue.
- DERC
  - Update NYSP certificates on computer aided dispatch server.
  - Discuss appropriate configuration for high availability of internet services once 22 W. Court St. is on-lne.

Attachment: IT 2023_05_Monthly_Report (11497 : IT Monthly Report)

Departmental Priorities and Focus

Create a clear vision of IT for the future

- Status: In Process
  - The next committee meeting June 14, 2023.
  - Topics for discussion
    - Web site redesign/update
    - Multi-factor authentication
    - Revising the county's security policy
    - Business continuity/disaster recovery
    - Data retention
  - Members
    - Jack Hess, IT – Chair
    - Tom McGrath, IT
    - Lisa Perfetti, Health – Security Officer
    - Beau Harbin, Legislature
    - Rob Corpora, County Administration
    - Savannah Hempstead, Legislature
    - Brooke Kemak, County Clerk
    - Andrea Herzog, Finance
    - James Harvey, DSS
    - Sharon MacDougall, Mental Health
    - Alicia Wheaton, Probation
    - John Gallagher, Sheriff
    - Scott Roman, DERC

Cyber Security

- Status: In Process
  - Work with the state to conduct a cyber event tabletop exercise

Disaster recovery and business continuity planning

- Status: In Process
  - This will be discussed in the IT Steering Committee meeting.

County Wide Services

- Provide mail and print services to all County departments
- Provide fast reliable computer network for entire County
- Prepare new computers for Departments
- Maintain and enhance application programs for various departments to provide accurate and timely reports
- Monitor our security posture to mitigate the threat of ransomware and other attacks
- Provide desktop support
- Telecommunications support
- Access control to County buildings
- Camera and security systems
- Respond to requests for email archiver information (FOIL requests, etc.)
- Respond to alerts from intrusion detection system (IDS)
- Assign Munis roles and permissions

Attachment: IT 2023_05_Monthly_Report (11497 : IT Monthly Report)

Departments

- Aging
- Assigned Counsel
- Buildings and Grounds
- CAC
- CWCC
- County Administration
- County Attorney
- County Clerk
- DERC
- DMV
- DSS
- District Attorney
- Elections
- Finance
- Grant Administration
- Health
- Highway
- Legislators
- Mental Health
- Personnel
- Planning
- Probation
- Public Defender
- RPTS
- Recycling
- Sheriff
- Soil and Water Conservation District
- Solid Waste
- Treasurer
- Veterans

External Agencies

- SUNY Cortland
- Homer PD
- Homer FD
- Cortland PD
- Cortland FD
- NYSP
- MAVAC
- Town of Cortlandville
- Town of Freetown

Contracts (Company, Service, Amount, Expires, Informational/Action Required)

Cisco	WebEx	$10,000/year	6/30/2023	Info.
GoDaddy	SSL Certificate	$450/year	7/15/2023	Info.
Barracuda	Email security gateway	$5,000/year	8/23/2023	Info.
Palo Alto	Firewall maint.	$8,000/year	8/9/2023	Info.
Chimera	Panic button system	$17,000/year	9/3/2023	Info.
SHI	SAN maintenance	$24,000/year	12/31/2023	Info.
Barracuda	Email archiver maint.	$5,688/year	2/26/2024	Info.
Radwin	Radio maint.	$5,000/year	3/13/2024	Info.
Momentum	Phones – Service	$10,991/year	3/31/2024	Info.
Barracuda	Load balancer maint.	$5,000/year	12/16/2024	Info.
Nitel	Internet Service	$12,000/year	3/31/2024	Info.
Verizon	Internet Service	$12,000/year	12/31/2024	Info.
All Mode	Phones - Support	$15,699/year	12/31/2024	Info.
Westlaw	Online Legal Search	$17,000/year	8/31/2026	Info.
Toshiba Business Sol.	Copier/Printers	$63,000/year	12/31/2023	Info.
Pitney Bowes	Postage Meter	$5,820/year	6/30/2027	Info.

Attachment: IT 2023_05_Monthly_Report (11497 : IT Monthly Report)

Buildings and Grounds Timeline updates May 2023

Courthouse Stairs

Bids 27 Sept 2022, received and calculated, resolution passed 12/22/22
Award December 2022
Shop Drawings January 2023 Completed
Kick off meeting completed
Construction May to end of August 2023 (3-4 months)
Beard Electric has completed fiber optic move
Ground breaking ceremony and construction startup May 5th
Demolition has begun, much has already been removed 5/19
Final demo of landing and support piers to take place in May as well as new footings dug 6/23

111 Port Watson

Programing 30 Sept 2022 Not yet completed
Schematic Design Base release was March of 2023
Construction Doc Mid-May 2023
Bidding End of May 2023
Award June 2023
Construction Duration August 2023 – August 2024 (10 – 12 Months)
Meeting scheduled to discuss final floor plans and construction
Historic eligibility being discussed and is delaying project a bit but they have submitted proposal to address SHPO concerns, 4/1/2023
Meeting with Bell and Spina, the Building work group, Myself and Mr. Corpora took place April 5th moving towards final layout and approvals
Mr. Spina will be at this meeting for update of floor plan 5/23

City Court Relocation

Scope / Design Verification and design in process, RFQ c hanged to RFP, Courts request interview process for selection, released for Architect/Engineering Completed
Award of Bid for Architectural February 2023 COMPLETE, Bell and Spina contract complete planning meeting is scheduled.
Planning stages have begun. Meeting with 6th Judicial scheduled
Construction Docs. April May 2023
Bidding June 2023
Award July 2023
Construction Duration end of August beginning of September start in 2023 (3 months) pending successful bid and on Contractor start date availability as well as elevator modernization schedule.
Final survey conducted by KONE on April 28th, more information forthcoming
Meeting with
Meeting took place with Bell and Spina and State Court 6th
jurisdiction on May
Floor plan initial base is currently being drawn up by Bell and Spina, 5/23

Court House Elevator renovation

Screening process OMNIA bid through KONE
Initial walk through took place August 25th 2022
Contract with KONE completed and returned
Final cost $265,000

Attachment: Committee updates timelines May 2023 (11499 : Reports and Timelines)

Buildings and Grounds Timeline updates May 2023

Lead time on equipment is approximately 4 months
Start date for install should August-September 2023
Final walk through took place 5/22/23

3rd Floor HVAC project

Final engineering and checks complete
One more walkthrough completed in January
Equipment appears to be available for the most part
Final cost of construction due, still not received
pending project cost,
Now adjusting construction goals and coverage, 2/27/23
New plan being processed with less coverage. 3/20/2023
On hold until further notice, 5/22

Court House entry areas and stone work

Contact made with Architect for cost to prepare Bid and Construction documents January 2023
Timeline to be updated as information arrives
Architects estimate arrived 2/27/2023 for Dome
Architects estimates and proposal arrived
Exterior Cleaning of stone added to the request 2/23
Contract awarded to Bell and Spina for architectural and engineering of all proposed repairs. 3/23
Awaiting estimate for bid and construction documents estimate as of April 17th, some investigative work to be done when step construction begins at a lesser expense
Estimate received and passed through legislature, contract in process investigatory work to begin soon 5/23

Court House Dome restoration

Contact Made with Architect for cost to prepare Bid and Construction documents January 2023
Timeline to updated as information becomes available would be a 2024 Project
Contract with Bell and Spina moved forward in April for bid and construction documents April 27th
Rotunda, columns etc. estimate for bid and construction documents has arrived for review from Bell And Spina included in discussion items
Moving forward with construction and bid documents 4/30
Contract in process 5/25

Attachment: Committee updates timelines May 2023 (11499 : Reports and Timelines)

CORTLAND COUNTY BUILDINGS & GROUNDS
Safety Office and Code Enforcement
60 Central Ave. B-28
Cortland, NY 13045-2746

Chuck Miller, *B&G Superintendent 607-753-5068* **David Clay Jr.,** *BM Foreperson 607-753-5190*

TO: B&G Committee

FROM: Chuck Miller, Superintendent, Safety and Code Enforcement Officer

DATE: 6/1/2023

SUBJECT: Activities Report for May 2023
Here are our monthly updates, please feel free to contact me if there are any questions or concerns or more information needed and I will accommodate in any way I am able.

We had 0 days of full staff due to time off and medical as well as open positions, we are currently short 1 custodian and 1 maintenance mechanic due to vacancies,

1) I have investigated incidents for the Safety office, and recorded over 8+ reports.
2) Completed survey with KONE on Court House elevator project 5/22/2023*
3) Bell and Spina with Ms. McDougal and the building work group met and planning is in final stages for Mental Health Project, floor plan presented, Bell and Spina to review this committee meeting.
4) Meeting for floor plans for City Court renovations to took place May 3rd, a basis of need has been presented and space is now being configured to accommodate.
5) Staffing issues continue interviewing final custodial position as well as a Mechanics position.
6) Met with State Courts and initiated alternate entrance during step construction, temporary commercial ADA ramp will not be used but they are reasonable accommodations being made for entry.
7) Attended meetings on Court House, Personnel, Crescent Commons, Budget, PERMA, and One Group, Court House Committees and work groups, Bell and Spina, Violence in the work place, safety.
8) Elevator work completed with updates to Fire system and safety controls, car renovations are awaiting parts but have begun
9) Renovations of old Probation area for County Clerk are in process, continue to work with Ms. Larkin to accommodate their needs.
10) Flags and flowers are being planted and replaced for Memorial Day weekend events.
11) Anticipated arrival of new skid steer is here, paperwork being finalized and delivery should be before this meeting.
12) Equipment for Age Well Center has arrived and installations are ongoing some are completed. My team continues to work with the vendor for all needs and alterations to accommodate the new equipment.
13) Attended Safety and Workers Compensation training in Albany with PERMA
14) Assisted highway with spring issues with Dwyer memorial park, intrusion alarm system may need to be replaced.
15) Fire Alarm system at County Office Building is repaired, updated as best as could be done, and is currently fully functional.
16) Completed more renovations for County Administrator, Nutrition/Aging, and continue to improve the new Secured entryway for safety of the employees.

This fiscal season we have a number of small and large projects on the agenda, we will continue to work with all involved to keep everything running as smoothly as possible through this process. Please, if anyone has any questions, concerns, or issues, let's address them sooner than later. Communication will be key throughout this entire process.

Respectfully
Chuck Miller
Superintendent of Building and Grounds
Code/Safety officer

Attachment: Departmental activities report May 2023.2 (11499 : Reports and Timelines)

bell & spina
ARCHITECTS

Meeting No.: **003**
Date: 17 May 2023
Meeting Location: Virtual

Project Name: Courthouse Main Stair Reconstruction
Cortland County Courthouse
Cortland, New York

B&S Project No.: **128—22-012**

Project Progress Meeting

Present

NAME	AFFILIATION	PHONE	EMAIL
Dennis Spina	Bell & Spina	315-488-0377	dspina@bellandspina.com
Chuck Miller	Cortland County	607-753-5068	cmiller@cortland-co.org
John Rupert	Upstate Company	607-867-4025	rogerp@upstatecompany.com
MartyMcCutcheon	RE Kelly		
Bill Anderson	Wilkins Mechanical	315-343-8902	bill.anderson@wilkinsmechanical.net
Dave Fett	Wilkins Mechanical	315-343-6902	dave.fett@wilkinsmechanical.net

ITEMS DISCUSSED

ADMINISTRATIVE ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.01	**5/17 No new items**			

COORDINATION ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
	5/17 None noted			

CHANGE ORDER ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.05	Any change order request should be submitted with material and labor breakdowns. **5/17 None to date**			

SCHEDULING / PROGRESS ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.06	**5/17 Work Status** **RE Kelly:** **Clean up from demo to date.** **Light pole bases removed.** **Another crew is scheduled to remove granite landing.**			

SYRACUSE
215 Wyoming Street
Suite 201
Syracuse, NY 13204

Phone
315.488.0377
315.487.5947 fax

ROCHESTER
1151 Pittsford-Victor Road
Suite 125
Pittsford, NY 14534

Phone
585.200.5038
585.248.9532 fax

Info
www.bellandspina.com
info@bellandspina.com

Attachment: Cortland County Entry Stairs Progress Mtg 3 2023-05-17 (11499 : Reports and Timelines)

	Schedule submitted. – attached. **Wilkins:** **Boiler disconnected but needs to be reconnected.** **Wilkins has 90% of equipment.** **Expansion tank is out 5 weeks, will be on site next week.** **Upstate:** **Lights out about a month will not be back on site until get power inverters.**			

UNUSUAL EVENTS / SAFETY				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.10	Safety was discussed. Contractor requested to call Chuck Miller 607-753-0053 in addition to 911 should any incident take place. **5/17 No incidents reported**			
1.11	Superintendents for each contractor will be issued a key pass to access the courthouse for conducting work. Submit copy of driver's license to Chuck Miller for security background check. 5/3 Contractors have submitted request to security. **5/17 Requests have been approved – see Sargent Woods at the security entry to pick up access cards.**			**5/17**

PAYMENT STATUS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.12	Submit schedule of values to the architect for review. 5/3 SOV to be submitted by Upstate and Wilkins. **5/17 SOVs submitted and under review**			**5/17**

SHOP DRAWING STATUS / ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.14	**A shop drawing cover sheet is to accompany each submittal – attached. All submittals are to be forwarded to Samantha Loughnot, Bell & Spina's construction coordinator at sloughnot@bellandspina.com** **5/17 No outstanding submittals**			

RFI STATUS				
Item No.	Description	Resp. Party	Due Date	Date Closed
1.15	RFI's to be submitted to the Architect – track with contract prefix GC, E, or HVAC followed by sequence number. **5/17 Upstate to submit a RFI on light pole bases.**	Each Contractor		

COORDINATION / MOCKUP REVIEW			
Description	Resp. Party	Due Date	Date Closed
There will be coordination meetings for installation of the heat trace system and attachment of plates to the granite, and lighting interface with the ramp railing and stairs.		**To be scheduled**	

Attachment: Cortland County Entry Stairs Progress Mtg 3 2023-05-17 (11499 : Reports and Timelines)

A mockup will be required for the Elastomeric coating on the concrete piers.			

OPEN DISCUSSION ITEMS				
Item No.	Description	Resp. Party	Due Date	Date Closed
2.01	**Elevator project may start in fall.**			
2.02	Temporary signage being installed by county to direct people to entry. **5/17 Temporary signage installed – additional signage will be installed.**			**5/17**

Next Meeting Date, Time and Location:
The next meeting will be on 31 May at 2:00 pm –This meeting will be at the project site.

The above represents our understanding and record of the items discussed and the direction agreed upon by those present. Please contact this office, in writing, with any clarifications or corrections with seven days of the date above or it is assumed that this record is complete and accurate.

ATTACHMENTS: Schedule from RE Kelly

Respectfully Submitted:
Bell & Spina, Architects-Planners, PC

Dennis Spina, AIA, RRC, REWC, REWO

cc: Attendees,
Tim Myers
Dave Salvagni

Attachment: Cortland County Entry Stairs Progress Mtg 3 2023-05-17 (11499 : Reports and Timelines)

R.E. KELLEY
SPECIALTY CONTRACTOR
1383 State Route 96; Waterloo, NY 13165

	6-May	13-May	20-May	27-May	3-Jun	10-Jun	17-Jun	24-Jun	1-Jul	8-Jul	15-Jul	22-Jul	29-Jul	5-Aug	12-Aug	19-Aug	26-Aug	2-Sep	9-Sep	16-Sep	23-Sep	30-Sep	7-Oct	14-Oct	21-Oct	28-Oct	4-Nov	11-Nov	18-Nov
Cortland County Courthouse Stair																													
Bell & Spina Project No. 128-22-012																													
Mobilize		xx																											
Temp. Fence		xx																											
Remove Pole Bases,Railings,Deck, Conc. Topping			xxxx																										
Demo Granite, Limestone,Masonry,Footings				xxxx	xxxx	xxxx																							
Excavate for new Footings							xx																						
Stone Fabrication	xxxx