



**2016 Proposed Budget
Operating and Grants - by Line Item Per SAP Structure**

**County Funding as Recommended by the Erie County Executive
October 15, 2015**

The Library's 2016 Budget Request was Developed and Submitted
Pursuant to Buffalo & Erie Public Library Board of Trustees
Resolution 2015-18
July 16, 2015

Important note: Contract libraries directly collect revenue including fine, fee, photocopy and printer recovery charges that, while not reflected in the SAP financial system, do offset costs of operation incurred directly by the contracting library (for such things as minor repair, water, sewer and modest other operating expense).

Fine/fee revenue net of the above direct contract library expense is returned to the System to support the contracting libraries' labor expense under the Centralized Human Resources Program (CHR). This return is recorded at the end of the year via the "Refunds-Cont Library" line (SAP 419010).

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BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2016 Operating Budget

SAP Account	FY 2013 Actual	FY 2014 Actual	2015 Library Budget			2016 Library Budget Request								
			Res 2014-42 Library Adpt Budget	Encumb. /Adjusts /Revisions	Adjusted Budget	Submitted 8/17/2015	Revisions Per NYS Retirement	Library Request	County Exec Changes	County Executive Proposed	Change from 2015 Library Adopted			
											Dollars	Percent		
			as of 08/31/2015			Per NYSERS Employer Contrib Rates released 9/4/2015								
Operating Revenue														
LIBRARY REAL PROPERTY TAX	400020	22,172,457	22,588,324	23,013,857	0	23,013,857	23,474,134		23,474,134	0	23,474,134	460,277	2.0%	Reflects County Executive 4-year plan's allocation of 2.0% levy growth. As tax base growth is estimated to exceed 2.0%, the Library Tax rate per \$1,000 of equalized full market value would decrease modestly.
USE OF FUND BALANCE	402190			708,843	35,000	743,843	914,843	(200,000)	714,843	0	714,843	6,000	0.8%	Use of fund balance helps to partially offset the impact of rising contractually obligated and/or mandated expenses such as for active employee and retiree health insurance; retirement; and utilities.
STATE AID-FR LIB INCL INCENT AID	408140	1,741,511	1,760,043	1,760,041	0	1,760,041	1,862,346		1,862,346	0	1,862,346	102,305	5.8%	NY State's adopted 2014-15 Budget included a 5.8% increase in library aid. Total funding is now at the same level as it was in the late-1990's. 2016 NYS aid estimate is based upon the 2015-16 State Adopted Budget.
STATE AID-TO MEMBER LIBRARIES	408150	255,065	257,781	257,779	0	257,779	272,758		272,758	0	272,758	14,979	5.8%	
STATE AID-OTHR	408160	128,000	135,500	0	0	0	0		0	0	0	0	n/a	Amounts in 2013 and 2014 reflect NY State "Bullet Aid" sponsored by Senators Gallivan, Grisanti and Ranzenhofer.
LIBRARY CHARGES-FINES (Central & Buffalo Libraries only)	419000	339,989	330,782	329,165	0	329,165	336,493		336,493	0	336,493	7,328	2.2%	SAP library charges/fine revenue reflects activity generated at the Central Library and Buffalo Branch Libraries only. Fine/charge revenue generated at libraries outside Buffalo are collected directly by each library. Fine revenue returned to the System by libraries outside Buffalo to support their labor expense under the Centralized Human Resources Program (CHR) is recorded at the end of the year via the "Refunds from Contract Libraries" line.
REFUNDS FROM CONTRACT LIBRARIES	419010	451,720	440,625	418,597	0	418,597	407,906		407,906	0	407,906	(10,691)	-2.6%	
RENT RL PROP-AUDITORIUM (Central Library)	420510	16,517	17,560	18,000	0	18,000	18,000		18,000	0	18,000	0	0.0%	
COMMISSIONS-TEL BOOTH / VEND/FOOD SVC (Central & Buffalo Libraries)	420530	10,809	12,914	16,000	0	16,000	18,240		18,240	0	18,240	2,240	14.0%	
OTHER DEPT INCOME-COPIES (Central & Buffalo Libraries)	422000	22,249	21,045	20,413	0	20,413	18,839		18,839	0	18,839	(1,574)	-7.7%	Continued shift from traditional photocopies to computer print.
REFUND OF PRIOR YEAR EXPENSES	423000	88,323	33,597	10,000	0	10,000	10,000		10,000	0	10,000	0	0.0%	
INTEREST & EARNINGS REGULAR	445030	11,324	3,497	5,000	0	5,000	3,000		3,000	0	3,000	(2,000)	-40.0%	Short term interest rates have been running near 0%, even with a modest economic recovery in progress.
MISCELLANEOUS RECEIPTS (Includes County Revenue Subsidy)	466000	7,127	5,607	0	0	0	0		0	0	0	0	n/a	
NSF CHECK FEES (Central & Buffalo Libraries)	466010	0	0	15	0	15	15		15	0	15	0	0.0%	

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											Dollars	Percent	
			as of 08/31/2015			Per NYSERS Employer Contrib Rates released 9/4/2015							
MINOR SALE OTHER (Central & Buffalo Libraries)	466020	6,872	7,820	7,500	0	7,500	8,000		8,000	0	8,000	500	6.7%
MINOR SALE BOOK BAGS (Central & Buffalo Libraries)	466030	1,331	1,282	1,500	0	1,500	1,300		1,300	0	1,300	(200)	-13.3%
MINOR SALE PRINTING (Central & Buffalo Libraries)	466040	43,038	49,814	50,000	0	50,000	52,217		52,217	0	52,217	2,217	4.4%
REFUND CONTRACT LIB. RETIREMENT	466170	897	0	0	0	0	0		0	0	0	0	n/a
MISC. DEPARTMENTAL INCOME	467000	3,294	1,611	2,000	0	2,000	3,000		3,000	0	3,000	1,000	50.0%
OTHER CONTRIBUTION	479100	100,000	70,527	100,000	0	100,000	60,000		60,000	0	60,000	(40,000)	-40.0%
INTERFUND- REV SUBSIDY (County Aid)	486000	0	58,689	0	0	0	0	0	0	0	0	0	n/a
SUBTOTAL OPERATING REVENUE	25,400,522	25,797,018	26,718,710	26,718,710	35,000	26,753,710	27,461,091	(200,000)	27,261,091	0	27,261,091	542,381	2.0%

Increased public usage.

Reflects the target for the Library's fundraising campaign "Bucks for Books" based upon recent year's experience.

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											Dollars	Percent	
			as of 08/31/2015			Per NYSERS Employer Contrib Rates released 9/4/2015							
Operating Expense													
FULL-TIME WAGES	500000	8,021,670	8,308,825	8,765,133	0	8,765,133	9,085,418		9,085,418	0	9,085,418	320,285	3.7%
PART-TIME WAGES	500010	3,281,212	3,320,392	3,983,602	0	3,983,602	4,024,053		4,024,053	0	4,024,053	40,451	1.0%
REGULAR PART-TIME WAGES	500020	966,777	980,559	1,048,444	0	1,048,444	1,062,824		1,062,824	0	1,062,824	14,380	1.4%
SEASONAL EMPLOYEE WAGES	500030	3,174	0	0	0	0	0		0	0	0	0	n/a
SHIFT DIFFERENTIAL	500300	15,328	17,208	15,000	0	15,000	15,000		15,000	0	15,000	0	0.0%
HOLIDAY WORKED	500330	14,456	16,275	15,000	0	15,000	15,000		15,000	0	15,000	0	0.0%
OTHER EMPLOYEE PAYMENTS	500350	29,749	39,878	60,000	0	60,000	60,000		60,000	0	60,000	0	0.0%
OVERTIME	501000	174,970	187,539	191,000	0	191,000	195,000		195,000	0	195,000	4,000	2.1%
SUBTOTAL SALARIES & WAGES		12,507,336	12,870,676	14,078,179	0	14,078,179	14,457,295	0	14,457,295	0	14,457,295	379,116	2.7%
FRINGE BENEFITS: Include employer benefit costs for all libraries.	502000	6,314,773	6,709,162	6,510,942	0	6,510,942	7,522,702	(320,529)	7,202,173	3,617	7,205,790	694,848	10.7%
REDUCTIONS FRM PRSNL SVS ACCT	504990	0	0	(172,868)	0	(172,868)	(439,410)	120,529	(318,881)	0	(318,881)	(146,013)	n/a
CONTRACTUAL SALARY RESERVES	504992	0	0	137,512	0	137,512	51,557		51,557	0	51,557	(85,955)	n/a
TOTAL LABOR AND BENEFIT COSTS		18,822,109	19,579,839	20,553,765	0	20,553,765	21,592,144	(200,000)	21,392,144	3,617	21,395,761	841,996	4.1%
OFFICE SUPPLIES (for all libraries)	505000	99,882	110,720	140,350	0	140,350	140,350		140,350	0	140,350	0	0.0%
CLOTHING SUPPLIES	505200	2,799	1,077	3,350	0	3,350	4,000		4,000	0	4,000	650	19.4%
AUTO SUPPLIES	505600	8,645	6,654	9,150	0	9,150	8,550		8,550	0	8,550	(600)	-6.6%
MEDICAL SUPPLIES	505800	159	1,108	1,000	0	1,000	1,000		1,000	0	1,000	0	0.0%
REPAIRS & MAINTENANCE	506200	90,798	93,759	92,200	2,107	94,307	102,500		102,500	0	102,500	10,300	11.2%
HIGHWAY SUPPLIES (rock salt)	506400	9,463	12,996	14,000	0	14,000	14,000		14,000	0	14,000	0	0.0%
LOCAL MILEAGE REIMBURSEMENT	510000	15,401	13,157	14,200	0	14,200	14,200		14,200	0	14,200	0	0.0%
OUT OF AREA TRAVEL	510100	12,388	10,300	15,000	0	15,000	15,000		15,000	0	15,000	0	0.0%
TRAINING & EDUCATION	510200	41,541	57,236	57,040	0	57,040	54,755		54,755	0	54,755	(2,285)	-4.0%
UTILITY CHARGES Water/Sewer/ phone/Data Lines/Internet Access; & fuel oil. See Interfund Enterprise Utility Line for Electric & Natural Gas	515000	242,678	247,220	265,748	(14,400)	251,348	109,134		109,134	0	109,134	(156,614)	-58.9%

Assumes contracted 2016 COLAs of 2.5% for CSEA, 2.5% for Librarians Association and 2.5% for Contract Library Clerical ad Maintenance Bargaining unit members; a \$0.25 per hour increase in Page & Sr. Page wages related to the 2016 increase in the NY State minimum wage; step increases; and no wage rate change for AFSCME as the unit's current contract expires 12-31-2015 and a successor contract is not yet in place.

See Fringe Benefit Detail below.

2.2% of wages turnover savings factor

Reserve for potential wage & benefit adjustments, including AFSCME (current contract expires 12/31/2015).

The federal e-Rate program coverage of eligible expenses in this category (most expenses are eligible), increased from up to 62% to up to 90% for eligible Wide Area Network/Internet Access and up to 70% for plain old telephone service (POTS) on July 1, 2015. The savings will be partially offset by a phase out of e-Rate funding for basic voice telecom as e-Rate shifts focus to support broadband bandwidth.

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CONTRACTUAL PAYMENTS												
AMHERST PUBLIC	516010	36,000	40,000		0	0		0	0	0	0	n/a
ANGOLA PUBLIC 2	516010	3,000	7,000		0	0		0	0	0	0	n/a
AURORA TOWN PUBLIC 1,2	516010	3,000	2,500		0	0		0	0	0	0	n/a
BOSTON FREE	516010	3,000	2,500		0	0		0	0	0	0	n/a
CLARENCE PUBLIC	516010	9,000	10,000		0	0		0	0	0	0	n/a
COLLINS PUBLIC 1,2	516010	3,000	2,500		0	0		0	0	0	0	n/a
CONCORD PUBLIC 2	516010	3,000	2,500		0	0		0	0	0	0	n/a
EDEN PUBLIC 2	516010	3,000	2,500		0	0		0	0	0	0	n/a
ELMA PUBLIC	516010	3,000	2,500		0	0		0	0	0	0	n/a
EWELL FREE-ALDEN 2	516010	4,666	3,382	293	0	293	1,153	1,153	0	1,153	860	293.5%
GRAND ISLAND MEMORIAL	516010	3,000	3,000		0	0		0	0	0	0	n/a
HAMBURG PUBLIC 2	516010	3,000	3,000		0	0		0	0	0	0	n/a
LACKAWANNA PUBLIC 2	516010	950	15,000	12,323	0	12,323	11,749	11,749	0	11,749	(574)	-4.7%
LANCASTER PUBLIC 1,2	516010	6,000	5,000		0	0		0	0	0	0	n/a
MARILLA FREE 1,2	516010	3,000	2,500		0	0		0	0	0	0	n/a
NEWSTEAD PUBLIC - AKRON 1,2	516010	9,000	10,000		0	0		0	0	0	0	n/a
NORTH COLLINS PUBLIC	516010	3,949	2,500		0	0		0	0	0	0	n/a
ORCHARD PARK PUBLIC 1,2	516010	4,000	5,000		0	0		0	0	0	0	n/a
TONAWANDA PUBLIC CITY	516010	3,000	4,000		0	0		0	0	0	0	n/a
TONAWANDA TOWN PUBLIC 1,2	516010	7,000	8,000		0	0		0	0	0	0	n/a
WEST SENECA PUBLIC 2	516010	6,000	5,000		0	0		0	0	0	0	n/a
PROF SERV CONTRACT & FEES	516020	875,460	913,490	964,380	124,074	1,088,454	864,427	864,427	0	864,427	(99,953)	-10.4%
MAINTENANCE CONTRACTS	516030	93,043	86,358	121,022	2,201	123,223	121,857	121,857	0	121,857	835	0.7%
OTHER EXPENSES	530000	128,494	141,597	166,160	21,221	187,381	177,050	177,050	0	177,050	10,890	6.6%
RENTAL CHARGES	545000	4,279	4,618	4,794	14,551	19,345	4,725	4,725	0	4,725	(69)	-1.4%
LITIGATION SETTLEMENT	555030	0	5,000	0	0	0	0	0	0	0	0	n/a
INSURANCE PREMIUMS	555050	50,366	78,331	115,000	0	115,000	119,550	119,550	0	119,550	4,550	4.0%
LOCAL SHARE GRANT MATCH	559000	663,609	0	0	0	0	0	0	0	0	0	n/a
LAB & TECH EQUIP (includes software updates)	561410	331,500	237,172	73,005	96,978	169,983	75,145	75,145	0	75,145	2,140	2.9%

2013 and 2014 amounts principally represent special NYS Senate sponsored "bullet aid" allocations which are non-recurring in nature. Sponsored by Senators Galivan, Grisanti, and Ranzenhofer, the bullet aid has placed an emphasis on public access to and use of technology. and often designated for targeted uses - e.g. technology.

Directors & Officers, general liability and related policies - coverage for library operations at all 37 locations.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2016 Operating Budget

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BUILDINGS & GROUNDS EQUIPMENT	561430	1,228	2,450	0	16,322	16,322	0		0	0	0	0	0	n/a	
MOTOR VEHICLE EQUIPMENT	561440	60,336	0	0	25,000	25,000	0		0	0	0	0	0	n/a	
LIBRARY BOOKS & MEDIA	561450	3,016,647	2,952,662	3,009,000	189,234	3,198,234	3,009,000		3,009,000	0	3,009,000	0	0.0%	\$60,000 of this cost is budgeted to be supported by donations.	
INTERFUND-UTILITY ENTERPRISE FUND for Electric, NGas & Fuel Oil (Most contract libraries are included in the electric and all are in the Natural gas pool)	575040	837,545	923,550	951,981	0	951,981	878,390		878,390	0	878,390	(73,591)	-7.7%	See Interfund Utilities Detail below.	
INTERDEPT-LIBRARY SERVICES (To Corrections Center, Holding Facility and Buildings & Grounds (Court Storage))	942000	(282,829)	(196,341)	(203,287)	0	(203,287)	(203,924)		(203,924)	0	(203,924)	(637)	0.3%		
INTERDEPT-Purchasing Svcs	910600	26,466	36,007	20,979	0	20,979	20,979		20,979	12,141	33,120	12,141	57.9%	Erie County assesses these charges for services provided, which include the SAP financial/personnel system; fuel for shipping and maintenance vehicles and purchasing services.	
INTERDEPT-Fleet Svcs (including fuel)	910700	41,189	42,955	47,252	0	47,252	47,252		47,252	(6,742)	40,510	(6,742)	-14.3%		
INTERDEPT-DISS	980000	226,689	242,623	270,005	0	270,005	278,105		278,105	(9,016)	269,089	(916)	-0.3%		
TOTAL OPERATING EXPENDITURES	25,539,451	25,742,919	26,718,710	477,287	27,195,997	27,461,091	(200,000)	27,261,091	0	27,261,091	542,381	2.0%			

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Fringe Benefit Detail														
Fringe Benefits (Undistributed)	502000	0	0	(76,955)	0	(76,955)	0		0	3,617	3,617	80,572	-105%	2015 amount reflects a \$50,722 reduction in the County Executive's Proposed Budget to offset net increased costs for County Interdepartmental services; and a \$26,233 funding reduction approved by the Erie County Legislature in adopting their 2015 Budget.
Employer FICA - REGULAR	502010	772,405	793,019	872,853	0	872,853	896,354		896,354	0	896,354	23,501	2.7%	
Employer FICA - MEDICARE	502020	180,718	185,439	204,108	0	204,108	209,672		209,672	0	209,672	5,564	2.7%	
Employee Health Insurance	502030	2,275,227	2,453,384	2,237,163	0	2,237,163	2,586,136		2,586,136	0	2,586,136	348,973	15.6%	Applies rate change per county budget manual adjusted to Library's utilization trends. Assumes Health Insurance rates increase 5%, with the balance being an increase in the utilization rate reflecting experience in 2015 year-to-date.
Dental Plan	502040	91,848	92,236	114,404	0	114,404	117,436		117,436	0	117,436	3,032	2.7%	
Workers Compensation	502050	39,638	56,034	42,245	0	42,245	51,034		51,034	0	51,034	8,789	20.8%	Applies rate change per county budget manual adjusted to Library's utilization trends.
Unemployment Insurance	502060	14,752	12,729	14,109	0	14,109	17,055		17,055	0	17,055	2,946	20.9%	
Hospital & Medical - Retirees	502070	942,895	1,042,423	999,354	0	999,354	1,522,245		1,522,245	0	1,522,245	522,891	52.3%	The impact of 2014 County Labor agreement changes (particularly CSEA) accelerated retirements towards the end of 2014 and this is now impacting Retiree Health Care expense in 2015, which as of August YTD stood at \$943,558 (approx. 15% of the Library's Full and RPT payroll). This trend yields projected 2015 expense of \$1.4 million (more than \$400,000 over budget). These same contracts include provisions to significantly mitigate the impact of health care costs. However, phase in of these provisions will occur over many years, with greater cost mitigation occurring further in the future.
Health Insurance Waiver	502080	31,814	28,299	37,608	0	37,608	40,008		40,008	0	40,008	2,400	6.4%	
Retirement	502100	1,965,477	2,045,598	2,066,053	0	2,066,053	2,082,762	(320,529)	1,762,233	0	1,762,233	(303,820)	-14.7%	Estimate reflects a decrease in NYSERS 2016-2017 rates and includes the continued shift from higher cost Tiers to the new lower cost Tier 6 retirement plan as staff turnover occurs.
Total Fringe Benefit Detail:	6,314,773	6,709,162	6,510,942	0	6,510,942	7,522,702	(320,529)	7,202,173	3,617	7,205,790	694,848	10.7%		
Interfund Utilities Detail														
Natural Gas		162,450	204,335	187,911	0	187,911	167,911		167,911	0	167,911	(20,000)	-10.6%	Based upon rolling 12 month projections of usage data combined with market cost estimates provided by the County's pool purchaser, Fluent Energy. 2014 saw significant price fluxuations, particularly during winter, which moderated in 2015.
Electricity		675,095	719,215	764,070	0	764,070	710,479		710,479	0	710,479	(53,591)	-7.0%	
Total Interfund Utilities Detail:	837,545	923,550	951,981	0	951,981	878,390		878,390	0	878,390	(73,591)	-7.7%		

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2016 Grants Proposed Budget

Grant Name	2014 Board Adopted Budget	2015 Board Adopted Budget	2016 Budget
Central Library Development Aid			
NEW YORK STATE AID	259,977	262,742	278,007
Total Revenue:	259,977	262,742	278,007
FULL-TIME SALARIES	110,556	116,302	118,609
PART-TIME WAGES	62,443	66,983	71,834
FRINGE BENEFITS	86,978	79,457	87,564
Total Expense:	259,977	262,742	278,007
Central Library Book Aid			
NEW YORK STATE AID	59,973	60,612	64,134
Total Revenue:	59,973	60,612	64,134
LIBRARY BOOKS & MEDIA	59,973	60,612	64,134
Total Expense:	59,973	60,612	64,134
Continuity of Service			
NEW YORK STATE AID	41,939	42,385	44,848
Total Revenue:	41,939	42,385	44,848
PART-TIME WAGES	34,563	35,909	37,042
FRINGE BENEFITS	7,376	6,476	7,806
Total Expense:	41,939	42,385	44,848
Coordinated Outreach			
NEW YORK STATE AID	141,683	143,131	151,510
Total Revenue:	141,683	143,131	151,510
FULL-TIME SALARIES	77,131	79,112	91,160
PART-TIME WAGES	7,390	17,680	0
FRINGE BENEFITS	57,162	46,339	60,350
Total Expense:	141,683	143,131	151,510

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Library Automation Aid			
NEW YORK STATE AID	64,167	64,850	68,618
Total Revenue:	64,167	64,850	68,618
FULL-TIME SALARIES	0	0	26,873
PART-TIME WAGES	55,346	61,388	23,028
FRINGE BENEFITS	8,821	3,462	18,717
Total Expense:	64,167	64,850	68,618
State Correctional Facilities			
NEW YORK STATE AID	38,351	38,759	41,012
Total Revenue:	38,351	38,759	41,012
PERSONAL SERVICES			
PART-TIME WAGES	21,190	21,459	22,058
FRINGE BENEFITS	1,821	1,796	2,549
PROF SERVICES & FEES	800	800	800
OFFICE SUPPLIES	0	1,000	1,000
OTHER EXPENSES	0	1,000	3,000
LIBRARY BOOKS & MEDIA	14,540	12,704	11,605
Total Expense:	38,351	38,759	41,012
County Correctional Facilities			
NEW YORK STATE AID	7,354	7,432	7,865
Total Revenue:	7,354	7,432	7,865
PERSONAL SERVICES			
PART-TIME WAGES	4,895	5,088	5,225
FRINGE BENEFITS	420	1,373	669
OFFICE SUPPLIES	300	533	1,533
LIBRARY BOOKS & MEDIA	1,739	438	438
Total Expense:	7,354	7,432	7,865
TOTAL LIBRARY GRANTS			
NEW YORK STATE AID	613,444	619,911	655,994
	613,444	619,911	655,994

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2016 Erie County Capital Budget For Library Projects

While not part of the Library's Operating Budget, Erie County Capital funds have been included in the County's Capital Budget for improvements to the County owned Central Library building:

2016 Erie County Prop. Budget
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Central Library Mechanical, Electrical and Plumbing Improvements

This project will include renovations to various systems that need renovation/replacement including but not limited to: main and branch electrical panels, plumbing valves and controls including domestic hot water system, abating/replacing/expanding 1st floor public restrooms, asbestos abatement and other miscellaneous work as required. This work includes design and construction.

Total Project (100% County Bonded Project):	\$250,000
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Central Library Life Safety Improvements

This is a phased project to address life safety, fire protection and environmental conditions of the Central Library. The primary focus of the project is to upgrade the fire alarm system which has reached the end of its operational life with an addressable or intelligent system. This includes new fire alarm panels, enunciators, egress signage, asbestos abatement and other related work as required.

Total Project (100% County Bonded Project):	\$250,000
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TOTAL ERIE COUNTY CAPITAL FOR LIBRARY PROJECTS	\$500,000
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