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# COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE

January 14, 2015

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

**RE: Rath Building–2015-Social Services – First & Second Floor Renovations**

Dear Honorable Members:

This resolution is seeking authorization for the County Executive to enter into an Agreement Amendment with the Architectural/Engineering firms of Buffalo Engineering, PC and Watts Architecture & Engineering, PC to provide design and project monitoring for the Rath Building – Social Services First & Second Floor Renovations.

To improve the efficiency within the Department of Social Services, the County desires to renovate office space on the first and second floors of the Erie County Rath Building.

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

Sincerely,

A handwritten signature in blue ink that reads "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.  
Erie County Executive

cc: John c. Loffredo, Commissioner Public Works

## **MEMORANDUM**

**To:** Honorable Members of the Erie County Legislature  
**From:** Department of Public Works  
**Re:** Rath Building-2015-Social Services-First & Second Floor Renovations  
**Date:** January 14, 2015

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### **SUMMARY**

To improve the efficiency of the Department of Social Services, the County of Erie desires to renovate office space on the first and second floors of the Erie County Rath Building. The project is eligible for Federal and State reimbursement with a local share of 31.35% of the total project costs. Existing capital funds for the project will be utilized.

This resolution is seeking authorization for the County Executive to enter into an Agreement Amendment with the architectural/engineering firms of Buffalo Engineering, PC and Watts Architecture & Engineering, PC for design and project monitoring.

### **FISCAL IMPLICATIONS**

Funds for the project are currently available in capital project account A.00308 – Social Services Renovation to Office Space.

### **REASON FOR RECOMMENDATION**

The renovations are needed to improve the efficiency of the Department of Social Services.

### **BACKGROUND INFORMATION**

The Department of Social Services currently occupies inefficient office space on multiple floors in the Rath Building. In order to improve efficiency within the Department of Social Services, the County of Erie desires to renovate office space on the first and second floors of the Rath County Office Building.

### **CONSEQUENCES OF NEGATIVE ACTION**

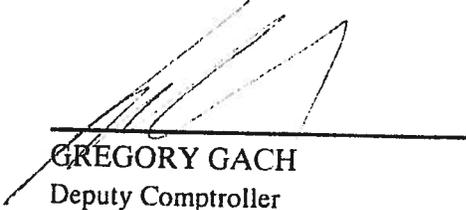
The existing space is antiquated and in desperate need of renovation.

### **STEPS FOLLOWING APPROVAL**

The County Executive will enter into an Agreement Amendment with the Architectural/Engineering firms of Buffalo Engineering, PC and Watts Architecture & Engineering, PC to provide design and project monitoring so work can commence.

**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

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

**RE: Rath Building--2015-Social Services – First Floor Renovations**

WHEREAS, to improve the efficiency within the Department of Social Services, the County of Erie desires to renovate office space on the first and second floor of the Erie County Rath Building; and

WHEREAS, your Honorable Body has previously authorized the County Executive to enter in a General Architectural/Engineering Services Agreement with the firm of Buffalo Engineering, PC and Watts Architecture/Engineering PC for providing design, construction documents and project monitoring services on Erie County projects; and

WHEREAS, the County Executive is requesting authorization to issue an Agreement Amendment to Buffalo Engineering, PC and Watts Engineering Architecture/Engineering for providing design, construction documents and project monitoring services for the Rath Building first floor, Social Service renovations; and

WHEREAS, the Construction Contingency must be increased for the current second floor renovations for additional work requested by Social Services.

**NOW, THEREFORE, BE IT**

**RESOLVED**, that the County Executive is authorized to issue an Agreement Amendment to Buffalo Engineering, PC for providing design, construction documents and project monitoring services for the Rath Building, first and second floor Social Services renovation, for an amount not to exceed \$25,000.00; and be it further

**RESOLVED**, that the County Executive is authorized to issue an Agreement Amendment to Watts Architecture/Engineering for providing design, construction documents and project monitoring services for the Rath Building first and second floor Social Services renovation in an amount not to exceed \$20,000.00; and be it further

**RESOLVED**, that the County Executive is authorized to increase the current construction contingency account for the second floor by \$15,000.00, from \$65,000.00 to \$80,000.00; and be it further

**RESOLVED**, that the Comptroller's Office be authorized to make payment for all the above from SAP Project Account A.00308 – Social Services Renovations, for an amount not to exceed \$60,000.00; 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, Department of Social Services and the Office of the Comptroller.

TO: STEFAN 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. | CONSULTANT'S NAME  | Buffalo Engineering PC   | \$25,000.00 |
|    |                    | Watts Architecture & Engineering   | \$20,000.00 |
|    |                    | Construction Contingency   | \$15,000.00 |
| 2. | AMOUNT OF CONTRACT | <u>Not to Exceed \$60,000.00</u>   |             |
| 3. | PROJECT NUMBER     | <u>A.00308</u>   |             |
| 4. | PROJECT TITLE      | <u>Rath Building-2015-Social Services – First and Second Floor Renovations</u> |             |
|    |                    | Funding questions: Jeffrey P. Zack #8824                                       |             |
| 5. | DEPARTMENT CONTACT | <u>Letter pickup: Diane Bukowski at 8301</u>                                   |             |

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

- |    |                       |                      |
|----|-----------------------|----------------------|
| 6. | AVAILABILITY OF FUNDS | <u>\$ 563,583.99</u> |
| 7. | PERFORMED BY          | <u>Don Urban</u>     |

Date sent to Comptroller's Office: January 13, 2015

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OFFICE OF THE COMPTROLLER REVIEW

50  
1/15/15  
DATE: 1/5/15

PROJECT TITLE: A.00308 Social Services Project Renovations to Office Space

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

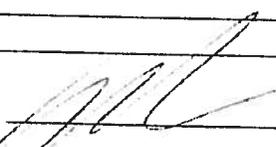
IF NO, RETURN THIS REQUEST TO THE DEPARTMENT

IF YES, COMPLETE THE FOLLOWING VERIFICATION

2) PROJECT AVAILABLE APPROPRIATION

TOTAL PROJECT REVENUES	\$ <u>1,130,161.00</u>
TOTAL PROJECT APPROPRIATIONS	\$ <u>1,611,731.00</u>
LESS: TOTAL EXPENDITURE TO DATE	\$ <u>987,861.42</u>
TOTAL COMMITMENTS	\$ <u>60,285.59</u>
AVAILABLE APPROPRIATIONS AS OF DATE OF REQUEST	\$ <u>563,583.99</u>
LESS: CONTRACT AMOUNT:	<u>60,000.00</u>
NET AVAILABLE APPROPRIATIONS	\$ <u>503,583.99</u>

COMMENTS: Cash in project: \$74,687.00  
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\_\_\_\_\_  
\_\_\_\_\_

REQUEST APPROVED: 

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

DATE: 1/15/15