



# Buildings & Grounds Committee

## Committee Meeting

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

### ~ Agenda ~

Tuesday, August 8, 2023

10:00 AM

Room 302

### WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=mc2b32fcf9bdb53b4d74f13dbc8af3887>

Tuesday, August 8, 2023 10:00 AM | 1 hour | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2347 414 8848

Password: Gdg5nUdW5V8

Join by phone

+1-415-655-0001 US Toll

Access code: 234 741 48848

### CALL TO ORDER

| Attendee Name                         | Present                  | Absent                   | Late                     | Arrived |
|---------------------------------------|--------------------------|--------------------------|--------------------------|---------|
| Committee Member Douglas Bentley      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Beau Harbin          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Ronald J. Van Dee    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Ann Homer            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Chair Paul Heider           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Joseph Nauseef       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Vice Chair Eugene Waldbauer | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |

### MINUTES

1. Buildings & Grounds Committee - Committee Meeting - Jun 6, 2023 10:00 AM

### RESOLUTIONS

#### ON MOTION OF HEIDER

#### AGENDA ITEM NO. 1

#### 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   |
|------------------------------|-------------------------------------|----------|
| Universal Builders           | 97 Depot St. Canisteo, NY 14823     | \$42,964 |
| Marchuska Brothers           | 408 Commerce Road Vestal, NY 13850  | \$49,945 |
| New Britain Roofing, Inc.    | 721 Fox Street Horseheads, NY 14845 | \$98,000 |
| Pulver Roofing Company, Inc. | 1418 Erie Street Utica, NY 13502    | \$96,000 |

|                          |                                                       |           |
|--------------------------|-------------------------------------------------------|-----------|
| Sierra Contractors Corp. | 14-31 28 <sup>th</sup> Ave., # 6 Astoria, NY<br>11102 | \$111,000 |
|--------------------------|-------------------------------------------------------|-----------|

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 Universal Builders is hereby 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 Universal Builders of 97 Depot St., Canisteo, NY 14823 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 \$42,964.

## **ON MOTION OF HEIDER**

## **AGENDA ITEM NO. 2**

### **Authorize Change Order for Investigative Work and Repairs at Cortland County Courthouse**

WHEREAS, Cortland County wishes to continue restoration/improvements to the historic County Courthouse entrances and exterior, AND

WHEREAS, Cortland County received a change order from Bell and Spina Architects, AND

WHEREAS, Bell and Spina has submitted a proposal for the investigative work for the additional repairs from R. E. Kelley who is currently constructing the new steps, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal with funding to be paid from A16205.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order with Bell and Spina Architects 215 Wyoming St. St #201 Syracuse, NY 13204, for a cost not to exceed \$5,160.

## **ON MOTION OF HEIDER**

## **AGENDA ITEM NO. 3**

### **Authorize Elevation Change Order for Cortland County Courthouse Project**

WHEREAS, Cortland County is restoring the Main Entrance Steps to the historic County Courthouse, AND

WHEREAS, Cortland County received a change order from Bell and Spina Architects, AND

WHEREAS, Bell and Spina has submitted a proposal for elevation changes needed beneath grade that were not equal to the current Courthouse footings, and also address and reconstruct the existing brick wall pocket voids not identified until excavated, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposal and has recommended moving forward with this proposal with funding to be paid from A16205.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature be and hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order from Bell and Spina Architects of 215 Wyoming St., St #201, Syracuse, NY 13204, for a cost not to exceed \$17,496.68.

## **ON MOTION OF HEIDER**

## **AGENDA ITEM NO. 4**

### **Authorize Change Order for 111 Port Watson Street Project**

WHEREAS, Cortland County is renovating the 111 Port Watson Street building for a new Mental Health facility, AND

WHEREAS, Cortland County received a proposed contract change order from Bell and Spina for exploratory work at 111 Port Watson Street, AND

WHEREAS, R. E. Kelley is already onsite and insured at the Courthouse and under contract with Cortland County and is able to complete the exploratory work needed at 111 Port Watson Street, AND

WHEREAS, the Cortland County Legislature's Buildings and Grounds Committee has reviewed the proposed contract change order and has recommended moving forward with this proposal with funding to be paid from A43115.52320.ARP, NOW THEREFORE BE IT

RESOLVED, that the Cortland Legislature be and hereby authorizes the County Administrator, upon review and approval of the County Attorney or designee, to sign the change order from Bell and Spina Architects of 215 Wyoming St. St #201, Syracuse, NY 13204, for a cost not to exceed \$1,980.

## **DISCUSSION ITEMS**

1. Department of Emergency Response & Communications - 22 West Court Update

## **MONTHLY REPORTS**

1. Building & Grounds Monthly Report and Timeline Review
2. IT Monthly Report

## **ADJOURNMENT**