



MINUTES OF MEETING
Buildings and Grounds
April 25, 2022
7:00 PM

I. COMMUNICATIONS

Minutes of a meeting of the Buildings and Grounds Committee of the Chemung County Legislature held in the Hazlett Building, 5th Floor, 203 Lake Street, Elmira, New York on Monday, April 25, 2022.

Members and officials present: John Pastrick, David Manchester, L. Thomas Sweet, Joseph Brennan, Mark Margeson, Christina Sonsire, Martin Chalk, Robert Briggs, William McCarthy, Scott Drake, Michael Smith, Rodney Strange, Bryan Maggs, Tom Freeman, Brian Hart, John Brennan

Legislator excused: Brian Hyland, Peggy Woodard, John Burin

In the absence of the Chairman of the committee, the Chairman of the Legislature, David Manchester called the meeting to order.

II. RESOLUTIONS, MOTIONS, AND NOTICES

1. Resolution declaring various County-owned property as surplus

Motion made by Michael Smith, seconded by William McCarthy, and Passed with a vote of 5-0, declaring various County-owned property as surplus.

2. Resolution awarding bid to Window Specialist, Inc. on behalf of the Chemung County Department of Buildings and Grounds (RFB-2406, HRC Buildings Window Replacement Project Phase II)

Motion made by L. Thomas Sweet, seconded by William McCarthy, and Passed with a vote of 5-0, awarding bid to Window Specialist, Inc. on behalf of the Chemung County Department of Buildings and Grounds (RFB-2406, HRC Buildings Window Replacement Project Phase II).

III. OLD BUSINESS

Mr. Margeson asked if there have been any updates received from the County Executive regarding the progress/status on the plan for the District Attorney's (DA's) office space. Mr. Manchester stated that the Legislature provided \$1 million for the DA's office space in the 2022 Budget. He noted that at the February Budget Committee meeting, the County Executive informed the Legislature that a purchase of a building is in process for the DA's office space, and that a route slip will be submitted. To date, the Legislature has not received a route slip for the DA's office space.

IV. NEW BUSINESS

V. ADJOURNMENT

This meeting was adjourned on the motion made by Mr. Sweet, seconded by Mr. Margeson. Motion Carried.



CHEMUNG COUNTY ROUTE SLIP * PERSONNEL REQUISITION

Resolution declaring various County-owned property as surplus

Resolution #:

Slip Type: OTHER

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

To approve disposition of excess, obsolete or broken Chemung County assets by means that are most beneficial to the County which could be sale, recycling, transfer, scrap or landfill

CREATION:

Date/Time:	Department:
4/7/2022 11:41:10 AM	County Executive

APPROVALS:

Date/Time:	Approval:	Department:	
4/7/2022 11:43 AM	Approved	County Executive	
4/7/2022 3:43 PM	Approved	Budget and Research	
4/11/2022 11:06 AM	Approved	Legislature Chairman	

ATTACHMENTS:

Name:	Description:	Type:
SURPLUS ASSET LIST FOR LEGISLATURE APPROVAL May 9 2022.docx.pdf	Surplus Asset List	Cover Memo

SURPLUS ASSET LIST FOR LEGISLATURE APPROVAL

Department Lookup	Asset ID	Asset Description	Model Number
BLDGS AND GRDS	NONE	OLD SNOWBLOWER	TRS32
BLDGS AND GRDS	NONE	SELF PROPELLED MOWER	999ES
BLDGS AND GRDS	NONE	PUSH MOWER	NO 14
BLDGS AND GRDS	18384	RIDING MOWER	425
BLDGS AND GRDS	240153	REFRIGERANT RECLAIM MACHINE	UNK
BLDGS AND GRDS	08697	REFRIGERANT RECLAIM MACHINE	UNK
BLDGS AND GRDS	240155	REFRIGERANT RECLAIM MACHINE	UNK
BLDGS AND GRDS	00467	DELTA 14 INCH BANDSAW	UNK
BLDGS AND GRDS	00463	ROCKWELL 8 INCH JOINER	UNK
BLDGS AND GRDS	NONE	SWEEPING ATTACHMENT	UNK
BLDGS AND GRDS	018187	1993 ALL TERRAIN VEHICLE	400
BLDGS AND GRDS	NONE	OLD ATV PLOW	UNK
BLDGS AND GRDS	NONE	OLD ALUMINUM ROWBOAT	UNK
BLDGS AND GRDS	NONE	PRESSURE WASHER	4145000283
BLDGS AND GRDS	NONE	GAS POWERED LEAF BLOWER	8G86C
BLDGS AND GRDS	NONE	GAS POWERED LEAF BLOWER	UNK
BLDGS AND GRDS	NONE	CHIPPER/VACUUM	UNK
BLDGS AND GRDS	NONE	GAS POWERED BRUSH CUTTER	FS100
BLDGS AND GRDS	NONE	OLD ARMY TRAILER	NONE
BLDGS AND GRDS	NONE	MOUNTED 3-WHEELER TIRES	25X12-9
DISTRICT ATTORNEY	NONE	OLD COMPUTER CHAIR	UNK
DSS	NONE	OLD WOODEN DESK	UNK
EMERGENCY MGT	NONE	OLD PRINTER	T430
EMERGENCY MGT	16111	BROKEN GAS DETECTOR	GOLD
EMERGENCY MGT	NONE	FAX MACHINE	UNK
HEALTH DEPARTMENT	NONE	OLD DESKTOP COMPUTER	UNK
HEALTH DEPARTMENT	NONE	OLD COMPUTER MONITOR	UNK
LEGISLATURE	NONE	4 DRAWER FILING CABINET	NONE
LEGISLATURE	02425	4 DRAWER FILING CABINET	NONE
LEGISLATURE	02426	4 DRAWER FILING CABINET	NONE
LEGISLATURE	02213	4 DRAWER FILING CABINET	NONE
NURSING FACILITY	NONE	DESKTOP COMPUTER	UNK
NURSING FACILITY	NONE	OLD ID BADGE PRINTER	DATA CARD
NURSING FACILITY	NONE	DESKTOP COMPUTER	UNK
NURSING FACILITY	NONE	DESKTOP COMPUTER	UNK
NURSING FACILITY	NONE	DESKTOP COMPUTER	UNK
NURSING FACILITY	NONE	OLD ELECTRIC TYPEWRITER	UNK
NURSING FACILITY	NONE	BATTERY BACKUP	UNK



CHEMUNG COUNTY ROUTE SLIP * PERSONNEL REQUISITION

Resolution awarding bid to Window Specialist, Inc. on behalf of the Chemung County Department of Buildings and Grounds (RFB-2406, HRC Buildings Window Replacement Project Phase II)

Resolution #:

Slip Type: CONTRACT

SEQRA status

State Mandated False

Explain action needed or Position requested (justification):

The Superintendent of Buildings & Grounds would like permission to accept the low bid for RFB-2406, including all alternates, for the HRC Buildings Window Replacement Project Phase II, Bid Opening April 7, 2022 to Window Specialists Inc at a cost not to exceed \$326,502.00

Qualifying letter will be submitted by 4/13/22.

Vendor/Provider	Window Specialist, Inc.			
Term	5/16/22-12/31/22	Total Amount	\$326,502.00	Prior Amount
Local Share	100%	State Share	0	Federal Share 0
Project Budgeted?	Yes	Funds are in Account #		

CREATION:

Date/Time:	Department:
4/12/2022 9:41:51 AM	County Executive

APPROVALS:

Date/Time:	Approval:	Department:	
4/12/2022 9:47 AM	Approved	County Executive	
4/13/2022 11:06 AM	Approved	Budget and Research	
4/14/2022 11:02 AM	Approved	Legislature Chairman	

ATTACHMENTS:

Name:	Description:	Type:
Copy of RFB-2406 HRC Building Window Replacement Bid Tab.pdf	RFB-2406 HRC Building Windows Replacement	Cover Memo
ltr220408 RFB-2406 - Chemung County HRC Building Window Replacement Project-Phase II Recommendation Letter.pdf	Letter from Hunt Engineers	Cover Memo

CHEMUNG COUNTY-CITY OF ELMIRA PURCHASING DEPARTMENT

RFB-2406 HRC BUILDING WINDOW REPLACEMENT PROJECT PHASE II

Bid Opening: April 7, 2022

Bidders	Detullan LLC dba Southern Glass Service*	Frontier Glass Inc.**	Williams Construction and Spray Foam LLC.	Windows Specialist INC.***
Surety	Bid Bond	Bid Bond	Bid Bond	Bid Bond
Addendum #1 and #2	Received	Received	Received	Received
Base Bid -General Trades Contract	\$296,100.00	\$248,997.00	\$293,000.00	\$210,545.00
Alternate # 1 Window Type E Removal and replacement of window and roller shades	\$17,700.00	\$16,650.00	\$14,920.00	\$12,430.00
Alternate # 2 Window Type E Removal and replacement of window and roller shade	\$17,700.00	\$16,650.00	\$14,920.00	\$12,430.00
Alternate # 3 Window Type G Removal and replacement of window no roller shade required	\$15,275.00	\$15,000.00	\$15,946.00	\$14,176.00
Alternate # 4 Window Type F Removal and replacement of window and louver.Disconnect and Reconnect ductwork. No roller shades required	\$20,200.00	\$15,400.00	\$14,193.00	\$12,309.00
Alternate # 5 Window Type AA Removal and replacement of window and roller shades	\$20,900.00	\$17,500.00	\$19,500.00	\$16,153.00
Alternate # 6 Window Type AA Removal and replacement of window and roller shades	\$20,900.00	\$17,500.00	\$19,500.00	\$16,153.00
Alternate # 7 Window Type AA Removal and replacement of window and roller shades	\$20,900.00	\$17,500.00	\$19,300.00	\$16,153.00
Alternate # 8 Window Type AA Removal and replacement of window and roller shades	\$20,900.00	\$17,500.00	\$19,300.00	\$16,153.00

* Did not answer question 2A on EEO form

** Did not answer question 2 or 2A on EEO form

***Did not answer questions 2A on EEO Form

April 10, 2022

Mr. Donald Bishop
Chemung County Buildings & Grounds
217 Madison Avenue
Elmira, NY 14901

**Re: RFB-2406-HRC Building Window Replacement Project – Phase II
HUNT 3365-001**

Dear Mr. Bishop:

On April 7, 2022, Chemung County received bids from (4) qualified contractors to perform work associated with the HRC Building Window Replacement Project. A Tabulation of the bids is attached for your reference. HUNT has reviewed the qualifications of the low bidder noted below and suggest that the County take the following action:

- Accept the Base Bid
- Accept all Alternates 1-8:

A. SUGGESTED CONTRACT AWARD

Window Specialist Inc.
188 Erie Street
Lancaster, NY 14086

Base Bid	\$210,545
Alternate #1 – Window Type “E”	\$12,430
Alternate #2 – Window Type “E”	\$12,430
Alternate #3 – Window Type “G”	\$14,176
Alternate #4 – Window Type “F”	\$12,309
Alternate #5 – Window Type “AA”	\$16,153
Alternate #6 – Window Type “AA”	\$16,153
Alternate #7 – Window Type “AA”	\$16,153
Alternate #8 – Window Type “AA”	\$16,153

Total Recommended Contract Award **\$326,502**

We hope that the above information will allow the County to complete its review and take appropriate action. Please do not hesitate to call me if additional information is needed.

Sincerely yours,

HUNT ENGINEERS, ARCHITECTS & LAND SURVEYORS, P.C.



Michael L. Saglibene

cc: File: 3365-001 IIB

U:\3365-001\IIB-CORRESP\IIB-CLIENT\IIB-220408_RFB-2406 - Chemung County HRC Window Replacement Project Recommendation Letter.Doc

CHEMUNG COUNTY-CITY OF ELMIRA PURCHASING DEPARTMENT

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** Did not answer question 2 or 2A on EEO form

***Did not answer questions 2A on EEO Form