ATTENTION VENDORS

If you find that you are not interested in bidding/quoting this particular project, please fill in this sheet and return it to:

Dutchess County Division of Central Services
27 High Street
Poughkeepsie NY 12601

We are very interested in learning why you do not bid.

#RFP-DCP-44-13 REQUEST FOR PROPOSAL: Purchase Offers for 27 High Street, Poughkeepsie, NY 12601

VENDOR NAME ___________________________________________
CONTACT ____________________________________________
ADDRESS ____________________________________________
PHONE __________________________ FAX ____________

For purposes of facilitating your firm’s response to our invitation to bid the County of Dutchess is interested in hearing reasons for failure to respond. If your firm is not responding please indicate the reason by checking all appropriate items below and returning this form to the address above.

WE ARE NOT RESPONDING BECAUSE:

_____ Items and/or materials requested are not manufactured by us or are not available to our company.
_____ Our items and/or materials do not meet your specifications
_____ Specifications are not clearly understood or applicable _____ too vague _____ too rigid
_____ Quantities too small
_____ Other ____________________________________________

____________________________________________
REQUEST FOR PROPOSAL #RFP-DCP-44-13

PURCHASE OFFERS FOR 27 HIGH STREET
POUGHKEEPSIE, NY 12601

COUNTY OF DUTCHESS
OFFICE OF CENTRAL AND INFORMATION SERVICES
DIVISION OF CENTRAL SERVICES
27 HIGH STREET
POUGHKEEPSIE, NEW YORK 12601

Marcus J. Molinaro, County Executive
Christopher G. Barclay, Director, Division of Central Services
• Read all documents contained in the proposal specifications.

• Proposers are responsible for submitting their proposals to the appropriate location at or prior to the time indicated in the specifications. **No proposals will be accepted after the designated time or date indicated in the proposal specifications.** It is recommended that proposals be submitted in advance, at least one day prior to the specified date and time to allow for a timely receipt. Delay in mail delivery is not an exception to the receipt of a proposal.

• Proposers are responsible for reporting, in writing, any errors in the proposal specifications to the Purchasing Agent at 27 High Street, Poughkeepsie, NY 12601.

• Questions or clarifications to the technical specifications must be made in writing to the Purchasing Agent prior to the proposal opening or by email to: purchasing@dutchessny.gov. Such questions must be in the possession of the Purchasing Agent at least 72 hours prior to the proposal opening, **unless otherwise stated**. **Verbal questions will not be entertained.**

• Proposers shall indicate, on the outside of their sealed proposal, the following information:
  1. Title and Number of the Proposal
  2. Date and Time Proposals are Due

Failure to do so may result in rejection of the proposal as being unresponsive.

• The following forms are necessary to be submitted as a proposal as well as any additional forms requested in the detailed specifications:
  1. **CS-1 - Proposal form/price pages(s)** Note: some bids may include a separate Bid Proposal Form. Such exceptions will be noted in the proposal specification.
  2. **CS-2 - Non-Collusion Affidavit**, completed, signed and dated.

  **It is not necessary to submit your copy of the technical specifications with the proposal. They should be retained by the proposer for their records.**

• Proposers must submit one original and six copies of their proposals, **unless otherwise stated**. The original must be clearly marked. All proposals must be filled out in ink, or be typewritten. Proposals submitted in pencil will be rejected as unresponsive. Proposals which have been corrected by white out or cross out, and have not been initialed and/or dated will be rejected as unresponsive.

• The County of Dutchess is part of a group known as the "Interagency Purchasing Cooperative", which consists of the County of Dutchess, Dutchess Community College, and 82 different schools and fire districts, cities, towns, and villages located throughout Dutchess County. The prices submitted in this proposal may be extended and offered to these various agencies for their consideration. If they choose to participate in the proposal they will be submitting their own purchase documents directly to the successful vendor(s).

• Samples may be requested by the County for the purpose of product evaluation. It is understood that samples will be provided at no charge to the County and will be returned, when requested, within 30 days after the evaluation is completed, at the expense of the vendor. All samples left longer than 30 days after the evaluation period will be discarded.

• Any proposer, contractor, or manufacturer who, in the course of his work, uses or supplies products which may be toxic or harmful, shall provide an MSDS to the Division of Central Services and the Office of Risk Management prior to the use of those products by the County or the contractor.

**”Unless otherwise stated”** – Variations as listed in the proposal specifications take precedent over the RFP boilerplate.
INSTRUCTIONS AND INFORMATION

GRIEVANCE AND PROTEST PROCEDURES:

1. Any protest to the Division of Central Services’ consideration of any bid must be submitted in writing and received by the Director of Central Services no later than five (5) calendar days after the bid opening. A written reply to the protest will be sent to the protesting bidder by the Director of Central Services.

2. The protest must contain:
   - Identification of the statute or procedure that is alleged to have been violated;
   - A precise statement of the relevant facts;
   - Identification of the issues to be resolved;
   - Aggrieved party’s argument and support documentation.

Any notice of protest received after the deadline will not be considered.
Sealed proposals for **Purchase Offers for 27 High Street, Poughkeepsie, NY 12601** will be received in the Division of Central Services, 27 High Street, Poughkeepsie, New York 12601, on or before **2:00 p.m., June 26, 2013.** Specifications and proposal forms are attached hereto.

All mailed proposals will be sealed and **distinctly marked "PROPOSAL FOR RFP-DCP-44-13."**

The County of Dutchess official bid documents are obtained from the Empire State Purchasing Group’s Regional Bid Notification System at [www.empirestatebidsystem.com](http://www.empirestatebidsystem.com) or, if applicable, the Department of Public Works. Copies of bidding documents obtained from any other source are not considered official copies. In addition to obtaining the official bid documents, any and all addendum pertaining to a particular bid or RFP are posted on the same website that the official bid documents are obtained: [www.empirestatebidsystem.com](http://www.empirestatebidsystem.com). It is incumbent upon all potential bidders to view all posted addenda prior to the bid close date. If you have obtained this document from a source other than the Dutchess County Purchasing Office, Department of Public Works or the Empire State Regional Bid Notification System, it is recommended that you obtain an official copy. You may obtain an official copy by registering on the Empire State Regional Bid Notification System at [www.empirestatebidsystem.com](http://www.empirestatebidsystem.com) or by using the link provided at [www.dutchessny.gov](http://www.dutchessny.gov), Quick Link: “Bidding and RFP’s.”

The Purchasing Agent, and/or his designee, shall be the only one authorized to make changes or alterations to anything contained in these specifications. Such changes shall be in writing and posted on the Dutchess County website.

All proposals shall be made out on the proposal forms attached hereto and all the attached certificates must be completed and signed in compliance with the provisions of the General Municipal Law.

The Purchasing Agent reserves the right to reject all proposals, parts of all proposals, or all proposals for any one or more supplies or contractual services included in the proposed contract, when such rejection is in the best interest of the County.

The contract will be awarded to the RESPONSIBLE PROPOSER best meeting the needs of the County, based on, but not limited to:

a. Approach to the project.
b. Experience in meeting the needs of the project (examples should be submitted with the proposal).
c. Experience working with other entities (references must include client name, contact person, phone number and description of project).
d. Ability to provide services in a timely manner, meeting established project deadlines, including a strategy of key activities and ability to meet target schedule.

ee. Proposed cost.

And who has demonstrated judgment and integrity, is of good reputation, experienced in his work, whose record of past performance in the trade is established as satisfactory, and whose financial status is such to provide no risk to the County of Dutchess in its contractual relations.

No proposer may withdraw a proposal within one hundred and twenty (120) days after the actual date proposals are due.

Upon acceptance of any proposal, the successful proposer shall execute a contract, in accordance with the specifications, with the County of Dutchess, State of New York.

Proposers who are required to adhere to the prevailing wage schedule shall obtain and maintain a current schedule from the New York State Department of Labor for the entire term of the contract. The County may audit adherence to this schedule at any time during or after the contract period.

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of the state finance law.

Date: June 3, 2013
1. **INTRODUCTION**

A. **Purpose**

Dutchess County is soliciting a Request for Proposals and purchase offers from qualified Developers, Building Owners, Commercial Real Estate Brokers or other interested parties to purchase the County-owned building and property located at 27 High Street, Poughkeepsie, NY 12601.

Originally constructed in 1930, Dutchess County purchased the building and property in 1988 and renovated the building for County purposes in 1989. The facility at 27 High Street is comprised of two (2) tax parcels constituting:

- 1.212 acres;
- A four (4) story, 36,000 gross square foot (gsf) office building;
- A loading dock;
- One (1) passenger elevator and one (1) freight elevator;
- A separate 650 gross square foot mechanical equipment building to house two (2) chillers and associated pumps;
- A fenced-in paved parking lot on two (2) levels with 102 total spaces (68 + 4 HC on the upper level, with 29 + 1 HC on the lower level).

Full tax parcel descriptions are included with this Request for Proposals (RFP) as Attachment “A.”

The office building is currently occupied with the following County Departments:

- Central Services ( +/- 20 employees on 2 floors, +/- 16,500 gsf);
- Unoccupied ( +/- 1,500 gsf);
- Planning and Development ( +/- 24 employees, +/- 7,000 gsf);
- Water Resources ( +/- 11 employees, +/- 2,000 gsf);
- Office For the Aging and CASA ( +/- 43 employees, +/- 9,000 gsf).

The transaction shall be contingent upon the approval of the contract for sale by the Dutchess County Legislature.

2. **BUILDING and PROPERTY DESCRIPTION**

The main building exterior envelop is a concrete masonry structure with brick in-filled openings that support aluminum framed single-glazed windows. The structural framing system is a reinforced concrete floor system with reinforced concrete columns. The mechanical equipment building is a brick masonry bearing wall with wood framed floors.

The HVAC system includes two (2) water-cooled chillers, one (1) cooling tower, one (1) Weil-McLain boiler, air handling units and exhaust fans. Three (3) air handling units (AHU’s) are housed in a rooftop mechanical penthouse. A separate 650 gross square foot mechanical equipment building houses two (2) chillers and associated pumps and motors that service the office building.

There is one (1) electric service line to 2 panels to the office building via an exterior, pad mounted transformer. A 208 volt, 3-phase, 800 amp service along with a 208 volt, 3-phase, 400 amp service enter the facility through the office building’s lower level. The mechanical equipment building is fed off the 800 amp, 208 volt service that is stepped up through a transformer inside that building to 480 volts to serve various pieces of equipment.
The County replaced the roof system in its entirety in 1997. The office building is a 3-ply built-up roof and the mechanical equipment building roof is a gravel surfaced 3-ply built-up roof.

Asbestos was surveyed and abated during the County’s complete renovation of the office building in 1989, and subsequent roof replacement in 1997. However, Dutchess County does not certify that the facility is asbestos free.

FOR ADDITIONAL BUILDING DESCRIPTIONS, TAX PARCEL DESCRIPTIONS, UTILITY USAGE, AND INFORMATION PLEASE SEE ATTACHMENT “A.”

3. PROPOSAL and PURCHASE OFFER CONTENT

Interested parties will submit seven (7) copies of their proposal and purchase offer to include:

A. Table of Contents

B. Name, Qualifications and Background Summary

C. Proposal and Purchase Offer

As part of the purchase offer and proposal, the County will consider:

- A fee simple sale of the property with proposed lease accommodations for the relocation of County Departments. State and clarify all cost figures for purchase.
- A fee simple sale of the property with a lease-back agreement for all of the County Departments with a 5-year term and a 5-year renewal clause. State and clarify all cost figures for purchase and lease-back.
- A fee simple sale of the property with a lease-back agreement for some of the County Departments and proposed lease accommodations for the relocation of the remaining Departments in other quarters. A 5-year term and a 5-year renewal clause will be considered for both. State and clarify all cost figures for purchase, lease-back and other lease accommodations.

As part of any County lease-back agreement of 27 High Street or other leased space accommodations, the Landlord will be responsible for all maintenance and repairs to the leased premises and property including, but not limited to, structural systems, building exterior skin and glazing systems, roof system, electrical system, HVAC system, plumbing system, interior and exterior lighting systems, elevator and conveyor systems, sprinkler system, fire extinguishers, fire alarm system, security systems, interior common area maintenance services, exterior grounds maintenance (landscaping, snow and ice removal, etc.), parking lot, and exterminator services.

The Tenant will only be responsible for interior janitorial service within its leased space, which consists of: nightly cleaning of floors, walls and doors; dusting; emptying waste baskets; recycling; and replenishing paper goods in rest rooms.

- Other reasonable offers and proposals.

D. Timetable and Schedule of Proposal and Purchase Offer particulars.
4. **PRE-PROPOSAL MEETING**

A pre-proposal conference will be held on **Wednesday, June 12, 2013, at 10:00 AM** at 27 High Street in the Planning Department’s 2nd Floor conference room. A walk-through of the building and property will be conducted for all interested parties. All parties who submit proposals are encouraged to attend this meeting which will include a question and answer session. All additional questions from attendees will be noted, answered and documented in the form of an addendum to be distributed prior to the submittal deadline.

Contact Geneva Barresi at 845-486-2086 to reserve.

5. **QUESTIONS AND ANSWERS**

Written questions and inquiries concerning this Request for Proposals and purchase offers shall be submitted to Ellie Theohary at mtheohary@dutchessny.gov with a copy to Angela Romano @ aromano@dutchessny.gov no later than Monday, June 17, 2013 at close of business.

Answers to the submitted questions will be posted on the following website on or before Wednesday, June 19, 2013: www.empirestatebidsystem.com.

**PROPOSERS SHOULD CHECK THIS WEBSITE FOR ADDENDUMS BEFORE SUBMITTING THEIR BID. ADDENDUMS MAY INCLUDE SIGNIFICANT CHANGES TO THE BID SPECIFICATIONS.**

6. **SUBMISSION REQUIREMENTS**

A. Oral, facsimile or telephonic submittals or modifications will not be considered.

B. All proposals and purchase offers shall be in sealed envelopes and must include the following information on the outside of the envelope:

   - Legal name of the firm
   - Address
   - Name of contact person, and contact information (telephone, fax and e-mail)
   - Title and Number of the Proposal

C. Interested firms shall submit one (1) original and six (6) copies if their proposal addressed to:

   Mr. Christopher G. Barclay, Director,
   County of Dutchess
   Office of Central and Information Services
   Division of Central Services
   27 High Street
   Poughkeepsie, NY 12601

   **Proposals shall be received no later than 2:00 pm on June 26, 2013.**
COUNTY OF DUTCHESS  
Division of Central Services  

PROPOSAL FORM  
The undersigned, having carefully examined the appropriate specifications, #RFP-DCP-44-13, dated June 3, 2013, does hereby agree to furnish and deliver to the County of Dutchess, Poughkeepsie, New York, the following items at the price(s) indicated:

<table>
<thead>
<tr>
<th>SCHEDULE OF ITEMS</th>
<th>UNIT</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

**PLEASE FILL OUT CONTACT INFORMATION (SEE BELOW) ONLY**  

Submitted by: ____________________________  Contact Name _________________________  
Company Name  
Telephone ____________________________  FAX_________________________________  

Form CS-1
Non-Collusion Affidavit
Bid #RFP-DCP-44-13
Purchase Offers for 27 High Street, Poughkeepsie, NY 12601

As required by Section 103-d of the New York State General Municipal Law, the bidder certifies under the penalties of perjury that:

(a) “By submission of this, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.”

Signed ____________________________
By      _____________________________
        (President)

Dated ______________________

Bid submitted by:   Name:   ________________________________

Address:________________________________________________

________________________________________________

Phone:   _____________________________________________

Fax #:   _____________________________________________

Email:   ______________________________________________

Form CS-2
ATTACHMENT "A"

ADDITIONAL BUILDING DESCRIPTIONS,
TAX PARCEL DESCRIPTIONS, UTILITY
USAGE, AND INFORMATION
I. Questions & Answers

Q1. Asbestos in building?
   A1. Suspect material includes caulkig around windows and minimal amount of 9x9 floor tiles; above ceiling – pipe runs and chase ways.

Q2. What powers chiller?
   A2. Step up transformer powering chiller.

Q3. Fuel for heating system?
   A3. Dual fuel powers heating system – runs with natural gas.

Q4. If County leases space with you will the County want an Asbestos survey?
   A4. No.

Q5. Who will pay the Utilities and Taxes?
   A5. Landlord.

Q6. Will there be a transition timetable?
   A6. Yes, depending on the lease proposed.

Q7. Does the County feel that it is in their best interest to occupy space or to relocate?
   A7. The County is flexible and will await the Proposals and offers before making that decision.

Q8. Property Taxes?
   A8. The Landlord should discuss with Michael Long, City Administrator for Poughkeepsie.

Q9. Will County consider DC employees to relocate to Hyde Park?
   A9. DC employees have to remain in c/o Poughkeepsie.

Q10. What, if any DC agencies need to stay together?
    A10. OFA/Casa (43 employees), which is currently located on 3rd floor. Also, Planning and Waste Water can be separated; Central Services has 7,500 sf office & printing space on 1st floor w/print shop and also has 9,000 sf of storage space on lower level.

Q11. Propose certain “build out” 10 year amortization?
    A11. DC can do 5 yrs through CEO, over 5 goes to Legislature.

Q12. Is DC looking to get more locations throughout c/o Pok?
    A12. Not necessary, but if location is within reach, DC would consider.

Q13. Print Shop area...cost of move?
A13. Need to get Central Services’ input (Commercial press not difficult to move per Ron Hicks)

Q14. Are there other departments/agencies that DC wants to pull in to space other than what are now housed?
A14. We are open to suggestions.
Q15. Can I get an indication of possible addition of other agencies?
A15. DOH to consider Clinic space (need approx 1500 – 2000 sf).

Q16. Overall Condition of Electric, HVAC, & Heating?
A16. Lighting completely retro fitted, Chillers approx 9 yrs, boiler approx 10 yrs, Pipeways is original to building, Chill water to cooler tower – original to renovation, chiller room needs work – 1 pipe steam system. 1 equipment failure in 8 yrs and coil replaced. All equip midway in estimated life.

Q17. Can I get a schedule of service (work orders)?
A17. Yes. See #6 of page 6.

Q18. Is central bearing point in conference room centered?
A18. Yes.

Q19. Can I get smaller floor plans for space?
A19. Yes.

Q20. Are floors concrete clean underneath?
A20. Yes, to the best of our knowledge.

Q21. Is elevator wheelchair accessible?
A21. The freight elevator is wheelchair accessible, but the front passenger elevator is not.

Q22. How many bathrooms on each floor?
A22. Lower level = 1 ADA Co-ed Lavatory, 1st Flr. = 1 Men’s Room and 1 Ladies’ Room, 2nd Flr. = 1 Men’s Room and 1 Ladies’ Room = 1; 3rd Flr. = 1 ADA Co-ed Lavatory, 1 Men’s Room and 2 Ladies’ Rooms.

Q23. Are all spaces in building utilized?
A23. Yes.

Q24. When was the roof done?

Q25. Are sprinklers in penthouse non-active?
A25. The entire building has sprinkler protection and is tested and inspected according to NFP25. The portion that covers the un-heated spaces is protected with anti-freeze.

Q26. Do you drain systems down or are they left on all year long?
A26. With reference to the sprinkler system, the answer is no.
   With reference to the chilled water system, the answer is yes.
Q27. Is power a concern for the Print Shop?
A27. No.

Q28. Why are the print shop ceilings lower than other parts of the building?
A28. Air handler duct work.

Q29. Does each floor have their own break room?
A29. Yes.

Q30. Who gets the permits for the building?
A30. The County does its own permits; the Landlord would have to get permits through C/O Poughkeepsie.

Q31. Is there a back up generator?
A31. No.

Q32. What does the façade consist of?
A32. Poured concrete with masonry infill.

Q33. How long does it take to winterize chiller?
A33. 2 days/1 guy.

Q34. Are there any tanks underground?
A34. There are no underground tanks – all were removed.

Q35. Is the City of Poughkeepsie okay with the flow down from the strainers outside of Mechanical Equipment Garage?
A35. City of Poughkeepsie is okay with it….they have checked it; the water is tested once per month and treated w/antibacterial.

Q36. Where is the rust on the side of the building coming from?
A36. Conduits from light to light.

Q37. Where is the monitoring station for the security cameras?

Q38. Does rain get into building?
A38. No.

Q39. How many levels is the building?
A39. There are four (4) levels to the building. The Lower Level and 1st Floor have on grade access.

Q40. Is there a deadline for questions?
Q41. What other county agencies could better benefit from being located in this building – example DPW with large parking needs?
A41. We are open to suggestions and further discussions may target other tenants.

Q42. Will security still be required in the building – is there a present performance contract and for what period of time – who pays?
A42. Yes; Yes, December 31, 2014; Landlord pays.

Q43. Are there other local agencies (that are not county financed) that could benefit from occupancy?
A43. We are open to suggestions and further discussions.

Q44. Is there a (startup) company that it could be beneficial for the county to offer occupancy in the building that would bring jobs into Dutchess County?
A44. We are open to suggestions and further discussions.

Q45. Do we have an assumed annual cost of this building for the county including:
   - security
   - heat
   - Electrical and lighting
   - plumbing
   - chiller
   - water and sewer
   - building repairs
   - electrician and costs
   - plumber and costs
   - HVAC person and costs
   - Security system
   - sprinkler
   - elevator
   - landscape
   - plowing
   - parking lot maintenance
   - general building repairs
   - insurance
A45. See Section II for utility usage (paragraph 1) and for Service Contract information (paragraph 3-d).

Q46. Is it fair to assume that this number approaches 4 to 500,000?
A46. All Utilities and Service Contract information has been provided in Section II below.

II. Physical Description/ Utility Use and Service Contractors

1. Physical Description and Average Annual Utility Use:

   Building:
   - Building constructed – 1930
• County owned since 1988
• Four (4) floors above grade
• Concrete masonry structure
• Built-up roof approx 12 years old
• Aluminum framed single glazed windows
• Gross square feet – 35,856
• Interior lighting upgrade completed in 2011 (Replaced T-12 lamps/ballasts to
  energy efficient T-8 fluorescent lamps – estimated kwh savings of 62,640 and
  estimated annual savings of $8,770).

Average Annual Utility Use (1 Jan 2010 – 30 June 2012):
• Electric – (prior to 2011 lighting upgrade – 346,023 kwh; current use
  283,383/kwh
• Fuel oil – 11,135 gallons
• Natural Gas – 8,210/cf per year
• Water/Sewer – 562/100cf

Electric:
• One (1) 400 amp panel and one (1) 800 amp

HVAC Equipment:
• Natural gas used for heating domestic water
• Fuel Oil primary heating fuel for the steam boiler
• One (1) Well McClain boiler – Model #WCR3G025 – 4,113/Mbth with dual fuel
  capability (#2 fuel oil/ natural gas)
• Three (3) air handler units (AHU) located in the mechanical penthouse
• Two (2) 60 ton multi staged McQuay chillers – Model #WG2 – 060-AW with
  stand alone controls located in a separate outside structure

Environmental
• Suspected 9” x 9” floor tiles within building
• Questionable asbestos above ceilings, pipes and elbows
• Questionable asbestos caulk around exterior windows
• Suspected lead paint possible in building
• Asbestos abatement completed in boiler room and through out office area

2. Boiler runs up to 90% efficiency when run with gas, 78-83% efficiency with #2 fuel oil.

3. MAINTENANCE, HVAC AND JANITORIAL WORK ORDERS:
   a. Maintenance (to include repair of lights, ballasts, exit signs, emergency
      lighting, plumbing/electrical problems, door locks, door closers, mowing, snow
      removal, etc.):  
      i. 2010 – 93.00 hours
      ii. 2011 – 122.00 hours
      iii. 2012 – 99.50 hours
b. HVAC (to include filter, greasing, belt replacements, heat/cold complaints, vacuum vents, start-ups, repairs to heating and cooling system, t-stat issues, etc.):
   i. 2010 – 244.50 hours
   ii. 2011 – 505.00 hours
   iii. 2012 – 467.50 hours

c. Janitorial (to include bathroom issues, paper towels, toilet paper dispenser issues; contracted cleaners provided daily janitorial bathroom, carpeting, VCT etc. Cleaning):
   i. 2010 – 4.00 hours
   ii. 2011 – 15.50 hours
   iii. 2012 – 13.50 hours

d. 27 High Street Service Contractors:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Annual Cost/Contract Expiration Date</th>
<th>Contact Name</th>
<th>City, State, Zip</th>
<th>Phone/Fax</th>
<th>Email/Web Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>AlliedBarton Security Services LLC (Security Guard Services for various DG sites)</td>
<td>$42,029.35 per yr / expires 12/31/2014</td>
<td>Robert W. Mays, PHR, District Manager</td>
<td>Elmsford, NY 10523</td>
<td>914-593-0368; f 914-796-6694; c 201-919-0337</td>
<td><a href="mailto:robert.mays@alliedbarton.com">robert.mays@alliedbarton.com</a>; <a href="mailto:manibeth.yandoc@alliedbarton.com">manibeth.yandoc@alliedbarton.com</a></td>
</tr>
<tr>
<td>Commercial Instruments &amp; Alarm dba CIA Security (Fire &amp; Burglar Alarms: monitors/inspects/rents equip)</td>
<td>$3,258 per yr / exp.12/31/2013</td>
<td>John Lombardi, President</td>
<td>Fishkill, NY 12524</td>
<td>845-896-9500; f 896-8887</td>
<td><a href="mailto:Carol@ciasecurity.com">Carol@ciasecurity.com</a>; <a href="mailto:john@ciasecurity.com">john@ciasecurity.com</a></td>
</tr>
<tr>
<td>Clegg Bros., Inc. (Overhead Door Maintenance &amp; Repair)</td>
<td>1 Door $267 per yr / expires 12/31/2013</td>
<td>Anthony DeRienzo</td>
<td>New Windsor, NY 12553</td>
<td>845-561-8465; f 845-561-8498</td>
<td><a href="mailto:tony@cleggbrs.com">tony@cleggbrs.com</a>; <a href="mailto:susan@cleggbrs.com">susan@cleggbrs.com</a></td>
</tr>
<tr>
<td>Hudson Valley Fire &amp; Safety, Inc. dba Haight Fire Equipment Supply (Fire Extinguisher – Maintenance &amp; Repair)</td>
<td>Approx. 14 fire extinguishers / expires 12/31/2014</td>
<td>Rocco Fuschetto</td>
<td>Newburgh, NY 12550</td>
<td>845-562-6485; f 845-562-6482</td>
<td><a href="mailto:rfuschetto@haightfire.com">rfuschetto@haightfire.com</a></td>
</tr>
<tr>
<td>SimplexGrinnell, LLP (Fire Sprinklers – Maintenance &amp; Repair)</td>
<td>Wet pipe &amp; Standpipe $906 per yr / expires 12/31/2015</td>
<td>David Jennings, Sprinkler Svc. Sale Rep.</td>
<td>Harriman, NY 10926</td>
<td>845-774-4120; 800-835-3511; fax 845-774-4126</td>
<td><a href="mailto:dstinson@simplexgrinnell.com">dstinson@simplexgrinnell.com</a>; <a href="mailto:kwilhelm@simplexgrinnell.com">kwilhelm@simplexgrinnell.com</a>; <a href="mailto:dajennings@simplexgrinnell.com">dajennings@simplexgrinnell.com</a></td>
</tr>
<tr>
<td>OTIS Elevator Company (Elevator Maintenance &amp; Repair)</td>
<td>2 Elevators @ $7,002 per yr / expires 2/28/14</td>
<td>Gregg Spinelli, Acct. Mgr.</td>
<td>Poughkeepsie, NY 12603</td>
<td>(845) 452-3485 ext. 12; f 452-9219</td>
<td><a href="mailto:Joseph.barone@OTIS.com">Joseph.barone@OTIS.com</a></td>
</tr>
</tbody>
</table>
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LOT NUMBER: 192294

PARCEL IDENTITY (INTRANET)
TENTATIVE ROLL

Parcel Number: 131300-6162-62-192294-0000
Parcel Address:
27 High St
City Poughkeepsie 126010000
Owner Name:
Dutchess County (Primary)
Primary (P) Owner Mailing Address:
22 Market St
Poughkeepsie NY 126010000
Lot Size | Land Use (Land Use Code):
1.10 Ac (C) | Prof. bldg. (465)
Assessment Information:
Land = $142500 | Total = $2850000
Market Value:
$2850000
School District:
Poughkeepsie City SD
Agricultural District:
Roll Section:
6
(Wholly Exempt)
Tax Code:
N (Non-Homestead)

The following detailed information is available for this parcel:
- View Photo(s)
- Full property card
- Print Lot Dimensions
- Print Dimensions (No Aerial)
- ArcStudio Link

Historical Aerials (1936 to present):
- AerialAccess
INTRANET
TENTATIVE ROLL
Parcel Grid Identification #: 131300-6162-62-192294-0000
Municipality: City Poughkeepsie

Parcel Location
27 High St

Owner Name
Dutchess County, (P)

Primary (P) Owner Mail Address
22 Market St
Poughkeepsie NY 126010000

Parcel Details
Size (acres): 1.10 Ac (C)  Land Use Class: (465) Commercial: Banks and Office Buildings: Professional Building
File Map: Agri. Dist.: (0)
File Lot #: School District: (131300) Poughkeepsie City School District
Split Town

Assessment Information (Current)
Land: $142500  Total: $2850000  County Taxable: $0  Town Taxable: $0  School Taxable: $0  Village Taxable: $0

Tax Code: N. Non-Homestead  Roll Section: 6  Uniform %: 100  Full Market Value: $2850000

Tent. Roll: 5/1/2013  Final. Roll: 7/1/2013  Valuation: 

Last Sale/Transfer
Sales Price: $0  Sale Date: 0  Deed Book: 1780  Deed Page: 0345  Sale Condition: ( )  No. Parcels: 0

Site Information:
Site Number: 1  Water Supply: (3) Comm/public  Sewer Type: (3) Comm/public  Desirability: (1) Inferior  Zoning Code: I-1  Use As: (E03) Profssnl off

Commercial/Industrial/Utility Building Information:
Site Number: 1  Bidg Sec.: 1  Bidg. Number: 1  Year Built: 1930  No. Stories: 3  Gross Floor Area: 27000  Roeeck Model (0223) 2-4 sty office load sup  Const. Qual.: (1) Average -

Air Cond. %: 100  Sprinkler %: 100  Alarm %: 100  No. Elevator: 2  Basement sf.: 9000

Number Identical: 0  Condition Code: 3
Dutchess County, NY Property Record

Site Number: 1  
Bldg Sec.: 1 Bldg. Number: 2

Year Built: 1930  
No. Stories: 11  
Gross Floor Area: 650  
Boeck Model: (0855) Utility bldg load sup  
Const. Qual.: (1) Average -

Air Cond. %: 0  
Sprinkler %: 0  
Alarm %: 0  
No. Elevator: 0  
Basement sf.: 0

Number Identical: 0  
Condition Code: 3

Commercial Rental Information:
Site Number: 1  
Use Number: 1  
Used As: (E03) Profssnl off

Unit Code: 650  
Total Rent Area: 650  
Area 1 Bdrms Apts: 0  
Area 2 Bdrms Apts: 0  
Area 3 Bdrms Apts: 0

Total Units: 0  
No. 1 Bdrms Apts: 0  
No. 2 Bdrms Apts: 0  
No. 3 Bdrms Apts: 0

Improvements:
Site Number: 1  
Improvement Number: 1
Structure Code: (APS) Fence-bsk wv

Dim 1: 6  
Dim 2: 400  
Quantity: 0  
Year Built: 1930

Condition: (3) Normal  
Grade: C  
Sq. Ft.: 0

Site Number: 1  
Improvement Number: 2
Structure Code: (LP4) Paving-asphalt

Dim 1: 0  
Dim 2: 0  
Quantity: 0  
Year Built: 1930

Condition: (2) Fair  
Grade: C  
Sq. Ft.: 42500

Exemption Information:
Exemption: 13100
Name: County Owned  
Amount: $2850000  
Percent: 0

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Parcel Details
Size (acres): 40 X 122
Land Use Class: (438) Commercial: Motor Vehicle Services: Parking Lot
File Map: Agri. Dist.: (0)
File Lot #: School District: (131300) Poughkeepsie City School District
Split Town

Assessment Information (Current)
Land: Total: County Taxable: Town Taxable: School Taxable: Village Taxable:
$77000 $79000 $0 $0 $0 $0

Tax Code: Roll Section: Uniform %: Full Market Value:
N: Non-Homestead 8 100 $75000

Tent. Roll: Final Roll: Valuation:
5/1/2013 7/1/2013 7/1/2012

Last Sale/Transfer
Sales Price: Sale Date: Deed Book: Deed Page: Sale Condition: No. Parcels:
$0 0 1780 0345 ( ) 0

Site Information:
Site Number: 1
Water Supply: (3) Comm/public
Sewer Type: (3) Comm/public
Desirability: (3) Superior
Zoning Code: I-1
Used As: (J03) Parking lot

Commercial Rental Information:
Site Number: 1
Use Number: 1
Used As: (J03) Parking lot
Unit Code: Total Rent Area: Area 1 Bdrms Apts Area 2 Bdrms Apts Area 3 Bdrms Apts
(01) Square feet 4880 0 0 0

Total Units: No. 1 Bdrms Apts No. 2 Bdrms Apts No. 3 Bdrms Apts
1 0 0 0

Improvements:
<table>
<thead>
<tr>
<th>Site Number: 1</th>
<th>Improvement Number: 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Structure Code:</td>
<td>Dim 1: 0  Dim 2: 0  Quantity: 0  Year Built: 1972</td>
</tr>
<tr>
<td>(LP4) Pavng-asphlt</td>
<td></td>
</tr>
<tr>
<td>Condition:</td>
<td>Grade: D  Sq. Ft: 4880</td>
</tr>
<tr>
<td>(2) Fair</td>
<td></td>
</tr>
</tbody>
</table>

**Exemption Information:**
Exemption: 13100

| Name: County Owned | Amount: $75000 | Percent: 0 |

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