



COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

December 30, 2013

Erie County Legislature
92 Franklin Street – 4th Floor
Buffalo, New York 14202

RE: Sheriff's Firing Range – FBI Funds - Consultant Approval

Dear Honorable Members:

Please find attached a resolution requesting authorization for Erie County to accept funds from the Federal Bureau of Investigation (FBI) for a preliminary design report detailing improvements and modifications to the Sheriff's firing range in the town of Alden. The proposed resolution also waives the request for proposals (RFP) process as it relates to the engagement of TRS Range Services, LLC, a uniquely-qualified and FBI-utilized consultant.

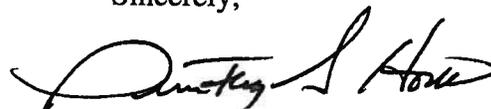
Should your Honorable Body require further information, please contact Commissioner John C. Loffredo of the Department of Public Works. Thank you for your consideration of this matter.

Sincerely,



Mark C. Poloncarz, Esq.
Erie County Executive

Sincerely,



Timothy B. Howard
Erie County Sheriff

MCP/dab
Enclosure

cc: John C. Loffredo, Commissioner of Public Works

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cc: John C. Loffredo, Commissioner of Public Works

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Public Works
Re: Sheriff's Firing Range – FBI Funds - Consultant Approval
Date: December 19, 2013

SUMMARY

The Erie County Sheriff's Office has entered into a Memorandum of Understanding (MOU) with the FBI, wherein the FBI will be permitted to use the Sheriff's firing range to train their personnel.

As consideration for this permitted use, the FBI is providing funds to the County to hire a consultant to prepare a preliminary design report detailing improvements and modifications to the firing range. Once complete, the design report will provide a cost of construction estimate which will then allow the FBI Buffalo Field Office to request additional funding in order to complete the proposed range upgrades. Various FBI Field Offices compete for the available range upgrade funding each year and federal funding is not assured.

That being said, a demonstration of a good working relationship between the requesting Field Office and the local municipality partner will bolster the prospects of receiving an award beyond the initial thirty-seven thousand (\$37,000) which has already been allocated for the preliminary consultant work. Therefore, the timely passage of this proposed resolution along with the immediate engagement of a consultant is necessary to maintain a good position relative to the FBI Buffalo Field Office's ability to secure additional funding for construction.

The FBI has utilized the consultant firm of TRS Range Services, LLC for firing range design services since 2006 on over thirty projects. Since this firm has experience working with the FBI and is familiar with their requirements and the FBI is totally funding this effort, the Department of Public Works wishes to engage them for this project.

Therefore the Sheriff's Office and the Erie County Department of Public Works are requesting authorization to accept up to \$37,000 from the FBI for preliminary design work and that the requirements of Section 19.08 of the Erie County Administrative Code as they relate to the engagement of TRS Range Services, LLC be waived.

FISCAL IMPLICATIONS

The FBI will provide up to \$37,000 for a preliminary design report and potentially, up to \$2 million dollars for construction. There is no cost to the County.

REASONS FOR RECOMMENDATION

This is an opportunity to obtain Federal funds to upgrade the functionality and safety of the Sheriff's firing range at no cost to the County. Improvements made will better facilitate the training needs of the Sheriff's and FBI personnel.

CONSEQUENCES OF NEGATIVE ACTION

The Sheriff's firing range will not be improved and the Sheriff's and FBI personnel will not receive the best possible training.

STEPS FOLLOWING APPROVAL

The Department of Public Works and the Sheriff's Office will work with the Division of Budget and Management to receive the subject funds and establish an appropriate Capital Project account in the Department of Public Works and enter into a contract with TRS Range Services, LLC.

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

**RE: Sheriff's Firing Range – Federal Bureau of Investigation (FBI) Funds
Consultant Approval**

WHEREAS, the Erie County Sheriff's Office has entered into a Memorandum of Understanding (MOU) with the FBI, wherein the FBI will be permitted to use the Sheriff's firing range to train FBI personnel; and

WHEREAS, in consideration of that permitted use, the FBI is providing funds to the County to hire a consultant to prepare a preliminary design report detailing improvements and modifications to the firing range; and

WHEREAS, this report can help obtain additional FBI construction funds, if said report is completed in a timely manner; and

WHEREAS, the FBI has offered the County a total of \$37,000 for the report's consultant fees and has used the firm of TRS Range Services, LLC since 2006 on 30 projects involving firing range modifications; and

WHEREAS, TRS Range Services, LLC has extensive experience working with the FBI and is familiar with their requirements; and

WHEREAS, the Department of Public Works wishes to engage TRS Range Services, LLC to prepare a preliminary design report.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the acceptance of the FBI funds, in a total amount of \$37,000; and be it further

RESOLVED, that said funds be established in a new capital project in the Department of Public Works in Business Area 122, Fund 410; and be it further

RESOLVED, that inasmuch as TRS Range Services, LLC has been used extensively by the FBI throughout the country for the design of 30 firing range projects since 2006 and the FBI is totally funding this effort, and in addition, TRS Range Services, LLC has extensive experience working with the FBI and is familiar with their requirements, the Erie County Legislature hereby waives the procedures, provided for in Section 19.08 of the Erie County Administrative Code for purposes of securing the services of TRS Range Services, LLC; and be it further

RESOLVED, that the County Executive is hereby authorized to issue an Agreement to TRS Range Services, LLC to provide the project preliminary design report detailing improvements and modifications to the Sheriff's firing range; and be it further

RESOLVED, that the Comptroller's Office be authorized to make payments to TRS Range Services, LLC from the established SAP Project Account for an amount not to exceed \$37,000; and be it further

RESOLVED, that certified copies of this resolution will be forwarded to the County Executive, the Office of the Comptroller, the Division of Budget and Management, the Department of Public Works, Commissioner's Office and the Office of the Sheriff.