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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 29, 2015

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

**RE: Buffalo and Erie County Main Library – 2015 Auditorium Renovations
Phase 1 – Project Initiation Report & HVAC System Upgrades**

Honorable Members:

This resolution is requesting your Honorable Body's authorization for the County Executive to enter into an Agreement Amendment with the firm of LaBella Associates, D.P.C. for providing Professional Design Services to prepare a project initiation report and design including construction administration for HVAC upgrades as part of the 2015 Auditorium Renovations project at the Buffalo and Erie County Main Library. The report is necessary to establish the scope and costs of the renovation project. Current funds will start renovations to improve capacity, update climate controls, and increase energy efficiency of the HVAC system serving the auditorium.

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,

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

Mark C. Poloncarz, Esq.
Erie County Executive

MCP:kra/dab

cc: John C. Loffredo

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Public Works
Re: Buffalo and Erie County Main Library – 2015 Auditorium Renovations Phase 1 –
Project Initiation Report & HVAC System Upgrades
Date: October 29, 2015

SUMMARY

This resolution is requesting your Honorable Body's authorization for the County Executive to enter into an Agreement Amendment with the firm of LaBella Associates, D.P.C. for providing Professional Design Services to prepare a project initiation report and design including construction administration for HVAC upgrades as part of the 2015 Auditorium Renovations project at the Buffalo and Erie County Main Library.

FISCAL IMPLICATIONS

Funds are currently available from the approved, as amended, 2015 capital budget, SAP Project F.15002 – 2015 Buffalo and Erie County Public Library – Central Library Auditorium Rehabilitation. A portion of the project will be funded by State aid.

REASONS FOR RECOMMENDATION

The project initiation report is necessary to estimate the costs of the Buffalo and Erie County Main Library – 2015 Auditorium Renovations project. Current funds will start renovations to improve capacity, update climate controls, and increase energy efficiency of the HVAC system serving the auditorium.

BACKGROUND INFORMATION

Funds were appropriated in the 2015 capital budget to rehabilitate the Central Library auditorium. Most of the space, including the seating, carpeting, HVAC system, lighting, plumbing, and technology are original to the 60 year old building and require upgrades or replacement. The HVAC system will be upgraded with the use of current funds.

CONSEQUENCES OF NEGATIVE ACTION

If the project initiation report is not prepared and the HVAC system upgrades are not installed, the system serving the Central Library auditorium will continue to operate poorly and provide less than desirable climate control.

STEPS FOLLOWING APPROVAL

The County Executive will execute an Amendment Agreement with the firm of LaBella Associates, D.P.C. so the design 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.



GREGORY GACH
Deputy Comptroller
Comptroller's Office

kra/dab

File Copy (BG.10.5.15.Library.Auditorium.AE)

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

RE: Buffalo and Erie County Main Library – 2015 Auditorium Renovations Phase 1 – Project Initiation Report & HVAC System Upgrades

WHEREAS, the Buffalo and Erie County Central Library auditorium is original to the 60 year old building, and upgrades or replacement to the seating, carpeting, HVAC system, lighting, plumbing, and technology are required; and

WHEREAS, LaBella Associates, D.P.C. has the necessary expertise and manpower to provide professional design and construction services for the Buffalo and Erie County Main Library – 2015 Auditorium Renovations Phase 1 project; and

WHEREAS, your Honorable Body has previously authorized the County Executive to enter into a General Architectural/Engineering Services Agreement with LaBella Associates, D.P.C. for providing Professional Design Services on Erie County projects; and

WHEREAS, the County Executive requests authorization to enter into Agreement Amendments with the firm of LaBella Associates, D.P.C. for providing Professional Architectural/Engineering Services for the Buffalo and Erie County Main Library – 2015 Auditorium Renovations Phase 1 project.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is authorized to execute Agreement Amendments with the firm of LaBella Associates, D.P.C. for providing Professional Architectural/Engineering Services for the Buffalo and Erie County Main Library – 2015 Auditorium Renovations Phase 1 project for an amount not to exceed \$60,000.00, including reimbursables and a design contingency; and be it further

RESOLVED, that the Comptroller's Office be authorized to make payment for all the above from SAP Project F.15002 – 2015 Buffalo and Erie County Public Library – Central Library Auditorium Rehabilitation, in which a portion of the project will be funded by State aid; 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: LORNE STEINHART, 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>LaBella Associates, D.P.C.</u> |
| 2. AMOUNT OF CONTRACT | <u>Not to Exceed \$60,000.00</u> |
| 3. PROJECT NUMBER | <u>F.15002</u> |
| 4. PROJECT TITLE | <u>2015 Buffalo and Erie County Public Library –
Central Library Auditorium Rehabilitation</u> |
| 5. DEPARTMENT CONTACT | <u>Funding questions: Jeffrey P. Zack, PE at 8824
Letter pickup: Diane Bukowski at 8301</u> |

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

- | | |
|------------------------------------|--------------------------|
| 6. AVAILABILITY OF FUNDS | <u>\$ 500,000.00</u> |
| 7. PERFORMED BY | <u><i>Don Nelson</i></u> |
| Date Sent to Comptroller's Office: | <u>October 5, 2015</u> |

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JH-15-05 Buffalo & Erie County Main Library – 2015 Auditorium Renovations

Bid Tabulation Sheet
Architectural & Engineering Services

Date: July 30, 2015
Time: 2:00 PM

Bidder	Lump Sum Fee	Lump Sum Expense	Total : Lump Sum Fee plus Lump Sum Expense
HHL Architects	\$ 150,000.00	\$ 10,000.00	\$ 160,000.00
Stieglitz Snyder Architecture	\$ 128,655.00	\$ 2,100.00	\$ 130,755.00
LaBella Associates, D.P.C.	\$ 67,525.00	\$ 2,500.00	\$ 70,025.00

Department of Public Works
Office of the Commissioner