

CONSOLIDATED FLEET MAINTENANCE FACILITY FEASIBILITY STUDY

Final Report

Presented to the



Corning-Painted Post School District and City of Corning

March 31, 2012

HUNT Project # 2649-014



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Final Report
Corning-Painted Post School District/City of Corning
Consolidated Fleet Maintenance Facility Feasibility Study

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Section I – Executive Summary

Section I – Executive Summary

Executive Summary

The City of Corning and the Corning-Painted Post School District are simultaneously faced with the need to improve their vehicle maintenance facilities.

For many years each organization's staff have been working in aging vehicle maintenance facilities that are both undersized and energy inefficient. In light of the trend toward more shared facilities among municipal entities, the city and school district agreed to investigate this option. Further bolstering this approach is New York State's concerted efforts to encourage shared facilities in such situations. State grant money being directed toward initiatives that share services and efficiencies among entities as the most cost-effective use of public money. In fact the city and the school district have received \$22,500 from the NYS Department of State under their Local Government Efficiency Grant program to complete this study.

This report describes the process the two organizations undertook to analyze the need and to develop several viable solutions to providing safe, efficient and cost effective fleet maintenance facilities.

The committee tasked with analyzing solutions took an investigative approach. They first visited communities in which similar shared facilities are working well. They learned about various building footprints and how they served the users' programs, how the municipal agreements were drawn up and executed, and to identify any shortcomings that might be avoided—to make use of lessons already learned.

The architects and engineers then designed several building layouts for the committee's consideration, with one layout emerging as the clear preference. These floor plans and the various options for site placement are included in this report.

This report describes an approach to creating a shared vehicle maintenance facility that is a cost-effective solution to meeting the city's and school district's vehicle maintenance needs for the foreseeable future.

The current fiscal crisis within the State of New York will likely impact state aid to both the city and school district. With that in mind the committee realizes that, even though a shared fleet maintenance facility would, over the long term, be a savings to taxpayers (vs. new individual facilities) the implementation of the plan in the immediate future is unlikely. That being said, the committee feels that the plan and the process to develop the plan are sound and these recommendations can be implemented in the future with very little modification.

Section II – Introduction and Background Information

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History & Statement of Problem – Corning-Painted Post Schools Vehicle Maintenance Facility

The Corning-Painted Post vehicle maintenance building services 61 school district buses and other vehicles. The building is 55 years old and is approximately 25% undersized, by current standards, for that sized fleet, with only 3,900 s.f. available for general vehicle maintenance and repairs.

The building is very energy inefficient. The building envelope lacks insulation in many areas and the insulation that does exist is inadequate. The windows are single paned and the heating system is the original system for the building. The heating system is inadequate for the building and, even though the heating system runs constantly in the winter, it is many times impossible to raise the indoor air temperature in the work bay areas to higher than 60 degrees. An example of the heating system's (and overall building's) inefficiencies are also found in past billing records that show that during the time period of April 2007 through April 2008 the utility costs for the building increased by 34% over the previous one-year period.

Parts storage in this facility is located in an upstairs, suspended area that can only be accessed by a very steep stairway. Tire storage is located in an add-on, unheated, shed-roofed area (with a dirt floor) on the back of the building. The floor drains in the service bays were permanently plugged over the years, resulting in the mechanics having to routinely work in standing water during the winter months. The building has no space for training which results in having to use the maintenance area for training purposes. The restroom facilities are original with the building and are very inadequate in size. There is also no exhaust ventilation system in the building.

The small vehicle lift, installed in 1981, does not meet the American National Standards for safety requirements for vehicle maintenance and inspections. The two large vehicle lifts, in the other two bays, are 30 years old and need to be replaced due to deterioration from rusting. The lifts do not meet NYS Department of Transportation safety regulations. Also the ceiling height in one of the bays is not high enough and the clearance to the walls is not big enough to work on the District's larger buses if those buses need to be on a lift for repairs and service.

The building site is very undersized and the pavement surrounding the building is deteriorating and needs replacement. There is no vehicle washing area inside the building so vehicles must be washed outside, even during the winter.

The School District employs two full-time mechanics and the Transportation Supervisor manages the fleet maintenance operations. Many times during the year this sized staff is either too small or just right for the work load – it varies from season to season. Because of the small size of the staff, there is very little flexibility in scheduling the maintenance and repair of vehicles. Vehicle repairs must always take priority, with the staff spending a majority of their time repairing vehicles.

History & Statement of Problem – City of Corning Vehicle Maintenance Facility

The City of Corning vehicle maintenance building services 91 vehicles. It is also 55 years old (the same age as the school district's building) and is approximately 30% undersized, by current standards, for that sized fleet, with only 4,000 s.f. available for general vehicle maintenance and repairs.

Similar to the School District's building, the City's building envelope lacks insulation in some areas and the insulation that does exist is inadequate. The windows are also single paned, so the

building is very energy inefficient. The heating system is the original 1954 system and is barely adequate. The utility costs for this facility ran 45% higher than the school district's building, with only 2.5% more square footage to heat and light.

Parts storage space is very limited and tire storage is non-existent. Tires are stored off-site and trucked to the fleet maintenance facility on an as-needed basis. There is no space for training and restroom facilities are only available in an adjacent building. Also there is no exhaust ventilation system in the building. In addition, the building lacks built-in lifts and must depend on portable lifts to work on vehicles.

The building site is shared with other City Departments and their portion of the site very undersized. The pavement surrounding the building also needs to be replaced. Like the School District's facility, there is no vehicle washing area inside the building so vehicles must be washed outside, even during the winter

Staffing-wise – the City employs two full-time mechanics and a full-time supervisor. Also like the School District, many times during the year this size staff is either too small or just right for the work load – it varies from season to season. Because of the small size of the staff, there is little flexibility in scheduling maintenance and repair of vehicles. Repairs must always take priority which allows for slippage in vital maintenance.

Proposed Solution

The vehicle maintenance facility needs of the School District and the City are so similar that it was felt that it would be a worthwhile endeavor to undertake a comprehensive study to take an in-depth look at addressing the needs of both entities by possibly sharing a new fleet maintenance facility. The action plan was to hire a consultant to assist with:

- 1.) Evaluating the existing buildings of both entities to determine if either building would be a good "candidate" for a building expansion.
- 2.) If both buildings are determined to be inadequate, expansion-wise, then to provide a conceptual design of a facility that would be large enough to accommodate the needs of both entities.
- 3.) Perform site evaluations for a new building, including the existing two sites and other sites in the immediate Corning area.
- 4.) Review staffing needs to determine if the fleet maintenance workload of the two entities could be accommodated by combining, and possibly reducing staff to save costs.
- 5.) Calculate cost savings of a new shared fleet maintenance facility when compared to constructing and operating two separate new facilities.

NYS Department of State – Consolidated Fleet Maintenance Facility Feasibility Study Grant

In January 2009 the Corning-Painted Post School District and the City of Corning jointly applied for a Local Government Efficiency Grant to assist with the cost of hiring a consultant to conduct a study, as previously outlined under "Proposed Solution". The grant was awarded later in 2009. In the summer of 2009 the School District was in the process of developing a comprehensive, district-wide facilities plan (bond issue) that, if approved, would have impacted every school district building, including their vehicle maintenance building. So the study was put on hold until after the bond vote. The first vote failed in December 2009 and was re-voted in March of 2010. That vote failed as well. The School District then decided to scale back the size of the proposed project and a new fleet maintenance facility was one of the cuts from the plan. In the

spring/summer of 2010 the School District and City formed a Joint Fleet Management Facility Committee (Committee) and gave the Committee the responsibility of moving the study forward. In the fall of 2010 the Committee received proposals from consultants and ultimately recommended that Hunt Engineers & Architects (HUNT) be retained to complete the study.

This Report is a result of the efforts of the Committee and HUNT working together to develop a plan that, if implemented, should serve the fleet maintenance facility needs of the joint constituencies of the School District and the City for years to come, and should also result in substantial savings to the taxpayers of both entities.

Section III - Space and Infrastructure Needs

Section III - Space and Infrastructure Needs

Jeff Robbins, Study Project Manager from Hunt Engineers & Architects and Mark Walsh, Principal, Transportation Advisory Services, met separately with the Committee members from each entity to review the current operation to identify what works well at each facility and what does not. Included in these meetings was a discussion of the future needs of each entity. The following are the findings from those meetings:

Corning-Painted Post School District Facility

Existing Facility:

1. Storage:
 - A. Parts Inventory:
 - a. Maintain a small number of tires on site
 - b. Maintain an inventory of specialty "bus" parts
 - c. Order parts daily primarily through NAPA.
 - B. Parts storage room and tire storage room are under-sized
 - C. Seat storage room is in the mezzanine
 - D. Small equipment storage is currently in the tire storage area
2. Lifts:
 - A. Have two in-ground lifts and one platform lift
 - a. All are in need of replacement
 - B. The first bay and lift (in-ground) meets the current DOT standards for inspections, however the lift is in poor condition.
3. The second bay does not meet the current DOT standards for inspections
 - A. The in-ground lifts do not work for small vehicles.
 - B. The buses average 50,000 mi. per year and are having preventative maintenance and wheel pulls on a regular basis.
4. There are no interior building drains because they have all been plugged.
5. They currently wash buses outside
6. The number of parking spaces is sufficient but many are very tight and are of substandard size and clearance.
7. The fleet size is stable.
8. Fuel:
 - A. The fuel control software needs updating.
 - B. The current shared fuel facility being built with The Village of Painted Post is only for gas and it will service district maintenance vehicles.
 - C. The existing on-site fuel facility has a 4000 gallon diesel tank and a 1000 gallon gas tank.
9. They currently have two mechanics that work on vehicles 90% of the time and drive buses the other 10% of the time.
10. Office space:
 - A. The DOT inspector currently shares a desk with the two mechanics along with maintenance record storage and parts storage.
 - B. Other Transportation Department staff include four full-time, however there is one additional desk being provided for part-time support.
 - a. One office with meeting space for the director
 - b. One office for secretary

- c. One office for dispatcher (w/ one additional desk)
 - d. One office for clerical staff (w/ two additional desk)
11. Buses:
 - A. They have 20 buses and 9 vans that are licensed as buses.
 - B. Their largest buses are 72 passenger buses.
 - C. They have outside engine block plugs for all 20 buses.
 12. Other vehicles:
 - A. There are 32 other vehicles/large pieces of equipment serviced by their facility.
 13. Lunch room:
 - A. Serves 25-30 daily
 14. Training room:
 - A. Services 160 people at a time, 3-4 times per year for lecture-style training.
 - B. 30-40 at a time with tables for classroom-style training.
 15. Bathrooms:
 - A. Showers are available in men's bathroom only.
 - B. Lockers are available for the mechanics.

New Facility Requirements (C-PP):

1. Storage:
 - A. Parts storage room required - current size is acceptable.
 - B. Tire storage room required - current size is acceptable.
 - C. Seat storage room (currently in mezzanine) space size is adequate but not very easily accessed.
 - D. Small equipment storage space needed.
2. Lifts:
 - A. 3 bays with 2 able to lift buses and have DOT inspections.
3. Inside Vehicle wash bay needed.
4. The number of parking spaces currently provided is adequate, because the fleet size is stable, but they need to have better clearances and access.
5. Fuel:
 - A. A fueling facility of the existing size would be adequate.
6. Office space:
 - A. The DOT inspector needs a dedicated desk space (could be in the same office as the mechanics)
 - B. Desk for each (2) mechanic
 - C. Maintenance record storage (file cabinets)
 - D. Full time office staff requirements:
 - a. One office with meeting space for the director
 - b. One office for secretary
 - c. One office for dispatcher (one additional desk)
 - d. One office for clerical staff (two additional desk)
7. Buses:
 - A. Bay sizes to accommodate 72 passenger buses.
 - B. Need outside engine block plugs for 20 buses.
8. Lunch room:
 - A. Large enough to serve 25-30 daily
9. Training room:

- A. Large enough to accommodate 160 people at a time 3-4 times per year for lecture-style training and 30-40 people with tables for classroom-style training.
- 10. Bathrooms:
 - A. Showers required.
 - B. Lockers for the mechanics.
- 11. Site:
 - A. Central location within the district would be desired.
 - B. Municipal water and sewer would be desired.

City of Corning

Existing Facility:

1. Storage
 - A. Stock/parts room is too small.
 - B. Fire Trucks don't fit. The City has a 70,000 lb. ladder truck.
2. Lifts:
 - A. They have two lifts:
 - a. 15,000 lb
 - b. 9,000 lb
 - B. They use a ramp for larger vehicles.
3. Garbage trucks don't fit into the facility.
4. They currently have two mechanics.
5. Parts – primarily purchased locally from NAPA, Fred Roberts, and CARQUEST.
6. Tires are purchased through NYS bid.
7. Oil is purchased through Steuben County bid.
8. Fuel is purchased through NYS bid.
9. Vehicles are washed outside most of the time.

New Facility Requirements (City of Corning):

1. Use 4 bays while waiting for parts (2) without lifts
2. Need one lift for large vehicles and one small vehicle lift. A 40,000-50,000 lb. truck lift would be ideal.
3. Accommodations for other City staff who work on vehicles from time to time:
 - A. Drivers
 - B. Fire
 - C. Police
4. Break Room
5. Changing Room
6. Training Room for 10 people
7. Wash bay (drive thru)
8. Directors office
9. Mechanic's office/manual area
10. Tire storage and parts room
11. Vending machines

Section IV. – Site Reviews

Section IV. – Site Reviews

Current School District Site

The current school district fleet maintenance building is located on a 2 acre site, near the eastern edge of the school district, on Goff Road in East Corning. It is approximately 9 miles from the District's Administration Building and approximately 4.5 miles from Corning City Hall. The site is too small for a shared facility, which it is estimated would require 2.5 – 4 acres. The location of this site is also remote and would require that disabled City vehicles be towed several miles for repairs.

Current City Site

The current City fleet maintenance building is located on a large site located at 381 East Market Street Extension in the City of Corning. However, the site is occupied primarily by other City departments and the portion of the site available to the fleet maintenance department is not much more than the 4,000 square foot building.

Possible Suitable Sites

The Shared Services Committee initially identified nine sites, some are located in the City of Corning and others are located in close proximity to the City, for consideration. The following sites were included in the initial list for consideration:

Site #1 – Yunis property – 1.7 acres located adjacent to the current City site.

Site #2 – Corning Incorporated property – 2.62 acres located adjacent to the Yunis property.

Site #3 – City of Corning - Stewart Park site – 12.5 acres in size with approximately 3 acres of undeveloped property on the northeastern portion of the park.

Site #4 – New York State Electric & Gas (NYSEG) property – 2.78 acres located on Wardell Street.

Site #5 – Corning Incorporated former Pressware property - located adjacent to the river.

Site #6 – Baker and Winfield Street site

Site #7 – Former Ponderosa property located in the Village of Riverside

Site #8 – Former Foodmart property located in the Village of South Corning

Site #9 – NYS Department of Transportation (NYSDOT) site – approximately 26 acres located in Coopers Plains

Preferable sites

After field reviews and further consideration by the Committee, it was decided that the preferred sites for consideration would be sites #1-#4 as previously outlined.

Site #1 – Is located in close proximity to the current City fleet maintenance building property and because of this site's location, it may be suitable to provide a portion, if not all of the acreage needed for a shared facility.

Site #2 – Is located even closer to the City site than Site #1. The Committee has recommended that, should the project move forward, the entities should consider the possibility of combining portions of these two sites along with a “reorganization” of the current, adjacent City site, to accommodate a new shared facility.

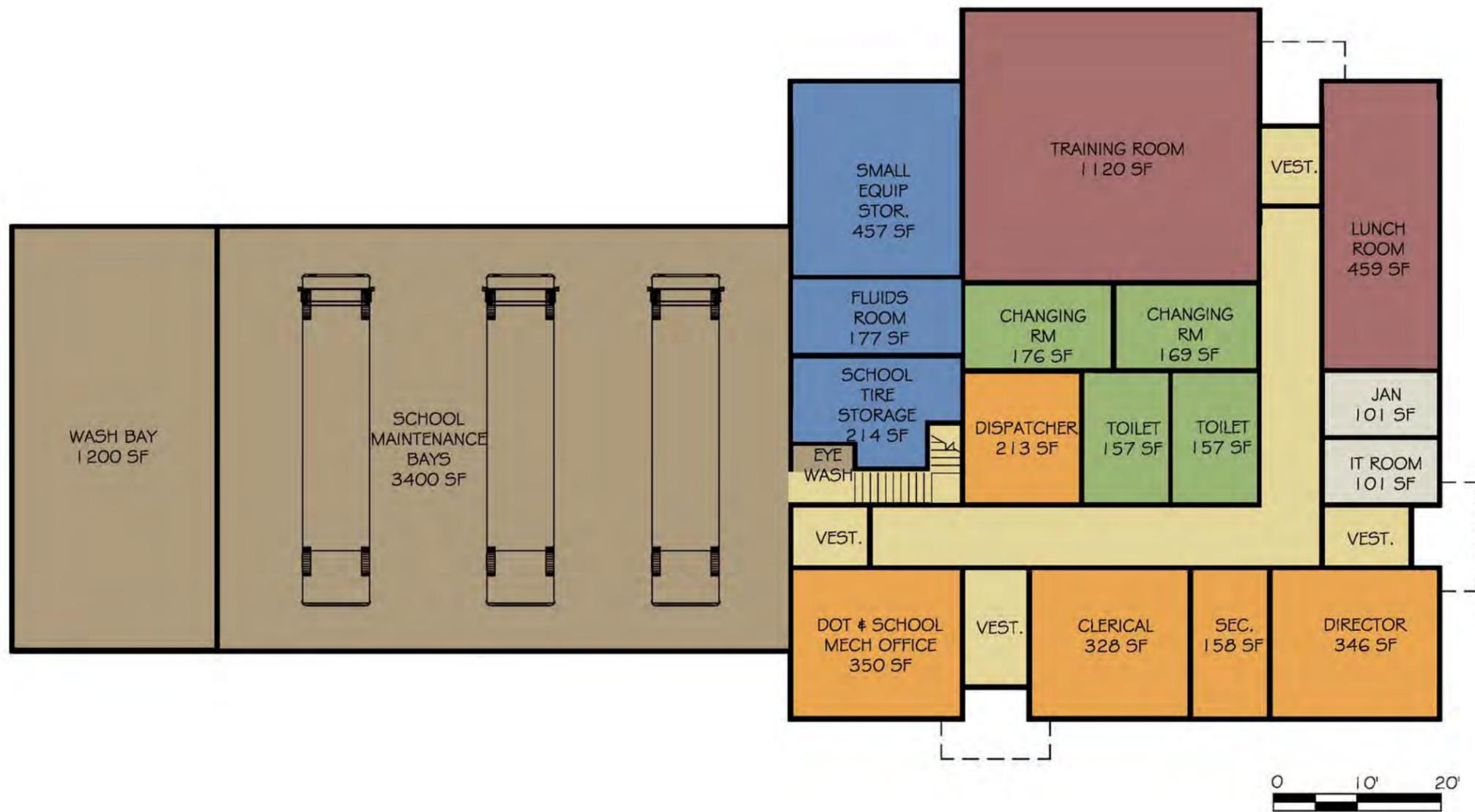
Site #3 - Is located the furthest away from the current City site but it is currently owned by the City. The portion of the site that is being considered would not interfere with the current City park facilities.

Site #4 - Is also located quite a distance from the current City site, but it is the largest of the preferred sites and has an existing, former NYS Electric and Gas building located on the site that may be suitable for reconstruction and use in a shared facility complex.

Property Descriptions

See Attachment C for property descriptions of the four preferred sites.

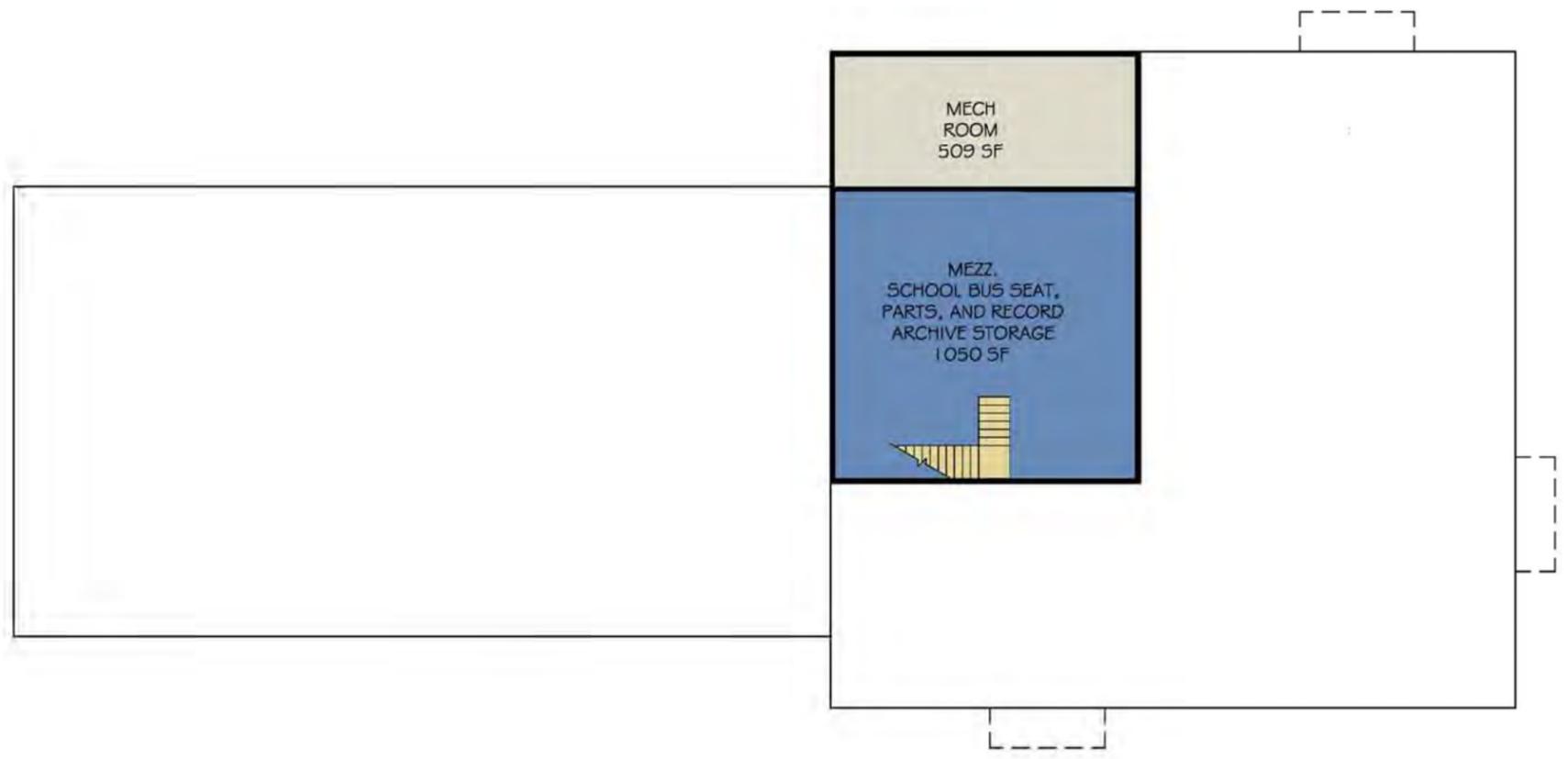
**Section V. – Conceptual Floor Plans, Site Plans, and
Cost Estimates**



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY

FIRST FLOOR PLAN 11,016 SF
1/16"=1'-0"

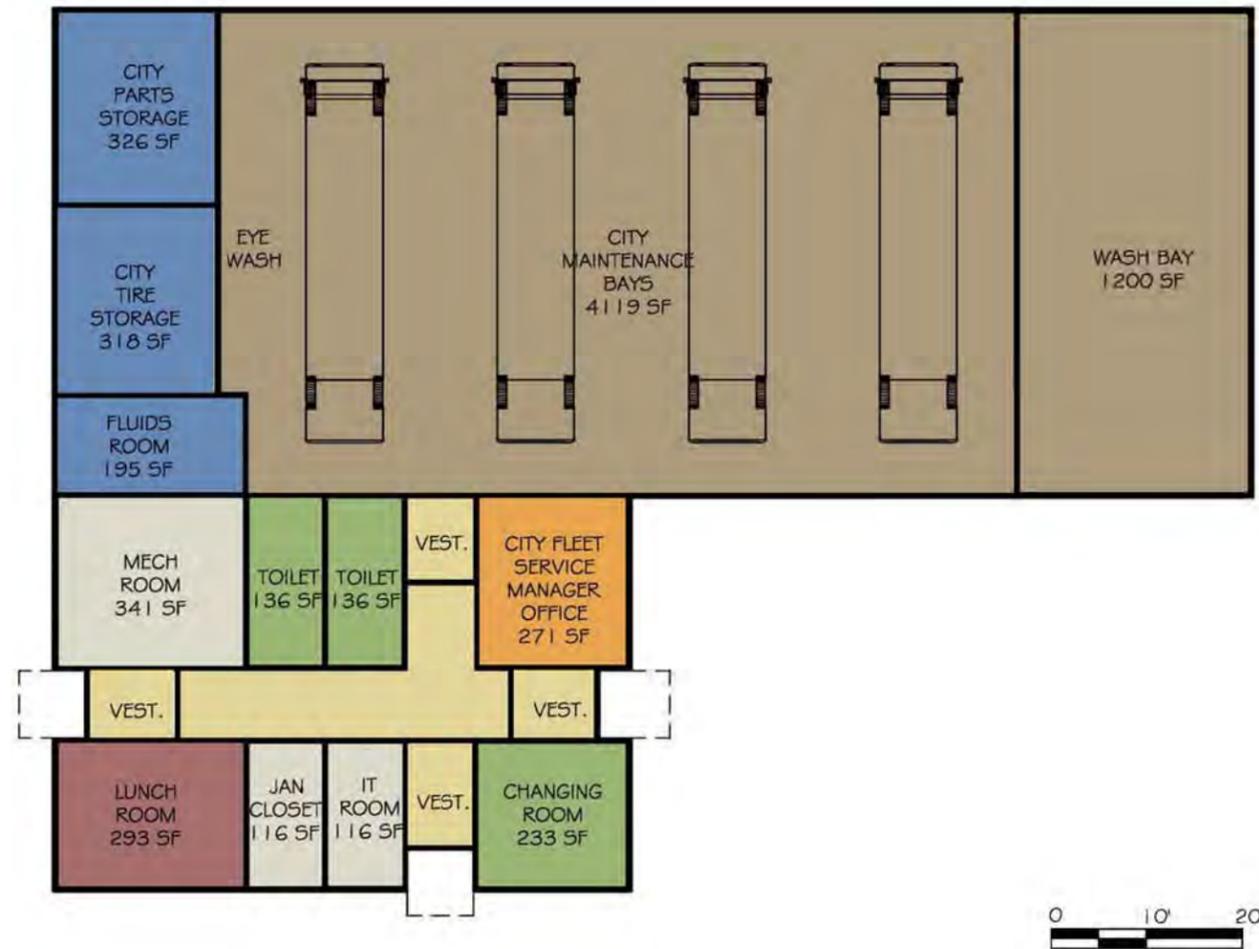
SCHOOL CONCEPT



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY

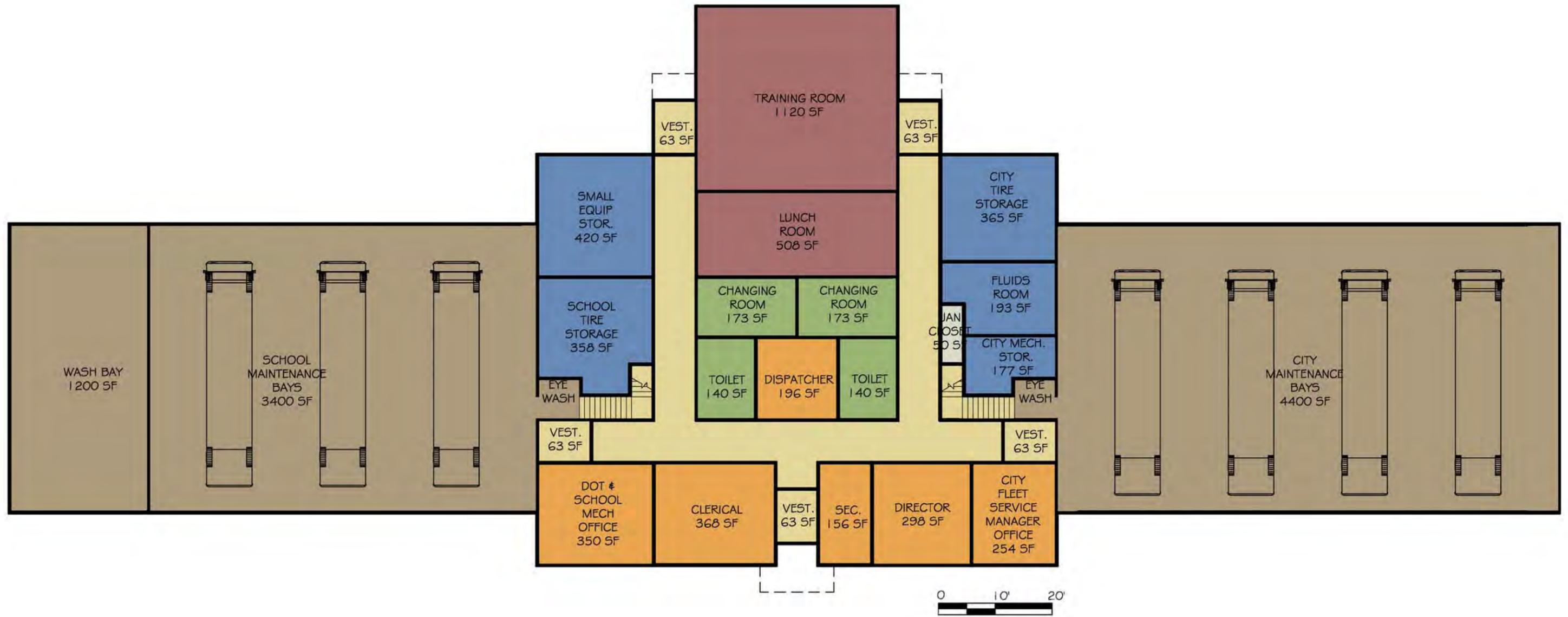
MEZZANINE PLAN 1,727 SF
1/16"=1'-0"

SCHOOL CONCEPT



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
 FIRST FLOOR PLAN 8,819 SF
 1/16"=1'-0"

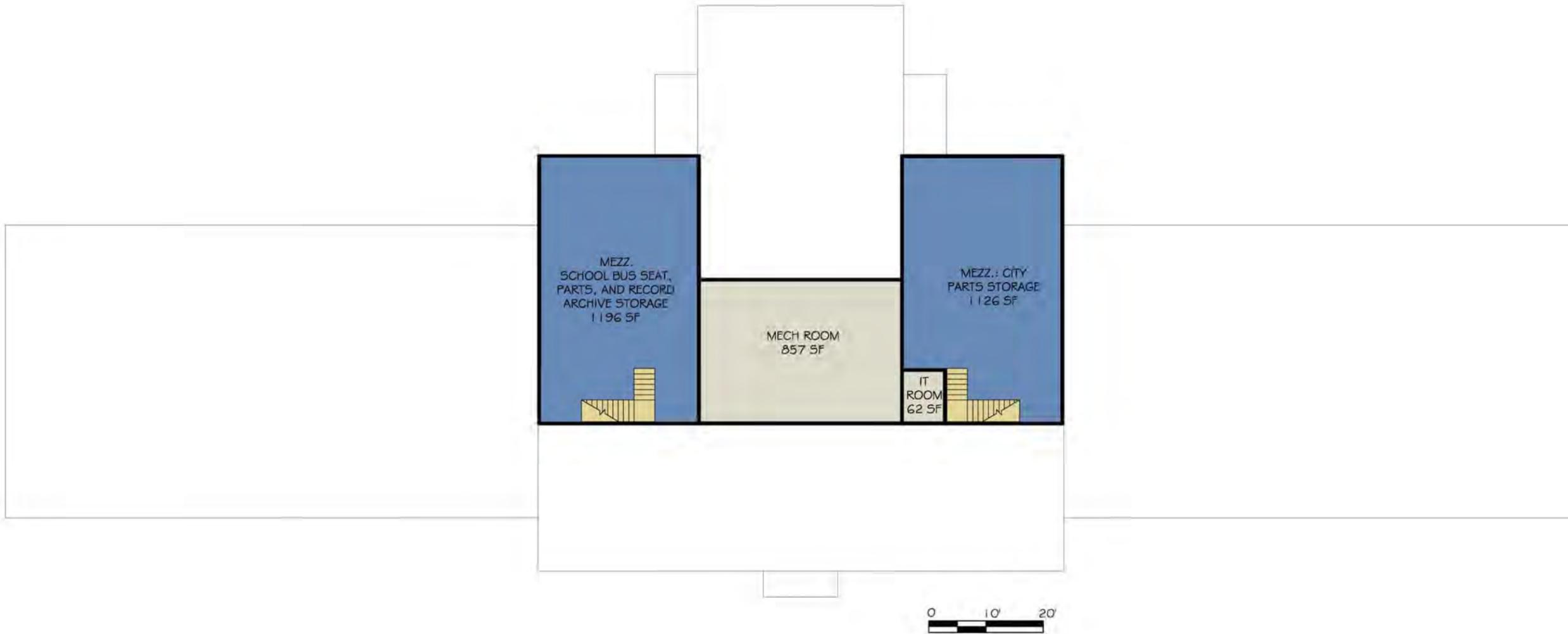
CITY CONCEPT



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY

FIRST FLOOR PLAN 17,131 SF
 1/16"=1'-0"

SHARED CONCEPT #1



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
MEZZANINE PLAN 3,571 SF
1/16"=1'-0"

SHARED CONCEPT #1



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
SITE PLAN COMMERCE ST.

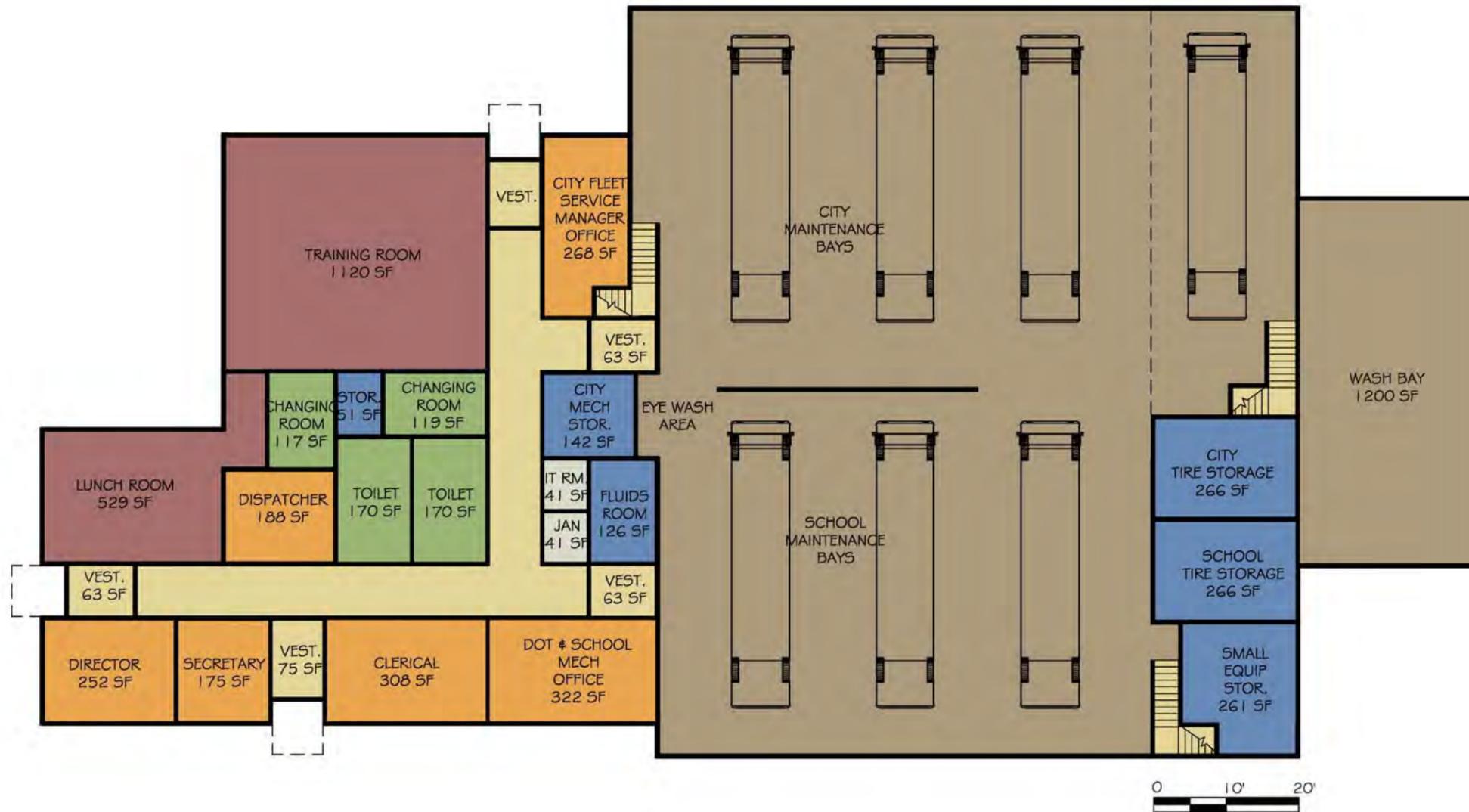


SHARED CONCEPT #1



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
SITE PLAN WINFIELD ST. SHARED CONCEPT #1

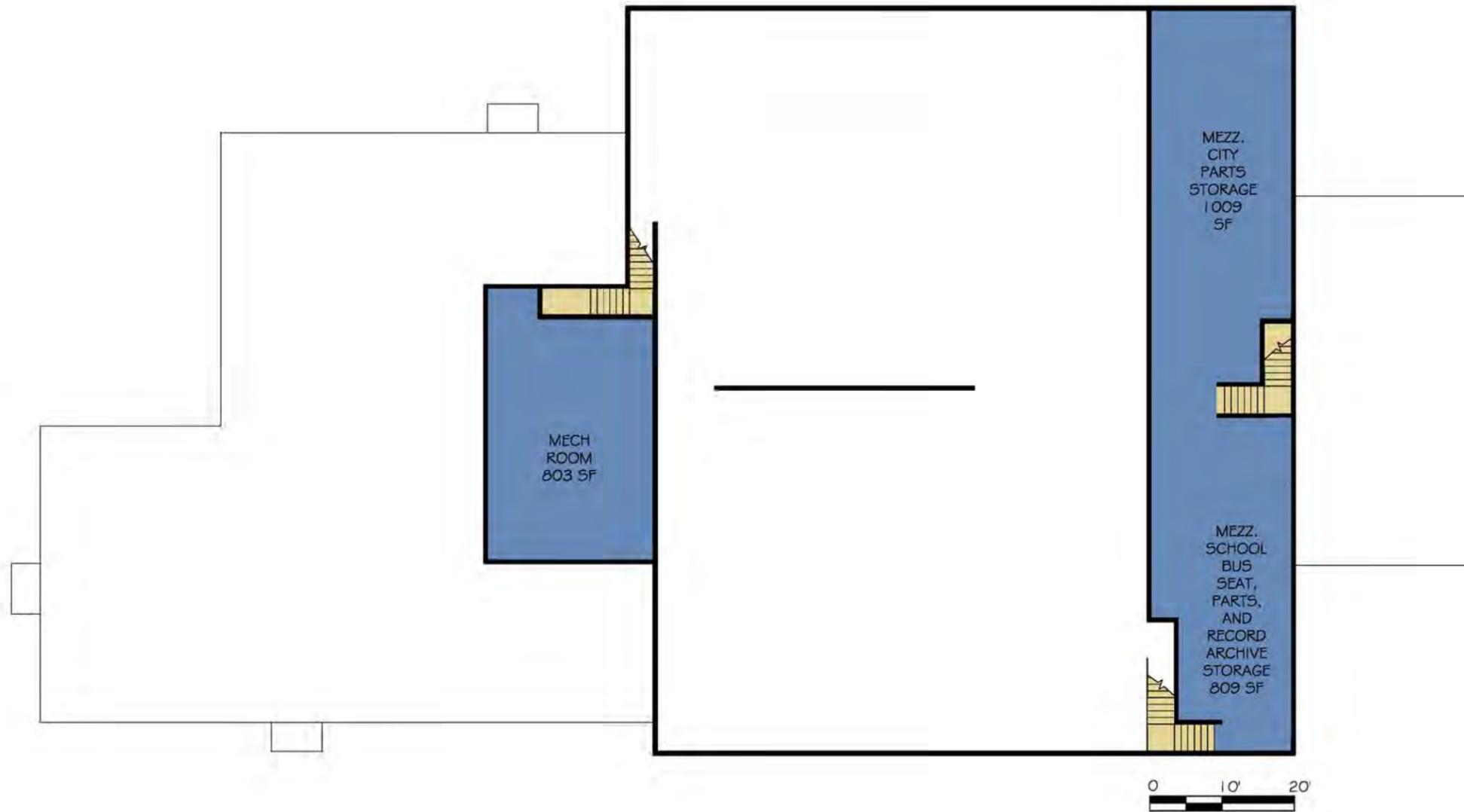




CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY

FIRST FLOOR PLAN 16,442 SF
1/16"=1'-0"

SHARED CONCEPT #2



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY

MEZZANINE PLAN 3,039 SF

1/16"=1'-0"

SHARED CONCEPT #2



CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
SITE PLAN COMMERCE ST.
SHARED CONCEPT #2





CORNING PAINTED POST / CITY OF CORNING SHARED MAINTENANCE FACILITY
SITE PLAN WINFIELD ST.
SHARED CONCEPT #2



HUNT

Corning Painted Post / City of Corning Shared Maintenance Facility

School Only

HUNT project 2649-014

Budget

March 28, 2011

Construction Cost

New Building - SF	11,016			
			Cost per square foot	Cost
Site construction			\$45	\$495,720
Fueling Station				\$90,000
General construction			\$95	\$1,046,520
HVAC			\$20	\$220,320
Plumbing			\$20	\$220,320
Electrical / Technology			\$15	\$165,240
New Building Subtotal			\$195	\$2,238,120

Total Construction Costs

Construction Cost				\$2,238,120
Design Contingency	10%			\$223,812
Inflation Contingency (3 years)	5% per year			\$369,000
Construction Contingency	10%			\$283,000
Total Construction Cost				\$3,113,932

Incidental Costs

Incidental Costs - 22 % of project cost	22%			\$685,000
Site purchase cost				\$0

Total Project Costs

Total Project Cost				\$3,798,932
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HUNT

Corning Painted Post / City of Corning Shared Maintenance Facility

City Only

HUNT project 2649-014

Budget

March 28, 2011

Construction Cost

New Building - SF	8,819			
			Cost per square foot	Cost
Site construction			\$45	\$396,855
Fueling Island				\$90,000
General construction			\$95	\$837,805
HVAC			\$20	\$176,380
Plumbing			\$20	\$176,380
Electrical / Technology			\$15	\$132,285
New Building Subtotal			\$195	\$1,809,705

Total Construction Costs

Construction Cost				\$1,809,705
Design Contingency	10%			\$180,971
Inflation Contingency (3 years)	5% per year			\$299,000
Construction Contingency	10%			\$229,000
Total Construction Cost				\$2,518,676

Incidental Costs

Incidental Costs - 22 % of project cost	22%			\$554,000
Site purchase cost				\$0

Total Project Costs

Total Project Cost				\$3,072,676
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Corning Painted Post / City of Corning Shared Maintenance Facility

Concept 1

HUNT project 2649-014

Budget

March 28, 2011

Construction Cost

School Portion - SF	10,829				
City Portion - SF	6,302				
Total Building - SF	17,131				
		City Portion		School Portion	
		Cost per square foot	Cost	Cost per square foot	Cost
Site construction		\$45	\$283,590	\$45	\$487,305
Fuel Island			\$75,000		\$75,000
General construction		\$95	\$598,690	\$95	\$1,028,755
HVAC		\$20	\$126,040	\$20	\$216,580
Plumbing		\$20	\$126,040	\$20	\$216,580
Electrical / Technology		\$15	\$94,530	\$15	\$162,435
New Building Subtotal		\$195	\$1,303,890	\$195	\$2,186,655

Total Construction Costs

Construction Cost			\$1,303,890		\$2,186,655
Design Contingency	10%		\$130,389		\$218,666
Inflation Contingency (3 years)	5% per year		\$215,000		\$361,000
Construction Contingency	10%		\$165,000		\$277,000
Total Construction Cost			\$1,814,279		\$3,043,321

Incidental Costs

Incidental Costs - 22 % of project cost	22%		\$399,000		\$670,000
Site purchase cost			\$0		\$0

Total Project Costs

Total Project Cost			\$2,213,279		\$3,713,321
Grand Total Project Cost				\$5,926,600	

Corning Painted Post / City of Corning Shared Maintenance Facility

Concept 2

HUNT project 2649-014

Budget

March 28, 2011

Construction Cost

School Portion - SF	10,828				
City Portion - SF	5,614				
Total Building - SF	16,442				
		City Portion		School Portion	
		Cost per square foot	Cost	Cost per square foot	Cost
Site construction		\$45	\$252,630	\$45	\$487,260
Fuel Island			\$75,000		\$75,000
General construction		\$95	\$533,330	\$95	\$1,028,660
HVAC		\$20	\$112,280	\$20	\$216,560
Plumbing		\$20	\$112,280	\$20	\$216,560
Electrical / Technology		\$15	\$84,210	\$15	\$162,420
New Building Subtotal		\$195	\$1,169,730	\$195	\$2,186,460

Total Construction Costs

Construction Cost			\$1,169,730		\$2,186,460
Design Contingency	10%		\$116,973		\$218,646
Inflation Contingency (3 years)	5% per year		\$193,000		\$361,000
Construction Contingency	10%		\$148,000		\$277,000
Total Construction Cost			\$1,627,703		\$3,043,106

Incidental Costs

Incidental Costs - 22 % of project cost	22%		\$358,000		\$669,000
Site purchase cost			\$0		\$0

Total Project Costs

Total Project Cost			\$1,985,703		\$3,712,106
Grand Total Project Cost				\$5,697,809	

Section VI. – Staffing Levels

Section VI. – Staffing Levels & Staff Sharing

Current Staffing – Corning-Painted Post Schools

The Corning Painted Post School District, Fleet Maintenance Department, employs two full-time mechanics. The District has maintained that staffing level for the past 12 years. The Director of Transportation assists with the oversight and prioritization of the activities of the mechanics.

An “Industry Standard” for determining the appropriate number of mechanics by the size of fleets of buses and other vehicles for school districts, which was provided by Transportation Advisory Services, assumes the following pre-conditions:

1. The fleet is average age and mileage or better (average age would be about 5.5 years and average mileage would be about 70,000)
2. The mechanics are properly trained and not serving as sub drivers
3. The facility allows reasonable efficiency

If the District meets these criteria, typical staffing would be approximately 15 buses to one mechanic. If they are maintaining non-student vehicles (that do not require the same level of work), the non-student vehicles are typically considered equal to one-half of a bus.

The School District’s Fleet Maintenance Department meets the first two criteria above (although for the second criteria, the mechanics do fill in as sub drivers on occasion, approximately 10% of the time), however the facility (Criteria 3) has a number of short-comings as outlined in detail in this Report. However, using the parameters of 15 buses per mechanic and taking into consideration the number of non-student vehicles that the mechanics maintain, in addition to buses, the total bus-equivalent fleet is 42 (see Appendix B in this Report for a listing of school district vehicles that are maintained by the Fleet Maintenance Department). A fleet of 42 buses, by Industry Standards, would require a staffing level of 2.8 persons.

With the current staffing level at 1.8 persons (taking into consideration that 10% of the time they are sub drivers) it appears that, by Industry Standards, the School District’s Fleet Maintenance Department is undersized by one mechanic. Having stated that, it is important to note that the District has met and exceeded the Department of Transportation’s goal of a 90% passage rate for at least the past two years. The 2008-2009 passing rate was 94.9% and the 2009-2010 passing rate was an excellent 98.2%!

Current Staffing – City of Corning

The City of Corning Fleet Management Department employs two full-time mechanics and one full-time fleet service manager. Until 2009 the Department employed three full-time mechanics, however one position was eliminated from the City budget.

An “Industry Standard” for determining the appropriate number of mechanics by the size of fleets of typical municipal vehicles was found in a November 2009 feature article published by Government Fleet Magazine, a Torrance, CA based periodical that is dedicated to managing public sector vehicles and equipment (www.government-fleet.com). The title of that article is – “Calculating Mechanic Staffing

Requirements". That feature article provided valuable insight into calculating what the Industry Standard would be for the City's diverse fleet of vehicles and other equipment. They used a method for determining labor demand that is known as Vehicle Equivalent Unit (VEU) Analysis. The VEU process was developed using data from hundreds of public sector fleet organizations. In their sample staffing calculation chart they assigned VEUs and labor hours to vehicles by "Equipment Class" (sedans, pickups, police cars, backhoes, fire trucks). Using that chart and assigning related VEUs and labor hours to the City's 91 vehicles and pieces of equipment (see Appendix B in this Report for a listing of City vehicles and equipment that are maintained by the City's Fleet Maintenance Department), it was determined that, by Industry Standards, the City would require a staffing size of 4.8 mechanics. So the City's Fleet Maintenance Department is undersized by 2.8 mechanics.

Staffing Requirements and Staff Sharing With a Shared Facility

From the previous comparisons of staffing levels for the School District and the City, it is apparent that both entities are currently operating their fleet maintenance operations at employee levels that are below Industry Standards. So taking that into consideration, it would be difficult to justify merging and reducing the staffing levels for mechanics as a cost savings measure in a new shared vehicle maintenance facility.

However, the sharing of maintenance facility personnel in a common facility may provide the opportunity for supplemental work assistance during "peak times", thereby precluding the need for either the School District or the City to increase their vehicle maintenance staffing in the future. Even though the City Manager has indicated that union contracts do not currently allow work sharing, if the shared facility concept were to move forward the issue of shared work would have to be negotiated with the unions to make it possible. If in fact work sharing was able to be negotiated in the future, then a Shared Employee Agreement between the City and School District would need to be adopted by both entities. Included in the Shared Employee Agreement would be the utilization of a maintenance software package so that work orders could be developed where mechanics could charge their time whenever they are working on the other entity's vehicles. A pre-determined hourly rate for each employee, including benefits would be developed and the work orders would be tallied and paid on a monthly, quarterly or annual basis. So, although a shared facility may not result in a reduction of staff members, it may help to eliminate the need to increase staffing levels in the future for both entities by the use of shared staffing.

Additionally, the above staffing level calculations only touch on staffing levels of mechanics and it is possible that both entities may be able to share a clerical person, and other support personnel, to assist with data entry and other activities in a shared facility.

Section VII – Project Cost and Tax Impacts

**Corning Painted Post Area School District
City of Corning**

SHARED MAINTENANCE FACILITY

Estimated Taxpayer Impact of Alternatives

March 29, 2011



Prepared by:



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**Corning Painted Post Area School District
City of Corning
SHARED MAINTENANCE FACILITY**

		SHARED			
		Concept 1	Concept 2	City Only	School Only
Construction Cost					
City		1,814,279	1,627,703	2,518,676	-
School		3,043,321	3,043,106	-	3,113,932
Total		\$ 4,857,600	\$ 4,670,809	\$ 2,518,676	\$ 3,113,932
Incidental Cost					
City		399,000	358,000	554,000	-
School		670,000	669,000	-	685,000
Total		\$ 1,069,000	\$ 1,027,000	\$ 554,000	\$ 685,000
TOTAL COST					
City		2,213,279	1,985,703	3,072,676	-
School		3,713,321	3,712,106	-	3,798,932
Total		5,926,600	5,697,809	3,072,676	3,798,932
		<small>5,926,600</small>	<small>5,697,809</small>	<small>3,072,676</small>	<small>3,798,932</small>
Average 30-Yr. Debt Service					
City	\$	139,184	\$ 124,898	\$ 193,916	\$ -
School	\$	65,987	\$ 66,013	\$ -	\$ 92,577
Average 30-Yr. Tax Rate					
City	\$	0.2400	\$ 0.2153	\$ 0.3343	\$ -
School	\$	0.0325	\$ 0.0287	\$ -	\$ 0.0456

Assumptions:

1. The amortization period for aid starts one year after the debt, and both run for 30 years.
2. The disjointed commencement date causes debt service in year 1 with no matching aid. Year 31 has building aid, but no debt service.
3. The 2009-10 Statewide Average Interest Rate for amortized school building aid is 3.00%.
4. The 30-year bond NIC interest rate for an AA3 Credit is estimated at 4.74%
6. Financing through DASNY allows Building Aid Amortization at the actual DASNY issuance interest rate which would mean more aid, BUT that would have to be matched with the increased issuance cost and Annual DASNY service fee anticipated to eat up any savings.
7. NY SED Facilities Planning has been directed to restrict Building Aid for Bus STORAGE as opposed to Maintenance. The presumption herein is that all District facilities will be treated as fully eligible Maintenance for Aid purposes.

Corning Painted Post Area School District
City of Corning
SHARED MAINTENANCE FACILITY
SHARED Concept 1 - \$5,925,600

ESTIMATED DEBT SCHEDULE						COST SHARE ALLOCATION				TAX RATE IMPACT		
Fiscal Year	Beginning Balance Outstanding	Principal Payments June 15	03/24/11 "AA3" %	Estimated Interest 0.0463	Annual Debt Service	Project Cost City	\$ 5,926,600 School	Less Amort. Bldg Aid	School Net Cost	City A.V. 530,108,892	FULL VALUE TAX RATE City 2010 580,051,310	School 2010 2,029,952,089
1	2011 - 2012	\$ 5,926,600	0.64%	254,309	\$ 375,909	140,383	235,527	0	235,527	0.2648	0.2420	0.1160
2	2012 - 2013	5,805,000	1.01%	253,531	378,531	141,362	237,169	173,306	63,863	0.2667	0.2437	0.0315
3	2013 - 2014	5,680,000	1.37%	252,269	377,269	140,890	236,378	173,306	63,072	0.2658	0.2429	0.0311
4	2014 - 2015	5,555,000	1.85%	250,556	375,556	140,251	235,305	173,306	61,999	0.2646	0.2418	0.0305
5	2015 - 2016	5,430,000	2.17%	248,244	373,244	139,387	233,856	173,306	60,550	0.2629	0.2403	0.0298
6	2016 - 2017	5,305,000	2.49%	245,531	375,531	140,241	235,290	173,306	61,984	0.2646	0.2418	0.0305
7	2017 - 2018	5,175,000	2.83%	242,294	377,294	140,900	236,394	173,306	63,088	0.2658	0.2429	0.0311
8	2018 - 2019	5,040,000	3.14%	238,474	373,474	139,473	234,000	173,306	60,694	0.2631	0.2404	0.0299
9	2019 - 2020	4,905,000	3.42%	234,235	374,235	139,757	234,477	173,306	61,171	0.2636	0.2409	0.0301
10	2020 - 2021	4,765,000	3.60%	229,447	374,447	139,836	234,610	173,306	61,304	0.2638	0.2411	0.0302
11	2021 - 2022	4,620,000	3.76%	224,227	374,227	139,754	234,472	173,306	61,166	0.2636	0.2409	0.0301
12	2022 - 2023	4,470,000	3.92%	218,587	373,587	139,515	234,071	173,306	60,765	0.2632	0.2405	0.0299
13	2023 - 2024	4,315,000	4.06%	212,511	372,511	139,113	233,397	173,306	60,091	0.2624	0.2398	0.0296
14	2024 - 2025	4,155,000	4.20%	206,015	371,015	138,555	232,460	173,306	59,154	0.2614	0.2389	0.0291
15	2025 - 2026	3,990,000	4.32%	199,085	374,085	139,701	234,383	173,306	61,077	0.2635	0.2408	0.0301
16	2026 - 2027	3,815,000	4.41%	191,525	371,525	138,745	232,779	173,306	59,473	0.2617	0.2392	0.0293
17	2027 - 2028	3,635,000	4.50%	183,587	373,587	139,515	234,071	173,306	60,765	0.2632	0.2405	0.0299
18	2028 - 2029	3,445,000	4.59%	175,037	370,037	138,190	231,847	173,306	58,541	0.2607	0.2382	0.0288
19	2029 - 2030	3,250,000	4.69%	166,086	371,086	138,581	232,505	173,306	59,199	0.2614	0.2389	0.0292
20	2030 - 2031	3,045,000	4.79%	156,472	371,472	138,725	232,746	173,306	59,440	0.2617	0.2392	0.0293
21	2031 - 2032	2,830,000	4.89%	146,173	371,173	138,614	232,559	173,306	59,253	0.2615	0.2390	0.0292
22	2032 - 2033	2,605,000	4.99%	135,171	370,171	138,240	231,931	173,306	58,625	0.2608	0.2383	0.0289
23	2033 - 2034	2,370,000	5.07%	123,444	368,444	137,595	230,849	173,306	57,543	0.2596	0.2372	0.0283
24	2034 - 2035	2,125,000	5.15%	111,023	371,023	138,558	232,465	173,306	59,159	0.2614	0.2389	0.0291
25	2035 - 2036	1,865,000	5.20%	97,633	372,633	139,159	233,474	173,306	60,168	0.2625	0.2399	0.0296
26	2036 - 2037	1,590,000	5.22%	83,333	368,333	137,553	230,779	173,306	57,473	0.2595	0.2371	0.0283
27	2037 - 2038	1,305,000	5.23%	68,456	368,456	137,599	230,856	173,306	57,550	0.2596	0.2372	0.0284
28	2038 - 2039	1,005,000	5.24%	52,766	372,766	139,209	233,557	173,306	60,251	0.2626	0.2400	0.0297
29	2039 - 2040	685,000	5.25%	35,998	370,998	138,548	232,449	173,306	59,143	0.2614	0.2389	0.0291
30	2040 - 2041	350,000	5.26%	18,410	368,410	137,582	230,828	173,306	57,522	0.2595	0.2372	0.0283
31	2041 - 2042	-	-	-	-	-	-	173,306	(173,306)			(0.0854)
		\$ 5,926,600		\$ 5,254,419	\$ 11,181,019	\$ 4,175,533	\$ 7,005,486	\$ 5,199,180	\$ 1,806,306			
		109,056,600			11,181,019		11,181,019	5,199,180				
						Average	\$ 139,184		\$ 65,987	\$ 0.2626	\$ 0.2400	\$ 0.0325

NOTE: School Amortized Building Aid commences 18 months AFTER the Plans have been Approved by the Commissioner of Education. Consequently there will be NO BUILDING AID when the first year Debt Service must be paid.

**Corning Painted Post Area School District / City of Corning
SHARED MAINTENANCE FACILITY**

Building Name: **Shared Maint. Facility
Concept 1
New**
SED Project Number:

Column A New Buildings or Additions	Column B Alteration/ Reconstruct ion
---	--

OBJECTS OF EXPENSE:

CONSTRUCTION COSTS:

HUNT 03-28-2011

a. .292	Buildings (purchase of)		
b. .293	General Construction	3,043,324	
c. .294	Heating and Ventilating		
d. .295	Plumbing		
e. .296	Electric		
.299	Other		
.299	Other		
f. .298	Other Costs (Const. Contingency)		
g. TOTAL CONSTRUCTION		\$ 3,043,324	\$ -

Maximum Construction Allowance \$ 3,043,324
Above MCA \$ -

INCIDENTAL

h. .200	Furniture and Equipment		
i. .201	Clerk / Construction Manager		
j. .240	General Administration Costs	670,000	
k. .243	Insurance		
l. .244	Legal Services		
m. .245	Architect's Fees		
n. .246	Survey & Engineering (Testing)		
o. .291	Site Purchase		
p. .297	Site Improvements		
q. TOTAL INCIDENTAL		\$ 670,000	\$ -

Maximum Incidental Allowance \$ 670,000
Above MCA \$ -

r. TOTAL CONSTRUCTION & INCIDENTAL \$ 3,713,324
3,713,324

TOTAL PROJECT APPROPRIATION

Maximum Cost Allowance \$3,713,324
AIDED COST ALLOWANCE \$3,713,324

s. **BOND %** 100.0%

REVENUE SOURCES:

a. H5710	Serial Bonds	3,713,324
c. H5731	BANS Redeemed from Appropriations	
g. H599	Capital Reserve Transfer to Capital	
q. H2675	Gifts & Donations	
r. H2770	EXCEL Aid - 5.5% (Total \$89,578)	
r. H2770	EXCEL to \$\$s Above MCA	
REVENUE GRAND TOTAL		\$3,713,324

Building Name: **Shared Maint. Facility
Concept 1
New**
SED Project Number:

Vote Date: ??

Plans Complete: ??
Commissioner's Approval Date: ??

Building Aid Begins: ??

General Const. Contract SA-139 Date: ??
Cert. Substantial Completion: ??

Construction BEGIN
Construction END

GRADE LEVEL BAU **MAX. COST ALLOWANCE**

	New/Adc	Construction	Incidental
Pre K-6			
7-9		-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
0	\$ -	\$ -	\$ -

Alt/Recon

Pre K-6	0	-	-
7-9	0	-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
0	\$ -	\$ -	\$ -
\$0			

COST INDEX

Month/Year **2010-11** Regional Index **1.0**

	Dec-10	Construction	Incidental
Pre K-6	\$9,779	\$1,956	\$1,956
7-9	\$13,691	\$3,423	\$3,423
7-12	\$14,669	\$3,667	\$3,667
Spec Ed-DETACHED	\$19,559	\$4,889	\$4,889
Spec Ed-ATTACHED	\$29,338	\$7,335	\$7,335

Above \$ 108,306
Control \$ 108,306

AMORTIZED COST ALLOWANCE:

AIDED Cost Allowance	\$ 3,713,324
Presumed Capitalized interest	\$ 112,235
Total Amount to be Amortized	\$ 3,825,559
Aid Amortization Period (Not Local Finance Law)	30
Statewide Assumed Interest Rate	3.000%
Full Year's Amortized Debt Service	\$ 194,289
Estimated TOTAL Amortized Building aid	\$ 5,828,670

BUILDING AID CALCULATION:

Building Aid Ratio (BLD-SBA Larger of Line 25 or 26)	0.892
Reorganization Incentive Decimal (BLD, line 39)	-
Aid Ratio For Amortized Debt Service	0.892
Full Year's Aid	\$ 173,306

**Corning Painted Post Area School District
City of Corning
SHARED MAINTENANCE FACILITY**

SHARED Concept 2 - \$5,697,809

ESTIMATED DEBT SCHEDULE						COST SHARE ALLOCATION				TAX RATE IMPACT		
Fiscal Year	Beginning Balance Outstanding	Principal Payments June 15	03/24/11 "AA3" %	Estimated Interest 0.0482	Annual Debt Service	Project Cost	School	Less Amort. Bldg Aid	School Net Cost	City A.V.	City 2010	School 2010
						1,985,703	3,712,106			530,108,892	580,051,310	2,029,952,089
						35%	65%					
1	2011 - 2012	\$ 5,697,809	0.64%	244,635	\$ 357,444	124,570	232,874	0	232,874	0.2350	0.2148	0.1147
2	2012 - 2013	5,585,000	1.01%	243,914	363,914	126,825	237,089	173,249	63,840	0.2392	0.2186	0.0314
3	2013 - 2014	5,465,000	1.37%	242,702	362,702	126,403	236,299	173,249	63,050	0.2384	0.2179	0.0311
4	2014 - 2015	5,345,000	1.85%	241,058	361,058	125,830	235,228	173,249	61,979	0.2374	0.2169	0.0305
5	2015 - 2016	5,225,000	2.17%	238,838	358,838	125,056	233,782	173,249	60,533	0.2359	0.2156	0.0298
6	2016 - 2017	5,105,000	2.49%	236,234	361,234	125,891	235,343	173,249	62,094	0.2375	0.2170	0.0306
7	2017 - 2018	4,980,000	2.83%	233,121	363,121	126,549	236,572	173,249	63,323	0.2387	0.2182	0.0312
8	2018 - 2019	4,850,000	3.14%	229,442	359,442	125,267	234,175	173,249	60,926	0.2363	0.2160	0.0300
9	2019 - 2020	4,720,000	3.42%	225,360	360,360	125,587	234,773	173,249	61,524	0.2369	0.2165	0.0303
10	2020 - 2021	4,585,000	3.60%	220,743	360,743	125,720	235,023	173,249	61,774	0.2372	0.2167	0.0304
11	2021 - 2022	4,445,000	3.76%	215,703	360,703	125,706	234,997	173,249	61,748	0.2371	0.2167	0.0304
12	2022 - 2023	4,300,000	3.92%	210,251	360,251	125,549	234,702	173,249	61,453	0.2368	0.2164	0.0303
13	2023 - 2024	4,150,000	4.06%	204,371	359,371	125,242	234,129	173,249	60,880	0.2363	0.2159	0.0300
14	2024 - 2025	3,995,000	4.20%	198,078	358,078	124,791	233,287	173,249	60,038	0.2354	0.2151	0.0296
15	2025 - 2026	3,835,000	4.32%	191,358	356,358	124,192	232,166	173,249	58,917	0.2343	0.2141	0.0290
16	2026 - 2027	3,670,000	4.41%	184,230	359,230	125,193	234,037	173,249	60,788	0.2362	0.2158	0.0299
17	2027 - 2028	3,495,000	4.50%	176,513	356,513	124,246	232,267	173,249	59,018	0.2344	0.2142	0.0291
18	2028 - 2029	3,315,000	4.59%	168,413	358,413	124,908	233,505	173,249	60,256	0.2356	0.2153	0.0297
19	2029 - 2030	3,125,000	4.69%	159,692	359,692	125,354	234,338	173,249	61,089	0.2365	0.2161	0.0301
20	2030 - 2031	2,925,000	4.79%	150,312	355,312	123,827	231,484	173,249	58,235	0.2336	0.2135	0.0287
21	2031 - 2032	2,720,000	4.89%	140,492	355,492	123,890	231,602	173,249	58,353	0.2337	0.2136	0.0287
22	2032 - 2033	2,505,000	4.99%	129,979	354,979	123,711	231,267	173,249	58,018	0.2334	0.2133	0.0286
23	2033 - 2034	2,280,000	5.07%	118,751	358,751	125,026	233,725	173,249	60,476	0.2358	0.2155	0.0298
24	2034 - 2035	2,040,000	5.15%	106,583	356,583	124,270	232,313	173,249	59,064	0.2344	0.2142	0.0291
25	2035 - 2036	1,790,000	5.20%	93,708	353,708	123,268	230,440	173,249	57,191	0.2325	0.2125	0.0282
26	2036 - 2037	1,530,000	5.22%	80,188	355,188	123,784	231,404	173,249	58,155	0.2335	0.2134	0.0286
27	2037 - 2038	1,255,000	5.23%	65,833	355,833	124,009	231,824	173,249	58,575	0.2339	0.2138	0.0289
28	2038 - 2039	965,000	5.24%	50,666	355,666	123,951	231,715	173,249	58,466	0.2338	0.2137	0.0288
29	2039 - 2040	660,000	5.25%	34,684	354,684	123,608	231,076	173,249	57,827	0.2332	0.2131	0.0285
30	2040 - 2041	340,000	5.26%	17,884	357,884	124,724	233,160	173,249	59,911	0.2353	0.2150	0.0295
31	2041 - 2042	-	-	-	-	-	-	173,249	(173,249)			(0.0853)
		\$ 5,697,809		5,053,731	\$ 10,751,540	\$ 3,746,943	\$ 7,004,597	\$ 5,197,470	\$ 1,807,127			
		104,897,809			10,751,540		10,751,540	5,197,470				
						Average	\$ 124,898		\$ 66,013	\$ 0.2356	\$ 0.2153	\$ 0.0287

NOTE: School Amortized Building Aid commences 18 months AFTER the Plans have been Approved by the Commissioner of Education. Consequently there will be NO BUILDING AID when the first year Debt Service must be paid.

**Corning Painted Post Area School District / City of Corning
SHARED MAINTENANCE FACILITY**

Building Name: **Shared Maint. Facility
Concept 2
New**
 SED Project Number:

Column A New Buildings or Additions	Column B Alteration/ Reconstruct ion
--	---

Building Name: **Shared Maint. Facility
Concept 2
New**
 SED Project Number:

OBJECTS OF EXPENSE:

CONSTRUCTION COSTS:

HUNT 03-28-2011

a. .292	Buildings (purchase of)		
b. .293	General Construction	3,043,106	
c. .294	Heating and Ventilating		
d. .295	Plumbing		
e. .296	Electric		
.299	Other		
.299	Other		
f. .298	Other Costs (Const. Contingency)		
g. TOTAL CONSTRUCTION		\$ 3,043,106	\$ -

Maximum Construction Allowance

\$ 3,043,106

\$ -

INCIDENTA

Above MCA

\$ -

\$ -

h. .200	Furniture and Equipment		
i. .201	Clerk /Construction Manager		
j. .240	General Administration Costs	669,000	
k. .243	Insurance		
l. .244	Legal Services		
m. .245	Architect's Fees		
n. .246	Survey & Engineering (Testing)		
o. .291	Site Purchase		
p. .297	Site Improvements		
q. TOTAL INCIDENTAL		\$ 669,000	\$ -

Maximum Incidental Allowance

\$ 669,000

\$ -

Above MCA

\$ -

r. TOTAL CONSTRUCTION & INCIDENTAL

\$ 3,712,106

\$ -

TOTAL PROJECT APPROPRIATION

3,712,106

Maximum Cost Allowance

\$3,712,106

AIDED COST ALLOWANCE

\$3,712,106

s.

BOND %

100.0%

REVENUE SOURCES:

a. H5710	Serial Bonds	3,712,106	
c. H5731	BANS Redeemed from Appropriations		
g. H599	Capital Reserve Transfer to Capital		
q. H2675	Gifts & Donations		
r. H2770	EXCEL Aid - 5.5% (Total \$89,578)		
r. H2770	EXCEL to \$\$\$ Above MCA		
REVENUE GRAND TOTAL		\$3,712,106	

Vote Date: ??
 Plans Complete: ??
 Commissioner's Approval Date: ??
Building Aid Begins: ??
 General Const. Contract SA-139 Date: ??
 Cert. Substantial Completion: ??
 Construction BEGIN
 Construction END

GRADE LEVEL

	BAU	MAX. COST ALLOWANCE	
	New/Add	Construction	Incidental
Pre K-6			
7-9		-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
0	\$ -	\$ -	\$ -

Alt/Recon

Pre K-6	0	-	-
7-9	0	-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
0	\$ -	\$ -	\$ -
\$0			

COST INDEX

Month/Year	2010-11	Regional Index	1.0
Dec-10		Construction	Incidental
Pre K-6		\$9,779	\$1,956
7-9		\$13,691	\$3,423
7-12		\$14,669	\$3,667
Spec Ed-DETACHED		\$19,559	\$4,889
Spec Ed-ATTACHED		\$29,338	\$7,335

Above \$ 108,306
 Control \$ 108,306

AMORTIZED COST ALLOWANCE:

AIDED Cost Allowance	\$ 3,712,106
Presumed Capitalized Interest	\$ 112,198
Total Amount to be Amortized	\$ 3,824,304
Aid Amortization Period (Not Local Finance Law)	30
Statewide Assumed Interest Rate	3.000%
Full Year's Amortized Debt Service	\$ 194,225
Estimated TOTAL Amortized Building aid	\$ 5,826,750

BUILDING AID CALCULATION:

Building Aid Ratio (BLD-SBA Larger of Line 25 or 26)	0.892
Reorganization Incentive Decimal (BLD, line 39)	-
Aid Ratio For Amortized Debt Service	0.892
Full Year's Aid	\$ 173,249

**Corning Painted Post Area School District
City of Corning
SHARED MAINTENANCE FACILITY**

City Only \$3,072,676

ESTIMATED DEBT SCHEDULE							COST SHARE ALLOCATION				TAX RATE IMPACT		
Fiscal Year	Beginning Balance Outstanding	Principal Payments June 15	03/24/11 "AA3" %	Estimated Interest 4.824%	Annual Debt Service	Project Cost	\$ 3,072,676	Less School Amort. Bldg Aid	School Net Cost	City A.V. 530,108,892	FULL VALUE TAX RATE City 2010 580,051,310 School 2010 2,029,952,089		
1	2011 - 2012	\$ 3,072,676	0.64%	198,367	\$ 261,043	261,043	-	0	-	0.4924	0.4500	-	
2	2012 - 2013	3,010,000	1.01%	131,675	191,675	191,675	-	-	-	0.3616	0.3304	-	
3	2013 - 2014	2,950,000	1.37%	130,961	190,961	190,961	-	-	-	0.3602	0.3292	-	
4	2014 - 2015	2,890,000	1.85%	129,948	194,948	194,948	-	-	-	0.3678	0.3361	-	
5	2015 - 2016	2,825,000	2.17%	128,642	193,642	193,642	-	-	-	0.3653	0.3338	-	
6	2016 - 2017	2,760,000	2.49%	127,127	192,127	192,127	-	-	-	0.3624	0.3312	-	
7	2017 - 2018	2,695,000	2.83%	125,328	195,328	195,328	-	-	-	0.3685	0.3367	-	
8	2018 - 2019	2,625,000	3.14%	123,238	193,238	193,238	-	-	-	0.3645	0.3331	-	
9	2019 - 2020	2,555,000	3.42%	120,942	190,942	190,942	-	-	-	0.3602	0.3292	-	
10	2020 - 2021	2,485,000	3.60%	118,395	193,395	193,395	-	-	-	0.3648	0.3334	-	
11	2021 - 2022	2,410,000	3.76%	115,635	190,635	190,635	-	-	-	0.3596	0.3287	-	
12	2022 - 2023	2,335,000	3.92%	112,657	192,657	192,657	-	-	-	0.3634	0.3321	-	
13	2023 - 2024	2,255,000	4.06%	109,364	194,364	194,364	-	-	-	0.3666	0.3351	-	
14	2024 - 2025	2,170,000	4.20%	105,853	190,853	190,853	-	-	-	0.3600	0.3290	-	
15	2025 - 2026	2,085,000	4.32%	102,124	192,124	192,124	-	-	-	0.3624	0.3312	-	
16	2026 - 2027	1,995,000	4.41%	98,085	193,085	193,085	-	-	-	0.3642	0.3329	-	
17	2027 - 2028	1,900,000	4.50%	93,741	193,741	193,741	-	-	-	0.3655	0.3340	-	
18	2028 - 2029	1,800,000	4.59%	89,196	189,196	189,196	-	-	-	0.3569	0.3262	-	
19	2029 - 2030	1,700,000	4.69%	84,438	189,438	189,438	-	-	-	0.3574	0.3266	-	
20	2030 - 2031	1,595,000	4.79%	79,342	189,342	189,342	-	-	-	0.3572	0.3264	-	
21	2031 - 2032	1,485,000	4.89%	73,895	188,895	188,895	-	-	-	0.3563	0.3257	-	
22	2032 - 2033	1,370,000	4.99%	67,965	192,965	192,965	-	-	-	0.3640	0.3327	-	
23	2033 - 2034	1,245,000	5.07%	61,551	191,551	191,551	-	-	-	0.3613	0.3302	-	
24	2034 - 2035	1,115,000	5.15%	54,779	189,779	189,779	-	-	-	0.3580	0.3272	-	
25	2035 - 2036	980,000	5.20%	47,533	192,533	192,533	-	-	-	0.3632	0.3319	-	
26	2036 - 2037	835,000	5.22%	39,848	189,848	189,848	-	-	-	0.3581	0.3273	-	
27	2037 - 2038	685,000	5.23%	31,749	191,749	191,749	-	-	-	0.3617	0.3306	-	
28	2038 - 2039	525,000	5.24%	23,242	188,242	188,242	-	-	-	0.3551	0.3245	-	
29	2039 - 2040	360,000	5.25%	14,325	189,325	189,325	-	-	-	0.3571	0.3264	-	
30	2040 - 2041	185,000	5.26%	4,866	189,866	189,866	-	-	-	0.3582	0.3273	-	
31	2041 - 2042	-	-	-	-	-	-	-	-	-	-	-	
		\$ 3,072,676		\$ 2,744,805	\$ 5,817,481	\$ 5,817,481	\$ -	\$ -	\$ -				
		58,897,876		2,744,805	5,817,481	5,817,481	-	-	-				
	Average					\$ 193,916	\$ -	\$ -	\$ -	\$ 0.3658	\$ 0.3343	\$ -	

**Corning Painted Post Area School District
City of Corning
SHARED MAINTENANCE FACILITY**

School Only \$3,646,833

ESTIMATED DEBT SCHEDULE						COST SHARE ALLOCATION				TAX RATE IMPACT	
Fiscal Year	Beginning Balance Outstanding	Principal Payments June 15	03/24/11 "AA3" %	Estimated Interest 4.820%	Annual Debt Service	Project Cost City	School \$ 3,798,932	Less Amort. Bldg Aid	School Net Cost	FULL VALUE TAX RATE City 2010	School 2010
1	2011 - 2012	\$ 3,798,932	0.64%	163,068	\$ 242,000	-	242,000	0	242,000	-	0.1192
2	2012 - 2013	3,720,000	1.01%	162,563	242,563	-	242,563	143,406	99,157	-	0.0488
3	2013 - 2014	3,640,000	1.37%	161,755	241,755	-	241,755	143,406	98,349	-	0.0484
4	2014 - 2015	3,560,000	1.85%	160,659	240,659	-	240,659	143,406	97,253	-	0.0479
5	2015 - 2016	3,480,000	2.17%	159,179	239,179	-	239,179	143,406	95,773	-	0.0472
6	2016 - 2017	3,400,000	2.49%	157,443	242,443	-	242,443	143,406	99,037	-	0.0488
7	2017 - 2018	3,315,000	2.83%	155,327	240,327	-	240,327	143,406	96,921	-	0.0477
8	2018 - 2019	3,230,000	3.14%	152,921	237,921	-	237,921	143,406	94,515	-	0.0466
9	2019 - 2020	3,145,000	3.42%	150,252	240,252	-	240,252	143,406	96,846	-	0.0477
10	2020 - 2021	3,055,000	3.60%	147,174	237,174	-	237,174	143,406	93,768	-	0.0462
11	2021 - 2022	2,965,000	3.76%	143,934	238,934	-	238,934	143,406	95,528	-	0.0471
12	2022 - 2023	2,870,000	3.92%	140,362	240,362	-	240,362	143,406	96,956	-	0.0478
13	2023 - 2024	2,770,000	4.06%	136,442	241,442	-	241,442	143,406	98,036	-	0.0483
14	2024 - 2025	2,665,000	4.20%	132,179	237,179	-	237,179	143,406	93,773	-	0.0462
15	2025 - 2026	2,560,000	4.32%	127,769	237,769	-	237,769	143,406	94,363	-	0.0465
16	2026 - 2027	2,450,000	4.41%	123,017	238,017	-	238,017	143,406	94,611	-	0.0466
17	2027 - 2028	2,335,000	4.50%	117,946	237,946	-	237,946	143,406	94,540	-	0.0466
18	2028 - 2029	2,215,000	4.59%	112,546	237,546	-	237,546	143,406	94,140	-	0.0464
19	2029 - 2030	2,090,000	4.69%	106,808	236,808	-	236,808	143,406	93,402	-	0.0460
20	2030 - 2031	1,960,000	4.79%	100,711	240,711	-	240,711	143,406	97,305	-	0.0479
21	2031 - 2032	1,820,000	4.89%	94,005	239,005	-	239,005	143,406	95,599	-	0.0471
22	2032 - 2033	1,675,000	4.99%	86,915	236,915	-	236,915	143,406	93,509	-	0.0461
23	2033 - 2034	1,525,000	5.07%	79,430	239,430	-	239,430	143,406	96,024	-	0.0473
24	2034 - 2035	1,365,000	5.15%	71,318	236,318	-	236,318	143,406	92,912	-	0.0458
25	2035 - 2036	1,200,000	5.20%	62,820	237,820	-	237,820	143,406	94,414	-	0.0465
26	2036 - 2037	1,025,000	5.22%	53,720	238,720	-	238,720	143,406	95,314	-	0.0470
27	2037 - 2038	840,000	5.23%	44,063	239,063	-	239,063	143,406	95,657	-	0.0471
28	2038 - 2039	645,000	5.24%	33,865	238,865	-	238,865	143,406	95,459	-	0.0470
29	2039 - 2040	440,000	5.25%	23,123	238,123	-	238,123	143,406	94,717	-	0.0467
30	2040 - 2041	225,000	5.26%	11,835	236,835	-	236,835	143,406	93,429	-	0.0460
31	2041 - 2042	-	-	-	-	-	-	143,406	(143,406)	-	(0.0706)
		\$ 3,798,932		\$ 3,373,145	\$ 7,172,077	\$ -	\$ 7,172,077	\$ 4,302,180	\$ 2,869,897		
		69,983,932		3,373,145	7,172,077		7,172,077	4,302,180			
						Average	\$ -		\$ 92,577	\$ -	\$ 0.0456

NOTE: School Amortized Building Aid commences 18 months AFTER the Plans have been Approved by the Commissioner of Education. Consequently there will be NO BUILDING AID when the first year Debt Service must be paid.



**Corning Painted Post Area School District / City of Corning
SHARED MAINTENANCE FACILITY**

Building Name: **Transportation Facility**
 SED Project Number: **School Only New**

Building Name: **Transportation Facility**
 SED Project Number: **School Only New**

OBJECTS OF EXPENSE:

CONSTRUCTION COSTS:

	Column A New Buildings or Additions	Column B Alteration/ Reconstruct ion
a. .292 Buildings (purchase of)		
b. .293 General Construction	2,518,676	
c. .294 Heating and Ventilating		
d. .295 Plumbing		
e. .296 Electric		
.299 Other		
.299 Other		
f. .298 Other Costs (Const. Contingency)		
g. TOTAL CONSTRUCTION	\$ 2,518,676	\$ -

Maximum Construction Allowance \$ 2,518,676 \$ -

INCIDENTAL

h. .200 Furniture and Equipment		
i. .201 Clerk /Construction Manager		
j. .240 General Administration Costs	554,000	
k. .243 Insurance		
l. .244 Legal Services		
m. .245 Architect's Fees		
n. .246 Survey & Engineering (Testing)		
o. .291 Site Purchase		
p. .297 Site Improvements		
q. TOTAL INCIDENTAL	\$ 554,000	\$ -

Maximum Incidental Allowance \$ 554,000 \$ -
Above MCA \$ -

r. TOTAL CONSTRUCTION & INCIDENTAL \$ 3,072,676 \$ -

TOTAL PROJECT APPROPRIATION

Maximum Cost Allowance \$ 3,072,676
AIDED COST ALLOWANCE \$ 3,072,676

s. **BOND %** 100.0%

REVENUE SOURCES:

a. H5710 Serial Bonds	3,072,676
c. H5731 BANS Redeemed from Appropriations	
g. H599 Capital Reserve Transfer to Capital	
q. H2675 Gifts & Donations	
r. H2770 EXCEL Aid - 5.5% (Total \$89,578)	
r. H2770 EXCEL to \$\$s Above MCA	
REVENUE GRAND TOTAL	\$3,072,676

HUNT 03-28-2011

Vote Date: ??

Plans Complete: ??

Commissioner's Approval Date: ??

Building Aid Begins: ?? 2012-13 FY

General Const. Contract SA-139 Date: ??

Cert. Substantial Completion: ??

Construction BEGIN

Construction END

GRADE LEVEL	MAX. COST ALLOWANCE		
	BAU New/Addc	Construction	Incidental
Pre K-6			
7-9		-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
	0	\$ -	\$ -
Alt/Recon			
Pre K-6	0	-	-
7-9	0	-	-
7-12	0	-	-
Spec Ed-DETACHED	0	-	-
Spec Ed-ATTACHED	0	-	-
	0	\$ -	\$ -
		\$0	

COST INDEX

Month/Year	Regional Index 1.0		
	2010-11 Dec-10	Construction	Incidental
Pre K-6		\$9,779	\$1,956
7-9		\$13,691	\$3,423
7-12		\$14,669	\$3,667
Spec Ed-DETACHED		\$19,559	\$4,889
Spec Ed-ATTACHED		\$29,338	\$7,335

Above \$ 108,306
 Control \$ 108,306

AMORTIZED COST ALLOWANCE:

AIDED Cost Allowance	\$ 3,072,676
Presumed Capitalized interest	\$ 92,872
Total Amount to be Amortized	\$ 3,165,548
Aid Amortization Period (Not Local Finance Law)	30
Statewide Assumed Interest Rate	3.000%
Full Year's Amortized Debt Service	\$ 160,769
Estimated TOTAL Amortized Building aid	\$ 4,823,070

BUILDING AID CALCULATION:

Building Aid Ratio (BLD-SBA Larger of Line 25 or 26)	0.892
Reorganization Incentive Decimal (BLD, line 39)	-
Aid Ratio For Amortized Debt Service	0.892
Full Year's Aid	\$ 143,406

Section VIII - Conclusions and Recommendations

Section VIII - Conclusions and Recommendations

As a result of the findings of this Study, the Shared Services Committee has developed a number of conclusions and recommendations for the Corning-Painted Post School Board and the Corning City Council to consider.

Conclusions

Benefits to Participants - the following is a summary of the types of benefits that each party could realize by participating in a shared fleet maintenance facility:

Corning-Painted Post School

- Provides the appropriate sized work bays for a fleet of 61 vehicles
- Provides adequate lift capabilities and ceiling heights to service vehicles according to NYSDOT standards
- Provides adequate and accessible storage areas for parts, tires, bus seats and lubricants
- Provides a training room, adequate break room and appropriate restroom facilities
- Provides a vehicle washing bay which will allow vehicles to be washed on a regular basis to extend the overall longevity of the fleet
- Provides a facility that has adequate interior floor drains and adequate, centralized HVAC systems
- Allows for the opportunity of cooperative parts purchasing
- Allows for the opportunity for savings related to volume purchasing of fuel

City of Corning

- Provides the appropriate sized work bays for a fleet of 91 vehicles, including a bay large enough to accommodate fire trucks
- Provides adequate lift capabilities and ceiling heights to service vehicles
- Provides adequate and accessible storage areas for parts, tires and lubricants
- Provides a training room, adequate break room, changing room and appropriate restroom facilities
- Provides a vehicle washing bay which will allow vehicles to be washed on a regular basis to extend the overall longevity of the fleet

- Allows the City to benefit from the School District's ability to leverage NYS Education Department building aid for shared portions of the building
- Provides a facility that has adequate interior floor drains and adequate, centralized HVAC systems
- Allows for the opportunity of cooperative parts purchasing
- Allows for the opportunity for savings related to volume purchasing of fuel

NYS Department of Education (NYSED) building aid eligibility possibilities for a shared facility include:

- The cost of the site and site improvements
- The cost of extension of utilities to the site
- All of the school district work bays and offices, including the wash bay
- The HVAC system for the entire building
- Shared portions of the building including the restrooms, training room, lunch room, corridors
- Fueling station
- Fluids room (lubricants, etc.)
- Maintenance equipment

Note that some of these and other building components may be required to be prorated by the proposed usage by each entity.

Recommendations

- The committee recommends adopting Concept #2 at the Commerce Street site.
- Include a shared fueling station at the shared maintenance facility.
- That the facility and property be owned by the school district so that NYSED building aid can be included as a viable part of the financing plan for the facility.
- That the facility be located within the City of Corning for better accessibility for the City and the school district.

Appendix A – Current Fleet Inventories

APPENDIX A
CORNING-PAINTED POST AREA SCHOOL DISTRICT VEHICLE LIST

<u>Vehicle #</u>	<u>License Plate #</u>	<u>Year</u>	<u>Make</u>	<u>Type</u>	<u>ID #</u>	<u>Cost New</u>	<u>Site</u>	<u>Comments</u>	<u>Mileage</u>
TRANSPORTATION									
B-112	L52817	2006	Bluebird	Bus	1BABHCKA16F231563	\$83,700.00	BG	72 Passenger	120,651
B-113	L92256	2006	Bluebird	Bus	1BABHCKA16F231997	\$92,853.00	BG	H/C-66 Passenger	68,307
B-114	L95028	2006	Bluebird	Bus	1BAKGCKA77F239199	\$81,000.00	BG	71 Passenger	75,121
B-115	L95029	2007	Bluebird	Bus	1FDXE45P76HA29174	\$45,292.00	BG	29 Passenger	74,307
B-116	M25514	2008	Bluebird	Bus	1BAKGCKA18F253553	\$85,056.00	BG	71 Passenger	56,323
B-117	M26139	2008	Bluebird	Bus	1BAKGCKA28F247504	\$85,073.00	BG	47 Passenger	77,712
B-118	M37484	2008	Bluebird	Bus	1BAKGCKA59F255808	\$92,944.00	BG	71 Passenger	51,273
B-119	M25515	2008	Bluebird	Bus	1FDXE45P97DA47569	\$53,279.00	BG	24 Passenger WC	52,348
B-120	M45888	2009	Bluebird	Bus	1BAKGCPA89F261322	\$90,984.43	BG	71 Passenger	56,560
B-121	M45887	2009	Bluebird	Bus	1BAKGCPAX9F261323	\$88,484.43	BG	71 Passenger	42,357
B-122	M52730	2009	Bluebird	Bus	1GBJG31K981213461	\$43,127.00	BG	28 Passenger	32,449
B-123	M52733	2009	Bluebird	Bus	1GBJG31K791125753	\$52,262.52	BG	22 Passenger WC	26,203
B-124	M52735	2009	Bluebird	Bus	1BAKFC5AX9F267130	\$105,475.16	BG	60 Passenger	23,163
B-125	M59610	2011	Bluebird	Bus	1BAKGCPA6BF279310	\$97,930.75	BG	71 Passenger	8,447
B-126	M59609	2011	Bluebird	Bus	1BAKGCPA8BF279311	\$95,930.75	BG	71 Passenger	8,915
B-127	M59608	2011	Bluebird	Bus	1BAKGCPAXBF279312	\$90,930.75	BG	71 Passenger	13,471
B-128	M52748	2010	Bluebird	Bus	1GBJG31K191174219	\$47,220.00	BG	28 Passenger	22,959
B-129	M59617	2010	IC	Bus	4DRBUAAN9BB315802	\$93,282.00	BG	72 Passenger	9,652
B-130	M59618	2010	IC	Bus	4DRBUAAN9BB315803	\$93,282.00	BG	72 Passenger	11,527
B-131	M59616	2010	IC	Bus	4DRBUAAN9BB315804	\$93,282.00	BG	72 Passenger	7,886
CARS LICENSED AS BUSES									
C-A35	K75521	2000	Dodge	Van	2B4GP25R4YR787529	\$17,729.00	BG	Burgundy Van-7 Pass	138,063
C-A37	K10923	2001	Dodge	Van	2B4GT44L71R393484	\$22,914.00	BG	Blue Van-7 Pass	113,605
C-A38	L52822	2005	Chrysler	Van	1C4GP45R15B311733	\$15,250.00	BG	Silver Van-7 Pass	81,976
C-A39	L95044	2006	Chevrolet	Van	1GNFH15T561254955	\$21,071.00	BG	Blue Van-8 Pass	66,589
C-A40	L95043	2006	Chevrolet	Van	1GNFH15T161253737	\$21,071.00	BG	Tan Van-8 Pass	79,702
C-A41	M26129	2007	Ford	Van	2FMZA522X7BA05632	\$16,312.00	BG	Gray Van-7 Pass	62,011
C-A42	M26131	2007	Ford	Van	2FMZA51217BA28427	\$16,312.00	BG	Burgundy Van-7 Pass	57,123
C-A43	M37486	2008	Chevrolet	Van	1GNFH154681192591	\$21,880.00	BG	White Van-8 Pass	63,498
C-A44	M45890	2009	Dodge	Van	2D8HN44E29R554131	\$17,279.00	BG	Green Van-7 Pass	27,936
C-A46	M59624	2010	Dodge	Van	2D4RN4DE5AR462991	\$18,780.60	BG	Blue Van-7 Pass	2,192
C-A47	M59623	2010	Dodge	Van	2D4RN4DE7AR462992	\$18,780.60	BG	Gray Van-7 Pass	3,213
TRANSPORTATION									
T-A3	M37478	2008	Ford	Truck	1FTNF21508EC83198	\$22,911.00	BG	Silver Truck	18,709
TR-2	K75529	1999	Car Mate	Trailer	5A3U508SOXL000623	\$1,070.00	BG	Red Single Axle	~
TR-3	K10912	2001	Pequea	Trailer	4JADS22241G0000230	\$2,990.00	BG	716 DO Trailer	~
T-M17	K86999	1997	Dodge	Van	2B7HB21Y1VK568664	\$21,000.00	PP	Blue Van	52,830
C-A45	M52745	2009	Chevy	SUV	1GNFK13019R265516	\$27,359.58	BG	Blue SUV	11,531

CORNING-PAINTED POST AREA SCHOOL DISTRICT VEHICLE LIST

<u>Vehicle #</u>	<u>License Plate #</u>	<u>Year</u>	<u>Make</u>	<u>Type</u>	<u>ID #</u>	<u>Cost New</u>	<u>Site</u>	<u>Comments</u>	<u>Mileage</u>
HEADSTART									
C-A31	K75527	1997	Plymouth	Van	2P4GP25R3VR351135	\$18,011.00	BG	Teal Van	139,712
C-A32	K75528	1998	Plymouth	Van	2P4GP25R7WR674587	\$17,936.00	BG	Green van 7 Pass.	138,280
C-A36	K96633	2000	Dodge	Van	2B4GP25R5YR866546	\$17,729.00	BG	Aqua Van-7 Pass	129,083
COMPUTER SERVICES									
TEC-1	L97780	2006	Chevrolet	Van	1GCGG25V361134949	\$16,867.00	BOE	Red Van	14,417
CAFETERIA									
T-C1	M45897	2009	Ford	Van	1FDAF46Y19EA14072	\$42,093.65	PP	White Van	7,660
T-C2	M73628	2011	Ford	Truck	1FDUF4GY1BEB25884	\$38,478.48	PP	White Truck(F450)	1,054
T-C4	K10947	2002	Ford	Van	1FDXF46S02EB11341	\$29,740.00	PP	White Truck	67,907
T-C5	L52814	2005	Ford	Van	1FDXF46Y75EB48458	\$29,206.00	PP	White Van	88,232
T-C6	M26130	2007	Ford	Van	1FDXF46Y07EB46814	\$31,698.00	PP	White Truck(F450SD)	47,491
T-C7	M25523	2008	Chevrolet	Van	1GBC4C1GX8F407318	\$33,964.00	PP	White Truck(C4500)	41,507
BLDG. & GRNDS.									
T-A2	K75524	1996	Dodge	Pickup	1B7KF26Z8TJ184787	\$23,300.00	BG	White Truck	43,193
T-EH1	M45894	2009	Ford	Truck	1FTNF215X9EA10061	\$26,371.25	EH	Snow Plow Truck	1,263
T-WH1	M45893	2009	Ford	Truck	1FTNF21519EA10062	\$26,196.25	WH	Snow Plow Truck	5,033
T-M32	K86994	1998	Ford	Van	1FTSS34L5WHB82328	\$20,441.00	PP	Blue Van (Bill Terry)	70,869
T-M33	K86995	1999	Dodge	Pickup	3B7KC26Z4XM551106	\$16,742.00	PP	Blue Pickup	53,057
T-M36	K86989	2000	Chevrolet	Van	1GCHG39RXY1268481	\$18,116.00	PP	Blue Van	76,887
T-M37	K10961	2002	Chevrolet	Van	1GCHG39R421187113	\$17,383.00	PP	Blue Van	65,734
T-M38	L52813	2005	Chevrolet	Van	1GCGG25V651175395	\$13,862.90	PP	Blue Van	21,856
T-M39	L97784	2006	Chevrolet	Van	1GCGG25V061141003	\$16,870.00	PP	Blue Van	23,769
T-M40	M21844	2007	Chevrolet	Van	1GCGG25V271138881	\$15,256.00	PP	Dark Blue Van	18,904
T-M41	M45892	2009	Ford	Van	1FTNE24L39DA21115	\$22,673.96	PP	Blue Van	10,169
T-M42	M45891	2009	Ford	Van	1FTNE24L59DA21116	\$21,179.58	PP	Blue Van	12,536
T-M43	M52747	2010	Ford	Truck	1FDNF2B57AEA26197	\$34,166.50	PP	Dk. Blue Maint. Truck	2,667
TR-1	K67802	1992	Penn	Trailer	1P9U616D6NL017297	\$2,089.00	EH	Red Tandem	~
TR-4	K32935	2002	Pequea	Trailer	4JADS22292G103780	\$3,300.00	WH	Black 716 DO	~
TR-5	M25516	2008	Car Mate	Trailer	5A3C824D58L001208	\$7,050.00	BG	East High Band	~
TR-6	M25517	2008	Car Mate	Trailer	5A3C824D78L001209	\$7,050.00	BG	West High Band	~
TR-7	M59619	2010	Pequea	Trailer	4JADT6104AG120375	\$5,800.00	BG	Dump Trailer	~

VEHICLE LIST

Entity/Department: Corning City DPW
As of/09/24/10

VEHICLE #	DESCRIPTION	YEAR	DEPARTMENT	FUEL (Gas/Diesel/Other)	MILEAGE	COMMENT
101	Ford pickup	2008	DPW	GAS	8746	
102	Ford dump/plow	1995	DPW	GAS	34972	
103	Inter dump/plow	2002	DPW	Diesel	35091	
104	Inter dump/plow	2006	DPW	Diesel	22658	
105	Ford pickup	1997	DPW	GAS	71961	
106	Ford Utility	1997	DPW	GAS	52829	
107	Ford pickup	2005	DPW	GAS	20245	
108	MT Trackless	2008	DPW/Gaffer	Diesel	238hr	
111	Elgin Sweeper	2000	DPW	Diesel	3288hr	
112	Elgin Vac/sweeper	2008	DPW	Diesel	1613hr	
113	Atlas Air Comp.	2005	DPW	Diesel	271hr	
114	Chev/Bucket truck	2000	DPW	Diesel	94648	
115	Inter dump/plow sander	2006	DPW	Diesel	19390	
116	Inter dump/plow sander	2006	DPW	Diesel	15390	
117	Inter dump/plow sander	2000	DPW	Diesel	44373	
118	Inter Hooklift truck	1997	DPW	Diesel	40825	
119	Inter dump/plow sander	2008	DPW	Diesel	8897	
120	ODB leaf mch.	2006	DPW	Diesel	505hr	
122	ODB leaf mch.	2007	DPW	Diesel	410hr	
124	Cat whl.loader	2006	DPW	Diesel	2436hr	

VEHICLE LIST

Entity/Department: _____
 As of _____ / _____

VEHICLE #	DESCRIPTION	YEAR	DEPARTMENT	FUEL (Gas/Diesel/Other)	MILEAGE	COMMENT
125	Custom/trailer	1991	DPW			
126	Dodge Utility pickup	1999	DPW	Gas	39197	
130	Case Backhoe	2001	DPW	Diesel	3451hr	
131	Case wheel loader	1994	DPW	Diesel	9698hr	
132	Ingersoll-Rand roller	2004	DPW	Diesel	692hr	
133	Inter dump/plow sander	1996	DPW	Diesel	61123	
134	Trail King trailer	2001	DPW			
135	John Deere tractor	1994	DPW	Diesel	2128hr	
136	LeeBoy Paver	1998	DPW	Diesel	507hr	
137	Inter dump/plow	1990	DPW	Diesel	84511	
138	Dodge pickup	2001	DPW/Super	Gas	41700	
139	Bobcat skidsteer	1999	DPW	Diesel	2026hr	
141	Leeboy tack/mch	1998	DPW	Gas	65hr	
20	Ford Taurus	2006	Code	Gas	18138	
22	Ford Taurus	2006	Code	Gas	15315	
2N01	Dodge Charger	2007	Police Chief	Gas	73442	
2N09	Pace American trailer	2003	Police			

VEHICLE LIST

Entity/Department: _____
 As of _____ / _____

VEHICLE #	DESCRIPTION	YEAR	DEPARTMENT	FUEL (Gas/Diesel/Other)	MILEAGE	COMMENT
2N10	Chevrolet	2008	Police	Gas	19390	
2N11	Chrysler Van	2009	Police	Gas	13378	
2N12	Dodge Charger	2008	Police	Gas	46157	
2N13	Dodge Charger	2006	Police	Gas	81378	
2N14	Chevrolet Suburban	2010	Police	Gas	8855	
2N15	Dodge Charger	2008	Police	Gas	47554	
2N16	Ford Crown Vic	2007	Police	Gas	45821	
2N17	Car mate trailer	2008	Police			
2N18	Ford Crown Vic	2004	Police	Gas	62103	
2N19	Ford Crown Vic	2008	Police	Gas	51277	
2N20	Radar trailer	2007	Police			
301	Cat backhoe	2007	Water	Diesel	1891hr	
302	Atlas air comp.	2000	Water	Diesel	220hr	
303	Ford Taurus	2001	Water	Gas	51703	
304	Vermeer Vac trailer	2006	Water	Diesel	82hr	
305	Nicho trailer	1990	Water			
314	Inter dump	1988	Water	Diesel	42962	
315	Inter dump	2001	Water	Diesel	18775	
324	Dodge utility pickup	1999	Water	Gas	46807	
325	Ford utility pickup	2008	Water	Gas	12517	

VEHICLE LIST

Entity/Department: _____

As of _____ / _____

VEHICLE #	DESCRIPTION	YEAR	DEPARTMENT	FUEL (Gas/ Diesel/ Other)	MILEAGE	COMMENT
326	Ford utility pickup	2005	Water	Gas	42229	
334	Inter large utility	1995	Water	Diesel	19552	
401	Cub Cadet zero-turn	2008	B/G	Gas	695hr	
402	Dodge utility pickup	1999	B/G	Gas	43769	
403	Cub Cadet zero-turn	2008	B/G	Gas	795hr	
404	John Deere tractor	2005	B/G	Diesel	403hr	
405	Chevrolet flatbed pickup	1995	B/G	Gas	75460	
406	Troy-Bilt snow blower	2007	B/G	Gas		
407	Cub Cadet zero-turn	2005	B/G	Gas	1403hr	
408	Cub Cadet zero-turn	2005	B/G	Gas	987hr	
409	Jacobsen rotary mower	2001	B/G	Diesel	3382hr	
410	Ford dump	2009	B/G	Gas	8534	
411	Eliminator trailer	1997	B/G			
412	Ex mark mower	2001	B/G	Gas		
48	Ford Crown Vic	2001	Fleet Manager	Gas	126696	
C98	Jeep Liberty	2006	Fire Chief	Gas	71170	
E50	Amer/Lafrance	1991	Fire	Diesel	41539	
E72	Amer/Lafrance	1971	Fire	Diesel	27204	
E75	Pierce	2006	Fire	Diesel	12782	
T1	Amer/Lafance	1992	Fire	Diesel	1268	

Appendix B – Draft Inter-Municipal Agreement (IMA)

APPENDIX B

DRAFT INTERMUNICIPAL AGREEMENT FOR CONSTRUCTION AND USE
OF

VEHICLE OPERATIONS, MAINTENANCE AND FUEL FACILITY

BY THE CORNING-PAINTED POST SCHOOL DISTRICT AND
THE CITY OF CORNING

THIS AGREEMENT made this ____ day of _____ by and between, **The Board of Education of the Corning-Painted Post School District**, a municipal corporation with principal address at 165 Charles Street, Painted Post, New York 14870 (hereinafter referred to as the “School District”), and

The City Council of the City of Corning, a municipal corporation with principal address at 1 Nasser Civic Center, Corning, New York 14830 (hereinafter referred as the “City”),

WITNESSETH

WHEREAS, the School District and City currently and independently maintain gasoline and diesel fuel storage and pumping facilities, and operations and maintenance facilities for each municipality’s respective motor vehicles and petroleum-powered equipment, and

WHEREAS, the School District and City are authorized to enter into a cooperative agreement pursuant to Article 5(G) of the General Municipal Law of the State of New York to develop, operate, and maintain a cooperative fuel storage and pumping facility for each municipal corporation’s use and an operations and maintenance facilities for each municipality’s respective motor vehicles and petroleum-powered equipment, and

WHEREAS, the School District and City have reached agreement as to the terms and conditions of such intermunicipal contract and are desirous of

memorializing their understandings, expectations, and representations as to their agreement, and

WHEREAS, the respective governing boards of the School District and City have, by a majority vote, approved the actions set forth in this agreement, and

WHEREAS, the respective governing boards of the School District and City have determined that it is in the best interests of each of their respective municipal corporations to enter into this municipal cooperative agreement, and

WHEREAS, a majority of the governing boards of the School District and City have, by separate resolution of each entity, approved the execution of this agreement by its appropriate executive officers;

NOW THEREFORE, in consideration of the premises and the covenants hereinafter set forth, the School District and City agree as follows:

ARTICLE I

SITE ACQUISITION

1.1 The location of the facility shall be at a parcel of approximately ___ acres located on _____, tax account no. _____, in the City of Corning (or other area municipality), upon which the School District holds an option to purchase exercisable on or before _____. Subject to voter approval by the voters of the School District, and subject to funding approval of the project by the State Education Department, the School District shall purchase said parcel of land and shall designate such parcel, or so much thereof as may be necessary, for the purposes of this project.

ARTICLE II

CONSTRUCTION AND CAPITAL COSTS

2.1 Subject to site acquisition as specified in Article I of this Agreement, including funding approval of the project by the State Education Department, and subject to final agreement between the School District and City concerning long-

term financing and operations and maintenance, the School District shall take all steps necessary to construct the fuel facility and maintenance facility and site improvements in accordance with and pursuant to plans, drawings, and specifications for such project as prepared by architects, _____. The School District shall render such facility operable as soon as practicable. All construction will be in accordance with all laws, rules, and regulations applicable thereto, including those laws, rules, and regulations currently promulgated, but effective as of a future date.

2.2. Based upon reasonable estimates, a facility sufficient to meet the School District and City's vehicle operations, maintenance and fuel needs on the site to be provided by the School District shall be constructed, with a budget in the amount of \$ _____. The School District and City agree to share in project costs in the amount of ____% per municipality, however, the allocation of project costs will be subject to the following adjustments: (a) Project costs for NYSED aidable construction shall be allocated between the parties to reflect anticipated proportional usage to the extent that such usage is not expected to be substantially equal between the two parties, (b) Project costs for non-aidable construction undertaken for the exclusive use of the City shall be funded pro rata by the City, without contribution by the School District. The final allocation of project costs shall be established by agreement of the parties following the approval of project plans and specifications and prior to solicitation of bids.

2.3 The parties intend to obtain permanent financing in the form of bonds issued by the School District in an amount not to exceed the project budget. Such bonds shall be amortized over a term of fifteen (15) years. Each municipality shall have the option of making an initial payment to defray all or a portion of its share of project costs prior to the issuance of bonds. Bonds shall be issued in the net amount remaining to be financed after application of all such initial payments. Each party shall be responsible for paying its prorated share of the principal and interest of bonds issued for the project. The City shall make timely payments to the School District for their respective share of the principal and interest.

ARTICLE III
OPERATION AND MAINTENANCE

3.1 The School District agrees to operate and maintain the facility for the reasonable use and enjoyment by the School District and City. The School District shall manage such facility so that it shall be accessible on a twenty-four hour basis to the School District and City. In no event shall the School District be liable to the City for interruptions in fuel availability or cessation of facility operation. The sole remedy for non-performance shall be injunctive relief.

3.2 The City shall pay the School District for its proportional share of operating expenses and such other expenses as may be agreed upon by the parties upon the recommendation of the Joint Facility Committee established in section 5.3 of this Agreement. Payment shall be made by agreement of the parties. Such agreement shall be finalized following the approval of project plans and specifications and prior to solicitation of bids.

3.3 The School District will obtain all necessary permits and/or authorizations of any governmental agency or administrative body having appropriate jurisdiction over the operation and maintenance of the facility. The School District agrees to operate the facility in conformance with any permits, rules, regulations, or laws of the Federal or State government, and any agency of either government or any other governmental agency of appropriate jurisdiction. The cost of obtaining and maintaining such permits and/or authorizations shall be a part of and included as an operation and maintenance expense of the facility.

ARTICLE IV
INDEMNITY AND INSURANCE

4.1 The School District and City agree that each will perform their duties and/or exercise their rights under this Agreement in such a manner as not to create an unreasonable risk of liability or damage to any other third parties. In the event that either the School District or City performs or acts under this Agreement in a negligent or intentional manner, causing uninsured damage or liability to the other parties to this Agreement, the party causing the damages or

liability shall hold harmless, defend at its expense, indemnify, and make whole the other parties from such damage or liability.

4.2 The School District agrees to obtain such normal and usual casualty and liability insurance coverage for the operation of the facility, including coverage to protect the School District and City from environmental liabilities associated with such facility from appropriate insurance companies with the cost of such premiums to be part of the School District's operating expenses for such facility. Such coverage shall be sufficient to satisfy the minimum requirements of the School District's and City's umbrella policies. The School District shall provide copies of such policies to the City, and such policies shall reflect that the School District and City are named insureds under such policies.

4.3 The School District and City agree to notify as soon as practicable all other parties to this Agreement if any claim, assessment, or lawsuit shall be instituted against any of the parties to this Agreement regarding the operation, maintenance, control, and use of the facility, and in no event later than ten (10) days of receipt of such information. Each party agrees to notify as soon as practicable all other parties to this Agreement of any event or state of facts that may create liability or claims being assessed against any party to this Agreement regarding the operation, maintenance, control, and use of the facility, and in no event later than ten (10) days of receipt of such information.

ARTICLE V COOPERATION

5.1 The School District and City agree that they will cooperate with each other and comply with reasonable operation rules and regulations for the facility for their mutual benefit. They will act reasonably and in good faith in accomplishing the intent and purposes of this Agreement. The operational rules shall be established by mutual resolution of the School District and City.

5.2 The School District and City may agree to allow other municipal or not-for-profit users to access the facility upon terms and conditions agreeable to the

School District and City, which, to the extent feasible, may include such other users becoming contractual participants or parties to this Agreement.

5.3 There shall be established a Joint Facility Committee (Committee) consisting of four members. The School District and City shall each appoint two members. The Committee shall meet as often as it deems necessary to discuss contract administration and to make recommendations to the School District and City. Except as otherwise provided, the Committee shall not have any independent powers and shall act solely in an advisory capacity.

ARTICLE VI

TERM

6.1 This Agreement shall be binding on the parties and irrevocable so long as bonds are outstanding. Thereafter, the parties may continue or terminate in accordance with the Agreement as to continuation and termination to be negotiated by the parties. The obligation of the parties to this agreement shall be contingent upon the parties' ability to negotiate and agree upon plans and specifications for the project, the funding agreement referred to previously in this Agreement, the operation and maintenance agreement referred to previously in this agreement and the continuation and termination agreement referred to previously in this Agreement, all of which shall be conditions precedent.

ARTICLE VII

SCHOOL DISTRICT RESPONSIBILITIES

7.1 Except as otherwise provided in Section 2.2 and 3.2, the facility shall be deemed the sole property of the School District, and the School District shall be responsible for all costs and expenses as may be associated with the remediation, correction, or elimination of potential or actual environmental liabilities or damages, except such liabilities or damages caused in whole or in part by the negligence or intentional conduct of the City.

ARTICLE VIII
SURVIVAL

8.1 If during the term of this Agreement the corporate status of the School District shall be changed, such as by dissolution or merger, all of the rights, duties, liabilities, and obligations of the School District shall merge in and be assumed by the surviving or successor School District.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized officers on the day and year first above written.

Adopted	Date	Signed by	Date
Corning-Painted Post School Board	_____	_____ Superintendent	_____
Corning City Council	_____	_____ Mayor	_____

Please note that this draft Inter-municipal Agreement (IMA) is only a model agreement which was developed as a condition of the New York State Department of State, the funding agency for this shared services study. This IMA has not been reviewed by either entity’s legal counsel nor has it been approved by either the Board of Education or City Council. This draft IMA is modeled after the Lyons Central School District/Village of Lyons/Town of Lyons IMA, which they adopted for the implementation and operations of their successful shared fleet maintenance facility.

Appendix C – Site/property Descriptions

Property Description - 2011

Commercial

Status: **Active** Roll Section : **Taxable**

SWIS: **460300** TaxMap#: **318.10-01-020.000**

Commerce St

Site #: **1** Building #: **0**

Used As : **NON-CONTRIB. AREA**

Property Class : **340-Vacant indus**

Neighborhood: **03204** Val Dist : **21**

School District : **Coming - Painted Post**

Zoning Code: **I**

Owner:

Corning Property Management Co
1 Riverfront Plz
Corning NY 14831

Site

Book : **1,963** Page : **163**

Overall EFF Year Built :

Overall Condition : **Normal**

Overall Grade :

Overall Desirability : **Normal**

Structure

Air Conditioning Percent :

Sprinkler Percent :

Alarm Percent :

Number of Elevators :

Basement Type :

Year Built:

Condition :

Quality :

Area

Gross Floor Area:

Number of Stories :

Utilities

Sewer Type: **Comm/public**

Water Supply: **Comm/public**

Utilities: **Gas & elec**

Commercial Uses

No Commercial Uses

Improvements:

No Improvements

Last Sale:

Sale Date: **07/20/2005**
Sale Price: **10,000**
Valid: **0**
Arms Length: **N**
Prior Owner: **City of Coming,**
New Owner: **Corning Property Management**

Land:

Land Type: **Primary**
Acreage: **2.62**

Total Acreage: **2.62**

Assessment:

Land : **277,500**
Total : **277,500**

Taxes:

Taxes not available or charged

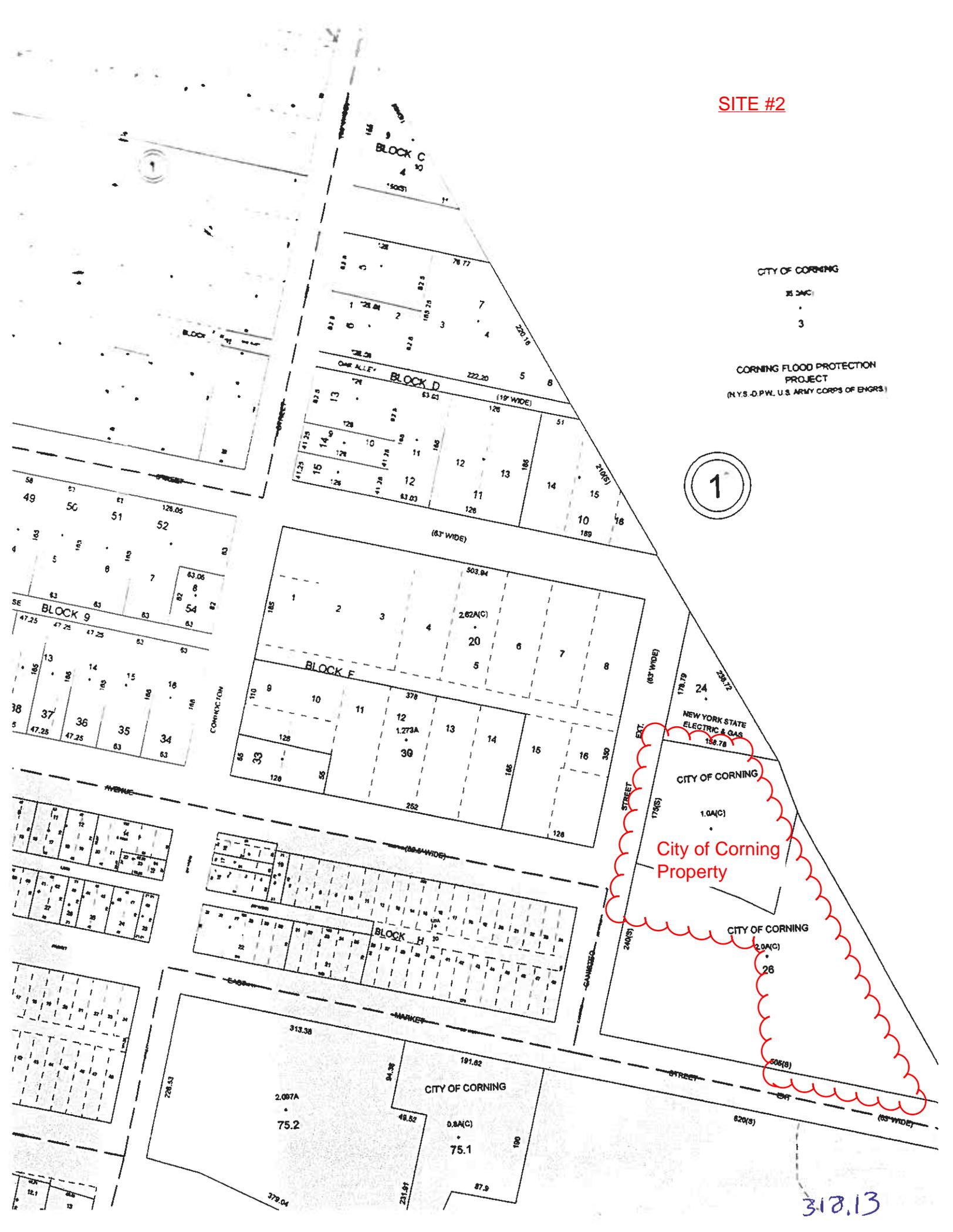
SITE #2

CITY OF CORNING

35 SAC

3

CORNING FLOOD PROTECTION
PROJECT
(N.Y.S.D.P.W. U.S. ARMY CORPS OF ENGRS.)



City of Corning
Property

318.13

SITE #3

CITY OF CORNING

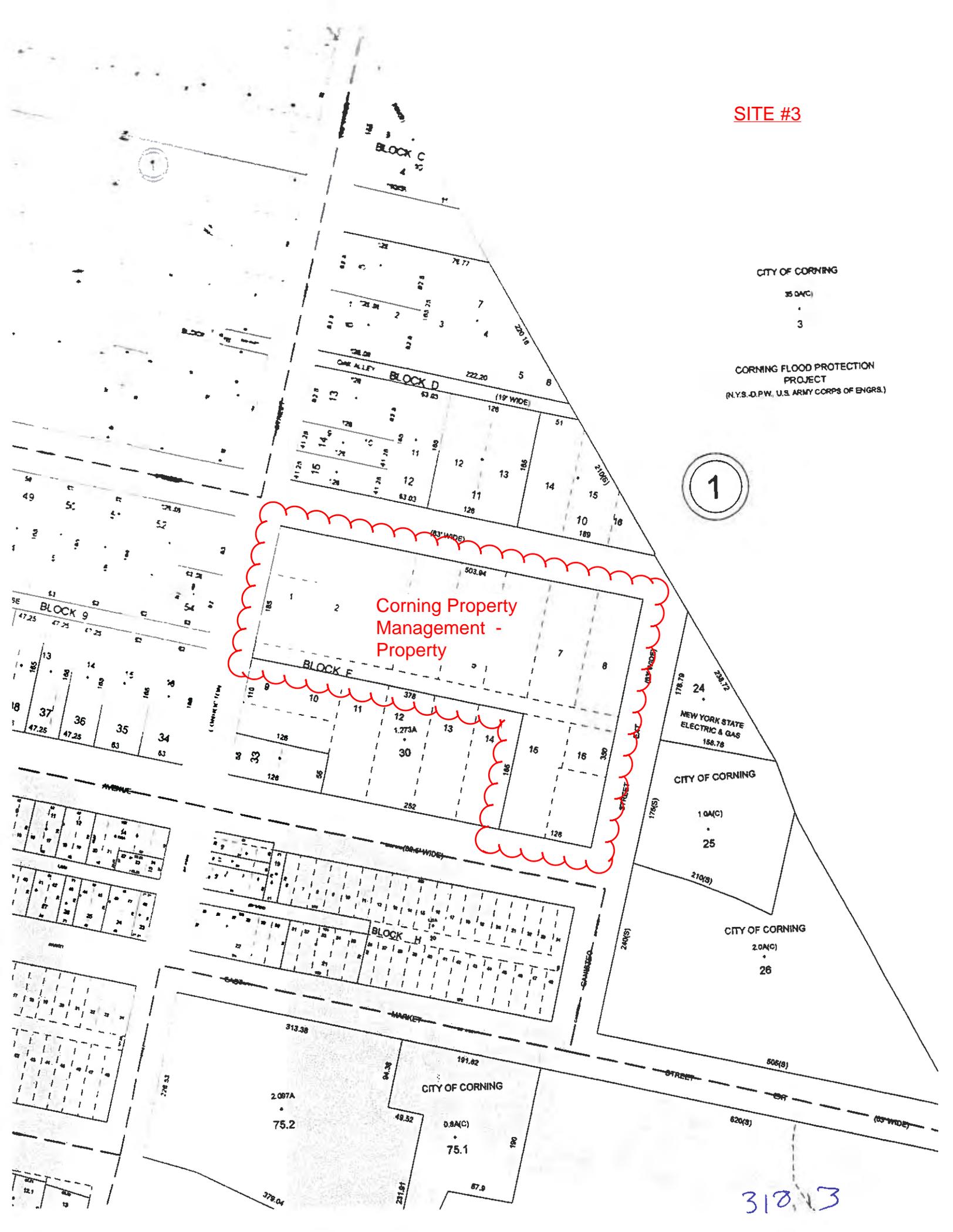
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CORNING FLOOD PROTECTION PROJECT
(N.Y.S.-D.P.W., U.S. ARMY CORPS OF ENGRS.)

1

Corning Property Management - Property



310 3

Property Description - 2011 Commercial

Status: Active **Roll Section :** Wholly Exmpt
SWIS: 460300 **TaxMap#:** 299.16-02-023.115
 East of Stewart Park
Site #: 1 **Building # :** 0
Used As : NON-CONTRIB. AREA
Property Class : 330-Vacant comm
Neighborhood: 03102 **Val Dist :** 11
School District : Coming - Painted Post
Zoning Code: PC



10/11/2007 Photo

Owner:

City of Corning
 1 Nasser Civic Ctr
 Corning NY 14830

Site

Book : **Page :**
Overall EFF Year Built :
Overall Condition : Normal
Overall Grade :
Overall Desirability : Fair

Structure

Air Conditioning Percent :
Sprinkler Percent :
Alarm Percent :
Number of Elevators :
Basement Type :
Year Built:
Condition :
Quality :

Area

Gross Floor Area:
Number of Stories :

Utilities

Sewer Type: Comm/public
Water Supply: Comm/public
Utilities: Gas & elec

Commercial Uses

No Commercial Uses

Improvements:

No Improvements

Last Sale:

No Sale

Land:

Land Type: Undeveloped
Acreage: 1.1
Total Acreage: 1.1

Assessment:

Land : 31,800
Total : 31,800

Taxes:

Taxes not available or charged

Property Description - 2011

Commercial

Status: Active **Roll Section :** Wholly Exmpt
SWIS: 460300 **TaxMap#:** 299.16-01-039.000
 338 Sly Ave Ext
Site #: 1 **Building # :** 1
Used As : PLAYGROUND
Property Class : 591-Playground
Neighborhood: 03102 **Val Dist :** 11
School District : Coming - Painted Post
Zoning Code: PC



10/11/2007 Photo

Owner:

City of Corning
 1 Nasser City Ctr
 Corning NY 14830

Site

Book :	Page :
Overall EFF Year Built :	0
Overall Condition :	Normal
Overall Grade :	Average
Overall Desirability :	Normal

Structure

Air Conditioning Percent :	0%
Sprinkler Percent :	0%
Alarm Percent :	0%
Number of Elevators :	0
Basement Type :	
Year Built	1960
Condition :	Fair
Quality :	Average

Area

Gross Floor Area:	4,128 SqFt
Number of Stories :	1

Utilities

Sewer Type:	Comm/public
Water Supply:	Comm/public
Utilities:	Gas & elec

Commercial Uses

Number: 1 Used-As: PLAYGROUND Total Rentable Area: 2379 SqFt Number: 2 Used-As: BENEVOLENT ASSC. Total Rentable Area: 4128 SqFt
--

Improvements:

Improvement: CANOPY, ROOF ONLY Grade: Economy Condition: Poor Size1: 4 Size2: 20 Year: 1960 Improvement: TENNIS COURT, ASPHALT Grade: Economy Condition: Fair Size1: 53 Size2: 120 Year: 1990 Improvement: CANOPY, ROOF ONLY Grade: Economy Condition: Poor Size1: 20 Size2: 24 Year: 1960 Improvement: PAVING, ASPHALT Grade: Economy Condition: Poor Sqft: 17400 Year: 1985
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Last Sale:

No Sale

Land:

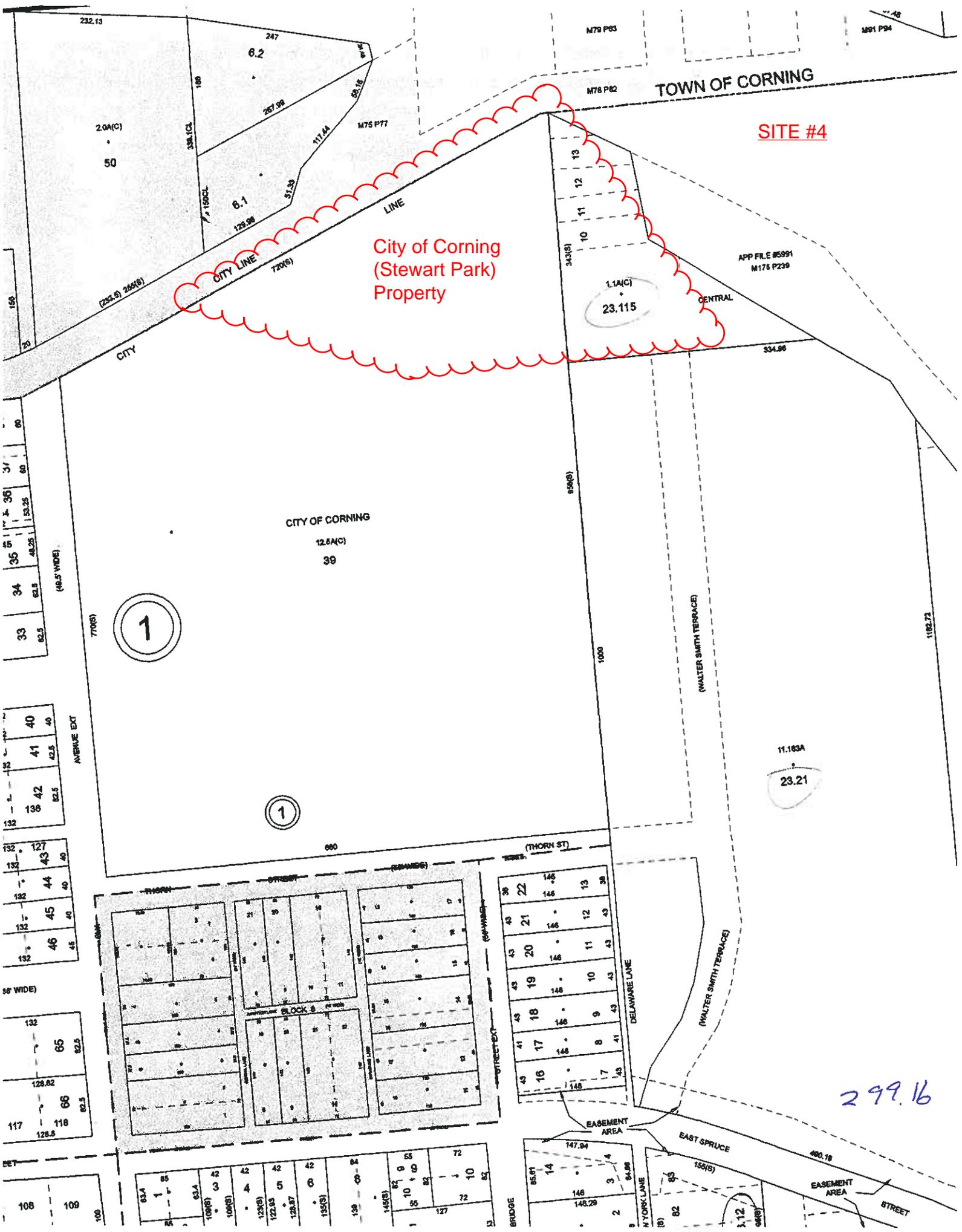
Land Type: Primary Acreage: 1.5 Land Type: Residual Acreage: 11 Total Acreage: 12.5

Assessment:

Land : 87,600 Total : 651,800

Taxes:

Taxes not available or charged



TOWN OF CORNING

SITE #4

City of Corning
(Stewart Park)
Property

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11.83A
23.21

1.1A(C)
23.115

299.16

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111.44
58.16
M79 P63
M81 P94
M78 P62
M75 P77
2.0A(C)
50
338.1CL
189
190CL
6.1
129.98
51.59
720(S)
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CITY
343(S)
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CENTRAL
770(S)
12.5A(C)
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906(S)
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WALTER SMITH TERRACE
WALTER SMITH TERRACE
11.83A
23.21
1000
THORN ST
THORN ST
DELAWARE LANE
WALTER SMITH TERRACE
EAST SPRUCE
BRIDGE
EASEMENT AREA
EASEMENT AREA
STREET
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Property Description - 2011

Commercial

Status: **Active** Roll Section : **Utility**
SWIS: **460300** TaxMap#: **299.15-01-072.000**
154 Wardell St
Site #: **1** Building #: **1**
Used As: **WALK-UP OFFICE**
Property Class: **871-Elec-Gas Facil**
Neighborhood: **03102** Val Dist: **11**
School District: **Coming - Painted Post**
Zoning Code: **CL**

Owner:

NYS Electric & Gas Corp
70 Farm Vw Dr Freeport Bldg
New Gloucester ME 04260



08/06/1998 Original Photo

Site

Book: **811** Page: **226**
Overall EFF Year Built: **0**
Overall Condition: **Fair**
Overall Grade: **Average**
Overall Desirability: **Normal**

Structure

Air Conditioning Percent: **100%**
Sprinkler Percent: **0%**
Alarm Percent: **0%**
Number of Elevators: **0**
Basement Type: **Unfinished**
Year Built: **1964**
Condition: **Normal**
Quality: **Average**

Area

Gross Floor Area: **5,649 SqFt**
Number of Stories: **2**

Utilities

Sewer Type: **Comm/public**
Water Supply: **Comm/public**
Utilities: **Gas & elec**

Commercial Uses

Number: **1**
Used-As: **NON-CONTRIB. AREA**
Total Rentable Area: **240 SqFt**

Number: **2**
Used-As: **WALK-UP OFFICE**
Total Rentable Area: **5649 SqFt**

Improvements:

Improvement: **CANOPY, COMM.STEEL**
Grade: **Average**
Condition: **Normal**
Size1: **14** Size2: **15** Year: **1964**

Improvement: **DRIVE-IN WINDOW**
Grade: **Average**
Condition: **Normal**
Sqft: **0** Year: **1964**

Improvement: **PORCH, COVERED**
Grade: **Average**
Condition: **Normal**
Size1: **7** Size2: **11** Year: **1964**

Improvement: **LOAD. DOCK, STL/CONC**
Grade: **Average**
Condition: **Fair**
Sqft: **1648** Year: **1964**

Last Sale:

No Sale

Land:

Land Type: **Primary**
Acreage: **2.78**

Total Acreage: **2.78**

Assessment:

Land: **57,000**
Total: **778,500**

Taxes:

Taxes not available or charged

Appendix D – Photos from Toured Facilities

APPENDIX D

Observations From Tour of Lyons Central School/Village of Lyons/Town of Lyons

Consolidated Fleet Maintenance Facility Tour

The following are a number of photos that were taken when the Shared Services Committee toured the Lyons Central School/Village of Lyons/Town of Lyons Consolidated Fleet Maintenance Facility in the fall of 2010. The intent of the tours was to observe other shared fleet maintenance facilities and gather ideas that might be applicable to a possible Corning-Painted Post School/City of Corning consolidated facility. While the photos and descriptions all pertain to observations made at the Lyons facility, it should be noted that the Committee also toured the Schuyler County/Village of Watkins Glen Consolidated Fleet Maintenance Facility as well. However, the Committee members felt that the layout of the Lyons facility was more applicable to the Corning-Painted Post School/City of Corning needs.

The following are a number of photos of various areas of the Lyons building that were observed.

Village and Town Work Bays

As can be seen from this “aerial view” of the portion of the building that houses the Village and Town operations, there are a diversity of vehicles, especially on the “Village side” that are serviced. The partial interior partition separates the two work areas but also allows for a work bay for a larger vehicle (like a fire truck) to span the two sides in what can be a drive-through bay. The interior partition also allows for shelving and storage of tools, etc. for servicing the vehicles (an advantage over a facility that has all drive-through work bays.)



School District Work Bays

These photos show the school district work bays which are separated from the Village and Town work bays by offices and other common areas of the building. These photos show large and small vehicle lifts as well as the advantage of wall space for tools, tires, etc. around the interior of the work bay area.



Mechanics' Office

This photo is of the mechanics' office which includes two desks for the two mechanics. This space has a door leading into the work bay area as well as a door leading into the general building circulation area.



Parts Room

This photo illustrates how a functional parts room could be designed.



Fluids and Tire Storage Area

These photos show how a functional fluids, tire storage, and small lift area could be designed.



Overhead Storage Area

This photo shows how an overhead area of the building can be used for storage for parts and signs.



Overhead Mechanical Area

This photo shows that the “overhead area” can also be used to house the building’s mechanical systems.



Break Room

This photo shows a modern break room with a “kitchenette” area.



Training Room

This photo shows a flexible training room set-up.



Fueling Station

This photo shows a state-of-the-art fueling station.



Appendix E – How We Work Together

APPENDIX E

Lyons Central School/Village of Lyons/Town of Lyons Consolidated Fleet Maintenance Facilities Operations and Maintenance Manual

When the Shared Services Committee toured the above-noted facility they were generally impressed by the discussions about operating and maintaining the facility with three entities involved, including scheduling the meeting room, access to the building on a 24/7 basis, proportionately sharing the utility costs, show removal and the like. During that discussion the Committee members were given copies of the O&M Manual which is entitled – “How We Work Together”. The facility representative explained to the Committee that the Manual evolved over time with various “tweaks” along the way to accommodate unforeseen circumstances. A copy of the Manual is included in this Appendix and the Committee recommends that, should the project move forward, the School District and City should consider this Manual as a model for developing their own manual.

How We Work Together

Lyons Joint Maintenance Facility Handbook

*"Coming together is a beginning
Keeping together is progress
Working together is success"*
Henry Ford

6/20/02 Revision

Joint Maintenance Facility History

September 1996	TAS (Transportation Advisory Service) employed to conduct a feasibility study.
June 1997	Mossien Associates employed as architects to review land and building requirements.
December 1997	Agreement signed between Village/Town/School.
February 1998	First vote on project including purchase of Ruspak land defeated.
February 1999	Second vote on project including purchase of Santelli property passed.
March 2001	Bid opening for building facility.
August 2001	Ground breaking ceremony.
May 2002	Open House for public.

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Attachment A – Floor Plan / Designated Spaces

Attachment B - Floor Plan / Security Layout

Attachment C - Site Map

How We Work Together

Forward

As we began the effort to build the Lyons Joint Fuel Maintenance Facility, some in our community expressed doubt that the employees of the School, Town, and Village could work together in and from a single building. We have worked for years from three different environments that have given us each a different working style and have left us with different memories. But regardless of where we come from, we have all striven to give our best effort and talent in the service of the same Lyons taxpayers.

Now, those taxpayers, our neighbors, have found their way to provide us with this new Lyons Joint Fuel Maintenance Facility. As we begin sharing this facility, this handbook will provide some basic guidelines as to how we work together.

As we grow together and adapt to our new facility, it is likely that a situation will be encountered for which there is no guideline in this handbook. When that time happens, it is essential that representatives from the School, the Town, and the Village sit down and discuss and reach consensus on a fair resolution to that situation. Before moving on, add that resolution to this handbook as a guide for those who will follow.

Employee Conduct

1. **Customer relations** – Our municipal departments' reputations have been built on excellent service and high quality work. To maintain this reputation requires the active participation of every employee. The opinions and attitudes that the people we serve have toward each municipal department may be determined for a long period of time by the actions of one employee. It is sometimes easy to take someone for granted, but when we do, we run the risk of offending not only that person, but his or her associates, friends or family who may also be served by our municipal departments. Each employee must be sensitive to the importance of providing courteous treatment in all working relationships.
2. **Standard of conduct** – Each employee has an obligation to observe and follow proper standards of conduct at all times. If an individual's behavior interferes with the orderly and efficient operation of a department, corrective disciplinary measures will be taken. Disciplinary action may include an oral warning, written warning, suspension without pay and/or discharge. Each municipality will determine the appropriate disciplinary action imposed.

The following misconduct may result in discipline up to and including discharge:

- Flagrant misconduct
- Violation of the municipality policies or safety rules
- Insubordination
- Poor attendance
- Possession, use or sale of alcohol or controlled substances on work premises or during working hours
- Poor performance
- Theft or dishonesty
- Physical harassment, sexual harassment or disrespect toward fellow employees, visitors or other members of the public

These examples are not all inclusive. Discharge decisions will be based on an assessment of all relevant factors.

3. Onsite Supervisors

- a. For employees of the Lyons Central School District, your Onsite Supervisor is the School Director of Transportation or his/her designee.
- b. For employees of the Village of Lyons, your Onsite Supervisor is the Superintendent of Public Works or his/her designee.
- c. For employees of the Town of Lyons, your Onsite Supervisor is the Town Superintendent of Highways of his/her designee.

4. **Care of equipment** – An employee is expected to use proper care when using any municipality's property and equipment. No property may be removed or borrowed on site from premises without the proper authorization of the affected onsite supervisor. If you lose, break or damage any property, report it to your onsite supervisor at once.

5. **Care of vehicles** – Operators of municipal vehicles are responsible for the safe operation and cleanliness of the vehicle. Accidents involving a municipal vehicle must be reported immediately to the employee's onsite supervisor. Employees are responsible for any moving violations and fines including an overweight load, which may result when operating a municipal vehicle. Municipal vehicles may only be used for job-related travel. The use of seat belts is mandatory for operators of municipal vehicles.

6. **Solicitation and distribution** – Solicitation by an employee of another employee is prohibited while either person is on the premises. Employee distribution of literature, handbills or other printed materials in work areas is prohibited at all times. Trespassing, soliciting or distribution of literature by non-employees on these premises is prohibited at all times.

7. **Bargaining Units** – Village and School are unionized. Town employees are not represented by a bargaining unit.

8. **Drug testing** – The school will use Data Med and test within the building. Town and Village will test with Wayne County.

9. **Suggestions** - A suggestion box will be provided in a common area for use by all employees. Employees are invited to submit written suggestions toward improving efficiency and working relationships at the Joint Maintenance Facility. The suggestion box will be opened weekly and suggestions jointly reviewed by the three onsite supervisors. Contributions (unless anonymous) will be acknowledged in a timely and appropriate manner.

10. Complaints and Conflict Resolution

- a. If the concern/complaint involves a single municipality, that municipality will deal with the issue according to the process described below:
- b. If the concern/complaint involves two or more of the municipalities, only those municipalities involved will deal with the issue according to the process described below:

Stage 1- The employee should relate the details of the concern/complaint to his/her own onsite supervisor, asking for said supervisor's advise and, if necessary, intervention in the matter. Said supervisor should involve other onsite supervisor (s) only if actions of employees of other municipalities are apparent cause of the concern/complaint.

Stage 2- If the concern/complaint cannot be resolved by the onsite supervisor (s), the next level of management (Village Mayor, and/or town Supervisor and/or School Business Administrator/Superintendent) should be asked for advise and, if necessary, intervention in the matter.

Stage 3- If the concern/complaint cannot be resolved by the (Village Mayor and/or Town Supervisor and/or School Business Administrator/Superintendent) the elected Board (s) of the municipality (ies) (Village Board and/or Town Board and/or School Board) should be asked for advise and if necessary, intervention in the matter. If a decision is required to resolve the matter, and no resolution has been accomplished at Stage 1 or Stage 2, the decision by the Board (s) at Stage 3 is considered final.

Shared Use of Facilities

1. Designated Space- (see attachment A)

Refer to the Joint Maintenance Facility floor plan with designated space coloration. Working together and sharing is encouraged, however:

- School Transportation employees will avoid wandering into areas designated for Town or Village operations unless authorized by an onsite supervisor.
- Town employees will avoid wandering into areas designated for School or Village operations unless authorized by an onsite supervisor.
- Village employees will avoid wandering into areas designated for School or Town operations unless authorized by an onsite supervisor.

2. Securing the Facility (see attachment B)

a. **Security Procedures** - Each municipality will secure their own area at the end of the day.

1. The **Town** will be responsible to secure doors:
 - T1- Office from Hall
 - T2- Office to Work bay
 - T3- Break room
 - T4- Work Area/ South- East
 - T5- Work Area/ North
 - All overhead work area doors to be secured by the supervisor.
2. The **Village** will be responsible to secure doors:
 - V1- Office from Hall
 - V2- Break room
 - V3- Work Area/ South- West
 - V4- Work Area/ North
 - All overhead work area doors to be secured by the supervisor.

The **Town** and **Village** will share securing the door (T & V1) from the work area into the parts room.

3. The **School** will be responsible to secure doors:

- S1- School side entrance
- S2- Transportation Supervisor Office
- S3- Break room
- S4- Mechanic Office from Hall
- S5- Mechanic Office from Work area
- S6- Storage Area (NE)
- S7- Storage Area (SE)
- S8- Storage Area (SW)
- S9- Parts room
- S10- Work Area (west)
- S11- Work Area to Storage Area
- All overhead work area doors to be secured by the supervisor.

The **School** on site supervisor will lock the Main Entrance (A-1) and the Training room (A-2) at the end of the day.

b. **After Hours Use of Facility**

1. **Training Room** -- In the event that a group uses the training room after hours, a representative of the group will be responsible to:
 - Obtain a door key from the School Supervisor prior to use (sign for possession).
 - Secure the room door and the entrance door upon leaving.
 - Return the key in the designated drop box.
2. **School Field Trip Bus Drivers** will enter the storage area through door #56 to put the vehicle away and enter the common area through door #51. Said Driver will secure these doors.
3. **Village After Hours Use of Facility** is restricted to Police and Fire personnel. The individual using the facility will be responsible in securing the building.
4. **Town Highway Superintendent** has no need for after hour security use by the Town.

c. Removal of Property or Materials

Gifted or removal of municipal, taxpayer-owned property and materials stored onsite will be considered stealing and will be prosecuted to the full extent of the law.

3. Public Access to the Facility

a. Public Access

Each municipality will take care of its own visiting public and salespersons.

b. Touring the Facility

Public tours are encouraged but must be arranged in advance with the three onsite supervisors.

A municipality designee will be present in each municipality's area during a tour.

c. Unauthorized Areas

The Public is not allowed in garage areas without permission from an onsite supervisor and must be accompanied by a municipal employee during such visit.

d. Signage

Sign reading- "Employees Only Beyond this Point" will be provided to designate those areas not open to the public except under the aforementioned conditions.

4. Shared Outdoor Maintenance

a. Snowplowing

The school will plow as necessary to facilitate bus traffic. Town/Village will plow and move/remove major snow as duties cleaning public highways may allow. Village and Town will try to open entrances and access to fuel storage facility before they leave on runs.

b. Lawn mowing/yard work

 – Responsibility for care of specified areas are as follows:

- School: off-site hillsides and area in front around frog ponds.
- Village: perimeter of frog ponds as possible and perimeter of parking lots.
- Town: Ditch maintenance including Black Brook.

5. Shared Indoor Maintenance

a. Women's Restroom

The School will clean the Women's Restroom at least once a week.

b. Powder Room

The School will clean the Powder Room at least once a week.

c. Men's Restroom

The Town/Village will alternate having responsibility for cleaning the Men's Restroom at least once a week. On even months (February, April, June, August, October, and December) the Town will have responsibility. On odd months (January, March, May, July, September, and November) the Village will have responsibility.

d. Common Areas and Hallways

On the months the Town/Village has responsibility for cleaning the Men's Restroom, they will also mop the floors in the Common Areas and Hallways at least once a week.

e. Kitchenette

The School will clean the Kitchenette at least once a week.

f. Break Rooms

Each municipality will have responsibility for cleaning its own Break Room. Each municipality will have responsibility for equipment for storage of lunches, etc.

g. Training Room

The Training Room will be cleaned by its last user. The School will do extensive cleaning during the four major recesses (Summer, Christmas, February, and Spring).

6. Shared Spaces

a. Storage Yard

Refer to the Joint Maintenance Facility Site Plan with Designated Space. The Storage Yard is located at the north end of the Joint Maintenance Facility around the perimeter of the (future) Salt Storage Barn. The specific dimensions of the storage yard are designated in the Intermunicipal Agreement. The Storage Yard space will be shared by the Town/Village.

Specific arrangements for sharing of space in the Storage Yard will be worked out between the Town/Village onsite supervisors.

- b. **Hoist bays**
The (south) hoist bay is designated for use by the School. The (north) hoist bay is designated for shared use by the Town/Village.
 - c. **Training room scheduling**
The Training Room is designated for shared use by the Town/Village/School. It will also be available for use by approved community organizations, by permission of school administration. The School Transportation Supervisor will be responsible for scheduling the use of the Training Room. Scheduling will be done on a first come, first serve basis.
 - d. **Bulletin boards**
The Bulletin Board in Main Corridor is designated for shared use by the Town/Village/School for "Right to Know" and other mandatory postings. The Bulletin Board in Training Room will be left open for use during training sessions.
 - e. **Mezzanine Storage Areas**
Refer to the Joint Maintenance Facility Floor Plan with designated space coloration. The Mezzanine Storage Area is intended for storage of large items and bulk (non-flammable) purchases. Equal areas (sq. ft.) have been assigned to the Town/Village/School for shelving or open storage. Aisles and certain "line-of-sight" considerations must be complied with.
 - f. **Flammable Room Storage Areas**
Refer to the Joint Maintenance Facility Floor Plan with Designated Space coloration. The Flammable Room Storage Area is intended for storage of paint, antifreeze, etc. Equal areas (sq. ft.) have been assigned to the Town/Village/School for shelving or open storage. Aisles and certain "line-of-sight" considerations must be complied with.
 - g. **Employee Parking**
Refer to the Joint Maintenance Facility Floor Plan with Designated Space. General areas for parking by employees of the Town/Village/School have been designated. Parking spaces closest to the main entrance of the facility have been designated for use by the visiting public employees should avoid parking in those spaces.
- 7. Fuel Island**
- a. **Priority of Service**
Fire Trucks and Ambulances have priority for refueling. Other vehicles are to be refueled on a first come, first serve basis.
 - b. **Fueling Procedure**
 - 1. Fueling will be done on a first come first serve basis. Fire trucks and ambulance will take precedent over all other vehicles in case of emergencies.
 - 2. We will be using a card system for fueling. The employee will follow the directions per training.
- 8. Controlled Activities**
- a. **Smoking in work place**
Smoking is prohibited inside or on the grounds of the Joint Maintenance Facility. No designated "smoking area" may be established.
 - b. **Welding**
Small welding projects may be done using a portable-welding machine. No designated "welding area" may be established. Major welding projects are not allowed inside or on the grounds of the Joint Maintenance Facility.
 - c. **Painting**
Small painting projects may be done by brush or with spray cans. No designated "painting area" may be the Joint Maintenance Facility.
- 9. Removal of Property or Materials**
Gifting or removal of municipal, taxpayer-owned property and materials stored onsite will be considered stealing and will be prosecuted to the full extent of the law.

Agreement Between Municipalities

1. Intermunicipal Agreement

All provisions of this document will be subject to the Intermunicipal Agreement (*latest revision*).

2. Joint Maintenance Facility Committee

- a. The Joint Maintenance Facility Committee will be created from its predecessor and shall have nine members including:
 - One Town Board Member, One Village Board Member, and One Board of Education Member.
 - Town Supervisor, Village Mayor, and School Business Administrator
 - The three onsite supervisors including: Town Supt. of Highways, Village Supt. for Public Works, School Director of Transportation
- b. This committee shall meet as needed but not less than semi-annually. It shall be the responsibility of the School Business Administrator to set meeting dates.
- c. This committee will review the enterprise fund.
- d. This committee will plan for the future.
- e. This committee should maintain and update "How We Work Together Handbook".

3. Joint Maintenance Facility Enterprise Fund

- a. Funds for said Maintenance Facility Enterprise Fund shall be generated from a fuel surcharge. Fuel used by the Town, Village, and School will be purchased by the School and will be dispensed at the Joint Facility at a cost of 3 cents more per gallon than paid by the school. This surcharge will be reviewed semi-annually.
- b. The Joint Maintenance Facility Enterprise Fund shall be administered by the School.

4. Invoicing Procedure

Items likely to be invoiced, including but not limited to:

- a. An invoice procedure and form will be agreed to by the Joint Fuel/Maintenance committee.
- b. All items covered by a maintenance agreement will be the responsibility of the school. Items not covered by a maintenance agreement, will be the responsibility of each municipality.

5. Renovation

- a. Cost of major renovation will be divided into thirds after state aid. The Enterprise fund will be used to offset the cost of major renovations if renovation effects all three.
- b. If only two are involved (salt barn) then they will pay their own way without the enterprise fund.
- c. All renovations should meet state building codes and fire inspections. State funded building projects will need to meet State Education building codes.

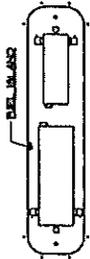
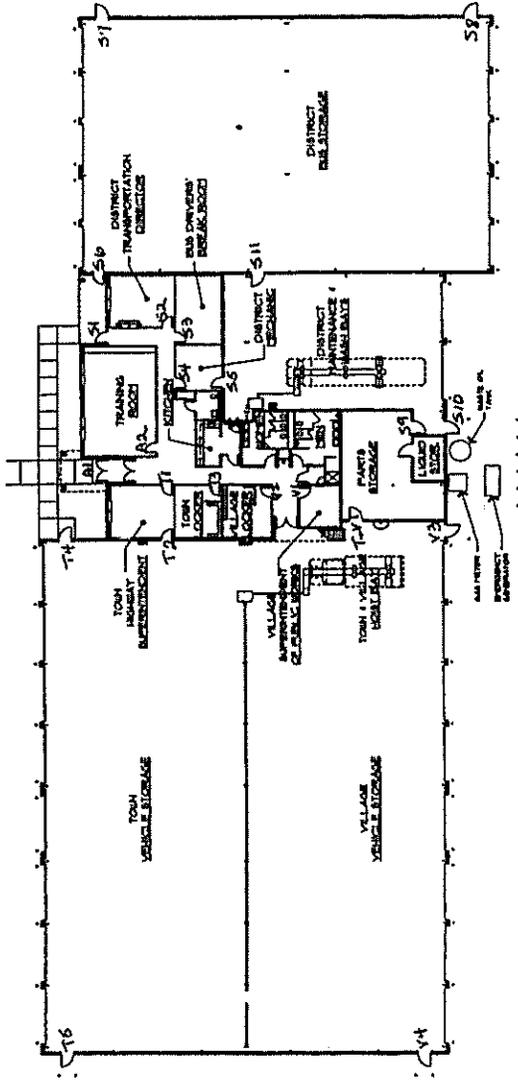
6. Site Expansion

Any addition or expansion to the current Joint Maintenance site should meet with the approval of all three municipalities.

7. Onsite Supervisors

The three-onsite supervisors School District Director of Transportation, Town Supt. of Highway, and Village Supt. for Public Works should meet weekly. Agendas should include a review of improvement in the day-to-day operations, any topic deemed important to any onsite supervisor, and the review of the contents of the suggestion box. Anyone of the three-onsite supervisors can call a meeting to discuss facility/employee concerns. The other two-onsite supervisors are expected to attend the meeting and cooperate in resolving any concern.

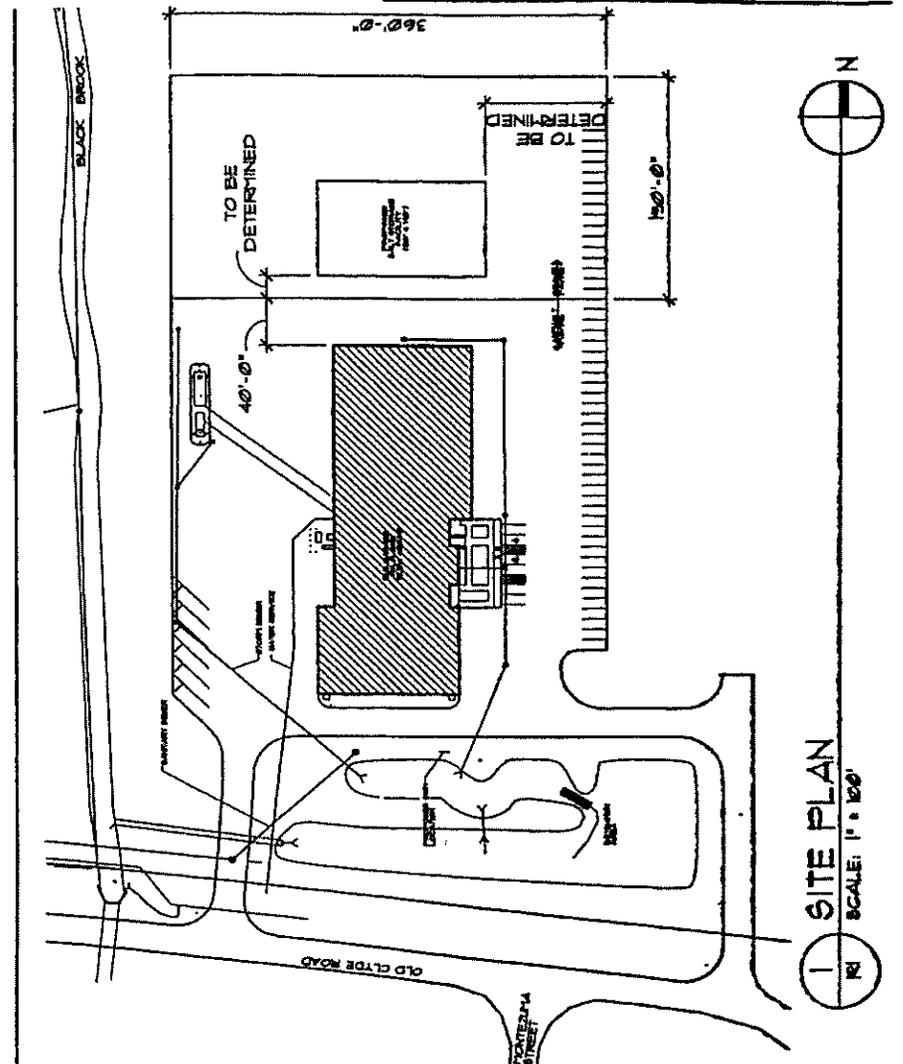
- 8. **Facility Maintenance Committee-** Team effort (School Director of Transportation, School Head Mechanic, Deputy Highway Superintendent, Central Garage Mechanic, Motor Equipment Operator). They should think about bathroom, hallways, parking, daily routine, lights, locks, etc. Try to anticipate concerns and establish procedures before a problem occurs. Procedures should be written and made part of the employees handbook



† door opens from work area to hall - locked from hall in

1 FLOOR PLAN
SCALE: NONE

Attachment B



1 SITE PLAN
SCALE: 1" = 100'

	MOSSIEN ASSOCIATES ARCHITECTS, P.C.	LYONS CENTRAL SCHOOL DISTRICT BUS GARAGE / FUEL FACILITY TRANSPORTATION FACILITY SED. NO. 65-05-01-04-3-04-001		PROJECT NO.: 9614/02	DRAWING NO.: 70
		DATE: 4/18/02		SCALE: 1" = 100'	
		DRAWN BY: JLT		CHECKED BY: JLT	
		APPROVED BY: JLT		DATE: 4/18/02	

Attachment C

Appendix F – Publicity

APPENDIX F

Public Informational Meeting and Other Publicity

The Shared Services Committee sponsored a public informational meeting on Wednesday, December 7th, 2011, for the purpose of reviewing the final draft of the Shared Services Study with the public, the Board of Education and City Council. Approximately 50 people attended the presentation, including the local daily newspaper, the Corning Leader. There were very few questions about the report from the general public. School Board members as well as City representatives were concerned about the cost of a shared services facility, considering current economic times.

Included in this Appendix is the December 8th article by the Corning Leader about the presentation and study. Also included in this Appendix is the December 12th editorial by the Corning Leader.

During the course of the Study there were also numerous other public discussions at Board of Education and City Council meetings including updates of the progress of the Study as well as action on adopting various resolutions in support of the Study.



The LEADER

C-PP facing \$10.3M deficit

Early proposal doesn't include Corning Inc. aid

BY DERRICK EK
ek@the-leader.com

PAINTED POST | The Corning-Painted Post school district is staring at a daunting \$10.3 mil-

lion budget deficit for next year.

C-PP unveiled its preliminary \$86.4 million budget for the 2012-13 school year at Wednesday night's school

board meeting.

The budget presented to the school board Wednesday is a starting point, the beginning of a budget process that will continue through-

out the winter and culminate with a final budget proposal going up for a public vote in May.

SEE DEFICIT | 8A

Site ID'd for shared garage

BY DERRICK EK
ek@the-leader.com

A site has been identified for a proposed new vehicle fueling and main-

tenance facility that the Corning-Painted Post school district and the City of Corning would share.

SEE GARAGE | 8A

The LEADER

GARAGE

Continued from 1A

The preferred site, of several alternatives, is on Commerce Street in downtown Corning, on a vacant parcel now owned by Corning Enterprises. It's off Conhocton Street, in the area of the World Kitchen plant.

Representatives from Front Engineers and a committee studying the idea delivered a presentation to the C-PP school board at Wednesday's meeting.

Both the school district and the city are currently operating from aging, undersized and under-equipped separate facilities, which barely meet

state DOT standards, they said. The staff of mechanics is at "bare bones" levels at both, they added.

The new \$5.7 million shared facility would replace both, saving on energy and taxes. It would allow fuel to be purchased in bulk, and tools and equipment to be shared. Also, while staffing levels would remain about the same, the district and city mechanics could help each other out, providing more flexibility.

The district has 61 vehicles, and the city has 91 vehicles.

The C-PP board and the city council will now decide if the project should move forward and look at grant possibilities.

The LEADER

OPINION

MONDAY | DECEMBER 12 | 2011 | PAGE 4A

Grins and groans

Grin

To a plan to build a new fueling and maintenance facility to be shared between the Corning-Painted Post school district and the City of Corning.



The city garage and the school bus garage are both aging, undersized and under-equipped, according to a recent study.

A shared \$5.7 million facility, proposed for a vacant lot in downtown Corning near the World Kitchen plant, would replace them both. That would save on energy and taxes, and C-PP and the city could share tools, equipment and bulk fuel purchases.

Now, it's justifiable to ask if it's a necessary expenditure in tough times.

But if Corning Enterprises donates the land to the school district, making the project eligible for school aid, and there's some other transportation grants out there that would cover the bulk of the cost, it sounds like a solid plan.

Appendix G – SEQR Process

APPENDIX G

SEQR Process

On February 20, 2012 Hunt Engineers & Architects, the Study Consultant, sent a “Classification of Action Under SEQR” letter to the School District Superintendent. The letter suggested that the Study be considered a Type II action under SEQR. The School District then consulted with its attorney and he agreed that the Study is a Type II action under SEQR. So on March 21, 2012 the Board of Education adopted a resolution indicating that the Study is a Type II action under SEQR and by regulation it is deemed not to have a potential significant impact on the environment.

Included in this Appendix is a copy of the February 20, 2012 letter from HUNT and a copy of the March 21, 2012 Board of Education Resolution.



February 20, 2012

Mike Ginalski, Superintendent of Schools
Corning-Painted Post Area School District
165 Charles Street
Painted Post, NY 14870

**Re: City of Corning and Corning-Painted Post School District
Shared Vehicle Maintenance Facility
Classification of Action of under SEQR**

Dear Mr. Ginalski,

Hunt Engineers, Architects & Land Surveyors, PC (HUNT) has reviewed 6 NYCRR Part 617 to characterize the project, Feasibility Study for the Shared Vehicle Maintenance Facility, with respect to potential environmental significance and need for further review under the State Environmental Quality Review (SEQR) Act. HUNT has determined the proposed project to be considered a Type II action. Type II actions have been determined not to have significant impact and are otherwise precluded from environmental review under SEQR. Therefore, the proposed actions are not subject to further review under SEQR. The proposed improvements were determined to be Type II actions based on the following:

- 615.5(c)(18) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action
- 615.5(c)(21) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action.

If the Corning-Painted Post Board of Education and the school district's attorneys agree with the aforementioned determination, it is recommended that they pass a resolution classifying this action as a Type II action and no further review is required under SEQR. This resolution is required by the New York Department of State for securing the remainder of the grant funds.

If you should have any questions, please do not hesitate to contact me at 607-358-1063.

Sincerely,

HUNT ENGINEERS, ARCHITECTS & LAND SURVEYORS, PC.

Timothy K. Steed, PE

cc: Mr. Mark Ryckman, Corning City Manager
Mr. Jeff Robbins, HUNT

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THE CORNING PAINTED POST AREA SCHOOL DISTRICT'S
RESOLUTION UNDER THE NEW YORK STATE
ENVIRONMENTAL QUALITY REVIEW ACT CONCERNING
A FEASIBILITY STUDY UNDERTAKEN FOR A PROPOSED
SHARED VEHICLE MAINTENANCE FACILITY

WHEREAS, the Corning Painted Post Area School District Board of Education (the "District") has considered how a feasibility study which was conducted for a proposed shared vehicle maintenance facility that could be operated in some fashion with the City of Corning ("the Study") should be evaluated under applicable regulations concerning the impact on the environment of certain actions, and District Staff has reviewed the Study in light of such regulations and the District has received advice from its consultant and outside legal counsel concerning same; and

WHEREAS, in accordance with applicable law and procedure, the District has concluded as follows concerning how the Study should be evaluated pursuant to the New York State Environmental Quality Review Act, Article 8 of the New York Environmental Conservation Law and its applicable regulations 6 N.Y.C.R.R. 617 et. seq. ("SEQRA"), and specifically has resolved as follows as to its determination of the type of SEQRA review which might be required for the Study, if any;

NOW, THEREFORE, BE IT RESOLVED, that the Corning Painted Post Area School District Board of Education resolves as follows:

1. The District has determined that the Study entails information collection including basic data collection and research that does not commit the District to undertake, fund or approve any Type I or Unlisted action and/or that the Study constitutes a feasibility study and/or preliminary planning and does not commit the District to commence, engage or approve any such action, and as a result the Study

constitutes Type II actions under 6 N.Y.C.R.R. 617.5(c)(18) and/or 6 N.Y.C.R.R. 617.5(c)(21).

2. As a Type II Action under SEQRA, the Study is not subject to environmental review under SEQRA as it is deemed by regulation to not have a potential significant adverse impact on the environment.
3. The requirements of SEQRA have been satisfied.

Moved by: Nancy Arkin Seconded by: Virginia Schultz

Aye	<u>Nancy Arkin</u>	Nay	_____	Absent	_____
	<u>Paul Bulkley</u>		_____		_____
	<u>Julie Flynn</u>		_____		_____
	<u>Chelle Meteer</u>		_____		_____
	<u>Barry Nicholson</u>		_____		_____
	<u>Virginia Schultz</u>		_____		_____
	<u>James Webb</u>		_____		_____
	<u>Dale Wexell</u>		_____		_____
	<u>Victoria Zingler</u>		_____		_____

Accepted

Dated: March 21, 2012

March 21, 2012

4.2 The Corning Painted Post Area School District's Resolution Under the New York State Environmental Quality Review Act Concerning a Feasibility Study Undertaken for a Proposed Shared Vehicle Maintenance Facility

Superintendent's Recommendation: that the Board approves the Resolution for the New York State Environmental Quality Review required for the feasibility study undertaken for a proposed shared vehicle maintenance facility (copy to be filed with these minutes).

Moved by: Arkin Seconded by: Schultz
Aye 9 Nay 0 Absent 0 Accepted

4.3 Authorization of Final Schematic Design for the Capital Construction Work to be Undertaken at East High School and the Final Schematic Design for the Capital Construction Work to be Undertaken in the District Wide Technology I Project

Superintendent's Recommendation: that the Board of Education approve the final schematic designs for the capital construction work to be undertaken at East High School and the District Wide Technology I project as presented at the March 7, 2012 Board of Education Meeting, and authorize the District's Architect to prepare plans and specifications for said designs for submittal to the New York State Education Department for approval and issuance of building permits.

Moved by: Flynn Seconded by: Bulkley
Aye 9 Nay 0 Absent 0 Accepted

5.0 SPECIAL ITEMS

5.1 Resolution for Holding School District Registration Day

Recommendation: that the resolution for providing for the Registration Day for the Annual School District Election and Budget Vote to be approved.

WHEREAS, the Board of Education of the City School District of the City of Corning, Steuben County, New York desires to provide for registration for the City School District Election and Budget Vote to be held on May 15, 2012.

RESOLVED, that the registration date for said Election and Budget Vote is hereby designated as **May 1, 2012**. The place where such Board of Registration shall meet shall be at the City School District Administration Office, 165 Charles Street, Painted Post, New York in said City School District, and the hours for said registration on said date shall be between 12 NOON and 8:00 p.m.

Moved by: Webb Seconded by: Nicholson
Aye 9 Nay 0 Absent 0 Accepted

5.2 Request to Canvass Vote of Annual Election and Budget Vote of May 15, 2012

Recommendation: that the Board of Education shall meet on Wednesday, May 16, 2012 at the Administration Building located at 165 Charles Street, Painted Post, New York 14870, for the purpose of canvassing the vote of the Annual Election and Budget Vote held on May 15, 2012.

Moved by: Schultz Seconded by: Bulkley
Aye 9 Nay 0 Absent 0 Accepted