

**FACILITIES & COMMUNICATIONS COMMITTEE  
APRIL 1, 2015**

**\*\* NOT APPROVED \*\***

**Committee Members Present:** D. Pullen, C. Jessup, D. Fanton, K. Graves, D. Root, N. Ungermann, C. Crandall (Absent: A. McGraw)

**Others Present:** M. Alger, L. Ballengee, D. Button, H. Budinger, J. Budinger, S. Burt, K. Dirlam, M. Evans, V. Grant, D. Healy, R. Hollis, T. Hopkins, B. Kelley, C. Knapp, K. LaForge, J. Luckey, M. McCormick, T. Miner, B. Riehle, C. Santora, D. Scholes, R. Swarthout, R. Whitney, J. Wood  
Guests: Jeff Rizzo & Ray Meyers, Simplex Grinnell; Mark Kukuvka, LaBella

**Media Present:** No media present

**Call to Order:** The meeting was called to order at 2:30 p.m. by Facilities and Communications Committee Chairman David Pullen.

**Approval of Minutes:**

A motion was made by Legislator Graves, seconded by Legislator Root, and carried to approve the Facilities and Communications Committee minutes of March 4, 2015.

**Facilities-Related Matters**

**Project Update**

Deputy Superintendent of Public Works Dean Scholes said he had little to report in this area. However, he said that he hoped the wireless connection between the County Office Building and the Employment & Training Center would be completed by the end of the week. Additionally, he said he hoped that the old Museum would be razed no later than April 18.

**Simplex Grinnell (Security Cameras & Swipe Cards)**

Jeff Rizzo and Ray Meyers, Simplex Grinnell Representatives presented the Committee with two proposals for the project they outlined at the February Facilities meeting. The bids, they said, were done two ways: the first would have Allegany County personnel install the cable infrastructure, while the second would have Simplex do the entire system. The only difference in the two bids, they said, would be the cost of the labor, approximately \$16,000, if Simplex laid the infrastructure as well. The scope of work for the project remains the same, and includes 26 high-definition 2 mega-pixel cameras and one high definition 5 megapixel camera outdoors, and one high-definition PTZ (pan, tilt, and zoom) outdoor camera. There was some discussion regarding the pros and cons of one bid over the other. It was noted that these installations would significantly upgrade the security apparatus which is now in place. Legislator Ungermann inquired whether the system could be used for payroll as a time and attendance tracker because the handwritten timesheets are antiquated, and unless it could be used in this way, he would not support the project. The Simplex reps indicated that there would need to be some major adjustments to the bid as it was presented, but that it could be done. It was also noted that it could be done at a later date when more funding is available. Chairman Crandall stated that he felt it is a waste of time to look at this project for serving a payroll function as it was not the original purpose. Additionally, the Committee would need some input from County Treasurer Terri Ross, who was not in attendance, to determine what would be necessary for her Office's function. Mr. Scholes added that not all DPW employees work on the County "campus" and,

therefore, would not be included in the time/attendance function of the equipment. The Committee approved the full turn-key installation proposal on a motion by Legislator Fanton, seconded by Legislator Graves, and carried. (Opposed: Legislator Ungermann) **Refer to Ways & Means**

### **Discussion of Space Needs Study**

Mark Kukuvka from LaBella distributed documents outlining the results of the space needs study LaBella had undertaken at the County's request, focusing primarily on the Public Defender's Office, the Department of Social Services, and the Emergency Management and Fire Service Office. Among the study's findings: The Public Defender's Office has a need of 2,141 square feet; DSS has a need of 13,450 square feet; and OEM has a need of 780 square feet.

The report, in part, said:

In order to provide some budgetary information on a square-foot estimating level to the County, it was discussed to essentially provide three options for consideration.

#### Option 1

Based on the square foot needs of the different departments, provide an option that builds out the third floor. This assumes that a portion of the department of social services is relocated to the third floor which in turn provides additional space on the main floor, relocate the Public Defender's Office to the third floor along with the Emergency Management and Fire Service Office. The emergency operations center would stay at the Jail building. With this option, the exterior courtyard is not filled in and it can become an outdoor employee break area. New exterior commercial windows would be added, and the existing mechanical, electrical, and plumbing systems would all be modified for the new design layout.

#### Option 2

With this approach, as many of the existing walls as possible would be salvaged, the mechanical, electrical, and plumbing systems are modified as little as necessary to meet NYS building code, and corridor access is provided to the new elevator and both exit stairs. After the minimum code requirements are met, this option provides approximately 1,300 square feet of office space that could be constructed. For this scenario, new exterior windows would not be provided and the existing exterior jail windows would be used.

#### Option 3

this option provides for a "clean slate" on the third floor with new or reworked infrastructure for all mechanical, electrical, plumbing, and IT services for generic office space. This would include new exterior insulated windows that work in concert with the existing office building design, the construction would meet the requirement of the new energy code and meet requirements of the new building code. This option assumes demolition of most of the existing walls and salvaging the only walls that make sense for a new generic layout. This scenario essentially prepares the space for future work by others, in a phase construction approach as needed by the County.

Mr. Kukuvka proceeded to go over the several schematics he provided, saying these plans were on a "macro" level, so not as detailed as more finalized plans might be. He answered all questions that came up from the Committee and others in attendance. Mr. Alger noted that the Sheriff's Office is not part of this plan because the assumption is that Emergency Services will relocate to the Crossroads (which Mr. Luckey endorses), freeing up some space

for the Sheriff's Office with that move. Mr. Alger will continue to work with the IDA to create space for Emergency Services. Legislator Healy wanted to go on record asking about the feasibility of using the old Belmont School, citing many of its benefits. Mr. Kuvka responded that LaBella had studied that space several years ago, and to the best of his recollection, the newer part of the school would be where one would want to locate the offices, but that the head-end equipment—that is, the utilities, etc.—are located in the oldest part of the school. There was some opportunity offered by the building, but it would be very cumbersome to overhaul it for use which is why the estimate at the time was so high. Additionally, he said, the County had no use for a lot of the space in the school such as the auditorium and cafeteria, and these could turn into liabilities for the County. He added that as he recalled the building, it did not have air conditioning which an office building would require.

It was decided that when the Committee reconvened next month, after spending time reviewing the information LaBella had provided, the Committee members would be in a better position to make recommendations regarding the proposal.

### **Communications-Related Matters**

Legislator Pullen indicated that the County must begin thinking seriously about establishing a Local Development Corporation to handle the duties related to the Broadband system. He added that he would be working with the County Attorney's Office on that in the near future. Radio Technician Matt Evans told the Committee that CONXX has located additional tower locations for possible use by the County. CONXX will also help to survey a couple of locations in the southern part of the County. The WNED towers look good so far, he said, adding that the County is waiting for the legal documents turning the towers over to us.

### **Old Business**

Legislator Jessup inquired if the Committee hadn't authorized safety upgrades for the Board of Elections building last month and what that status might be. Mr. Alger said that they have been able to start moving forward with the locks. Changing the locks so the doors would not have to be locked by hand from the outside would cost between \$400 and \$1,000. He added that he had received two quotes from Simplex on the other three issues that had been raised last month. Mr. Alger plans to return to the Personnel Committee because of the unexpectedly high cost of the proposed fixes.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 3:50 p.m. following a motion by Legislator Graves, seconded by Legislator Fanton, and carried.

Respectfully submitted,  
Cynthia Santora, Secretary to the Clerk of the Board  
Allegany County Board of Legislators