



COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

ECLEG MAR19'13 AM10:29

March 19, 2013

Erie County Legislature
92 Franklin Street – Fourth Floor
Buffalo, New York 14202

RE: Erie County Toxicology Laboratory – HVAC Upgrades – Phase I

Dear Honorable Members:

On February 12, 2013, the Department of Public Works received bid proposals for mechanical upgrades, Phase I for the Erie County Toxicology Laboratory. The Erie County Toxicology Laboratory was constructed in the late 1960's and has not been updated to current heating, cooling and ventilation standards. Currently, the cooling system for the Lab is not functioning and requires replacement.

This resolution is requesting authorization for the County Executive to enter into an agreement with the lowest responsible bidders so the work can begin. Attached is a copy of the bid tabulations for your reference.

Should your Honorable Body require further information, I encourage you to contact Commissioner John C. Loffredo at the Department of Public Works. Thank you for your consideration on this matter.

Sincerely,

Mark C. Poloncarz, Esq.
Erie County Executive

cc: John C. Loffredo, Department of Public Works

MEMORANDUM

COMPTROLLER'S
RECEIVED

13 MAR -5 AM 11:22

To: Honorable Members of the Erie County Legislature
From: Department of Public Works
Re: Erie County Toxicology Laboratory – HVAC Upgrades – Phase I
Date: February 25, 2013

SUMMARY

The Erie County Toxicology Laboratory was constructed in the late 1960's and has not been updated to current heating, cooling and ventilation standards. Currently, the cooling system for the laboratory is not functioning. Temporary cooling units are being used to air condition the space.

FISCAL IMPLICATIONS

Funds are currently available from the approved, as amended 2012 Capital Budget, SAP Project Accounts: A.12011–2012 Erie County Morgue & Toxicology Improvements and A.12005–2012 – Countywide Mechanical, Plumbing & Electrical Improvements

REASONS FOR RECOMMENDATION

A much needed overhaul of the existing HVAC system is necessary for the Toxicology Laboratory. At times, odors from the adjacent autopsy area enter the Toxicology Laboratory.

BACKGROUND INFORMATION

The Toxicology Laboratory's HVAC equipment is original from the 1960's and does not function properly. Without proper HVAC equipment, the Laboratory will lose its accreditation.

CONSEQUENCES OF NEGATIVE ACTION

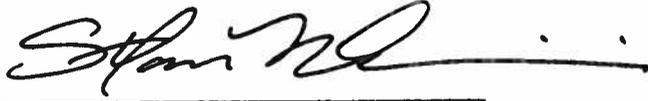
The Toxicology Laboratory's HVAC system will not be replaced leaving the laboratory without proper working environment for Laboratory accreditation.

STEPS FOLLOWING APPROVAL

The County Executive shall enter into an agreement with the lowest responsible bidders so the work can proceed.

COMPTROLLER'S OFFICE REVIEW

The proposed legislation has been reviewed by the Comptroller's Office and is related to an authorized capital project for which there are sufficient appropriations for the action proposed.



STEFAN I. MYCHAJLIW
Comptroller
Comptroller's Office

JPZ/dab

File Copy (DPW.2.25.13.Toxicology)

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF PUBLIC WORKS**

RE: Erie County Toxicology Laboratory HVAC Upgrades – Phase I

WHEREAS, the Department of Public Works received bids for the Erie County Toxicology Day Care Center – Mechanical Upgrades – Phase I project; and

WHEREAS, The Erie County Department of Public Works, along with the Engineer, is recommending award of the contract to the lowest bidder; and

WHEREAS, the lowest responsible bidder is D.V. Brown & Associates for the mechanical upgrades; and

WHEREAS, your Honorable Body has previously authorized the County Executive to enter in a General Architectural/Engineering services agreement with the firm of Trautman Associates for providing professional design and construction document services for Phase I; and

WHEREAS, the County Executive is requesting authorization to issue an Agreement amendment to the firm of Trautman Associates for providing design services for Phase I Mechanical Upgrades to the Toxicology Laboratory.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is authorized to enter into a contract with the lowest responsible bidder for the Erie County Toxicology Laboratory, Mechanical Upgrades, Phase I as follows:

MECHANICAL CONSTRUCTION WORK

D.V. Brown & Associates, Inc.

Base Bid: \$320,000.00

and be it further

RESOLVED, that the sum of \$30,000.00 be allocated to the Construction Contingency Fund with authorization for the County Executive, to approve change orders in an amount not to exceed the Contingency Fund; and be it further

RESOLVED, that deduct change orders will result in these funds being returned to the Construction Contingency Fund; and be it further

RESOLVED, that the County Executive is authorized to execute an Agreement Amendment with the firm of Trautman Associates for providing professional design services for Toxicology Laboratory Mechanical Upgrades, Phase I, for an amount not to exceed \$10,000.00 including reimbursables; and be it further

RESOLVED, that the Comptroller's Office be authorized to make payment for all the above from SAP Accounts:

A.12011 – 2012- Erie County Morgue & Toxicology Improvements	\$215,134.00
A.12005 - 2012– Countywide Mechanical, Plumbing & Electrical Imp	<u>\$144,866.00</u>
Total payments not to exceed	\$360,000.00

and be it further;

RESOLVED, that two certified copies of this resolution be sent to the Department of Public Works, Commissioner's Office, and one copy each to the Office of the County Executive, the Division of Budget and Management, and the Office of the Comptroller.

TO: STEFAN I. MYCHAJLIW, COMPTROLLER'S OFFICE

PROPOSED RESOLUTIONS REQUIRING RULE 55

CONTRACT APPROVAL CHECKLIST
CONFIRMATION OF AVAILABILITY OF FUNDS IN CAPITAL PROJECTS

REQUESTING DEPARTMENT

COMPLETE ITEMS 1 THROUGH 5

1. CONTRACTOR'S NAME DV Brown & Associates, Inc.
2. AMOUNT OF CONTRACT
DV Brown & Associates, Inc. \$320,000.00
Construction Contingency \$ 30,000.00
Trautman Associates \$ 10,000.00
3. PROJECT NUMBER A.12011-2012-EC Morgue & Toxicology Improv
A.12005-2012-Countywide Mechanical,
Plumbing, & Electrical Improvements
4. PROJECT TITLE Erie County Toxicology Laboratory Mechanical
Upgrades - Phase I
5. DEPARTMENT CONTACT Funding questions: Jeffrey P. Zack, PE at 8824
Letter pickup: Diane Bukowski at 8301

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

6. AVAILABILITY OF FUNDS \$ 616,678.16
7. PERFORMED BY [Signature]
- Date Sent to Comptroller's Office: February 25, 2013

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