



# COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE

May 31, 2014

Erie County Legislature  
92 Franklin Street, 4<sup>th</sup> Floor  
Buffalo, New York 14202

**Re: Erie County Polling Sites Evaluation and ADA/HAVA Upgrades**

Dear Honorable Members:

This resolution is requesting authorization for the County Executive to enter into an Agreement Amendment with the architectural firm of BHNT Architects, PC for the Erie County Polling Sites Evaluation and ADA/HAVA Upgrades.

The County is seeking professional services to evaluate and analyze ADA access to various polling sites; the extent of ADA upgrades at each site may include but are not limited to, parking lot and entrance access, lighting, parking lot signage, parking lot stripping, ramp access, door/hardware replacement and/or addition of push button operation, access lifts etc. The project will be reimbursed by HAVA (Help America Vote Act) funding available from the federal government.

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 yours,

Mark C. Poloncarz, Esq.  
Erie County Executive

MCP/ecg  
Enclosure

cc: John C. Loffredo, Commissioner

## **MEMORANDUM**

**To:** Honorable Members of the Erie County Legislature  
**From:** Department of Public Works  
**Re:** Erie County Polling Sites Evaluation and ADA/HAVA Upgrades  
**Date:** May 22, 2014

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### **SUMMARY**

This resolution is requesting authorization for the County Executive to enter into an Agreement Amendment with the architectural firm of BHNT Architects, PC for the Erie County Polling Sites Evaluation and ADA/HAVA Upgrades.

The County is seeking professional services to evaluate and analyze ADA access to various polling sites; the extent of ADA upgrades at each site may include but are not limited to, parking lot and entrance access, lighting, parking lot signage, parking lot stripping, ramp access, door/hardware replacement and/or addition of push button operation, access lifts etc. The project will be reimbursed by HAVA funds.

### **FISCAL IMPLICATIONS**

Funds for the project are currently available from the approved and adopted 2009 capital budget. The SAP project account is:

A.20917 – 2009 Countywide Code & Environmental Compliance	\$19,000
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The project will be reimbursed by HAVA when the polling site and ADA upgrades are approved by the state.

### **REASONS FOR RECOMMENDATION**

The project is necessary to evaluate current ADA access deficiencies at various county wide polling sites; design consultant will provide evaluations and recommendations at each site.

### **BACKGROUND INFORMATION**

The County is seeking professional services to evaluate and analyze ADA access to polling sites including but not limited to the following locations: Ellicott Creek Park, 608 Williams St. (EC Health Clinic), and 120/134 West Eagle St. Buildings and a Garage facility at Harlem Rd. The extent of ADA upgrades may include but are not limited to, parking lot and entrance access, lighting, parking lot signage, parking lot stripping, ramp access, door/hardware replacement and/or addition of push button operation, access lifts etc. The project will be reimbursed by HAVA funding.

## **CONSEQUENCES OF NEGATIVE ACTION**

If these projects are not completed, the polling sites will continue to hinder accessibility for disabled persons, will not be a handicap accessible voting site, and remain poorly lit and unsecure.

## **STEPS FOLLOWING APPROVAL**

Upon Legislative approval, the County Executive will enter into an Agreement Amendment with the architectural firm of BHNT Architects, PC for the Erie County Polling Sites Evaluation and ADA/HAVA Upgrades.

## **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.

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GREGORY GACH  
Deputy Comptroller  
Comptroller's Office

**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.



GREGORY GACH  
Deputy Comptroller  
Comptroller's Office

A RESOLUTION SUBMITTED BY:  
DEPARTMENT OF PUBLIC WORKS

RE: Erie County Polling Sites Evaluation and ADA/HAVA Upgrades

WHEREAS, the existing ADA access to various Erie County polling sites is deficient and limited requiring upgrades to parking lot and entrance access, lighting, parking lot signage, parking lot stripping, ramp access, door/hardware replacement and/or addition of push button operation, and access lifts among other possible improvements; and

WHEREAS, the project will be reimbursed by HAVA (Help America Vote Act) funding available from the United States Federal Government.

WHEREAS, the legislature has previously authorized the County Executive to enter into a General Architectural/Engineering Services Agreement with the architectural firm of BHNT Architects, PC for design related services; and

WHEREAS, the County Executive is requesting authorization from the Legislature to issue an Agreement Amendment to BHNT Architects, PC to provide services for the Erie County Polling Sites Evaluation and ADA/HAVA Upgrades project.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is authorized to issue an Agreement Amendment to BHNT Architects, PC to provide services for the Erie County Polling Sites Evaluation and ADA/HAVA Upgrades for an amount not to exceed \$19,000.00, including a design contingency; and be it further

RESOLVED, that the Comptroller's Office be authorized to make payment for the above from SAP project account as follows:

<u>A.20917 – 2009 Countywide Code &amp; Environmental Compliance</u>	<u>\$19,000</u>
Total Payments Not To Exceed:	\$19,000

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 Commissioner of Parks and Recreation, the Division of Budget and Management, the Board of Elections and the Office of the Comptroller.

TO: GREGORY GACH, 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	<u>BHNT Architects, PC</u>	<u>\$19,000.00</u>
AMOUNT OF CONTRACT	<u>Not to exceed \$19,000.00</u>	
3. PROJECT NUMBER	<u>A.20917 - 2009 Countywide Code &amp; Environmental Compliance</u>	
4. PROJECT TITLE	<u>Erie County Polling Sites Evaluation and ADA/HAVA Upgrades</u>	
5. DEPARTMENT CONTACT	<u>Funding questions: Jeffrey P. Zack, PE at x8824 Letter pickup: Diane Bukowski at x8301</u>	

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

6. AVAILABILITY OF FUNDS	<u>\$20,170.74</u>
7. PERFORMED BY	<u><i>Don Urban</i></u>
Date Sent to Comptroller's Office:	<u>May 21, 2014</u>

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OFFICE OF THE COMPTROLLER REVIEW

DATE: 5/23/14

PROJECT TITLE: A.20917 2009 Countywide Code & Environmental Compliance

1) IS THE REASON FOR THIS CONTRACT CONSISTENT WITH THE PURPOSE OF THE PROJECT: YES \_\_\_\_\_ NO \_\_\_\_\_

IF NO, RETURN THIS REQUEST TO THE DEPARTMENT

IF YES, COMPLETE THE FOLLOWING VERIFICATION

2) PROJECT AVAILABLE APPROPRIATION

TOTAL PROJECT REVENUES \$ 1,000,000.00

TOTAL PROJECT APPROPRIATIONS \$ 1,000,000.00

LESS: TOTAL EXPENDITURE TO DATE \$ 963,502.30

TOTAL COMMITMENTS \$ 6,366.96

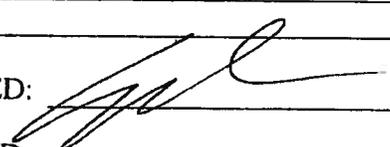
AVAILABLE APPROPRIATIONS AS OF DATE OF REQUEST \$ 30,130.74

LESS: CONTRACT AMOUNT: 19,000.00

NET AVAILABLE APPROPRIATIONS \$ 11,130.74

COMMENTS: Cash Balance is \$36,497.70

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REQUEST APPROVED: 

REQUEST DENIED: \_\_\_\_\_

DATE: 5/23/14