

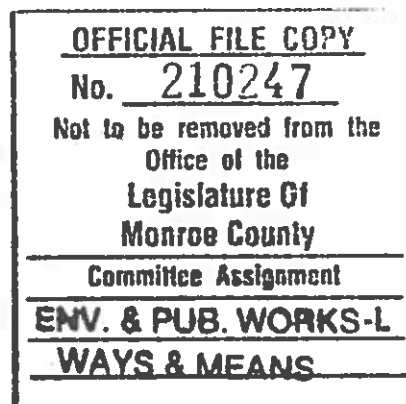


# Office of the County Executive

Monroe County, New York

**Adam J. Bello**  
County Executive

June 4, 2021



To The Honorable  
Monroe County Legislature  
407 County Office Building  
Rochester, New York 14614

**Subject:** Amend the 2021-2026 Capital Improvement Program and the 2021 Capital Budget to Add a Project Entitled "Space Utilization and Renovation of CityPlace Project," Authorize an Interfund Transfer, and Authorize a Contract with LaBella Associates, D.P.C. for Professional Design Services for the Space Utilization and Renovation of CityPlace Project

**Honorable Legislators:**

I recommend that Your Honorable Body amend the 2021-2026 Capital Improvement Program and the 2021 Capital Budget to add a project entitled "Space Utilization and Renovation of CityPlace Project" in the amount of \$9,000,000, authorize an interfund transfer, and authorize a contract with LaBella Associates, D.P.C. in the amount of \$370,400 for professional design services for the Space Utilization and Renovation of CityPlace Project.

The Department of Environmental Services, in conjunction with the Division of Real Property Tax Services, performed a space utilization analysis in 2017, with a focus on the office space and functions in the Executive Building (36 West Main Street), CityPlace (50 West Main Street), and the Wegman Building (80 West Main Street). A goal of the space utilization study was to maximize the occupancy of owned office space versus leased office space. Based on the amount of office space that the occupants of the Wegman Building (leased) require, and the availability of office space in CityPlace (owned), this project will renovate the necessary office space in CityPlace in order to relocate staff of the Conflict Defender's Office, Pre-Trial Services, and the Office of Mental Health from the leased Wegman Building to the County-owned CityPlace.

Several consultants were considered to provide professional design services, with LaBella Associates, D.P.C., rated the most qualified to provide these services.

This project was considered and approved by the Monroe County Planning Board on March 25, 2021.

**The specific legislative actions required are:**

1. Amend the 2021-2026 Capital Improvement Program to add a project entitled "Space Utilization and Renovation of CityPlace Project" in the amount of \$9,000,000.
2. Amend the 2021 Capital Budget to add a project entitled "Space Utilization and Renovation of CityPlace Project" in the amount of \$9,000,000.

3. Authorize the Controller to transfer \$9,000,000 from general fund 9001 to the capital fund to be established for the "Space Utilization and Renovation of CityPlace Project" project.
4. Authorize the County Executive, or his designee, to execute a contract with LaBella Associates, D.P.C., 300 State Street, Suite 201, Rochester, New York 14614, in the amount of \$370,400 for professional design services for the Space Utilization and Renovation of CityPlace Project, and any amendments necessary to complete the project within the total capital fund(s) appropriation.

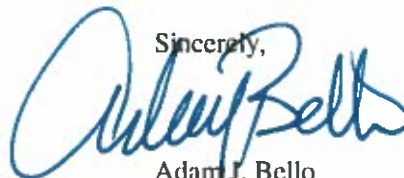
This action is a Type II Action pursuant to 6 NYCRR §617.5(c)(1) ("maintenance or repair involving no substantial changes in an existing structure or facility") and (2) ("replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part") and is not subject to further review under the State Environmental Quality Review Act.

Funding for this project, consistent with authorized uses, will be included in the capital fund to be created and any other capital fund(s) created for the same intended purpose. No additional net County support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated that neither LaBella Associates, D.P.C., nor any of its principal officers, owe any delinquent Monroe County property taxes. The principal officers of the firm are:

Steven Metzger, Chief Executive Officer  
Jeffrey Roloson, President  
Robert Pepe, Chief Financial Officer

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,  


Adam J. Bello  
Monroe County Executive

AJB:db