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COMMISSIONER

As 2010 comes to a close I can't help but reflect on the great work the Department of General Services has accomplished. The list includes many achievements from street paving, parks maintenance, sidewalk replacement, waste collection, forestry services, engineering projects and our recycling efforts.

I am tremendously proud of the men and women of this department. Their level of professionalism and courtesy is inspiring and I would like to commend them all for their hard work and dedication especially in this time of fiscal crisis. The challenges that lie ahead are significant and we plan to address them with much thought and consideration towards our residents. Quality of life is important and I believe we can achieve fiscal responsibility while continuing to provide a wide range of service to our residents.

Throughout the past year we have focused on establishing sustainable policies and incentives promoting our "Green Efforts". Specifically, I would like to highlight the progress made with our **Albany Go Clean Go Green campaign**. Perhaps most notable was the introduction and placement of 93 **Big Belly Solar-Powered Compacting Trashcans**. These trashcans, a first for the region, use solar power to compact waste at the point of collection. More information on this project as well as all of our great accomplishments are listed below.

I look forward to a successful and productive 2011.

Happy New Year!

A handwritten signature in black ink, appearing to read "Nick D'Antonio".

Nicholas J. D'Antonio  
Commissioner



1. A federal grant was applied for and approved to purchase 10 Hybrid SUV style vehicles (5 of them were received in November, 5 more will be purchased in 2011).
2. A federal grant was applied for and approved to purchase a 2010 Hybrid Log Loader and a 32-yard Hydraulic Launch Assist sanitation packer; both of these vehicles were received in November 2010.
3. A total of 129 incandescent light bulbs have been changed to compact florescent light bulbs in Washington Park and City Hall. We are also looking into replacing 3 Quartz (flood lights) in Rotunda of City Hall with LED high power floodlights.
4. DGS received a reimbursement grant of \$6,750.00 to replace 90 light fixtures in the DGS garage area with new energy efficient T5HO high performance florescent fixtures. Since replacing the fixtures we have saved approximately \$4,500.00 a month since April.
5. DGS is replacing high pressure sodium outdoor lighting on the facility with LED lighting, as each of the fixtures need to be replaced we are replacing them with new high efficiency LED lights.
6. We are in the process of replacing standard light switches with motion detection light switches throughout City buildings.
7. The Division of Engineering received a Green Award for the Delaware Avenue reconstruction project. The Award was for the design, which included intersection design, emissions – (generators run on gas instead of diesel), bicycle friendly, and trees, 49 LED Streets lights that will have an energy savings of 50-60%. We are the first municipality in the region to incorporate this lighting on a public street.
8. The Central Garage division has their waste oil picked up bi-weekly. The oil is then refined, recycled and used for heating.
9. In 2009 the landfill stopped using Rodenticides and started using a non-chemical pest control program using items like traps, sticky pads etc. to manage rodents and other pest.
10. In 2009 DGS changed the pest control contract for city owned buildings to use green pest control products.
11. The black top crew is now using an environmentally friendly cleaner that is citrus based in place of diesel fuel to clean black top residue off of their tools & equipment.
12. The Graffiti Crew is currently using 60% of green products to remove graffiti through out the city.

13. 80 % of the cleaning products used at City Hall and DGS facilities are green products. Again we are currently in the process of trying to find more green products to increase this number.
14. We are now purchasing road salt with Magnesium Chloride instead of calcium chloride which is a less corrosive product.
15. The copy paper used by the department is recycled paper only.
16. DGS has issued a department policy to make double sided copies whenever possible.
17. Central Maintenance is using environmentally friendly supplies and materials when it is available for projects in city Buildings. Some of the supplies may include glue, adhesives, composite wood, stains and paints.
18. The Department has established and is enforcing an idling policy to save gasoline and reduce emissions.



**Quality of Life/ Code Enforcement Report**

<u>Violation Type</u>	<u># of violations</u>	<u>Bill Total</u>	<u>Fine Total</u>
5 Day Notice	469	\$105,863.00	\$77,750.00
<u>543 were done by owner</u>			
Illegal Trash	993	\$84,487.00	\$167,550.00
Sidewalk Snow Removal	32	\$2,657.00	n/a
Board Ups	277	\$103,753.00	n/a
Graffiti	1653		

**STREET MAINTENANCE**

<u>Concrete</u>	<u>548 yards/ (1592 panels)</u>
<u>Bricks</u>	<u>1,120</u>
<u>Black Top</u>	<u>10,378.48 tons</u>
<u>Top Soil</u>	<u>122.25 yards</u>
<u>In House- Streets Paved</u>	<u>47 Streets    10,298 tons</u>

**ENGINEERING**

	<u>Contract 1</u>	<u>Contract 2</u>	<u>Totals</u>
<u>Sidewalks</u>	<u>20,450 Sq Ft</u>	<u>42,779 Sq FT</u>	<u>63,229 Sq Ft</u>
<u>Streets Paved</u>	<u>72,778 Sq Ft</u>	<u>52,654 Sq Ft</u>	<u>125,432 Sq Ft</u>

**PERMITS**

<u>Street Opening Permits</u>	<u>660</u>	<u>\$        162,566.25</u>
<u>Right of Way Access / Curb Cuts</u>	<u>25</u>	<u>\$        1,250.00</u>

**COMPOST**

<u>Total Transactions</u>	<u>7507</u>
<u>Outbound Compost/Chips</u>	<u>14,382 cubic yards</u>
<u>Inbound Yardwaste</u>	<u>14,246 cubic yards</u>
<u>Total amount billed/collected</u>	<u>\$ 230,692.00</u>

**FORESTRY**

<u>Tree Removals</u>	<u>333</u>
<u>Tree Trimmings</u>	<u>1434</u>
<u>Stump Removals</u>	<u>227</u>
<u>Emergency Calls</u>	<u>494</u>

**GARDENING**

**Spring Plantings**

<u>Tulips</u>	<u>263,000</u>
<u>Pansies, Daffodils and hyacinths</u>	<u>15,000</u>

**Summer Plantings**

<u>Hanging Baskets</u>	<u>810</u>
<u>Summer Plants</u>	<u>130,000</u>
<u>Maintains 450 Garden Spots</u>	<u>450</u>

**Autumn Plantings**

<u>Mums</u>	<u>332</u>
<u>Tulips</u>	<u>200,000</u>
<u>Planters filled w/ winter greens</u>	<u>41</u>

**SPRING CLEANUP**

8 total

	<b><u>Regular Trash</u></b>	<b><u>Recycling</u></b>
<u>1st- 4/16/10</u>	<u>135.16 tons</u>	<u>12.11 tons</u>
<u>2nd- 4/23/10</u>	<u>127.34 tons</u>	<u>12.50 tons</u>
<u>3rd- 4/27/10</u>	<u>117.12 tons</u>	<u>17.63 tons</u>
<u>4th- 4/29/10</u>	<u>94.01 tons</u>	<u>21.24 tons</u>
<u>5th- 5/3/10</u>	<u>125.40 tons</u>	<u>6.59 tons</u>
<u>6th-5/10/10</u>	<u>132.05 tons</u>	<u>6.75 tons</u>
<u>7th- 5/12/10</u>	<u>127.46 tons</u>	<u>11.13 tons</u>
<u>8th- 5/19/10</u>	<u>156.59 tons</u>	<u>10.47 tons</u>
<u>Totals</u>	<u>858.54 tons</u>	<u>98.42 tons</u>



The city of Albany Diversion rate for 2009 is 42.2%. This study is the first.

1. Shredding Event (2010) In September of this year we held a paper-shredding event. The purpose of this event was to prevent identity theft while recycling all unwanted papers that residents would be reluctant to recycling through the curbside recycling program. We recycled 2.3 tons of paper and serviced over 180 cars.
2. Big Bellies (2010) In September of this year we introduced Big Belly Solar powered compacting trashcans to the residents and the businesses of the city. These trashcans are capable of holding 5 times the amount of trash than a regular trashcan and will eliminate the need for collection by a 1/3. Once complete we will have deployed 93 trash compactors and 20 recycling units.
3. 3-7 Plastics Expansion (2010): In January 2010 we expanded our curbside program to include 3-7 plastic containers.
4. Website (2010): We have launched a new recycling website, [www.capitalregionrecycling.com](http://www.capitalregionrecycling.com).
5. Commercial Recycling (2009): An informational packet was mailed directly to 3500 commercial, industrial, institutional and multi-residential property owners reminding them of the mandatory recycling laws.
6. Office Recycling (2009): DGS has initiated a new city wide office-recycling program. New recycling bins were purchased for all city office buildings to recycle paper, cardboard, glass, cans and plastic containers. Every desk was equipped with a paper only bin and several larger bins, placed in common areas, for their glass, cans and plastic containers. Each building has been set up on a pickup rotation to ensure these items are recycled properly.
7. Green Bin Program (2009): DGS has increased its curbside-recycling program by offering an additional "GREEN" bin for paper and cardboard only. By providing this second bin residents will separate their glass, cans and plastic from their paper and cardboard which will allow them to recycle more of each item.

## 8. Education

We have created and continue to create several educational flyers and brochures on the proper ways to recycle.

## 9. Light Bulb Recycling (in city buildings) (2009)

- DGS created a light bulb recycling policy and held a training session for maintenance staff of all city owned buildings on the proper procedure and collection of light bulbs.
- Included in the education was the creation of an 11x17 poster to educate all maintenance employees as to what bulbs need to be recycled.
- Following the training all department heads were sent a memo to make them aware of and to help them carry out the details of this new policy and importance of the program.

## 10. School Recycling (2009)

- We introduced recycling to all schools in the city of Albany; this includes all public, private, charter and parochial schools.
  - 1500 bins purchased
  - 35 schools participating
  - Approx \$30,000 invested
  - Introduced the Magic of Recycling, a fun innovative magic show that promotes recycling to kids k-4<sup>th</sup>, in all public elementary schools. Introduced a waste reduction & recycling curriculum package to all schools, including a poster to be displayed throughout the school.

## 11. Additional Items

- Landfill Inspections (2009& 2010): Throughout the year we conduct weekly landfill inspections to detect excessive recycling in the waste stream. We follow up on all failed inspections with the private hauler, generator and the municipality involved.
- Intense Landfill Inspections (2009): We also conducted two one-weeklong intensive landfill inspections on November 16, 2009 & December 14, 2009 resulting in 462 inspections total. We will repeat this process again this year.
- Recycling Bin Bid (2009): Recycling bins were put out to bid (household bins went from \$15 per bin to \$9.27 per bin) With an approximate savings of \$ 22,920.00

- Out reach (2009): Our recycling staff attended and continue to attend several neighborhood associations meeting to discuss the recycling program in the city and in addition hosted a recycling booth at many green fairs and street festival throughout the city.

## **Division of Engineering**

### **1. Delaware Avenue Road Reconstruction Project**

Successfully completed the construction of the first Economic Stimulus transportation project in New York State. The \$16 million dollar project includes the reconstruction of 5 lane miles of Delaware Avenue. Received gold level certification of transportation and environmental sustainability from the NYSDOT for this project.

### **2. Route 5 Road Resurfacing Project**

Provided construction administration assistance to the NYSDOT for the resurfacing of NYS Route 5 from Ontario Street to City Hall using 100% Economic Stimulus funding. Assisted CDTA with Bus Rapid Transit improvements along this corridor.

### **3. 2010 Contracted Street and Sidewalk Improvement Project**

Completed the in-house design and construction inspection and administration for \$4 million dollars of improvements to City streets and sidewalks. The project was completed over 3 separate contracts and included 21 locations.

### **4. Roadway GIS Development**

Tested and launched an interactive Geographical Information System (GIS) of the City's roadway infrastructure and City-owned buildings. The GIS system is being used for record keeping purposes and to assist in making pertinent data readily accessible to aid in decision making.

### **5. Quackenbush Square Rehabilitation Project**

Completed the construction of the rehabilitation of Quackenbush Square including new streetscape amenities, new decorative sidewalks, landscaping, and street lights.

### **6. New Arbor Hill Pedestrian Bridge**

Constructed the new pedestrian bridge over Manning Boulevard to provide access from Colonie Street to the Arbor Hill Elementary School area.

### **7. State Street Road Rehabilitation Project**

Initiated the design of the State Street Road Rehabilitation Project between Eagle Street and Broadway. This project will be funded by NYSDOT Multimodal funding. Applied for additional grant funds from National Grid and NYS Environmental Facilities Corporation to supplement the NYSDOT funding. Improvements include road resurfacing, sidewalk reconstruction, streetscape amenities, and safety improvements.



### **8. Mohawk Hudson Bike Hike Trail Rehabilitation**

Completed the design and construction of the Phase 2 Mohawk Hudson Bike Hike Trail improvements in the Corning Preserve using a combination of grant and City funding. The rehabilitation included resurfacing of the trail, drainage improvements, new signage, and new pedestrian facilities.

### **9. Catherine Sidewalk Spot Improvement Project**

Designed and constructed a sidewalk extension project on Catherine Street using a federal spot improvement grant.

### **10. Hackett Boulevard Bus Stop Improvement Project**

Obtained funding from CDTA for the design and construction of a new concrete bus pad on Hackett Boulevard to improve the condition of the road.

### **11. Window Improvement Project**

Completed the design for various City-owned buildings (AFD Engine 9, Washington Park Lake House, and APD Center Station / Steamer 10). Initiated the design of the City Hall Window Improvement Project. The designs take into consideration the historical significance of the buildings as well as energy conservation. Applied for a grant to assist with funding the improvements.

### **12. Jail Facility Renovation Project**

Construction of major renovations to the jail facility at the South Police Station. Renovations included jail cell reconfiguration, new energy saving lighting system, new locking system for improved safety, new water saving plumbing fixtures, new energy efficient security windows, new energy efficient ventilation system, and ancillary improvements.

### **13. Mechanical Improvement Project**

Completed the construction of mechanical and electrical improvements to existing heating, ventilating, and air conditioning systems at various City-owned buildings. Capital projects included the design of new HVAC improvements at the Albany Visitor's Center, new energy efficient boiler and temperature control system at the Albany Civic Theatre, and new energy efficient heaters at the Capital Hills Golf Course maintenance building.

### **14. National Grid Lighting Improvement Project**

Partnered with National Grid to perform a lighting audit program at 26 locations in City-owned facilities. Work included a lighting audit and identification of lighting improvement opportunities at each location with the opportunity for significant funding provided by National Grid. Results of the initial audits show that the City will receive significant annual cost savings and reduce annual greenhouse gas emissions by implementing this program.

**15. Underground Petroleum Bulk Storage Tank Closure**

Designed and completed the environmental closure of a 3,000 gallon underground oil tank at the Bleecker Stadium Administration Building.

**16. Capital Hills Golf Course Slope Stabilization Project**

Designed and stabilized existing side slopes at the Capital Hills Golf Course. The work included a combination of drainage improvements and earthwork and grading operations to help stabilize the golf course slopes.

**17. Westland Hills Spray Pool**

Designed a new spray pool at Westland Hills to replace the old inefficient wading pool.

**18. Roof Improvements to Various City-owned Buildings**

Completed the construction of roof improvements to several City-owned buildings, including improvements at the APD South Station, Ridgefield Park, Golf Course, and Engine 2. New insulated roofs were designed and constructed to replace old obsolete systems.

**19. City of Albany Bridge Inspections**

Completed the structural inspection of two (2) City-owned bridges at the Normanskill Farm and at Washington Park. Initiated the design of structural improvements to the Normanskill Farm bridge.

**20. City Hall Elevator Improvement Project**

Completed the construction of modernization improvements to the two (2) elevators at City Hall.

**21. City-owned Building Maintenance Contracts**

Designed and advertised 4 maintenance contracts to City-owned buildings. Completed 1-year extensions to 5 maintenance contracts.

**22. Elevator Maintenance**

Coordinated monthly maintenance inspections and repairs to City-owned elevators. Coordinated semi-annual elevator inspections by independent elevator inspection contractor.

**23. Fire Alarm and Sprinkler Systems**

Coordinated quarterly inspections and maintenance to systems in City-owned buildings.

**24. Fire Suppression Systems**

Coordinated fire suppression system inspections at City Hall, Department of General Services, and Capital Hills Golf Course.

**25. HVAC and Temperature Control Repairs**

Coordinated quarterly inspections and maintenance of systems in City-owned buildings. Performed repairs as needed.

## **26. Emergency Back-up Generator Maintenance Contract**

Coordinated the inspection and servicing of twelve (12) City-owned generators.

## **27. On-going Permits and Approvals**

Issued numerous grading permits, performed street and sidewalk opening reviews, curb cut reviews, minor property consolidation approvals, minor property subdivision approvals, café permit reviews.

## **Office of Special Events**

1. The Office of Special Events and Volunteer Services has continued to improve City Events with the following FREE events:

\* Production of city events:

Tulip Festival  
Alive at Five –10-week series  
The Father’s Day Concert  
September in the City Art Fair  
Jazz Festival  
Half Moon Arrival Ceremony  
Volunteer Appreciation Party  
City Hall Tree Lighting  
Last Run 5K

\* Assistance on production of 9 co-sponsored events

Gospel Gala  
Pride Festival  
Juneteenth  
Carnival on the Hill  
Senior Sundays  
Latin Fest  
Lark Fest  
Columbus Parade and Italian Festival  
Mayor’s Fall Drop Off – part of Make A Difference Day

\* Provide staff support on numerous other city sponsored events including press conferences, special ceremonies and other smaller events.

## **Revenue / Sponsorship**

- **Total revenue** including cash sponsorship for the 5 special events produced TO DATE (Tulip Festival, Alive at Five, Father’s Day Concert, September in the City Art Fair, Jazz Festival) is **\$656,127**(this does not include Last Run 5K)
- **Total surplus** on the 5 special events produced events TO DATE (Tulip Festival, Alive at Five, Father’s Day Concert, September in the City Art Fair, Jazz Festival) is **\$234,668** (this does not include overtime or the Last Run 5K)

- **Net surplus** including overtime for 5 special events produced TO DATE is **\$66,925** (this does not include the Last Run 5K)
- Entered into a 3 year contract with DeCrescente Distributing – proving to be the highest level sponsor to date - \$293,000 over 3 years
- Introduced merchandising of tee shirts at Jazz Fest and netted an \$800 profit on merchandise sales
- Last Run 5K estimates: Revenue \$36,200; Total surplus: \$14,922; net surplus \$5,722

### **Event Attendance**

(\* Includes only events fully produced by OSE – co-sponsored events not included)

Total estimated event attendance TO DATE for 2010:

- Tulip Festival: 80,000
- Alive at Five Concerts (10): 100,000
- Father’s Day Pops Concert with the Albany Symphony: 5,000
- September in the City Art Fair (5 weeks): 3,800
- Jazz Festival: 12,000
- Last Run 5K – 1,200 runners plus spectators TBD

### **Other Event /office accomplishments:**

- Events continued to be produced without tax dollars
- Tulip Festival, Alive at Five, Father’s Days Concert, and Jazz Festival each resulted in a surplus
- Successfully decreased operating expenses 7%
- Successfully decreased event expenses by 20% without compromising quality
- Decreased overtime for events (Police, Fire, DGS, Special Events) by \$40,286.
- Successfully reprogrammed the Father’s Day concert to the present the Army Materiel Command Band – resulted in a savings of **\$37,441**
- Redesigned the annual volunteer recognition event resulting in a 36% decrease in expenses.
- Garnered over 80 gifts from area businesses for the volunteer recognition party
- Increased the capacity of The Last Run 5K by 200 runners (total 1,200) and sold out 2 ½ weeks prior to event – fastest sellout in the 14 year history of the run
- Developed Facebook and Twitter pages for strategic promotion of events
- Recruited 90 new volunteers
- Assisted the 2009 Tulip Queen and Court with the first Tulip Fundraiser at City Hall resulting \$2,500 raised for the Tulip Fund at the Community Foundation
- Website [www.albanytulipqueen.com](http://www.albanytulipqueen.com), sponsored by WSG, includes a monthly blog by the Queen and Court members.

- Organized the City Hall Team for the Corporate Challenge for the 2<sup>nd</sup> year
- Continue to TIPS train ALL beverage service volunteers

### **Event Changes:**

- Eliminated Friday Night tulip festival entertainment in Washington Park.
- Eliminated one Alive at Five show to produce a total of 10 concerts in the series
- Fathers Day Concert performers changed from the Albany Symphony to the Army Materiel Command Band
- Redesigned Volunteer Appreciation party and moved event to Lakehouse
- Changed the Last Run 5K route to increase runner capacity by 200 runners to 1,200 participants
- Eliminated Winterfest event due to poor attendance and extreme weather in 2009.

### **Additional Information**

- All services & event related items (technical, port a potties, tee shirts, table-chair-tent rentals, fireworks, beverage sponsor) are acquired through the RFP process resulting in significant savings
- Adjusted salaries of vacated staff positions for new hires. Resulted in a savings in personnel expenses, as well as created a better parity with current staff salaries.

The City of Albany Office of Special Events continues to strive to present high quality, free events to the public, as well as generating income to the city.

### **Solid Waste Management**

1. The Rapp Road Solid Waste Management Facility provided predictable, reasonably priced and environmentally sound waste disposal for the Capital Region. The facility generated \$11 million in gross revenue for fiscal year 2010. The staff managed over 357,000 tons of materials during this period. In 2010, the environmental control systems collected over 6 million gallons of leachate and 1,106 million cubic feet of landfill gas for treatment.
2. Rapp Road Solid Waste Management Facility capital projects for FY 2010 included the construction of 5.4 acres of double composite liner system and an enclosed landfill gas flare. At current disposal rates, the new liner system has a remaining operational life of 2.5 years. The new flare system has the capacity to collect and destroy all landfill gas generated over the next 30 years.

In addition, the facility will begin to install 26 new vertical gas collection wells and approximately 3 acres of final cover system.

The Pine Bush Restoration Project Phase I was initiated during this year. The scope of the project encompasses some 250 acres of property surrounding and on the landfill. The project will re-establish native Pine Bush habitat and sand dunes in the area of the Fox Run Trailer Park and on portions of the closed landfill. Phase I includes the removal of abandoned infrastructure at the Park, development of a nursery for native plants, collection of seed, relocation of trees, the removal of invasive species and the installation of test plots on the capped landfill.

Other capital projects include the installation of global positioning (GPS) equipment on two pieces of heavy construction equipment utilized in the placement of waste, expansion of the facility's remote monitoring system (SCADA) and the installation of 1300 linear feet of 50' tall litter collection fencing.

In 2010, the Department of General Services purchased new heavy equipment including a landfill compactor, track loader and fuel delivery vehicle all of which are compatible with B30 Biodiesel.

3. The City's partner in the expansion of the landfill gas to energy facility, Fortistar Methane Group, is under review with the Department of Environmental Conservation. The current facility produces 3.2 megawatts of energy; the expansion of the plant will yield an additional 4.8 megawatts of energy. The project development team's desire is to break ground on this project in the spring, 2011. Current revenues for 2010 fiscal year are projected to be \$293,000 from gas sales. Once the expansion is complete, the City's profit sharing increases from not only the sale of larger quantities of landfill gas but also will benefit from annual rate increases based on the CPI and enjoy profit sharing from the sale of Carbon Credits.
4. The City issued a RFP for tip fees for 2010 and yielded two agreements with minimum daily tonnages. The rates for the two contracts are \$50.00 per ton (600 ton per day requirement) and \$50.50 per ton (100 ton per day requirement). The previous agreement of \$47.67 per ton.
5. Curbside collection efforts yielded similar results of past years. Approximately 32,000 tons of municipal solid waste and 22,440 tons of recyclable materials were collected curbside.

The Household Hazardous Waste (HHW) collection program was held nine times at the Rapp Road Facility. Over 1200 residents participated in the program yielding 86 tons of hazard.