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# COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE

February 15, 2016

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

**RE: Rath Building–2016-Social Services–Seventh Floor Renovations Project**

Dear Honorable Members:

This resolution is seeking authorization for the County Executive to enter into an Agreement Amendment with the Engineering firm of Buffalo Engineering, PC to provide design and project monitoring for the Rath Building – Social Services Seventh Floor Renovations project.

To improve the efficiency within the Department of Social Services, the County of Erie desires to renovate office space on the seventh floor 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,

Mark C. Poloncarz, Esq.  
Erie County Executive

cc: John C. Loffredo, Commissioner of Public Works

## **MEMORANDUM**

**To:** Honorable Members of the Erie County Legislature  
**From:** Department of Public Works  
**Re:** Rath Building-2016-Social Services - Seventh Floor Renovations Project  
**Date:** February 15, 2016

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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 seventh floor of the Erie County Rath Office Building. The project is eligible for Federal and State reimbursement with a local share of 31.35% of the total project costs. This resolution is seeking authorization for the County Executive to enter into an Agreement Amendment with the Engineering firm of Buffalo Engineering, PC for design and project monitoring.

### **FISCAL IMPLICATIONS**

Funds for the project are currently available from the approved as adopted, 2007 Capital Project Account A.00308 – Social Services Renovation to Office Space. The Project is eligible for Federal and State reimbursement with a local share of 31.35% of the total project costs.

### **REASON FOR RECOMMENDATION/ BACKGROUND**

#### **INFORMATION**

The renovations are needed to improve the efficiency of the Department of Social Services. The existing space is antiquated and in desperate need of renovation. 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 seventh floor of the Rath County Rath Building.

### **CONSEQUENCES OF NEGATIVE ACTION**

The project will not be conducted and inefficient space will continue.

### **STEPS FOLLOWING APPROVAL**

The County Executive will enter into an Agreement Amendment with the Engineering firm of Buffalo 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.



GREGORY GACH  
Deputy Comptroller  
Comptroller's Office

**BRYAN FUME**  
**Associate Deputy Comptroller**

A RESOLUTION SUBMITTED BY:  
DEPARTMENT OF PUBLIC WORKS

**RE: Rath Building--2016-Social Services – Seventh Floor Renovations Project**

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

WHEREAS, this Honorable Body has previously authorized the County Executive to enter in a General Engineering Services Agreement with the firm of Buffalo 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 for providing design, construction documents and project monitoring services for the Rath Building seventh floor, Social Service renovations project.

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, seventh floor Social Services renovation, for an amount not to exceed \$20,000.00; 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 \$20,000.00; 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 \$20,000.00
2. AMOUNT OF CONTRACT Not to Exceed \$20,000.00
3. PROJECT NUMBER A.00308
4. PROJECT TITLE Rath Building-2016-Social Services -  
Seventh Floor Renovations
5. DEPARTMENT CONTACT Letter pickup: Diane Bukowski at 8301  
Funding questions: Jeffrey P. Zack #8824

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

6. AVAILABILITY OF FUNDS \$ 431,589.95
7. PERFORMED BY Don Urban

Date sent to Comptroller's Office: January 11, 2016

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