

STATE OF NEW YORK
UNIFIED COURT SYSTEM
EIGHTH JUDICIAL DISTRICT
92 FRANKLIN STREET - Third Floor
BUFFALO, NEW YORK 14202-3902
(716) 845-2505
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LAWRENCE K. MARKS
Chief Administrative Judge

VITO C. CARUSO
Deputy Chief Administrative Judge
Courts Outside New York City

PAULA L. FEROLETO
District Administrative Judge

ANDREW B. ISENBERG, ESQ.
District Executive

October 21, 2020

Mayor Robert Restaino
City of Niagara Falls
745 Main Street, P.O. Box 69
Niagara Falls, NY 14302

Re: Agreement between UCS and the City of Niagara Falls for Court Cleaning and Minor Repairs
(Contract No. C300461) - Annual Renewal Letter and Budget (Appendix B) for SFY 2020-21

Dear Mayor Restaino:

Please be advised that pursuant to Section I of the existing contract between the Unified Court System and the City of Niagara Falls, we are hereby establishing a renewal period in the five-year term of this agreement. Said renewal period shall commence on April 1, 2020 and shall terminate on March 31, 2021. During this 2020-2021 renewal period, all terms and conditions of the above-referenced Agreement shall continue to apply, except as specified below.

The proposed budget for services to be rendered pursuant to this contract in the 2020-2021 period shall be \$228,056. Pursuant to the provisions of Chapter 686 of the Laws of 1996, as amended to date, the maximum compensation for the 2020-2021 period shall be 100% of that amount. The attached revised Appendix B, detailing the proposed budget for the renewal period, shall be incorporated into the Agreement and shall replace all prior Appendix B's. The signatures below shall confirm acceptance of this renewal by the City of Niagara Falls and by the UCS.

Accordingly, the original of this letter should be signed by an authorized representative of City of Niagara Falls, and the corresponding acknowledgment page should be notarized. Two sets of the signed original letter together with the related documents should be returned to this office.

Thank you.

Sincerely,

Andrew B. Isenberg
District Executive

Accepted for: City of Niagara Falls

Accepted for: Unified Court System

Name:
Title:

Maureen McAlary
Director, Division of Financial Management

Dated:

Dated:

Attachments

ACKNOWLEDGMENT

STATE OF NEW YORK)
)
COUNTY OF *Niagara*) SS:

On this _____ day of _____, 2020, before me personally came
_____, to me known, who, being by me duly sworn, did depose
and say that he/she resides in _____, that he/she is the _____
of _____, the municipality described in and which executed the above
instrument; and that she/he is duly authorized by the governing body of said municipality to sign
her/his name thereto.

NOTARY PUBLIC

(Seal)

Unified Court System
Court Cleaning and Minor Repairs Proposed Budget Form
 (Appendix B to a contract between a local government entity and the NYS Unified Court System pursuant to Chapter 686, Laws of 1996)

State Fiscal Year: April 1, 2020 - March 31, 2021

Name of County or City: City of Niagara Falls, New York

List Court Buildings:	Name and Address of Each Court Building (including County Clerk Space)	Owned or Leased	Building Net Usable Square Feet	Court Spaces to be Cleaned and Repaired Pursuant to this Budget	
				Total	Court Related
				Net Usable Sq. Ft.	Aid Eligible Percentage
	Municipal Building	Owned	134,000	54,000	40%
	1925 Main Street				
	Niagara Falls, NY 14305				
	Combined		134,000	54,000	40%

Note: Divide Court SF by Total SF for percent

Anticipated Changes in Location or Space Utilization:

Name and Address of Affected Building(s)	Nature of Changes	Target Date

1 Cleaning Costs:**1(a) Service Contracts**

Budget Line #	Contractor	Type of Service	Building	Contract Amounts for Budget Period	Aid Eligible Percentage	Budget Request
1	West Sanitation	Periodic	Municipal Building	\$2,100	40%	\$840
2	Window Cleaning	Periodic	Municipal Building	\$1,700	40%	\$680
3	Carpet Cleaning	Periodic	Municipal Building	\$2,550	40%	\$1,020
4	Laundry Service	Periodic	Municipal Building	\$750	40%	\$300
5						
6						
1(a) Subtotal:						\$2,840

1(b) Local Payroll

No. of Positions	Building	Annual Wages	Fringe Benefits	Total Personal Service Costs	Aid Eligible Percentage	Budget Request
7 3	Municipal Building	\$33,333	\$24,579	\$173,736	100%	\$173,736
8						
9						
10						
11						
12						
1(b) Subtotal:						\$173,736

1(c) Supplies and Equipment

Type of Material	Building	Quantity/Unit	Costs	Aid Eligible Percentage	Budget Request
13 Cleaning Supplies	Municipal	1	\$15,000	40%	\$6,000
14 paper products/garbage bags					
15 Cleaning Chemicals					
16					
17					
18					
1(c) Subtotal:					\$6,000

1(d) - Total Cleaning Costs (1a+1b+1c): \$182,576

2 Trash Removal and Disposal

2(a) Trash Removal

	Contractor or Agency	Building	Quantity/Unit	Costs	Aid Eligible Percentage	Budget Request
19	Modern Disposal	Municipal	1	\$1,250	40%	\$500
20						
21						
22						
23						
				2(a) Total:		\$500

2(b) Trash Disposal

	Contractor or Agency	Building	Quantity/Unit	Costs	Aid Eligible Percentage	Budget Request
24						
25						
26						
27						
28						
				2(b) Total:		\$0

2(c) - Total Trash Removal & Disposal (2a+2b): 2(c)

\$500

3 HVAC Cleaning Costs

3(a) Duct Work Cleaning and Filter Changing By Service Contract

	Contractor	Type of Service	Building	Contract Amounts for Budget Period	Aid Eligible Percentage	Budget Request
29	Duct Cleaning Company	Periodic	Municipal Building	\$1,000	40%	\$400
30						
31						
32						
33						
34						
				3(a) Subtotal:		\$400

3(b) Duct Work Cleaning and Filter Changing by Local Payroll

No. of Positions	Building	Annual Wages	Fringe Benefits	Total Personal Service Costs	Aid Eligible Percentage	Budget Request
35						
36						
37						
38						
39						
40						
3(b) Subtotal:						\$0

3(c) Filter Changing - Filters Only

Type of Material	Building	Quantity/Unit	Costs	Aid Eligible Percentage	Budget Request
Filters	Municipal Building	1	\$4,000	40%	\$1,600
41					
42					
43					
44					
45					
46					
3(c) Subtotal:					\$1,600

3(d) Total HVAC Ductwork Cleaning & Filter Changing Costs (3a+3b+3c): 3(d) \$2,000

4 GRAND TOTAL - ALL "CLEANING COSTS": Grand Total Boxes 1d + 2c + 3d: 4 \$185,076

5 Proposed "Tenant" Work Use the following codes: a - Flooring and Carpeting
 b - Painting
 c - Interior Ceilings
 d - Bathrooms
 e - Fixtures
 f - Minor Renovation
 g - Other (Identify)

Work to be Performed:

Code	Describe Work	Building	Wages	Fringe	Supplies	Total Costs	Aid Eligible Percentage	Budget Request
47	a Carpeting					\$5,000	100%	\$5,000
48	b Painting					\$5,000	100%	\$5,000
49								
50								
51								
52								
53								
54								
55								
56								
57								
Total (5):								\$10,000

6 TOTAL - 100% REIMBURSIBLE EXPENSES:
 (Cleaning Costs & Tenant Work)

Total (4+5) 6: \$195,076

7 Building and Property Maintenance:

7(a) Service Contracts

Use Codes A-G:

a - Pest Control
b - Elevators
c - HVAC
d - Telephone Wiring

e - Security & Alarm Systems
f - Property Maintenance
g - Other (Identify)

Code	Contractor	Type Work Performed	Building	Contract Amounts for Budget Period		Aid Eligible Percentage	Budget Request
58	b	DCB Elevator/Ace	Maintenance	Municipal Building	\$16,200	40%	\$6,480
59	f	Adams Door	Lift Gate Maintenance	Municipal Building	\$700	40%	\$280
60	a	Orkin Pest Control	Pest Control	Municipal Building	\$4,600	40%	\$1,840
61	c	Mollenbergh/Trane	HVAC	Municipal Building	\$6,200	40%	\$2,480
62	c	Hartford Steam	HVAC	Municipal Building	\$370	40%	\$148
63	e	Fire Safety	Fire Alarm Panel	Municipal Building	\$350	40%	\$140
64	f	Rich's Door	Garage Door	Municipal Building	\$4,600	40%	\$1,840
65	f	Cummins	Generator Maintenance	Municipal Building	\$2,000	40%	\$800
66	c	Water Wise	HVAC	Municipal Building	\$5,000	40%	\$2,000
67	f	Stanley	Swing Door	Municipal Building	\$5,000	40%	\$2,000
68	f	Niagara Fire Ext	Fire Extinguishers	Municipal Building	\$500	40%	\$200
						7(a) Subtotal:	\$18,208

7(b) Local Payroll

No. of Positions	Building	Annual Wages	Fringes	Total Costs	Aid Eligible Percentage	Budget Request	
69	3	Municipal	\$900	\$800	\$5,100	40%	\$2,040
70	1	Municipal	\$42,000	\$4,167	\$46,167	100%	\$46,167
71	1	Municipal	\$44,000	\$4,167	\$48,167	40%	\$19,267
72							
73							
74							
75							
76							
						7(b) Subtotal:	\$67,474

7(c) Supplies and Equipment

	Type of Material	Building	Quantity/Unit	Costs	Aid Eligible Percentage	Budget Request
77	Tools/equipment/safety items	Municipal Building	1	\$7,000	40%	\$2,800
78	Lights bulbs/ice melter/					
79	construction and repair					
80						
81						
					7(c) Subtotal:	\$2,800

7 (d) Total - Building and Property Maintenance Costs (7a+7b+7c) 7(d): \$88,482

8 Total - Building and Property Maintenance Costs: 8 \$88,482

9 Total Cost Reimbursable @ 25% = (Box 8 x 25%) 9 \$22,120

10 Total Proposed Direct Costs (Item 6 + Item 9): 10 \$217,196

11 Overhead Costs (Item 10 x .05): 11 \$10,860

12 Total Proposed Contract Amount (Item 10 + Item 11): 12 \$228,056

13 Local Government Certification:

I hereby certify that the cost estimates contained herein were developed using the best available information and that the proposed budget amounts are just, true and correct to the best of my knowledge.

<p>Name: </p> <p>Title: </p> <p>Signature: </p> <p>Date: </p>	<p>County or City: </p> <p>Address: </p> <p>Phone: </p>
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ENDNOTES:

Use budget line numbers for reference and include remarks or explanations below.

Line No. Explanation: