



CITY OF MOUNT VERNON, N.Y.

Mayor Office

**SHAWYN PATTERSON-HOWARD**

*Mayor*

City Hall, One Roosevelt Square

Mount Vernon, NY. 10550

(914) 665-2360 – Fax: (914) 665-6173

**MALCOLM CLARK**

*Chief of Staff*

**KHENDRA K. DAVID**

*Deputy Chief of Staff*

February 16, 2025

Honorable Norman St. George  
First Deputy Chief Administrative Judge  
New York State Unified Court System

**Subject:** Capital Plan Amendment Submission – City of Mount Vernon

Dear Judge St. George,

On behalf of the City of Mount Vernon, I am pleased to submit our proposed Capital Plan Amendment to address the current and future needs of the court facilities serving our community. This amendment builds upon our ongoing commitment to providing high-quality facilities that support the operations of the Unified Court System and meet the standards established in 22 NYCRR Part 34.

The proposed Capital Plan Amendment pertains to the Mount Vernon City Courthouse, located at 2 Roosevelt Square North, 2<sup>nd</sup> Floor, Mount Vernon, NY, and related facilities. Our plan includes addressing deficiencies identified in prior assessments and ensuring that our facilities remain functional, secure, and compliant with all regulatory requirements.

The City of Mount Vernon is committed to addressing these critical facility needs to support efficient court operations and ensure a safe, accessible environment. We look forward to collaborating with the Unified Court System throughout this process.

Should you have any questions or require additional information, please do not hesitate to contact my office at 914-665-2572.

Sincerely,

Khendra K David  
Deputy Chief of Staff  
City of Mount Vernon

C: Mayor Patterson-Howard (email)  
Malcolm Clark, Chief of Staff (email)  
Damani Bush, Commissioner of DPW (email)  
Brian Johnson, Corporation Counsel (email)



Honorable Mayor Shawyn  
Patterson-Howard



# MOUNT VERNON, NY 2025 COURT FACILITIES PLAN

Damani L. Bush  
Commissioner  
John Nuculovic  
Deputy Commissioner  
Phillip Fountain  
Project Manager



914-665-2300



[www.cmvny.com](http://www.cmvny.com)

# **Court Facilities Renovation Plan**

## **Executive Summary**

The City of Mount Vernon is undertaking a comprehensive renovation of the Police and Court Facility at 2 Roosevelt Square North to address critical structural, mechanical, and safety deficiencies. This facility, a combined-use complex serving both police and court operations, has suffered from significant deterioration over its 60-70 years of existence. A conditions assessment identified water infiltration, exterior and interior decay, outdated electrical systems, and mechanical failures that have restricted access to key areas and hindered daily operations.

The renovation project aims to restore full functionality, enhance safety and security, and ensure compliance with modern building codes and court facility regulations. The Department of Public Works (DPW) will oversee the procurement process, issuing a referral letter to City Council to declare an emergency based on the Conditions Assessment Report. This project will be funded through a combination of municipal and potential external sources, with adherence to all regulatory and legal requirements.

Upon completion, this renovation will improve operational efficiency, extend the facility's lifespan, and create a safer environment for court personnel, law enforcement, and the public.

## **Facility Description**

### **Facility Overview**

The Police and Courts Building, specifically the Court Addition, was constructed around 1990 in a style consistent with the original Colonial Revival buildings. The facility serves as a critical component of the city's public safety infrastructure, integrating police operations and court functions within a single complex.

### **Structure and Layout:**

- Approximately 15,800 square feet footprint
- Two-story structure with a full basement and a small third-floor mechanical penthouse
- Located on Roosevelt Square, with the south elevation serving as the main facade

### **Exterior and Roofing System:**

- Constructed with cold-formed metal studs and CMU backup walls with a brick facade in a Flemish bond pattern
- Pre-cast concrete sills and lintels for windows, with fixed windows on the first floor and double-hung on the second floor
- Slate mansard roof surrounding a 10,500-square-foot flat roof area covered with a modified bituminous membrane and gravel coating

### **Accessibility and Circulation:**

- Four stairwells and four elevators providing access to police and court functions

### **Site Features:**

- Parking area and driveway access from North 6th Ave and North 5th Ave
- Secure access with a gated chain-link fence
- Detached brick masonry garage housing police vehicle maintenance and the building's generator

## **Project Overview**

This project is classified as a renovation and utility-system upgrade with a focus on emergency roof repairs. The work will address weatherproofing, insulation, and structural integrity to mitigate ongoing water infiltration issues impacting police and court operations

## **Project Justification**

The Environetics Report has categorized repairs into three levels of urgency: Emergency, High Priority, and Necessary Renovations. The primary focus is on replacing and reinforcing the roof system to prevent further damage.

## **Scope of Work:**

- Complete removal of the existing coal tar pitch/gravel roof system
- Deck repair and reinforcement using 1/4" DENSE DECK or SECUROCK
- Application of polyurethane foam for insulation and waterproofing
- Encapsulation of vertical surfaces and roof-to-wall transitions
- Protective coating and silicone topcoat application for weather resistance
- Installation of ceramic roofing granules to improve durability

## **Project Details**

### **Facility Size and Footprint:**

- Flat roof area: Approximately 22,500 square feet (including parapet walls and upper roof sections)
- Total building footprint: 15,800 square feet

### **Ownership & Control:**

- The City of Mount Vernon owns the facility

### **Integration with Public Safety Operations:**

- Direct connection to police headquarters and municipal courtrooms
- Secure holding cells and sally port access
- Integrated police communication systems and court operations support

### **Parking & Logistics:**

- On-site parking with dedicated areas for police vehicles
- Secure gated access for authorized personnel

## **Mechanical and Electrical Systems**

The facility is heated by hot water boilers and cooled by a chiller. Air handling and fan coil units regulate temperature throughout the building. The lower-level abandoned gun range features a makeup air unit and an exhaust system, while the garage building currently lacks ventilation, which will be addressed in the renovations.

The electrical distribution system consists of a 120/208 Volt, three-phase, four-wire, 2500 Amp service. Power is distributed from a main switchboard to lighting and receptacle panels in the basement and first floor. A 180-kW generator in the garage provides emergency power, with a distribution panel in the basement supplying emergency lighting and receptacles. Most lighting consists of fluorescent fixtures with T8 lamps, controlled primarily by toggle switches, with some areas featuring occupancy sensors. Emergency exit lights with battery backup are installed along egress routes. Fire protection includes a manual fire alarm system supplemented by a partial automatic smoke detection system.

# **Procurement**

## **Emergency Procurement for Police/Court Facility Roof Repairs**

Under normal circumstances, the Department of Public Works (DPW) follows the City's standing procurement policy, as outlined in the Mount Vernon City Charter and New York State General Municipal Law Section 103. This process requires sealed bids or proposals to be submitted, publicly opened, and awarded based on either the lowest responsible bid or the "best value" standard per New York State Finance Law Section 163. However, due to the deteriorating condition of the Police/Court Facility roof, DPW had to take immediate action outside of the standard procurement process.

On November 20, 2024, DPW submitted a referral letter to the Honorable City Council requesting that an emergency be declared for the Police/Court Facility Roof. This request was necessitated by findings in the Conditions Assessment Report from Environetics (ENV), which cited urgent structural concerns requiring immediate repairs. In response, the matter was placed on the November 26th, 2024, City Council Regular Meeting Agenda, where it was formally reviewed, voted on, and adopted as an emergency.

*Referral Letter to City Council (below) Dated November 20, 2024*



CITY OF MOUNT VERNON, N.Y.  
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 914-665-2343  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

ROBERT L. HACKETT  
*Deputy Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

November 20, 2024

Honorable City Council  
Of the City of Mount Vernon  
City Hall, Mount Vernon, New York

RE: City Owned Property (Operational) – Police Department / Courts Building

As Deputy Commissioner of the Department of Public Works for the City of Mount Vernon, I exceedingly respectfully but urgently hereby request that an emergency be declared at the above referenced location due to public safety, building integrity, and operational functionality issues, which require immediate attention/action.

Our Police Department has endured various and sundry issues regarding issues that affect operational tempo and quality of life issues with the building, but those are not to be tallied nor considered here.

What we seek to address in this letter for immediate action is the area of the building that can be referred to as the top of the building envelope, meaning from the eaves and dormers up to and including the roof.

The lack of attention of this portion of the structure, for what appears to be quite a lengthy amount of time, has resulted in ongoing water damage on all physical levels of the structure, impacting all areas of police operations, and the possible health issues therein. In addition, and more importantly from both a public safety and officer safety standpoint, is the water damage and consistent flow which is now leaking into the communications room. These water pathways seemingly routinely take direct aim at what appears to be the POTS switches and 2m/70cm emergency band radio stacks, as well as the servers and operating systems infrastructure. If significant water damage occurred there, we run the risk of losing our only local communications inter and intra police department. We do not have a "hot site" nor "warm site" redundancy on which we can rely in case of disaster. The temporary barriers provided over and around the equipment may not suffice any longer, particularly with the change in storms, where a higher volume of rain is falling in a decreased amount of time.

With these issues and more in mind, we seek council approval to solicit contractors to perform the necessary construction deemed both critical and relevant on the Environetics Engineering Report, in which is the release date is impending as authorized by council recently.

Respectfully,

A handwritten signature in blue ink, appearing to read "John Nuculovic".

John Nuculovic  
Deputy Commissioner of Department of Public Works

*"The Jewel of Westchester"*

violations.

**Section 2. Authorization to Solicit Contractors.** The Mayor is authorized to direct the Department of Public Works to solicit proposals from qualified contractors to perform the necessary repairs and construction work outlined in the Environetics Engineering Report.

**Section 3. Immediate Funding Allocation.** The City Comptroller is authorized to allocate funds from the appropriate accounts to address the emergency repairs, ensuring no delay in executing the critical construction work.

**Section 4. Oversight and Reporting.** The Department of Public Works shall oversee the repair and construction process and provide regular updates to the City Council on the progress and any additional funding requirements.

**Section 5. Effective Date.** This ordinance shall take effect immediately upon its adoption and approval by the City Council.

# Referral Letter to City Council Dated December 11, 2024



## CITY OF MOUNT VERNON, N.Y.

DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD  
*Mayor*

City Hall, One Roosevelt Square  
Mount Vernon, NY, 10550  
(914) 914-665-2343  
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH  
*Commissioner*

ROBERT L. HACKETT  
*Deputy Commissioner*

JOHN NUCULOVIC  
*Deputy Commissioner*

December 11, 2024

Honorable City Council Members  
Of the City of Mount Vernon  
Mount Vernon, New York  
(Through the Office of the Mayor)

RE: Emergency Contract with Two Companies: (1) NUVISTA and (2) WEATHERTIGHT for the Emergency Repairs on the City Owned Property - Police / Courts Building [ARPA FUNDED]

Dear Honorable Members of the City Council,

**OBJECTIVE.** As Deputy Commissioner of the Department of Public Works for the City of Mount Vernon, I respectfully but urgently hereby request to enter into contract for construction above referenced location with the above listed companies due to public safety, building integrity, and operational functionality issues, which require immediate attention/action. This project seeks to alleviate the palpable threat to public safety faced by long-term neglect of a city-owned property which houses our Police and only radio/communication system.

**BACKGROUND.** Originating from my letter on November 26, the City Government (partially this Honorable Body) had rightly declared an emergency regarding this building due the building envelope, meaning from the eaves, flashing, gutters and dormers up to and including the roof, of which the state of disrepair has directly resulted in ongoing water damage on all physical levels of the structure, impacting all areas of police operations, as well as court staff. In addition, and more importantly from both a public safety and officer safety standpoint, is the palpable immediate risk of losing our only local communications inter and intra police department due to water damage.

Our expert consultants at "Environetics" ENV have completed their exhaustive review of the building (please see the attached: *Project 24091*) and have identified issues, provided possible solutions, and prioritized work, as requested, into three categories; (1) Emergency; (2) High Priority; and (3) Necessary Repairs/Renovations. In this effort, we seek to alleviate the Emergency (Category One) problems, which are the direct and sole cause all the image water damage and related water risk.

**PROPOSED TASKS TO CONTRACTORS.** In an effort to move expeditiously, while employing subject matter experts, driven also by a fiduciary responsibility to the constituents, we seek to bifurcate the job by task, as illustrated by the ENV Report, an equal portion of the roof issues pertain to a flat roof as much as areas of the roof being peak/pitched. We have worked with both vendors before, and NUVISTA, currently slotted to fix the peak/pitch damaged roof at the City Owned Property - Armory, is proficient at peaks and WEATHERTIGHT can be viewed as a great standard in insulation and repair of flat roofs. As such we seek the aforementioned bifurcation of job by task - (1) flat and (2) pitched.

*"The Jewel of Westchester"*

Emergency Contract with Two Companies: (1) NUVISTA and (2) WEATHERTIGHT for the Emergency Repairs  
on the City Owned Property - Police / Courts Building  
11 December 2024  
Page 2 of 2

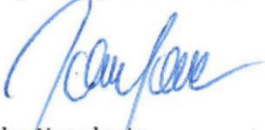
**FUNDING.** The estimates are as follows: (1) WEATHERTIGHT estimate for their portion of the assignment is 700,750.00USD and (2) NUVISTA estimate for their portion of the assignment is 620,000.00USD.

We seek the **Total Cost** of the Contracts which would be **\$1,320,750.00**.

We would seek to use and the American Rescue Plan Act (ARPA) funding sources/supplementals as follows:  
(1) **Budget Code: H1620.203** with the **Project Code: C 930**; and (2) **Budget Code: H1620.203** with the **Project Code: C 952**.

Thank you very much for your time.

Respectfully Submitted,



John Nuculovic

Deputy Commissioner of the Department of Public Works

enc:           1. Environetics Conditions Assessment Report - Project 24091  
                  2. Proposal - NUVISTA  
                  3. Proposal - WEATHERTIGHT  
cc:            1. File



## City of Mount Vernon, New York

1 ROOSEVELT SQ. RM.  
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CITY HALL, MOUNT  
VERNON, NEW YORK  
10550  
& VIA  
FACEBOOK.  
COM/MOUNTVERNONNY

### Legislation Text

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**File #:** TMP -1083, **Version:** 1

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#### **Board of Estimate & Contract:**

**RESOLVED**, that a resolution adopted by the City Council on December 23, 2024, and signed by the Mayor on December 24, 2024, authorizing the Mayor to Retroactively Enter into Contracts with Weatherright and Nuvista for Emergency Repairs to the Roof of the Police and Courts Building and Appropriating Funds from the American Rescue Plan Act (ARPA) Budget Code H1620.203 with Project Code C930 and H1620.203 with Project Code C952 - (the estimate for WEATHERRIGHT: \$700,750, the estimate for NUVISTA is \$620,000, a total of \$1,320,750; ARPA funding sources/supplementals as follows: Budget Code H1620.203 with the Project Code: C930 and Budget Code 1620.203 with the Project Code C952); be, and the same is hereby approved.

#### **City Council:**

**AN ORDINANCE AUTHORIZING THE MAYOR  
TO RETROACTIVELY ENTER INTO CONTRACTS  
WITH WEATHERTIGHT AND NUVISTA FOR EMERGENCY  
REPAIRS TO THE ROOF OF THE POLICE AND COURTS  
BUILDING AND APPROPRIATING FUNDS FROM THE  
AMERICAN RESCUE PLAN ACT (ARPA) BUDGET CODE  
H1620.203 WITH PROJECT CODE C930 AND  
H1620.203 WITH PROJECT CODE C952**

**Whereas**, by letter dated December 11, 2024, the Deputy Commissioner of the Department of Public Works has requested legislation authorizing the Mayor to retroactively enter into contracts with WEATHERTIGHT and NUVISTA for emergency repairs to the roof of the Police and Courts building, ensure the integrity and functionality of critical infrastructure, and allocate funds for this purpose from the American Rescue Plan Act (ARPA) Budget Code H1620.203 with Project Code C930 and Budget Code H1620.203 with Project Code C952; and

**Whereas**, the City of Mount Vernon owns the building that houses the Police and Court and its only local inter- and intra-department communications system, a critical facility for public safety and operational functionality; and

**Whereas**, a comprehensive review and assessment by Environetics (ENV), documented in Project 24091, identified severe structural deficiencies in the building envelope, including the roof,

eaves, flashing, gutters, and dormers, which have resulted in ongoing water damage that impacts police operations and court staff functions; and

**Whereas**, this Honorable Body previously declared an emergency on November 26, 2024, in response to the building's deteriorating condition, recognizing the urgency to address the structural issues to protect the integrity of police operations, officer safety, and the safety of the public; and

**Whereas**, the findings of the Environetics (ENV) report categorized the required repairs into three groups: (1) Emergency, (2) High Priority, and (3) Necessary Repairs/Renovations, with the Emergency category being the most critical and directly responsible for the ongoing water damage and operational risk; and

**Whereas**, the City of Mount Vernon has determined that bifurcating the roof repair project by task is the most efficient approach, with WEATHERTIGHT assigned to address the flat roof repairs and NUVISTA assigned to repair the peak/pitched roof areas, given their respective expertise and proven track records with prior city projects; and

**Whereas**, WEATHERTIGHT's estimate for its portion of the project totals \$700,750.00, and NUVISTA's estimate for its portion of the project totals \$620,000.00, for a combined total project cost of \$1,320,750.00; and

**Whereas**, the City of Mount Vernon seeks to finance this project using American Rescue Plan Act (ARPA) funds under Budget Code H1620.203 with Project Code C930 and Budget Code H1620.203 with Project Code C952 to support essential infrastructure improvements that promote public safety and operational integrity; and

**Whereas**, the immediate repairs to the Police and Courts building roof will safeguard public safety, protect essential communication infrastructure, and prevent further costly damage to the building's internal structure; **Now, Therefore, Be It Resolved That**

The City of Mount Vernon, in City Council convened, does hereby ordain and enact:

**Section 1. Purpose.** The purpose of this Ordinance is to authorize the Mayor to retroactively enter into contracts with WEATHERTIGHT and NUVISTA for emergency repairs to the roof of the Police and Courts building, ensure the integrity and functionality of critical infrastructure, and allocate funds for this purpose from the American Rescue Plan Act (ARPA) Budget Code H1620.203 with Project Code C930 and .and Budget Code H1620.203 with Project Code C952.

**Section 2. Authorization to Enter into Contracts.** The Mayor is hereby authorized to enter into contracts with the following companies for the following work:

1. WEATHERTIGHT: To address flat roof repairs at a total cost of \$700,750.00.
2. NUVISTA: To address peak/pitched roof repairs at a total cost of \$620,000.00.

The total cost of the project is \$1,320,750.00.

**Section 3. Funding.** The total cost of the emergency roof repair project, \$1,320,750.00, shall be funded from the American Rescue Plan Act (ARPA) Budget Code H1620.203 with Project Code C930 and Budget Code H1620.203 with Project Code C952. This includes the contractual

obligations to WEATHERTIGHT and NUVISTA to complete the emergency roof repair work.

**Section 4. Findings of Necessity and Emergency.** The City Council finds and declares that the repair and replacement of the roof on the Police and Courts building is an emergency under the terms established by the prior declaration on November 26, 2024. The urgency is based on the need to prevent further water damage, protect essential communication systems, and ensure officer and public safety.

**Section 5. Contract Terms and Conditions.** The contracts with WEATHERTIGHT and NUVISTA shall contain terms and conditions as deemed appropriate by the City's Legal Department and applicable local, state, and federal procurement regulations. The Director of Management Services and the Deputy Commissioner of Public Works shall oversee and ensure compliance with contract deliverables.

**Section 6. Effective Date.** This Ordinance shall take effect immediately upon its approval by the Board of Estimate & Contract.

## **Justification for Emergency Action**

Originating from my letter on November 26, the City Government (partially this Honorable Body) had rightly declared an emergency regarding this building due to the failing building envelope—including the eaves, flashing, gutters, dormers, and roof. The deteriorated state of these elements has directly caused ongoing water damage throughout the structure, impacting all levels of police operations as well as court staff.

More critically, from both a public safety and officer safety standpoint, there is a significant and immediate risk of losing our only local communications system—both inter- and intra-police department—due to water damage.

Our expert consultants at *Environetics* (ENV) have completed an exhaustive review of the building (Project 24091, attached). The report identifies issues, outlines potential solutions, and categorizes the necessary work into three priority levels:

1. **Emergency Repairs** (Category One) – Direct cause of existing water damage and associated risks.
2. **High Priority Repairs** (Category Two).
3. **Necessary Repairs/Renovations** (Category Three).

Currently, we seek to immediately address the *Emergency* (Category One) issues, which are the direct and sole cause of ongoing water damage and related safety risks.

## **ENV Conditions Assessment Report**

The Police and Courts Building, constructed in 1990, integrates police operations and court functions. The facility suffers from severe water damage due to roof deterioration, posing risks to structural integrity and essential police communications. The Environetics Report identifies emergency repairs as critical to maintaining operations and public safety.

This project prioritizes urgent roof replacement and structural reinforcements to prevent further damage. The scope includes removing the existing roof, reinforcing the deck, applying waterproofing systems, and improving insulation. These renovations are essential to preserving the facility, ensuring operational continuity, and meeting public safety standards.

## Conditions Assessment & Recommendations

### 1. Architectural Fabric

The Police Headquarters and Court Building exhibits several types of deterioration and damage typically associated with water infiltration, the effects of the freeze-thaw cycle, and aging construction materials. Generally, water enters a wall through deteriorated roof, gutter and/or flashing materials and into the interior spaces, causing deterioration finishes. Moisture also travels down the exterior wall and horizontally out through the mortar joint, washing it out, causing surface spalls on the brick, and/or surface rust stains from the deteriorated masonry reinforcement and shelf angles. In the Northeastern climate, water that is trapped in the wall freezes and expands during the winter, causing cracks along the mortar joints. Periods of prolonged water infiltration will cause more severe deterioration such as cracks in masonry units.

The extent and types of damage visible on the interior and exterior surfaces of the Police Headquarters and Court Building indicate that it is suffering from prolonged and ongoing severe water infiltration. The condition of the roofing and flashing materials indicates that the roof is the primary source of water infiltration.

The following assessment and recommendations describe the minimum repairs required to make the building watertight and Code Compliant:

#### A. ROOFING, FLASHING AND STORM WATER DRAINAGE

##### ASSESSMENT

The existing flat roofing system of the Police Headquarters building consists of a multi-ply built up roof with a gravel coat which appears to be 30 or more years old. The existing roofing is in poor condition and is significantly compromised. There is significant water damage visible to the plaster at the west end of the building, particularly on the third floor at the roof line. The flat area is pitched to shed rainwater onto the slate roof areas over a sheet metal gravel stop. The metal flashing at the roof edge and at the cupola is in poor condition and is lifted in some areas, allowing water infiltration below the slate roofing. The railing posts are in pitch pockets and are in fair condition. (PIC A6, A22-A24).

The synthetic slate roofing of the Police building is in poor condition. There are numerous loose and missing "slates" throughout the main roof areas and the gables, where the roofing nails have failed. (PIC A25). The loose and displaced "slates" allow water infiltration behind the "slates". The existing metal wall and valley flashings show areas of deterioration, and the flashing at some of the gables appears to have failed. At the west and north sides of the building, there is evidence of ivy or vines growing up on to the roofing, causing damage to "slates" and flashing and clogging the gutters and leaders. (PIC A26). All of the roof dormers have wood sides that show extensive deterioration of the "slates", wood and flashing. There is significant plaster damage at all of the dormers due to water infiltration. One dormer is leaking so severely that it has been covered with a tarp to lessen the damage. (PIC A25, A27-31). The existing gutters appear to be intact but the

damage visible to the wood fascia and trim around them indicates that there are leaks that need to be addressed. (PIC A32). The leaders are mostly intact and appear to be replacement aluminum units. They appear to be in fair condition but should be checked to verify that there is no galvanic reaction being created by the meeting of the aluminum leader and copper gutter. The structure of the roof consists of steel trusses with a parged roof deck. The trusses are in fair condition.

The slate roofing of the Annex building is in poor condition. There are numerous loose and missing slates throughout the main roof areas and the gables, where the roofing nails have failed. (PIC A33-A34). The loose and displaced slates are allowing water infiltration behind the slates. The existing metal wall and valley flashings show areas of deterioration. At the west and south sides of the building, there is evidence of ivy or vines growing up on to the roofing, causing damage to slates and flashing and clogging the gutters and leaders. (PIC A12, A35). The existing gutters are copper hanging gutters and are badly deteriorated. At the south side, the gutter has fallen off the building. The leaders are deteriorated, or in some cases missing, allowing for the uncontrolled runoff of water and damage to building materials.

The existing flat roofing system of the Court addition consists of a multi-ply built up roof with modified bitumen system and gravel coat over +/- 2" rigid insulation which appears to be 30+ years old and original to the building. The existing roofing is in poor condition and is significantly compromised, particularly at the south end of the building where several large patch areas have been installed. The patches appear to be failing; there are numerous fish mouths and raised edges and water is under the roofing material. (PIC A18, 36-38). There are several areas where there is biological growth that indicate ponding maybe occurring. (PIC A39-A41).

There are 5 internal roof drains with strainers located in the center of the roof on the north/south axis. There is evidence of leaks around several of these drains in the ceiling below. (PIC 41-42). The inside wall of the mansard roof is clad with batten seam panels that are mounted 8-9" above the roof surface and cover the top edge the flexible roof flashing and termination bar. The copper panels are in good condition, but the top of the flashing is inaccessible. (PIC A43).

The mechanical penthouse roof is also modified bitumen with a perimeter gravel stop. The roofing is pitched to the south, where there is a hanging copper gutter and leader. The gutter and leader are in fair condition. There is evidence of roof leaks inside the penthouse, particularly on the north and east side of the space. (PIC A15, A44-46).

The entire perimeter of the Court area roof is a mansard slate roofing with snowguards and built in gutter. The slate is in generally good condition, with some minor repairs needed to attach loose slates and snow guards. (PIC A47-A48). The built-in gutter appears to be +/- 8" wide copper lined units set in a precast concrete on cast stone entablature at the top of the exterior masonry wall. The leaders draining these gutters run inside of the exterior wall. There are three (3) dormers in the south elevation that have slate roofs and wood on metal siding. These appear to be generally in good condition. On the southeast corner there is a slate roofed entrance portico that appears to be in good condition.

walls and all mechanical equipment and skylight curbs and vent pipes. This work should be classified as an **emergency project**.

The Court Addition gutters should be cleaned throughout, and the leaders snaked and cleaned to verify positive drainage. All copper seams should be repaired and/ or be re-soldered as needed. The leaders are currently a source of leaks, and this work should be considered an **emergency project**.

The work required is as follows:

1. All flat roofing and flashing materials removed down to the structural deck and replaced with new roofing and flashing, gutters and leaders (2,000 SF Police HQ, 11,000 SF Court).
2. Wood structure of dormers and sheathing to be repaired of the Police Headquarters building (15 total dormers, approx. 500 SF)
3. All missing and damaged slate and synthetic slate replaced/ repaired (500 SF Police HQ, 500 SF Court).
4. Replace damaged roof deck at Police Headquarters building (600 SF).
5. Remove and replace slate roof of annex with asphalt shingle, including new gutters and leaders (3,600 SF).
6. Gutters to be cleaned out, repaired and relined (600 LF Court, 100 LF Garage).
7. Repair/ Replace wood fascia, wood trim throughout including metal railings of Police Headquarters entrance portico. (300 LF wood trim and fascia) (25 LF metal railings)
8. Repair wood cladding, louvers and hexagonal spire on Police Headquarters flat roof and replace metal roofing (250 SF).

## B. EXTERIOR WALLS AND INTERIOR STRUCTURAL MASONRY WALLS

### ASSESSMENT

The brick walls of the Police Headquarters building are in generally fair to poor condition. There is evidence of localized deterioration of the brick mortar joints, specifically at the second floor on the south elevation and the southwest corner from across to the first window. The west elevation shows mortar deterioration and staining at the entire elevation. The east elevation also shows deterioration and staining for the entire face, from the addition roof to the wall cap on both sides of the wall. (PIC A5, A8, A50-A52). The limestone wall caps are in good condition but the mortar joints between the units are failing, allowing water to infiltrate into the wall system. (PIC A53). The south and north elevations have ivy and vines attached to the wall all the way onto the roof. (PIC A2, A26). This biological growth causes damage and deterioration to the mortar and brick, allowing water infiltration into the walls.

The brick walls of the Annex building are in generally fair to poor condition. There is deterioration of the brick mortar joints on all elevations and there are spot locations of vertical cracking of brick units in various locations. Additionally, bricks in spot location show signs of surface deterioration due to leaks at the roof and gutters. The north elevation has ivy and vines attached to the wall all the way onto the roof. The pre-cast concrete wall caps are in good condition but the mortar joints

## Proposed Tasks to Contractors

To expedite repairs while ensuring subject matter experts are employed and maintaining fiscal responsibility to our constituents, we propose bifurcating the work into two specialized tasks, as outlined in the ENV Report:

- **Flat Roof Repairs** – To be completed by **Weathertight**, a highly regarded company for insulation and flat roof repair.
- **Pitched/Peak Roof Repairs** – To be completed by **NuVista**, currently working on the peaked roof at the City-Owned facilities, demonstrating proficiency in this type of work.

## Emergency Contract Award

We propose awarding the emergency contract to the following two companies for the specified work on the City-Owned Police/Court Facility:

1. **NuVista** – Pitched/Peak Roof Repairs.
2. **Weathertight** – Flat Roof Repairs.

## Cost and Funding Breakdown

Contractor	Scope of Work	Estimated Cost (USD)
<b>Weathertight</b>	Flat Roof Repairs	\$700,750.00
<b>NuVista</b>	Pitched Roof Repairs	\$620,000.00
<b>Total Cost</b>		<b>\$1,320,750.00</b>

### Funding Sources:

The proposed funding will be allocated from the American Rescue Plan Act (ARPA) as follows:

Budget Code	Project Code	Allocation (USD)
<b>1-11620.203</b>	<b>C 930</b>	\$660,375.00
<b>1-11620.203</b>	<b>C 952</b>	\$660,375.00
<b>Total Funding</b>		<b>\$1,320,750.00</b>

By proceeding with this emergency contract, we ensure the continued safety, functionality, and structural integrity of the Police/Court Facility while mitigating further risk to public safety and city operations.

## Methodology

A conditions assessment conducted by ENV identified critical deficiencies in the Police and Court Facility. These issues have restricted access to portions of the building, limiting operational efficiency and posing safety concerns for personnel and the public. The renovation project aims to:

- Restore and enhance facility accessibility and operational efficiency
- Improve safety and security for police and court personnel
- Address structural and mechanical deficiencies to extend the facility's lifespan
- Ensure compliance with modern building codes and environmental standards

## **Methodology and Scope of Work**

*Weathertight Flat Roof Repair Scope of Work*



**Do it right,  
Call Weathertight.**



December 9, 2024

File # 9332

## DEPARTMENT OF PUBLIC WORKS

### Police Station

Two Roosevelt Square

Mount Vernon, NY 10550

Attn: Mr. Damani Bush 914-665-2336 212-256-1676

Deputy Commissioner Public Works

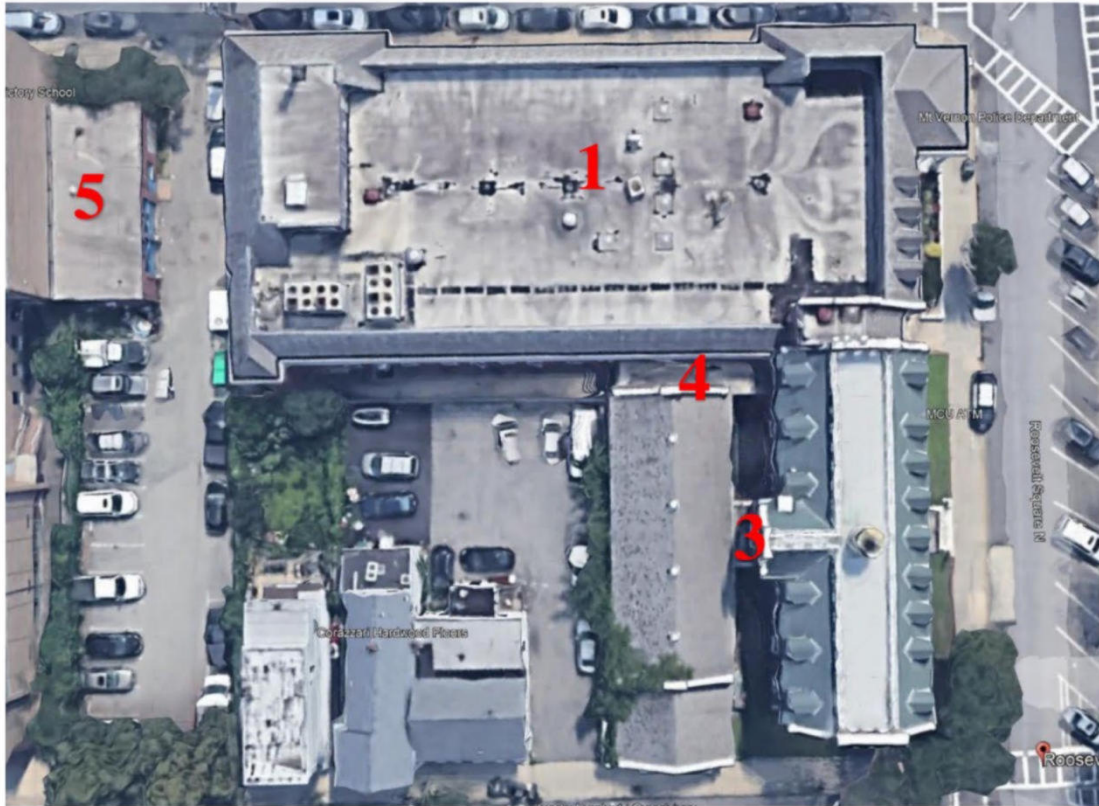
[dbush@cmvny.com](mailto:dbush@cmvny.com)

## ROOFING PROPOSAL/CONTRACT

A site inspection was performed on the above-mentioned property consisting of two buildings (three stories high). These are Coal Tar Pitch/Gravel roof system where considerable patching work was performed. Water intrusion through the parapet walls and through the roof membrane are causing damage to the interior ceilings and walls, especially on the evidence room section. The courthouse presents water leaks on the ceilings and walls. In accordance with Weathertight inspection and evaluation we are pleased to present the following scope of work.



Specializing in Seamless Roofing & Insulation - Industrial – Commercial – Institutional  
407 River Road – Clifton NJ 07014  
Phone (973) 890-7663 Fax (973) 890-0050  
[www.weathertightroof.com](http://www.weathertightroof.com)



## **ROOF RECOVERY**

### **Flat Roof Square Footage**

**22,500 ft<sup>2</sup> +/- including parapet walls and upper roof sections**

#### **Scope of Work and Timeline Specifications:**

- 1. Removal of Existing COAL TAR PITCH/GRAVEL Roof System:**  
We'll remove the existing modified roof system down to the concrete deck.
- 2. Deck reparation:**  
Remove/vacuum the gravel from the existing roof system  
Install mechanically fastened 1/4" DENSE DECK or SECUROCK to the metal deck using screws and 3"plates according to Building Code requirements and specifications

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3. **Primer Application:**  
Apply a GACO/EVEREST approved primer to the roof surface. This primer prepares the substrate for the foam installation.  
The primer ensures proper adhesion and helps create a strong bond between the existing roof and the new foam layer.
4. **Polyurethane Foam Application:**  
Spray apply a tapered system of GACO/EVEREST 3lb Polyurethane Foam to the prepared substrate.  
The foam provides thermal insulation and creates a seamless monolithic surface over the roof.  
If needed, spray a slope or tapered “counter crickets” to direct water toward specific scuppers, gutters, or drains.
5. **Encapsulation and Vertical Surfaces (Parapet Wall Encapsulation):**  
Ensure that the SPF (Sprayed Polyurethane Foam) system covers the entire parapet walls and parapet wall cap.  
Taper spray the SPF to all vertical surfaces, including roof-to-wall transitions, pipes, and rooftop equipment.
6. **Protective Coating Application:**  
Spray apply the GACO/EVEREST Protective Coating in a 2-coat application (base coat and topcoat).  
The coating provides weather resistance and UV protection. Follow the manufacturer’s specifications for the coating thickness to meet warranty requirements.
7. **Silicone Topcoat:**  
Install the finish application (topcoat) of GACO/EVEREST Silicone Protective Coating to achieve a total of 38 dry mils thickness, meeting warranty requirements.
8. **Ceramic Roofing Granules:**  
While the topcoat silicone is still wet, continuously broadcast and embed #11 ceramic roofing granules into the finish application.  
These granules enhance durability, provide texture, and improve the overall appearance of the roof.
9. **Warranty and Inspections:**  
The system comes with a TEN (10) Year NDL (no dollar limit) Labor and Materials Weathertight’s Warranty.  
Regular yearly inspections are included during the warranty period to ensure the roof’s performance.
10. **Work Schedule**  
Weather permitting: Work may be completed on, before or after the scheduled dates. TWENTY DAYS (20).

**Pricing**

**Roof Cost, Labor, and Material..... \$700,750.00**

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**Note:**

- The building/residence owner is responsible to help WeatherTight Systems Inc. re-locate cars so the trucks with the equipment can park as close to the building as possible
- WeatherTight Systems, Inc. is fully licensed and insured. We strictly abide by all OSHA safety requirements
- Weathertight Systems Inc will issue all warranties and guarantees.
- All permitting, in progress inspections and final inspections are NOT included in the price.**
- Use of all necessary equipment to successfully complete roofing project is included in price
- ADD \$3,200.00 per unit to replace existing drains with retrofit drains if needed.**
- ADD \$12.00 per sf. to remove and replace rotten decking**
- Any change orders due to field conditions uncovered during the roofing process will be notified to the BOARD/OWNER prior to execution**

Emergency phone numbers:

Steve Barbuto 954-298-6863

Marcelo Vyskocil 954-274-6219

**PAYMENT TERMS:**

**50% Due to upon Contract Signing**

**50% Due to upon Completion**

.....  
WeatherTight Systems, Inc.

.....  
Date

.....  
Representative

.....  
Date

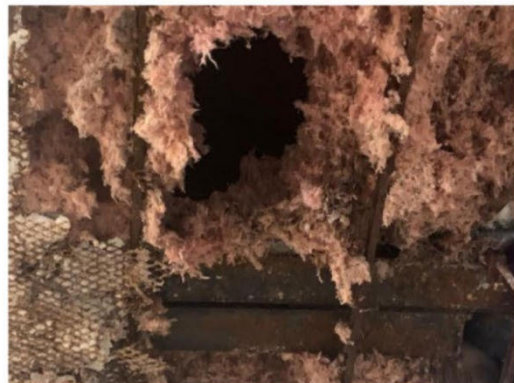
***We are looking forward to doing a first-class job on your roofing project***

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## GENERAL REQUIREMENTS

**Coordination:** Attention is directed to the fact that the owner's occupancy of the building must always continue. Take every precaution to keep interference with that occupancy to a minimum. Adequate means for security closing of all openings shall be provided. The building must remain free of hazards to occupants and contents. Coordinate with management in scheduling sequence of roof replacement so that air conditioners can be placed back in operation and limit down-time of units.

### Miscellaneous Provisions

1. **Unforeseen Conditions:** This contract is based on visual conditions. Should unforeseen conditions arise that could not be determined by visual inspection, such as additional work shall be performed on a time and material or firm bid basis, after customer or his agent has been notified of such. Ponding water and mold are considered unforeseen conditions and are therefore not covered by contract.
2. **Signs & Lighting:** Due care shall be exercised in working around signs and lighting of buildings. However due to their delicate construction, contractor will not be responsible for damage to same, all signs and lighting to be removed and installed are to be done at customer's expense and responsibility.
3. **Flashing:** Prices for flashing, eaves drip, and gravel stop are all based on galvanized metal and aluminum. Copper will be replaced at additional cost to the customer.
4. **Time Limit:** The proposal is made for immediate acceptance (void if not accepted within 30 days after the contract is dated) and is subject to withdrawal without notice.
5. **Oral Promises:** Contractor assumes no responsibility whatsoever for any oral promises. All terms and conditions must appear in writing in the contract.
6. **Ceilings:** Contractor, will not assume or accept any responsibility or liability for damaged stained ceilings, cracked or failing plaster, insulation, acoustical tile caused before, during or after work is completed, nor for re-painting or re-finishing of damaged areas.
7. **Guarantee:** We assume no responsibility for damage caused by acts of God, to wit: hurricanes, tornadoes, etc. or any act beyond our control. We further assume no responsibility for damage caused by plant life, termites, mold and/or mildew, or negligence on the part of the customer or his agent. If the contract is canceled by the owner seven days from the date of signing, the customer shall forfeit 50% of any deposit made toward this contract.
8. Due to the nature of the work and use of spray foam and coatings, owners must assume responsibility for removing vehicles, closing windows, closing, or removing awnings, and any other objects that our materials may fall or drip on and cause damage to. If any of our material falls or drips on the paint or stucco (including overspray), WTS will do its best to remove it but the owner will be responsible for any touch-up or repainting.
9. Unless specifically included herein, WTS shall not be held responsible for the removing of pipes, sprinkler systems, water or sewage disposal systems, septic tanks, conduits, telephone lines, TV antennas, awnings, gas tanks, meters, or water heaters in the area of construction. The buyer agrees to protect or remove any personal property in the working area including shrubs, lawn, screens, awnings, or flowers, and WTS shall not be held responsible for damage to said items (including overspray).

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10. The contractor shall not be required to perform without consent any work relating to asbestos or polychlorinated biphenyl (PCB).
11. **Temporary Barriers:** Temporary weather, dust barriers shall be erected wherever walls or roofs are opened for demolition or new construction to protect the interior from damage. Do not remove it until new construction is in place and the interior space are protected from weather or dust. Construct temporary barriers at shafts, openings, and other hazards.
12. **Cleaning and Protection:** During handling and installation of the work at project site, clean and protect work in progress and adjoining work on a basis of perpetual maintenance. Apply suitable protective covering on newly installed work where reasonable required to ensure freedom from damage or deterioration at time of substantial completion.
13. **Examination of Substrate:** The installer must examine the substrate and the conditions under which the installation of the roofing work is to be performed. Do not proceed with the roofing work until unsatisfactory conditions have been corrected in a manner acceptable to the roof manufacturer.
14. **Installation:** Comply with manufacturer's instructions, except where more stringent requirements are indicated.



After

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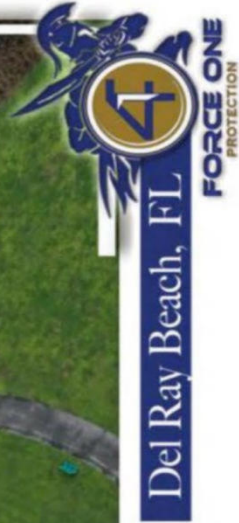
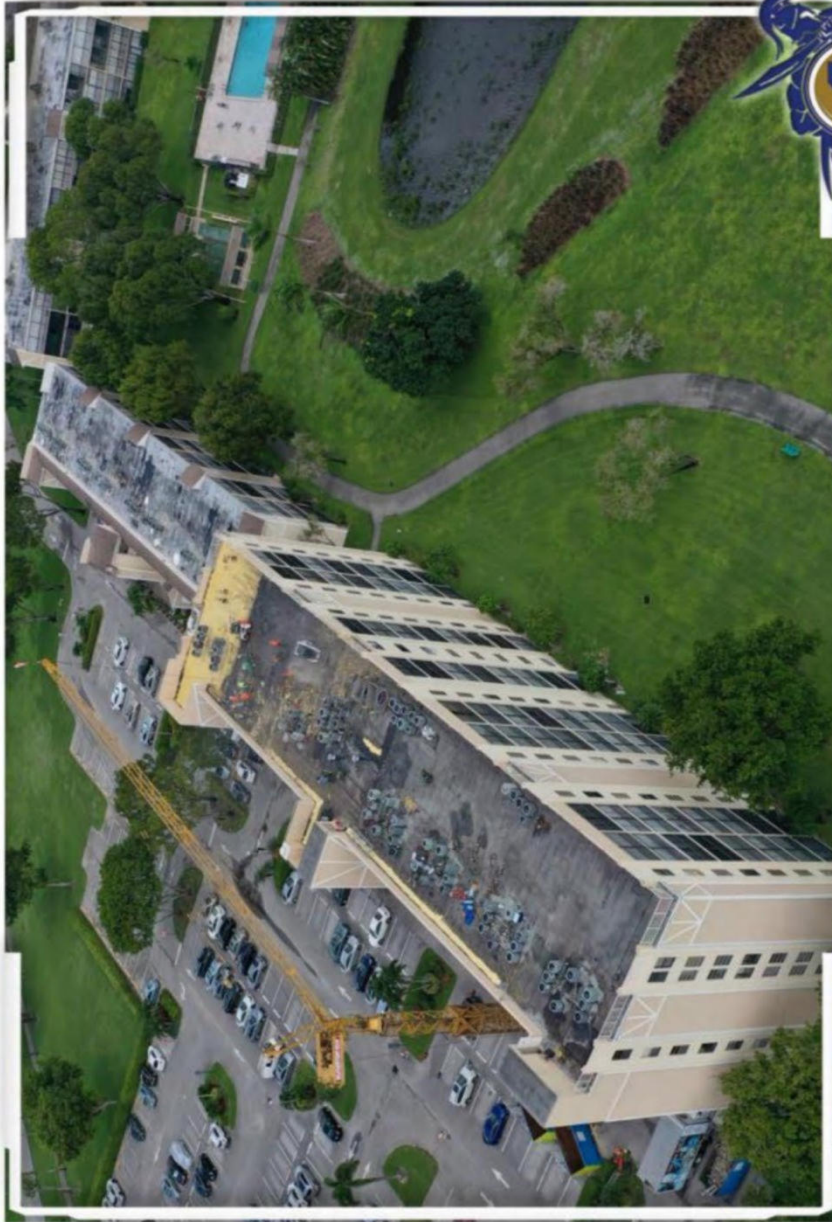
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Before



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## REFERENCES

Princeton Bio Meditech Corporation  
4242 US Highway #1  
Monmouth Junction, NJ 08852  
Walter Kang  
732-274-1000 walter.kang@pbmc.com

Mandee Stores Route 46, Totowa, NJ  
Project Location:  
Astor Realty –Various NJ locations  
Rich Leal 973-809-9426

Tri M Construction  
Project Location:  
70 Maltese Drive, Totowa, NJ 07512  
Project Location: 1  
225 McBride Avenue, West Paterson, NJ  
Mike Malinowski 973-296-6305

James Codioli  
Project Location:  
17 Fairfield Place, West Caldwell, NJ  
James Codioli 973-694-3489

Univer Realty Associates  
Project Location:  
266-278 Kearny Ave, Kearny, NJ 07030  
Sam Shapiro 718-543-0196

Dikeman Laminating Corporation  
Project Location:  
181 Sergeant Avenue, Clifton, NJ  
Jeffrey Snyder 201-323-7475

William Miller  
Project Location:  
88 Market Street, Saddle Brook, NJ  
William Miller

Osake Japanese Restaurant  
166 Main Street  
Clifton, NJ 07014  
Joe Angello 862-668-1714

Berdan Shopping Center  
160 Hamburg Turnpike  
Wayne, NJ 07470  
Tom Turrin 917-670-4231  
Chris Mortz 973-476-6515

Copperhill Properties  
Project Location:  
21-27 Union Avenue, Somerville, NJ  
Paul Matinho 908-285-4365

Bon Chef  
205 Route 94  
Lafayette, NJ 07848  
Sal Torre 973-968-7135

Building 400LLC  
400 Kuller Road  
Clifton, NJ 07011  
718-384-3838

Market Basket  
P O Box 247  
Franklin Lakes, NJ 07417  
Mark 201-264-8796

Maple Spring Garden Apartments  
310 spring avenue  
Ridgewood, NJ 07450  
Frank Adamiak 201-321-6402

Macedo Industries  
25 Minneakoning Road, Ste 200  
Flemington, NJ 08822  
Sandra Bilynsky 908-809-3233

AGL Welding  
600 Route 46W  
420 Kuller Road  
Clifton, NJ 07014  
973-478-5001

Field Corporation Management  
1376 Commonwealth Avenue  
Allston, MA 02134  
Pam Sullivan 781-849-1090 617-212-5574

UCP  
121 Lawrence Avenue  
Brooklyn, NY 11230  
Bob Huffman 718-436-7600 x606

Project: 175 Lawrence Avenue  
Project: 140 Lawrence Avenue  
Project: 121 Lake Street

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# NuVista Pitched Roof Repair Scope of Work



## QUOTE

City of Mount Vernon

Date  
11 Dec 2024

Quote Number  
QU-0051

Reference  
Police station

Nuvista Designs General  
Contractors LLC  
589 Greenbush Road,  
Blauvelt, NY 10913  
info@nuvistadgc.com  
845-263-0330

### Police Station - Building Roof #1, #2 & #6

2 Roosevelt Square,  
Mount Vernon, NY 10550

Description	Quantity	Unit Price	Tax	Amount USD
Replace slate tile roof Building #6 Roof at slope areas	1.00	120,000.00		120,000.00
Replace slate tile roof Building #2 Roof at slope areas	1.00	165,000.00		165,000.00
Replace slate tile roof Building #1 Roof at slope areas	1.00	200,000.00		200,000.00
Rip off all of the existing slate tiles on the entire building. Remove wooden strips and nails from rafters				
Replace damaged sheathing with 3/4" CDX plywood throughout.				
Dispose debris in accordance with the local waste management regulations				
Provide leak barrier storm weather watch on the first 6' of roof				
Use copper step flashing throughout				
Use starters (pro-start from GAF)				
Roof deck protection shingle mate #30				
Provide and install shingles GAF Timberline Ultra High Definition - Architectural Shingles- 30 Year warranty				
Provide Ridge caps Timbertex				
Provide and install cobra ridge vents				
Use 6 nails per shingle 1-1/4" Galvanized				
Drip edge aluminum 1-1/2"x3-3/4"				

Description	Quantity	Unit Price	Tax	Amount USD
Install copper snow guards				
Re-do flashing at gutter where meets with parapet wall with new copper	1.00	15,000.00		15,000.00
Repair gutters membrane with new membrane and apply roof coating- solid silicone	1.00	35,000.00		35,000.00
Flat Roof Area at Main Building #2	1.00	35,000.00		35,000.00
<p>Removal of Existing Flat Roof System: Safely remove the existing flat roof membrane and associated materials. Dispose of all debris in compliance with local regulations. Inspect the roof deck for any damage and recommend repairs if necessary (additional cost may apply for repairs).</p> <p>Installation of 3" Rigid Insulation: Supply and install 3" rigid polyisocyanurate insulation boards. Mechanically fasten insulation to the roof deck per manufacturer's specifications. Ensure proper alignment and seamless insulation coverage for energy efficiency and thermal resistance (R-value of approximately 17.5).</p> <p>Installation of New TPO Membrane: Supply and install high-quality TPO (Thermoplastic Polyolefin) membrane roofing system. Secure membrane with fasteners and heat-weld seams for a watertight finish. Flash all roof penetrations and edges, ensuring proper termination details. Perform final inspection for quality control.</p> <p>Cleanup &amp; Debris Removal: Thorough cleanup of the job site upon completion. Remove all waste materials and dispose of properly.</p> <p>In the event that any additional scaffolding or structural supports are required during the course of the project, beyond what was initially agreed upon and outlined in the project scope, the costs associated with such additional scaffolding shall be borne by the Owner of the property. The Contractor shall notify the Owner in writing prior to the installation of any additional scaffolding, providing a detailed cost estimate. The Owner must approve such costs in writing before the additional scaffolding is erected. Failure to approve may result in delays to the project, for which the Contractor shall not be held responsible.</p> <p>Repair rotted wood at dormers and fascia, including preparation, priming, and painting as necessary to ensure a durable and professional finish.</p> <p>Asbestos removal will have an additional charge ( not included in total price)</p> <p>Prevailing wage labor</p> <p>1 Year workmanship guarantee</p>				
Allowance for pedestrian protection scaffolding	1.00	50,000.00		50,000.00

Subtotal	620,000.00
<b>TOTAL USD</b>	<b>620,000.00</b>

**Terms**

---

Thanks for your business. To pay by check, please make payable to  
Nuvista Designs General Contractors and mail to  
589 Greenbush Road, Blauvelt, NY 10913  
Thank You!

## **Construction Schedule**

The anticipated construction mobilization is tentatively scheduled for early spring; March 2025 (weather permitting).

## **Code Compliance Plan for Police Headquarters and Court Building**

### **Commitment to Code Compliance**

The City affirms that all proposed upgrades and any future renovations to the Police Headquarters and Court Building will fully comply with all applicable laws, codes, and regulations. In strict adherence to the Conditions Assessment Report by ENV and the Unified Court System (UCS) Capital Plan requirements, all improvements will be designed, implemented, and executed in accordance with the highest standards of safety, accessibility, energy efficiency, and security. This commitment ensures that all enhancements will serve the best interests of law enforcement personnel, judicial staff, and the public while reinforcing the integrity and sustainability of municipal operations.

### **Strategic Compliance Measures**

#### **1. Building Code Compliance**

- All renovation and upgrade projects will strictly comply with current building codes to maintain structural integrity and operational safety.
- Life safety and egress improvements will be prioritized, including the replacement of outdated emergency exit signs and lighting with energy-efficient LED alternatives to enhance visibility and reliability.

#### **2. Americans with Disabilities Act (ADA) Compliance**

- Any proposed plans will ensure full compliance with ADA requirements, eliminating existing barriers to accessibility.
- Restrooms will be upgraded with ADA-compliant grab bars and accessories.
- An ADA-designated parking space and an accessible pathway will be established near the public entrance.
- Courtrooms will be improved to provide barrier-free access, including the installation of ramps or lifts for judges' benches and witness stands, ensuring inclusivity in judicial proceedings.

#### **3. Environmental Laws, Regulations, and Ordinances Compliance**

- Any planned renovations will incorporate energy-efficient solutions in accordance with environmental regulations and the Energy Code.
- Lighting, HVAC systems, and building controls will be upgraded to improve energy efficiency, reducing operational costs and environmental impact.

#### **4. Court Facility Guidelines (22 NYCRR Part 34) Compliance**

- All modifications to court spaces will align with the guidelines set forth in 22 NYCRR Part 34 to ensure functional, secure, and accessible court operations.
- Security enhancements and structural improvements will be executed to uphold the integrity of court proceedings.

#### **5. Unified Court System and Local Law Enforcement Security Requirements**

- Security will remain a top priority, with upgrades designed to comply with UCS and local law enforcement protocols.
- Electrical and mechanical infrastructure will be modernized, including the proper installation of disconnects and service receptacles to improve safety and efficiency.
- Ground-fault circuit interrupter (GFCI) receptacles will be installed near sinks to meet electrical safety standards, reducing potential hazards.

## **6. Office of Court Administration's Technology Requirements**

- All future renovations will incorporate state-of-the-art technology upgrades in alignment with the Office of Court Administration's standards.
- IT infrastructure will be enhanced to support modern court operations, ensuring seamless digital integration and secure data management.

By adhering to these comprehensive compliance measures, the City guarantees that any and all proposed upgrades and future renovations will align with the highest legal, regulatory, and operational standards. These enhancements will ensure the long-term sustainability, functionality, and security of the Police Headquarters and Court Building, reinforcing its role as a cornerstone of law enforcement and judicial excellence.