

# **DUTCHESS COUNTY, NEW YORK**

## **2025 COURT FACILITIES CAPITAL PLAN AMENDMENT**



**Sue Serino, County Executive**

**Robert H. Balkind, P.E.  
Public Works Commissioner**



**August 29, 2025**



## Executive Summary

Dutchess County is undertaking a comprehensive update to its 1994 Amended Capital Plan for court facilities, in response to a formal request from the New York State Unified Court System (UCS). This Capital Plan Amendment outlines the County's ongoing and future commitment to maintaining and improving the three County-owned buildings used by the UCS: the Dutchess County Courthouse (10 Market Street), the Family Court (50 Market Street), and the Commissioner of Jurors Building (228 Main Street).

The amendment addresses facility deficiencies identified by UCS in recent surveys and correspondence, and details the County's strategic investments in infrastructure, accessibility, safety, and operational efficiency. The plan includes:

- **Completed Projects:** Modernization of elevators, fire alarm systems, and emergency power systems; security upgrades; and courtroom renovations.
- **Current Projects:** Major HVAC modernization at both 10 and 50 Market Street, with phased construction through 2028; generator replacement; and continued coordination with UCS for design and implementation.
- **Future Projects:** Roof replacements, fire pump and elevator upgrades, and fire alarm modernization, with construction planned through 2030.
- **New Jurors Facility:** Relocation of the Commissioner of Jurors to a modern, accessible leased space at One Civic Center Plaza, improving functionality and ADA compliance.

Since 2010, Dutchess County has invested nearly \$25 million in capital improvements to court facilities, with all funding provided by the County. Additionally, over the past decade, the County has incurred \$6.36 million in operational expenses, with only partial reimbursement from UCS, resulting in a net County contribution of over \$2 million.

This amendment reaffirms Dutchess County's long-standing commitment to providing safe, accessible, and efficient court facilities. The County continues to collaborate closely with UCS to ensure that all facilities meet current and future needs of the judiciary and the public.

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## **I. Capital Plan Amendment Summary**

The County of Dutchess (the “County”) is in the process of planning and implementing many capital improvement projects within its three (3) County-owned building that are currently utilized by the NYS Unified Court System. This document (the “Capital Plan Amendment,” or “Plan Amendment”) will address each of the three buildings separately so that it is clear to the reader which improvements are being planned and implemented at each of the three buildings.

In the planning and implementation of the improvement projects listed herein, the County employs professional consulting services (engineers, architects, construction managers, environmental professionals, hazardous material professionals, etc.) and contracted construction services (general, mechanical, electrical, plumbing, etc.) When procuring these services, the County follows the requirements of both NYS statute and the County’s own *Procurement Policy and Procedures*, which is attached as an Exhibit to this Plan Amendment. In some instances, the County also uses in-house forces to supplement contracted services to plan and implement capital projects.

The NYS Unified Court System contacted the County via letter dated December 2, 2024, requesting that the County amend and update its approved 1994 Amended Capital Plan. In a subsequent letter to the County dated March 19, 2025, the Unified Court System indicated that facility deficiencies were noted in a recent survey of the County’s court buildings. Further discussions between the County and the Unified Court System have provided additional clarity with regard to the noted deficiencies. This new Capital Plan Amendment will address noted deficiencies to the extent possible and will provide information regarding the County’s current and future capital improvements to the county’s court facilities.

## **II. Capital Plan History**

The *Dutchess County Court Facilities Capital Plan*, dated June 22, 1989, presented by former County Executive Lucille Pattison, was adopted by the Dutchess County Legislature on July 10, 1989, by resolution #277. The plan was developed by the County’s consultants, Einhorn Yaffee Prescott, Architecture & Engineering P.C. in accordance with New York State Office of Court Administration (OCA) requirements. This plan was submitted to OCA on July 28, 1989, and is currently accepted by OCA as Dutchess County’s commitment to legally comply with the directives of the settlement of the Court Administration’s lawsuit against the State of New York dated September 25, 1991, and finalized in January 1992

County Executive William R. Steinhaus met with the Chief Administrator of the Courts in August of 1992 for an opportunity to review the existing "Dutchess County Court Facilities Capital Plan" due to its untenable cost to the County. As a result of this meeting, the Chief Administrator of the Courts agreed to give Dutchess County until early 1993 to develop a revised plan. As conceptualized at this meeting, a revised plan would include mostly rehabilitation of existing facilities and the construction of a new Family Court building, with the County vacating its Family and Supreme Court functions at the Nelson House structure. In June of 1993, the County Executive provided the Legislature with documentation that included a summary of Dutchess county’s current court facility status, prior efforts of the Legislature to identify facility options, current court facility options overview and cost comparison profiles. County Executive Steinhaus asked the Legislature to consider

the options and define a clear direction for the courts by the October 15, 1993 deadline imposed by OCA. Due to the complexities of this issue (and constantly changing proposals or offerings), Dutchess County requested a 60-day extension in order to secure final cost figures on each alternative, and to fully understand the ramifications and out-growths of any impending decision. The Office of Court Administration granted a 30 day extension to November 15, 1993. The County submitted its "*Dutchess County Courts Facilities Amended Capital Plan*" and it was approved by the Office of Court Administration on March 28, 1994. The Amended Capital Plan has not been further amended since then.

### III. Dutchess County Courthouse – 10 Market Street, Poughkeepsie, NY 12601

#### A. Description of the Existing Facility

The existing Dutchess County Courthouse was built in 1903 and is the third courthouse to be built on the site located at 10 Market Street, Poughkeepsie, NY 12601. The courthouse handles civil and criminal matters, and is home to the Supreme Court, Dutchess County Court, and Surrogate Court. There are currently three (3) Supreme Court Justices, two (2) County Court Justices, and one (1) Surrogate Court Justice operating within the building. The courthouse is accessible for those with mobility, hearing or sight impairments. The building is a 4-story masonry structure with approximately 48,700 sq ft of space, and 12,100 sq ft of basement space, primarily used for storage and mechanical systems. The building is equipped with a sprinkler system and modern fire alarm monitoring system. The building can be reached using the County's public transit bus system, which operates a major bus stop/hub one block away, on Market Street.

With regard to the March 19, 2025 letter from the Honorable Norman St. George concerning deficiencies found at 10 Market Street, the County respectfully disagrees with the statement that the building has structural deficiencies. The County has examined the building and has found no structural deficiencies. However, the County acknowledges that it will be challenging to add an additional courtroom and related staff within 10 Market Street. This is a function of the current occupancy and the limited size of the existing building. Future plans to expand the building, or to secure a new building for additional courtrooms and staff will need to be discussed with the Unified Court System.

Dutchess County's government campus in the City of Poughkeepsie has limited parking facilities. Currently, there is insufficient parking space for all County employees, and the same situation occurs for court personnel. The County is providing designated on-site parking within the County's property for judges, clerks and senior level court staff, including some court security personnel. Off-site parking is available for all other County and court staff. Visitors to the court, including attorneys, witnesses, jurors and other transient court users routinely make use of public parking opportunities within the immediate vicinity around the courthouse. The County currently has no plans or space to offer additional on-site parking for court staff or visitors.

#### B. Capital Projects - Completed

##### 1. Elevator Modernization

- a. Type of project: Elevator modernization project.
- b. Need for project: This project was required to modernize the equipment and cab interiors of the elevator at 10 Market Street. Prior to the project's implementation, the existing elevator machinery and cab were outdated, unreliable, and required excessive maintenance and repair. The elevator serves as the only means of ADA accessibility to the upper floors of the building.

c. Project Overview

- i. The project involved only the elevator system, but serves the entire building.
- ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.

d. Procurement Plan/Schedule

- i. The County, through its consultant Mikeri Group Inc. (“MGI”) prepared the technical specifications and plans for the project. MGI was selected as the County’s design firm via the County’s Procurement Policy for professional consultant services under \$20,000. The construction work was completed in August 2020.
- ii. The following firms were involved in this project:
  - Design firm – Mikeri Group Inc., 815 Rte 82, #95, Hopewell Junction, NY 12533.
  - Contractor – Otis Elevator Company, 440A North Pearl Street, Albany, NY 12204.
- iii. Procurement schedule:
  - Contract for design services – July 2019
  - Contract for construction services - November 2019
- iv. Dutchess County’s Legislature approved design, equipment and construction funding for this project via Resolution No. 2016139, 7/11/2016 (\$425,000.)

e. Construction schedule

The project was completed in August 2020.

f. Financing

- i. The County Legislature authorized funding in July 2016.
- ii. Method of financing: The County Legislature issued serial bonds for the project expenses.
- iii. All project financing was provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies and paper copies of the design documents (bid plans and specifications) are available at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complied with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),

- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

## 2. New Emergency Back-up Generator

- a. Type of project: Utility system upgrade.
- b. Need for project: This project was required to add an emergency back-up generator for the courthouse. Prior to this project, the courthouse had no emergency back-up electricity source. The new diesel-powered generator and switch set provides for emergency power for all both the courthouse at 10 Market Street, and the County Office Building at 22 Market Street. The new equipment provides back-up power for all building systems, including life-safety, computer networking, security systems, lighting, HVAC and elevators.
- c. Project Overview
  - i. The project encompassed the entire building.
  - ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.
  - iii. The new emergency back-up generator provides back-up electrical power for both the courthouse and the County Office Building.
- d. Procurement Plan/Schedule
  - i. The County, through its consultant M/E Engineering, P.C. (“M/E”) prepared the technical specifications and plans for the project. M/E was selected as the County’s design firm via a Request for Proposals (RFP-DCB-07-18) issued in February 2018. The construction work was completed in April 2020.
  - ii. The following firms were involved in this project:
    - Design firm – M/E Engineering, P.C., 433 State Street, Schenectady, NY 12305.
    - Contractor – Green Meadows Enterprises, Inc., 1061 Plains Road, Wallkill, NY 12589.
    - Commissioning Agent - M/E Engineering, P.C., 433 State Street, Schenectady, NY 12305.
  - iii. Procurement schedule:
    - Contract for design services – May 2018
    - Contract for construction services - April 2019
  - iv. Dutchess County’s Legislature approved design, equipment and construction funding for this project via Resolution No. 2017204, 11/13/2017 (\$570,400.)
- e. Construction schedule

The project was completed in April 2020.

f. Financing

- i. The County Legislature authorized funding in November 2017.
- ii. Method of financing: The County Legislature issued serial bonds for the project expenses.
- iii. All project financing was provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies and paper copies of the design documents (bid plans and specifications) are available at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complied with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration's technology requirements.

3. Fire Alarm Modernization

a. Type of project: Fire Alarm System Modernization.

b. Need for project: This project was required to modernize the outdated fire alarm system. The control panel, devices, and wiring were no longer supported by the manufacturer, and replacement parts were becoming difficult to source due to the system's age.

c. Project Overview

- i. The project encompassed the entire building.
- ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.

d. Procurement Plan/Schedule

- i. The County, through its alarm system vendor [name of vendor] assisted the County in developing the scope of services and costs for the project. The construction work was awarded to Johnson Controls Fire Protection, LP via their contract with New York State Office of General Services (NYS OGS.)
  - Fire Alarm Upgrades – Johnson Controls Fire Protection, LP \$84.751.30

- ii. The project involved replacement in kind with modern equipment and systems. There were no design and bid documents prepared. Contract documents are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.
- iii. The following firms are involved in this project:
  - Contractor – Johnson Controls Fire Protection, LP, 4 Commerce Drive S, Harriman, NY 10926
- iv. Procurement schedule:
  - Contract executed – February 22, 2022
  - Project completed – August 8, 2022
- v. The County performed outreach to all building occupants throughout the design and project planning process.
- vi. Dutchess County’s Legislature approved funding for this project on the following dates:
  - Authorizing construction funding – Resolution No. 2021122, August 9, 2021, \$350,000 (included multiple buildings)

e. Construction schedule

The project was completed in August 2022.

f. Financing

- i. The construction cost for the project is \$84,751.30.
- ii. Method of financing: The County Legislature authorized bond issuance for the project expenses. The resolutions and their authorized funding amounts are listed in Section d.vi. above.
- iii. All project financing has been provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Paper copies of project records are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complies with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

## C. Capital Projects – Current

### 1. HVAC Modernization Project

- a. Type of project: Utility system and energy efficiency upgrade.
- b. Need for project: The building has a heating system that is beyond its normal service life. Boilers need to be replaced, and there is no HVAC building management system (BMS.) The building has no central air conditioning or ventilation system, and cooling is provided via numerous window-mounted air conditioners. In October 2016, the County commissioned a study by Clark, Patterson, Lee (CPL) to evaluate and assess the existing HVAC system within the courthouse. The report recommended a full replacement of all systems, equipment and piping. In addition to the needs identified within the 2016 CPL report, the Unified Court System identified the following deficiencies in a letter to the County’s Buildings Administrator on March 19, 2025: structural deficiencies, mold, insufficient parking, insufficient space, and insufficient heating/cooling system(s.) The HVAC modernization project will address mold and insufficient heating/cooling systems.

In 2017 the County commissioned Setty Associates for \$900,788 to provide engineering and architectural design services for plans and specifications to replace the entire HVAC system at the courthouse. Work began in late 2017 but was delayed during the COVID-19 pandemic. In 2022 the bid specifications and plans were completed, and the County solicited construction bids in August 2022. In September 2022 the County opened bids and awarded the construction contract to Pierotti Corp, in the amount of \$27M which included fees for work at both the courthouse and the County Office Building, located at 22 Market Street. The County also hired a Calgi Construction Company, Inc as its construction manager for \$803,700, which also included fees for work at the County Office Building.

### c. Project Overview

- i. The project encompasses the entire building, which includes approximately 60,000 sq ft of floor space, which includes the four floors and basement level. All courtrooms, office areas, support spaces, and mechanical rooms will have upgraded HVAC systems installed.
- ii. The County is purchasing the equipment along with its installation. There is no leased or rented equipment included within this project.
- iii. The project includes new cooling equipment which will be installed in the County Office Building next door and will be shared between both the courthouse and the County Office Building. The cooling equipment has been sized appropriately to accommodate the needs of both buildings. The courthouse will have a new stand-alone heating and ventilating system, along with a new building management system (BMS) to control the functions of the modernized HVAC system.

d. Procurement Plan/Schedule

- i. The County, through its consultant Setty Associates, prepared the technical specifications and plans for the HVAC improvement project. Setty Associates was selected as the County's design firm via a Request for Proposals (RFP-DCB-05-17) issued in March 2017. The construction work was publicly bid via a Request for Bids (RFB-DCB-07-23,) and awarded to Pierotti Corp. as the lowest responsive and responsible bidder in December 2023.
- ii. Design and bid documents including all addenda thereto, are available at Dutchess County's Department of Public Works, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603. A Project Labor Agreement (PLA) was executed with the Hudson Valley Building Trades Council on February 1, 2024. The County elected to use a single-prime contractor and forego Wicks Law requirements.
- iii. The following firms are involved in this project:
  - Design firm – Setty Associates, 535 6<sup>th</sup> Avenue, Suite 21S, New York, NY, 10018.
  - Construction Manager – Calgi Construction Company, Inc. – 56 Lafayette Avenue, White Plains, NY 10603.
  - General Contractor – Pierotti Corp., 84 Calvert Street, Suite 2B, Harrison, NY 10528.
  - Commissioning Agent – M/E Engineering PC, 300 Trolley Blvd, Rochester, NY 14606.
  - Special Inspection Agent – Advanced Testing, 3348 Rte 208, Campbell Hall, NY 10916.
- iv. Procurement schedule:
  - RFP issued for design services – March 2017
  - RFB issued for construction bids – August 1, 2023
  - Bids received and opened – September 20, 2023.
  - Notice of Award to Pierotti Corp – December 26, 2023
- v. The County performed outreach to all building occupants throughout the design and project planning process. The project required multiple relocations and temporary work locations for all building occupants. The detailed phasing plan was vetted through court staff, including administrative and court security personnel during the project's development.
- vi. Dutchess County's Legislature approved funding for this project on the following dates:
  - Authorizing design and planning costs – Resolution No. 2016139, 7/11/2016. \$800,000 for design services (10 & 22 Market St.)
  - Authorizing construction funding – Resolution No. 2019107, 5/13/2019. \$16.6M for construction and design phase services (10 & 22 Market St.)
  - Authorizing additional construction funding – Resolution No. 2023225, 12/13/2023. \$15.3M construction phase services (10 & 22 Market St.)

e. Construction schedule

The project will adhere to the following construction schedule:

Construction commencement	June 2024
Complete Swing Courtroom	March 2025
Complete Phase 1 Infrastructure	December 2025
Complete Phase 2 Judge McLoughlin	July 2025
Complete Phase 3 Judge Rosa	November 2025
Complete Phase 4 Judge Segal	March 2026
Complete Phase 5 Clerks Office	July 2026
Complete Phase 6 Surrogates Clerks Office	November 2026
Complete Phase 7 Judge Hayes	March 2027
Complete Phase 8 Judge Davis	July 2027
Complete Phase 9 Judge Acker	November 2027
Complete Phase 10 Judge Brands	March 2028
Construction completed	May 2028
Commissioning/Test/Balance completed	June 2028
Project Closeout	August 2028

f. Financing

- i. The construction cost, based on the low bid received and awarded, is \$27M.
- ii. Method of financing: The County Legislature authorized bond issuance for the project expenses. The resolutions and their authorized funding amounts are listed in Section d.vi. above.
- iii. All project financing has been provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies of the completed design documents (bid plans and specifications) are attached to this plan on a USB flash drive. Paper copies are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complies with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

## D. Capital Projects – Future

### 1. Fire Pump and Motor Replacement Project

This project will replace the existing diesel-powered fire pump and motor with a new pump and motor. The replacement equipment will be diesel-powered. The estimated cost is \$175,000, and the project is scheduled for construction in 2027 or 2028. The County will employ a design engineer to prepare plans and specifications for this work. The County will solicit public bids to identify the lowest cost, qualified bidder.

### 2. Roof Replacement

This project will replace the existing roof with a roof. The estimated cost is \$950,000, and the project is scheduled for construction in 2028. The County will employ an architect to prepare plans and specifications for this work. The County will solicit public bids to identify the lowest cost, qualified bidder.

#### **IV. Dutchess County Family Court – 50 Market Street, Poughkeepsie, NY 12601**

##### **A. Description of the Existing Facility**

The existing Dutchess County Family Court Building is a three-story shared use building built circa 1996 which also houses the Dutchess County Department of Probation and Community Corrections. The Dutchess County Department of Probation and Community Corrections occupies the first floor, while the Family Court occupies the second and third floors. The Court's jurisdiction includes Adoption; Guardianship; Foster Care Approval and Review; Delinquency; Persons in Need of Supervision; Family Offense (domestic violence); Child Protective Proceedings (abuse and neglect); Termination of Parental Rights; Custody and Visitation; and Support.

There are currently four (4) Family Court Justices, two (2) Support Magistrates, and a Court Attorney Referee operating in the building. The building also houses a Children's Center. The courthouse is accessible for those with mobility, hearing or sight impairments. The building is a 3-story masonry structure with approximately 55,500 sq ft of space, and 10,000 sq ft of basement space, primarily used for vehicle storage and mechanical systems. The building is equipped with a sprinkler system and modern fire alarm monitoring system. The building can be reached using the County's public transit bus system, which operates a major bus stop/hub one block away, on Market Street.

The Unified Court System identified the following deficiencies in a letter to the County's Buildings Administrator on March 19, 2025: insufficient parking, and lack of adequate elevators. The elevators at 50 Market Street function properly and are kept in a state of good repair. The County will seek further clarification for the comment about insufficient elevators. Dutchess County's government campus in the City of Poughkeepsie has limited parking facilities. Currently, there is insufficient parking space for all County employees, and the same situation occurs for court personnel. The County is providing designated on-site parking within the County's property for judges, clerks and senior level court staff, including some court security personnel. Off-site parking is available for all other County and court staff. Visitors to the court, including attorneys, witnesses, jurors and other transient court users routinely make use of public parking opportunities within the immediate vicinity around the courthouse. The County currently has no plans or space to offer additional on-site parking for court staff or visitors.

##### **B. Capital Projects – Completed**

###### **1. Cooling Tower Replacement:**

- a. Type of project: Utility system and energy efficiency upgrade.
- b. Need for project: This project was required to replace the outdated air-conditioning cooling tower and related piping and equipment. The former cooling tower had reached the end of its useful life and was not reliable, requiring regular repairs.
- c. Project Overview
  - i. The project encompassed the entire building.

- ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.
- iii. The project replaced the old cooling tower with a modern, energy-efficient cooling tower. Associated piping and control equipment were replaced at the same time.

d. Procurement Plan/Schedule

- i. The County hired Swartz Architecture to prepare the construction plans and specifications. Sun Dance Energy, Inc. installed the HVAC equipment. Specific contract information was not available for these vendors.
- ii. Plans and specifications for this project are available at the Department of Public Works office at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.
- iii. The following firms were involved in this project:
  - Design firm – Swartz Architecture, 134 Academy Street, Poughkeepsie, NY 12601.
  - Installation firm – Sun Dance Energy, Inc. 424 Central Avenue, Peekskill, NY 10566.
- iv. Procurement schedule:

Project completed – November 2012
- v. The County performed outreach to all building occupants throughout the design and project planning process.
- vi. Dutchess County’s Legislature approved funding for this project on the following dates:

Authorizing design and planning costs – Resolution No. 2011077, 5/9/2011. \$900,000 for professional services, materials and installation.

e. Construction schedule

The project was completed in November 2012.

f. Financing

- i. The construction cost for all work performed was \$578,299.89.
- ii. Method of financing: The County Legislature authorized bond issuance for the project expenses. The resolutions and their authorized funding amounts are listed in Section d.vi. above.
- iii. All project financing has been provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Paper copies of the project records are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complies with the following applicable standards and regulations:

- NYS Building code,

- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

2. Secure Access System Upgrades:

- a. Type of project: Security system upgrades and modernization.
- b. Need for project: This project was required to replace the outdated CASI card access system with a new AMAG card access system. The CASI system was no longer supported by the manufacturer, and replacement parts and equipment were no longer available. The new AMAG system is the County’s standardized card access system used throughout the other County buildings.
- c. Project Overview
  - i. The project encompassed the entire building.
  - ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.
  - iii. The project replaced the CASI security system with a new AMAG card access system. New controllers, card readers and wiring were installed where needed. New panic buttons were installed at various locations throughout the building.
- d. Procurement Plan/Schedule
  - i. The County worked directly with its AMAG vendor to design and implement the new AMAG card access system. The installation vendor was selected using the NYS Office of General Services (OGS) contract.
  - ii. There were no plans prepared for this project. The existing system was removed and replaced with the new AMAG system.
  - iii. The following firms were involved in this project:
    - Installation firm – Unlimited Technology, Inc., 4 Broadway, Valhalla, NY 10595.
  - iv. Procurement schedule:
    - Contract for installation – August 2015.
    - Project completed – March 2016
  - v. The County performed outreach to all building occupants throughout the design and project planning process. The installation plan was vetted through court staff, including administrative and court security personnel during the project’s development.
  - vi. Dutchess County’s Legislature approved funding for this project on the following dates: Authorizing design and planning costs – Resolution No. 2015113, 5/11/2015. \$400,000 for materials and installation.
- e. Construction schedule

The project was completed in March 2016.

f. Financing

- i. The construction cost for all work performed was \$386,765.
- ii. Method of financing: The County Legislature authorized bond issuance for the project expenses. The resolutions and their authorized funding amounts are listed in Section d.vi. above.
- iii. All project financing has been provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Paper copies of the project records are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complies with the following applicable standards and regulations:

1. NYS Building code,
2. Americans with Disabilities Act (ADA) requirements,
3. Environmental laws, regulations, and ordinances,
4. Court Facility Guidelines (22 NYCRR Part 34),
5. Unified Court System and local law enforcement security requirements, and
6. Office of Court Administration's technology requirements.

3. New Courtroom, and Relocation of the Children's Center and Law Library:

a. Type of project: Renovation to add a new courtroom.

- b. Need for project: This project was required to support the HVAC modernization work scheduled for 10 and 22 Market Street. The HVAC project requires one courtroom to be relocated from 10 Market Street to 50 Market Street, in order to facilitate the HVAC work required in 10 Market Street. In order to add an additional courtroom on the 3<sup>rd</sup> floor at 50 Market Street, the Law Library and Children's Center on the 2<sup>nd</sup> floor needed to be redesigned. The project was designed in close coordination with the Unified Court System's architect.

c. Project Overview

- i. The project encompassed the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the building, in the Law Library and Children's Center areas. The project remodeled approximately 5,000 s.f. on the 2<sup>nd</sup> floor and 1300 s.f. on the 3<sup>rd</sup> floor.
- ii. The County purchased the materials and services for this project. There is no leased or rented equipment included within this project.
- iii. The project added a new small courtroom with judge's chambers on the 3<sup>rd</sup> floor and modified the size of the Law Library and Children's Center on the 2<sup>nd</sup> floor. Additional

security cameras were added to both floors, and IT network infrastructure was also installed.

d. Procurement Plan/Schedule

- i. The County, through its consultant Mauri Architects, PC, prepared the technical specifications and plans for the renovation project. Mauri Architects PC was selected as the County's design firm via a Request for Proposals (RFP-DCP-105-19) for On-Call Architecture Services issued in October 2023. The construction work was publicly bid via a Request for Bids (RFB-DCB-17-23,) and awarded to the following firms to comply with Wick's Law:
  - General Construction - Iron Sword Enterprises, LLC \$379,000
  - Plumbing – Clean Air Quality Services, Inc. \$75,581
  - Electrical – LBS 2020 Electric \$80,000
  - Mechanical – S&O Construction Services, Inc. \$49,089
- ii. Design and bid documents including all addenda thereto, are available at Dutchess County's Department of Public Works, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.
- iii. The following firms are involved in this project:
  - Design firm, including construction administration – Mauri Architects PC, 73 Mansion St, Poughkeepsie, NY 12601.
- iv. Procurement schedule:
  - Assignment letter issued for design services – February 2022
  - RFB issued for construction bids – August 2023
  - Bids received and opened – September 25, 2023.
  - Notice of Award – December 26, 2023
  - Notice to Proceed – February 29, 2024
  - Project completed – March 2025
- v. The County performed outreach to all building occupants throughout the design and project planning process. The project required close coordination with NYS Unified Court System's Architect. The detailed plan was vetted through court staff, including administrative and court security personnel during the project's development.
- vi. Dutchess County's Legislature approved funding for this project on the following dates:
  - Authorizing design and planning costs – Resolution No. 2016139, 7/11/2016. \$800,000 for design services (10 & 22 Market St.)
  - Authorizing construction funding – Resolution No. 2019107, 5/13/2019. \$16.6M for construction and design phase services (10 & 22 Market St.)
  - Authorizing additional construction funding – Resolution No. 2023225, 12/13/2023. \$15.3M construction phase services (10 & 22 Market St.)

e. Construction schedule

The project was completed in March 2025.

f. Financing

- i. The construction cost for all contracts, based on low bids received and awarded, is \$583,670.
- ii. Method of financing: The County Legislature authorized bond issuance for the project expenses. The resolutions and their authorized funding amounts are listed in Section d.vi. above.
- iii. All project financing has been provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies of the completed design documents (bid plans and specifications) are attached to this plan on a USB flash drive. Paper copies are available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design complies with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration's technology requirements.

C. Capital Projects - Current

1. HVAC Modernization Project:

- a. Type of project: Utility system and energy efficiency upgrade.
- b. Need for project: This project is required to provide a modern and energy efficient HVAC system for the building. The existing system is original to the building's construction circa 2000, and is approaching the end of its useful life. The HVAC project will require phased construction in order to keep portions of the building in service during the implementation of this project.
- c. Project Overview
  - i. The project encompassed the entire building.
  - ii. The County will purchase the materials and services for this project. There is no leased or rented equipment included within this project.
  - iii. The project will replace all HVAC systems and components and will include electrical wiring and pipe replacements and upgrades where necessary.

d. Procurement Plan/Schedule

- i. The County, through its consultant MG Engineering D.P.C. (“MGE”), is preparing the technical specifications and plans for the renovation project. MGE was selected as the County’s design firm via a Request for Proposals (RFP-DCB-24-22.) issued in October 2022. The construction work is tentatively planned for 2027 and will be publicly bid via a Request for Bids.
- ii. When advanced to define the project, the draft design and specifications will be shared with Unified Court System’ architect for review and approval.
- iii. The following firms are involved in this project:
  - Design firm – MG Engineering D.P.C., 116 W. 32<sup>nd</sup> St, New York, NY 10001.
- iv. Procurement schedule:  
Contract for design services – February 2023
- v. The County will perform outreach to all building occupants throughout the design and project planning process. The project will require close coordination with NYS Unified Court System’s Architect. The detailed plan will be vetted through court staff, including administrative and court security personnel during the project’s development.
- vi. Dutchess County’s Legislature approved design and project planning funding for this project via Resolution No. 2021060, 4/12/2021 (\$350,000.)

e. Construction schedule

The project’s detailed construction schedule is yet to be determined and is slated for 2027 through 2028.

f. Financing

- i. The County Legislature has not authorized construction phase funding. A request for funding will be presented to the Legislature when bids are received in late 2026.
- ii. Method of financing: It is anticipated that the County Legislature will authorize funding upon request via bond issuance for the project expenses.
- iii. It is anticipated that all project financing will be provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies of the draft design documents (bid plans and specifications) will be made available to Unified Court System’s Architect for review and approval. Paper copies will be available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design will comply with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,

- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

## 2. Generator Replacement Project

- a. Type of project: Utility system upgrade.
- b. Need for project: This project is required to replace the existing diesel powered emergency back-up generator with a new diesel powered emergency back-up generator. The existing generator and switch set is approaching the end of its useful service life, and only provides electrical back-up power for life safety systems. The new equipment will provide back-up power for all building systems, including life-safety, computer networking, security systems, lighting, HVAC and elevators.
- c. Project Overview
  - i. The project encompassed the entire building.
  - ii. The County will purchase the materials and services for this project. There is no leased or rented equipment included within this project.
  - iii. The project will replace the existing diesel-powered back-up generator and switch set with new modern equipment and will include electrical wiring and related devices as needed.
- d. Procurement Plan/Schedule
  - i. The County, through its consultant Colliers Engineering & Design, Architecture, Landscape Architecture, Surveying, CT P.C (“Colliers”) is preparing the technical specifications and plans for the project. Colliers was selected as the County’s design firm via a Request for Proposals (RFP-DCB-13-24.) issued in September 2024. The construction work is tentatively planned for 2026 and will be publicly bid via a Request for Bids.
  - ii. When advanced to define the project, the draft design and specifications will be shared with Unified Court System’ Architect for review and approval.
  - iii. The following firms are involved in this project:
    - Design firm – Colliers Engineering & Design, Architecture, Landscape Architecture, Surveying, CT P.C., 280 East Broad Street, Suite 200 Rochester, NY 14604.
  - iv. Procurement schedule:
    - Contract for design services – December 2024
    - Construction – anticipated for late 2025 through early 2026.
  - v. The County will perform outreach to all building occupants throughout the design and project planning process. The project will require close coordination with NYS Unified Court System’s Architect. The detailed plan will be vetted through court staff, including administrative and court security personnel during the project’s development.

- vi. Dutchess County’s Legislature approved design and project planning funding for this project via Resolution No. 2024058, 4/8/2024 (\$550,000 which includes funding for new switch gear at 45 Market St.)

e. Construction schedule

The project’s detailed construction schedule is yet to be determined and is slated for 2026.

f. Financing

- i. The County Legislature has not authorized construction phase funding. A request for funding will be presented to the Legislature when bids are received in late 2025 or early in 2026.
- ii. Method of financing: It is anticipated that the County Legislature will authorize funding upon request via bond issuance for the project expenses.
- iii. It is anticipated that all project financing will be provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies of the draft design documents (bid plans and specifications) will be made available to Unified Court System’s Architect for review and approval. Paper copies will be available for inspection at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design will comply with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

D. Capital Projects – Future

1. Fire Alarm System Modernization

- a. Type of project: Utility system upgrade.
- b. Need for project: This project is required to replace outdated fire alarm system devices (panels, detectors, dialers, etc.) with new equipment to ensure the system can be operated and maintained for the next 25 years. The existing equipment is reaching the end of its useful life and is no longer being supported by the manufacturer.

c. Project Overview

- i. The project will encompass the entire building.
- ii. The County will purchase the materials and services for this project. There will be no leased or rented equipment included within this project.
- iii. The new fire alarm equipment is essential for life-safety within the building.

d. Procurement Plan/Schedule

- i. The County, through its vendor Johnson Controls (“JCI”) has developed the scope of work required.
- ii. The following firms are involved in this project:
  - Designer/Installer – Johnson Controls, 50 Technology Drive, Westminister, MA 01441.
- iii. Procurement schedule:  
Quote for work received – April 2024  
Construction anticipated for late 2025 and early 2026
- iv. Funding will be requested from the Legislature in Fall 2025. Funding request is expected to be \$150,000 - \$175,000

e. Construction schedule

The project is expected to be constructed in late 2025 through early 2026.

f. Financing

- i. A request for funding will be made to the County Legislature in late 2025.
- ii. Method of financing: To be determined.
- iii. All project financing will be provided by Dutchess County, with no federal or state grants or other aid contributing to the project.

g. Drawing/Design Renderings

Electronic copies and paper copies of the detailed quote from JCI are available at the Department of Public Works offices, located at 626 Dutchess Turnpike, Poughkeepsie, NY 12603.

h. Compliance with Applicable Laws

The project design will comply with the following applicable standards and regulations:

- NYS Building code,
- Americans with Disabilities Act (ADA) requirements,
- Environmental laws, regulations, and ordinances,
- Court Facility Guidelines (22 NYCRR Part 34),
- Unified Court System and local law enforcement security requirements, and
- Office of Court Administration’s technology requirements.

## 2. Elevator Modernization Project

The elevator modernization project will upgrade and replace elevator machinery, controls and provide a new interior for the elevator cabs. This work will include upgrades to all three elevators in the building. The project is estimated at \$750,000 and will occur in 2027 or 2028. The County will employ an architect and/or a special elevator consultant to prepare plans and specifications for this work. The County will solicit public bids to identify the lowest cost, qualified bidder.

## 3. Roof Replacement

This project will replace the existing roof with a roof. The estimated cost is \$1,000,000, and the project is scheduled for construction in 2030. The County will employ an architect to prepare plans and specifications for this work. The County will solicit public bids to identify the lowest cost, qualified bidder.

## V. Dutchess County Commissioner of Jurors Building – 228 Main St., Poughkeepsie, NY 12601

### A. Description of the Existing Facility

The function of the Commissioner of Jurors is to establish and maintain an orderly and legally compliant process which provides the Supreme, County, and Surrogate Courts with a sufficient number of jurors to fulfill their needs.

This agency processes over 26,000 jury qualification questionnaires annually, determining their status and performing related data entry and filing. It also processes, mails and performs related data entry for 25,000 summonses for prospective jurors for 50 Petit Jury terms, 7 Grand Jury terms, 150 local municipal court cases, and additional panels as ordered by a court. This office also provides jury panels to other cities, towns, and villages in the County. Finally, it keeps track of questionnaires and summonses that receive no response and follows up on these.

It is the responsibility of the Commissioner of Jurors' staff to orient prospective jurors to the justice system and oversee the operation of the Central Jury Room. It is essential that the Commissioner of Jurors be directly accessible to the public and have direct access to the Jury Rooms and Courts. Communication with the Chief Clerk. of the County and Supreme Courts is frequent.

The current Commissioner of Jurors building is an historic property, with its storied past dating back to circa 1831, when it was built as the Village of Poughkeepsie's Village Hall. The building became City Hall when the City of Poughkeepsie was incorporated in 1854.



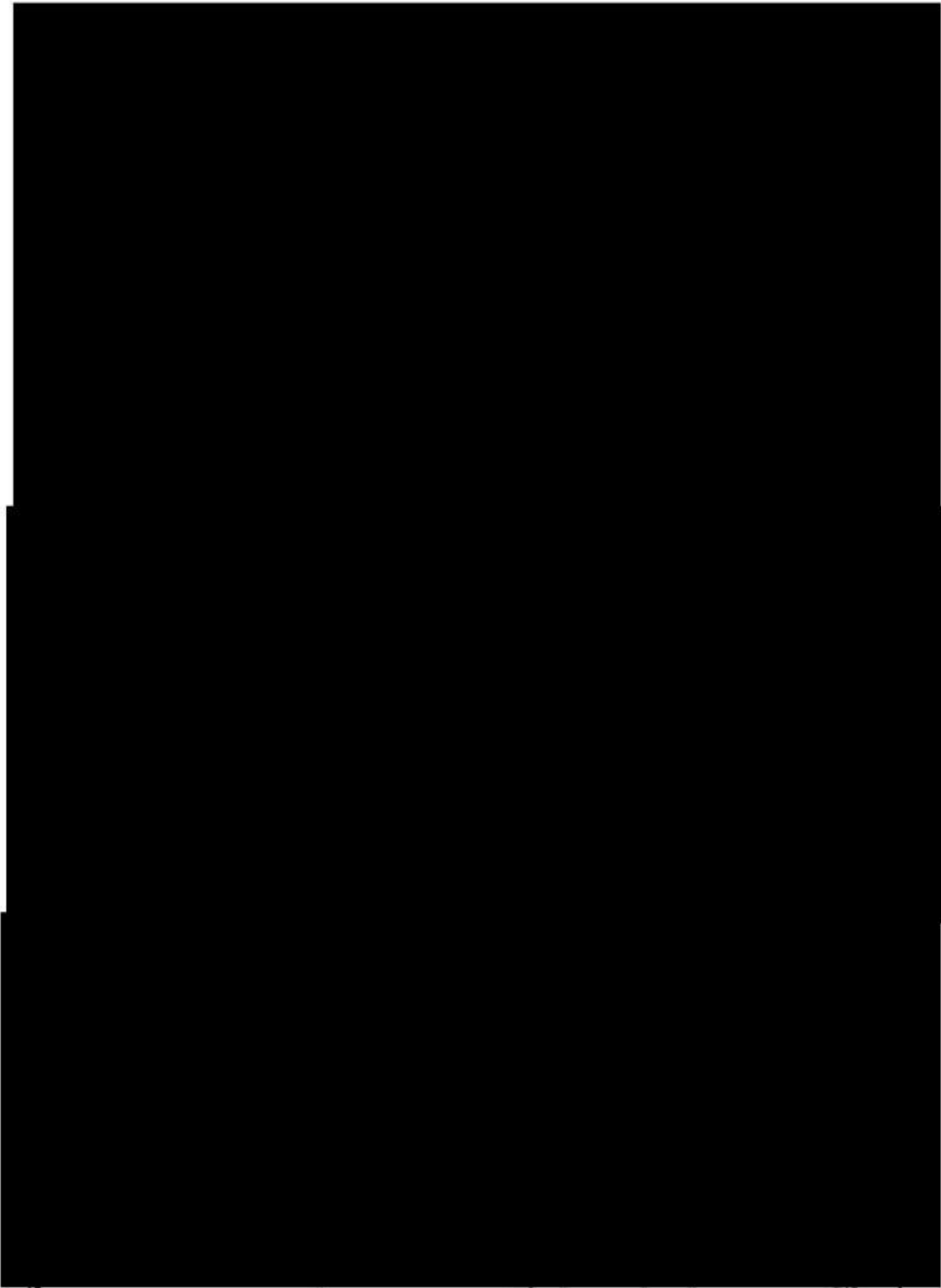
In 1865 the building was remodeled to serve as the City's post office. When the City built a new City Hall in 1972, the County acquired the building. When the County's plan to raze the building and create a parking lot in the 1970's was met with popular resistance, the County refurbished the building in the 1990's to serve as the Commissioner of Jurors Building.

The building in its current configuration does not lend itself well to the needs and operation of the Commissioner of Jurors. Interior room layout is awkward and both office spaces and the jury room are not well suited for their intended use. In addition, the building lacks accommodation for those with mobility, sight and hearing impairments. Sewer, water and electrical systems need repair and replacement, and the structural foundation is compromised in select areas. The building, due to its age, has no technology infrastructure, and security systems are lacking. Due to all of its shortcomings, and the estimated cost of over \$10M to refurbish the current building, the County has been pursuing a new location for the Commissioner of Jurors for over two years.

## B. New Commissioner of Jurors Space

The County has identified a new location for the Commissioner of Jurors that will provide a more functional space, and will be accessible for those with mobility, sight or hearing impairments. The new space is located at One Civic Center Plaza, which is across the street from the County's Supreme Court building at 10 Market Street. This space will be leased by the County and will be fit-up specifically to meet the needs of the Commissioner of Jurors. The Commissioner of Jurors has reviewed the space and found it to be suitable, and the local court security and administration teams have found the space to be acceptable. The county intends to move the Commissioner of Jurors into the leased space at One Civic Center Plaza by the end of 2025, with a five (5) or ten (10) year initial lease term.

A conceptual upfit plan for the Commissioner of Juror's space at One Civic Center Plaza is provided on the following page. The total gross lease area is 5,415 sq. ft. The main jury room will seat 144 jurors, a secondary juror's room will seat 34 jurors, and a tertiary jurors room will seat 33 jurors. The space will accommodate up to seven (7) staff and will provide for a security station that will include a hand wand metal detector and x-ray machine for packages and bags.



## VI. Summary of Dutchess County’s Financial Commitment to NYS Court Facilities

### A. Capital Spending

Dutchess County government remains committed to providing safe and efficient court facilities. Since 2010, the County has made significant capital investments in court facilities, funded entirely by the County. The table below summarizes the capital investments approved by the County Executive and appropriated (or soon to be appropriated) by the Dutchess County Legislature since 2010.

<b>Dutchess County Capital Funding Commitment for New York State Court Facilities Since 2010</b>			
<b>Facility Location</b>	<b>Project Description</b>	<b>Project Cost</b>	<b>Completed, Current or Future Project</b>
10 Market Street			
	Elevator Equipment Modernization	\$303,091.50	completed
	Emergency Back-up Generator	\$264,516.13	completed
	Fire Alarm Modernization	\$84,751.30	completed
	HVAC Modernization Project	\$14,669,231.19	current
	Fire Pump Replacement	\$175,000	future
	Roof Replacement	\$950,000	future
	Subtotal 10 Market St =	\$16,446,590.12	
50 Market Street			
	Cooling Tower Replacement	\$578,299.89	completed
	Secure Access System Modernization	\$380,899	completed
	Swing Court, Law Library, Children’s Center Renovation	\$567,599.86	completed
	HVAC Modernization Project	\$4,585,000	current
	Emergency Back-Up Generator Replacement	\$456,200	current
	Fire Alarm Modernization	\$175,000	future
	Elevator Modernization Project	\$750,000	future
	Roof Replacement	\$1,000,000	future
	Subtotal 50 Market St =	\$8,492,998.75	
228 Main Street			
	<b>15 Yr. Total Capital Funding =</b>	<b>\$24,939,588.87</b>	

B. Operational spending

Over the past ten-year period, the County has expended considerable operating budget funds to keep NYS court facilities in a state of good repair. Operating budget funds, including in-house labor, materials, and vendor services are summarized in the table below. Dutchess County’s net cost, in excess of NYS Unified Court System’s reimbursements, is \$2,006,500 for the period between 2015 and 2024.

<b>Dutchess County Operating Expenses for New York State Court Facilities 2015 - 2024</b>		
<b>County Fiscal Year (Jan. 1 – Dec. 31)</b>	<b>Spent by County</b>	<b>NYS Courts Reimbursement</b>
2015	\$493,895	\$394,102
2016	\$580,921	\$447,033
2017	\$666,858	\$441,655
2018	\$618,065	\$394,442
2019	\$656,026	\$393,961
2020	\$676,964	\$447,290
2021	\$501,391	\$275,767
2022	\$700,651	\$496,636
2023	\$506,091	\$699,001
2024	\$767,418	\$602,714
<b>Totals</b>	<b>\$6,361,191</b>	<b>\$4,354,691</b>

As shown by the level of capital and operating budget investment over the past ten years, Dutchess County has a clear track record of providing first-class court facilities for its citizens. The County remains committed to this goal as we move into the future. The partnership between Dutchess County government and the New York State Unified Court System remains strong and our shared goal of providing safe and efficient court facilities will remain as a priority for the County.





**County of Dutchess  
22 Market Street  
Poughkeepsie, NY 12601**

**Sue Serino, County Executive**

**August 29, 2025**

