



February 1, 2010

TO: Jennifer Huber, OMH

FROM: Anthony Annunziata, ARAMARK  
Brian Meade, ARAMARK

SUBJECT: NEW YORK STATE OFFICE OF MENTAL HEALTH:  
MANHATTAN PC  
POWER PLANT DECOMMISSIONING PLAN

The purpose of this memo is to detail the utility impacts to surrounding buildings following the decommissioning of the Manhattan Psychiatric Center (MPC) Power Plant Building 122, propose a decommissioning plan for the existing Power Plant, provide an update on the Triborough Bridge and Tunnel Authority's (TBTA) plan to rehabilitate Building 104, and identify utility easement requirements for OMH once the Power Plant is decommissioned. The OMH Building Decommissioning Guidelines were used as guidance for development of this plan.

## 1. Utility Impacts

The following utilities will be impacted once the Power Plant, Building 122 is decommissioned. According to the project timeline dated December 11, 2009, the project to construct a new Powerhouse (project number 43368) is to be completed August 31, 2011. Once the new power plant is completed and tested, the old power plant can be shut down and decommissioned in the spring of 2012. At this time the utilities serving several buildings will be affected.

The information below is organized by building detailing each utility. Comments are included detailing the impacts, issues, items requiring further investigation, short term and long term recommendations. Information was collected from facility drawings, including the 100% OGS construction prints (M-001, 2, 3, 4) for the new Power Plant project (#43368), the CT Male facility drawing dated November 26, 2007, building inventory, site surveys and interviews with facility personnel.

### ➤ **Building 3, Waste Water Treatment Plant**

Owner: The City of New York, Department of Environmental Protection

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to the treatment plant for wastewater processing. The City of New York will be responsible for providing steam to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source.

- **Electric**

No service is provided via MPC Power Plant.

- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 13, Odyssey House**

Owner: New York State Office of Alcohol and Substance Abuse Services (OASIS)

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to the Odyssey House for heating and domestic hot water. OMH, OASIS or collaboration of both parties, will be responsible for providing steam to this building after the Power Plant is decommissioned. The installation and operation of independent boilers in Building 13 would be less costly than continuing providing services from the MPC Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. OMH will be responsible for providing electric to this building after the Power Plant is decommissioned. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 64, Charles Gay Men's Shelter**

Owner: The City of New York, Department of Homeless Services

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to the Charles Gay Men's Shelter for heating and domestic hot water. The City of New York will be responsible for providing steam to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source.

- **Electric**

The MPC Power Plant provides electric service via the switchgear in the plant. The City of New York will be responsible for providing electric to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate electric source.

- **Sewage**

No service is provided via MPC Power Plant.

- **Telephone/Data**

No service is provided via MPC Power Plant.

- **Gas**

No service is provided via MPC Power Plant.

- **Chilled Water**

No service is provided via MPC Power Plant.

➤ **Building 65, Schwertz Pavilion**

Owner: The City of New York, Department of Homeless Services

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

No service is provided via MPC Power Plant.

- **Electric**

The MPC Power Plant provides electric service via the switchgear in the plant and via Building 64. The City of New York will be responsible for providing electric to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate electric source.

- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 101, Administration**

Owner: OMH, occupied by State Police

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 101 for heating and domestic hot water. OGS Project # 43750 is in progress to provide independent boilers for this building.
- **Electric**  
The MPC Power Plant provides electric service via the Meyer Building 103, which is supplied from the Main Switchgear in Building 119. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 102, Dunlap**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.

- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 102 for heating and domestic hot water. The OGS project # 43368 to construct the low pressure Power Plant will provide steam to this building.
- **Electric**  
No service is provided via MPC Power Plant. Service provided via the Main Switchgear in Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
The MPC Power Plant provides chilled water to Building 102.

➤ **Building 103, Meyer**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 103 for heating and domestic hot water. As part of the construction of the new Power Plant, steam service will not be provided to this building. Alternate future measures to be taken will likely include the relocation of activities and decommissioning of the building, or installation of temporary boilers to provide steam before the decommissioning of the old Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. This service will need to be fed from the Main Switchgear Building 119 or tie into another source from a neighboring building. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.

- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 104, TBTA**

Owner: City of New York, Metropolitan Transit Authority

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The steam provided from the MPC Power Plant has been secured. TBTA has had a project to install independent boilers.
- **Electric**  
No service is provided via MPC Power Plant. TBTA has had a project to install independent electric service.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 105, Kirby**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 105 for heating and domestic hot water. As part of the construction of the new Power Plant, steam service will not be provided to this building. Alternate future measures to be taken will likely include the relocation of activities and decommissioning of the building, or installation of temporary boilers to provide steam before the decommissioning of the old Power Plant.
- **Electric**  
No service is provided via MPC Power Plant. Service provided via the Main Switchgear in Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.

- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 106, Kitchen**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 106 for heating and domestic hot water. Drawing M-004 indicates upon completion of operational testing and set up of new power plant equipment, existing medium pressure service piping can be cut and capped at the service entrance. Steam will be provided to this building as part of the construction of the new Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. This service will need to be fed from the Main Switchgear Building 119 or tie into another source from a neighboring building. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
The MPC Power Plant provides chilled water to Building 106.

➤ **Building 108, FECS**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 108 for heating and domestic hot water. OGS Project # 43750 is in progress to provide independent boilers for this building.

- **Electric**  
No service is provided via MPC Power Plant. Service provided via the Main Switchgear in Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 110, Transitional Residence**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to Building 110 for heating and domestic hot water. OGS Project # 43750 is in progress to provide independent boilers for this building.
- **Electric**  
No service is provided via MPC Power Plant. Service provided via the Main Switchgear in Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 111, Homeless Shelter**

Owner: The City of New York, Department of Homeless Services

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to Building 111 for heating and domestic hot water. The City of New York will be responsible for providing steam to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source.

- **Electric**

No service is provided via MPC Power Plant. Service provided via the Main Switchgear in Building 119.

- **Sewage**

No service is provided via MPC Power Plant.

- **Telephone/Data**

No service is provided via MPC Power Plant.

- **Gas**

No service is provided via MPC Power Plant.

- **Chilled Water**

No service is provided via MPC Power Plant.

➤ **Building 114, Catholic Chapel**

Owner: OMH

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to Building 114 for heating and domestic hot water. Drawing M-002 indicates after switch over to low pressure steam from the new power plant, the existing steam PRV is to be removed. Steam will be provided to this building as part of the construction of the new Power Plant.

- **Electric**

The MPC Power Plant provides electric service via the switchgear in the plant. This service will need to be fed from the Main Switchgear Building 119 or tie into another source from a neighboring building. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.

- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 116, Sewage Plant/Water Pump**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
No service is provided via MPC Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. This service will need to be fed from the Main Switchgear Building 119 or tie into another source from a neighboring building. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 119, Main Substation**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
No service is provided via MPC Power Plant.

- **Electric**

This is the hub of the electric distribution network for many buildings. Feeders from the existing Power Plant, Building 122, will need to be relocated into this switchgear to continue electric services to OMH buildings.

- **Sewage**

No service is provided via MPC Power Plant.

- **Telephone/Data**

No service is provided via MPC Power Plant.

- **Gas**

No service is provided via MPC Power Plant.

- **Chilled Water**

No service is provided via MPC Power Plant.

➤ **Building 120, Plumbing Shop**

Owner: OMH

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to the Plumbing Shop for heating and domestic hot water. The building is short term and the maintenance shops in this building are to be moved as part of the construction of the new Power Plant.

- **Electric**

The MPC Power Plant provides electric service via the switchgear in the plant. The building is short term and the maintenance shops in this building are to be moved as part of the construction of the new Power Plant.

- **Sewage**

No service is provided via MPC Power Plant.

- **Telephone/Data**

No service is provided via MPC Power Plant.

- **Gas**

No service is provided via MPC Power Plant.

- **Chilled Water**

No service is provided via MPC Power Plant.

➤ **Building 121, Volunteers of America**

Owner: The City of New York, Department of Homeless Services

- **Potable Water**

No service is provided via MPC Power Plant.

- **Steam/Condensate**

The MPC Power Plant currently provides steam to Building 121 for heating and domestic hot water. The City of New York will be responsible for providing steam to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source.

- **Electric**

The MPC Power Plant provides electric service via the switchgear in the plant. The City of New York will be responsible for providing electric to this building after the Power Plant is decommissioned. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate electric source. A project is being requested for OGS design services to remove the electric supply from the Power Plant and connected to the Main Substation, Building 119.

- **Sewage**

No service is provided via MPC Power Plant.

- **Telephone/Data**

No service is provided via MPC Power Plant.

- **Gas**

No service is provided via MPC Power Plant.

- **Chilled Water**

No service is provided via MPC Power Plant.

➤ **Building 122, Power Plant**

Owner: OMH

- **Potable Water**

Water service to the Power Plant will be secured at the nearest service entrance.

- **Steam/Condensate**

The steam and condensate lines will be secured.

- **Electric**

The electric service will be removed from the substation.

- **Sewage**

The sewer lines will be plugged.

- **Telephone/Data**

Telephone and data services will be removed.

- **Gas**

No service is available.

- **Chilled Water**  
Chilled water lines will be secured.

➤ **Building 123, Maintenance Shop**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
The MPC Power Plant currently provides steam to the Maintenance Shop for heating and domestic hot water. The building is short term and the maintenance shops in this building are to be moved as part of the construction of the new Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. The building is short term and the maintenance shops in this building are to be moved as part of the construction of the new Power Plant.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 124, 125, 126, 127, Cottages**

Owner: The City of New York, Department of Homeless Services

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
These buildings are fed from Building 111 which is fed from the Power Plant. If it has not occurred, building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source.
- **Electric**  
No service is provided via MPC Power Plant. Service provided via Building 111 which was previously mentioned.
- **Sewage**  
No service is provided via MPC Power Plant.

- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

➤ **Building 132, Storage Building**

Owner: OMH

- **Potable Water**  
No service is provided via MPC Power Plant.
- **Steam/Condensate**  
No service is provided via MPC Power Plant.
- **Electric**  
The MPC Power Plant provides electric service via the switchgear in the plant. The building is short term and the materials in this building are to be moved as part of the construction of the new Power Plant.
- **Sewage**  
No service is provided via MPC Power Plant.
- **Telephone/Data**  
No service is provided via MPC Power Plant.
- **Gas**  
No service is provided via MPC Power Plant.
- **Chilled Water**  
No service is provided via MPC Power Plant.

## 2. Power Plant Decommissioning

### ➤ **Summary**

According to the December 31, 2009 ASSG Project Status Report provided by Peter Lukasiewicz, the project to construct a new Powerhouse (project number 43368) is to be completed August 31, 2011. Once the new power plant is completed, the old power plant can be secured and decommissioned in the spring of 2012. Several systems will require decommissioning. The OMH Decommissioning Guidelines (DG) were used as reference, Attachment 1, and the checklists should be used when the work is completed. Listed below are the systems and a summary of the scope of work.

- **Potable Water**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage... may include disconnecting the building from steam distribution systems, domestic water distribution systems, fire hydrant and sprinkler systems, and sanitary lines. Evaluations of the building's interior distribution networks and plumbing fixtures should be made to determine the extent of work to be performed.”

The potable water lines should be secured outside the building at the curb valves and the meters removed. The DEP should be contacted to remove the billing account. The potable water lines within the building should be drained to prevent freezing, rupturing, and structural damage. Mark Siamese fire connections appropriately once out of service.

- **Steam/Condensate**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage... may include disconnecting the building from steam distribution systems, domestic water distribution systems, fire hydrant and sprinkler systems, and sanitary lines. Evaluations of the building's interior distribution networks and plumbing fixtures should be made to determine the extent of work to be performed.”

The steam and condensate lines exiting the plant should be secured, valves dropped and blank flanges installed. This includes the line serving the campus and the line serving the Waste Water Treatment Plant. If it has not occurred, non OMH building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate steam source. The lines and systems within the building should be drained to prevent freezing, rupturing, and structural damage.

- **Boilers**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage... may include disconnecting the building from steam distribution systems, domestic water distribution systems, fire hydrant and sprinkler systems, and sanitary lines. Evaluations of the building's interior distribution networks and plumbing fixtures should be made to determine the extent of work to be performed.”

The boilers and feed water systems should be drained to prevent freezing, rupturing, and structural damage. There is no plan to reuse the boilers. Novus Engineering should be consulted to modify environmental records once the Power Plant is decommissioned.

- **Electric**

DG excerpt, page 3: “...work is intended to isolate a building from its main power supply to eliminate further electrical consumption and alleviate potential electrical malfunctions. Electrical tasks also include the removal of acid-containing fire alarm batteries to prevent damaging leakage over time. Depending on the building, Electrical considerations may also include the installation of an intrusion alarm detection system to notify safety personnel of a security breach.”

The power serving the building’s unused equipment should be secured to eliminate further electrical consumption and alleviate potential electrical malfunctions. Electrical tasks also include the removal of acid-containing fire alarm batteries to prevent damaging leakage over time. Depending on the building, electrical considerations may also include the installation of an intrusion alarm detection system to notify safety personnel of a security breach. Scott Bard, OMH, recommended the sump pumps remain active to prevent flooding of mechanical spaces and environmental contamination. These pumps should remain active until building is demolished.

The systems served from the switchgear in the Power Plant should either be removed from service or alternately supplied from the Main Switchgear, Building 119. This system modification would require design and construction services.

If it has not occurred, non-OMH building occupants and owners should be notified that the plant is being secured and they are responsible for providing an alternate electric source.

- **Generator**

DG excerpt, page 3: “...work is intended to isolate a building from its main power supply to eliminate further electrical consumption and alleviate potential electrical malfunctions.”

The 750 KW generator could be provided to OGS and sold at auction. If not, the fuel and oil within the generator should be drained and the acid filled batteries removed to prevent environmental contaminations. Novus Engineering should be consulted to modify environmental records once the Power Plant is decommissioned. The portable 2,000 KW stand-by generator next to Building 119 connected to the main switchgear should remain in service because it provides normal power if the Con Edison service is interrupted.

- **Sewage**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage and keeping sewer gasses from collecting in the buildings.”

The house traps should be plugged with sand to prevent sewage gasses from entering the building.

- **Telephone/Data**

DG excerpt, page 3: “...to eliminate further electrical consumption and alleviate potential electrical malfunctions.”

The facility IT staff should be worked with to secure these services.

- **Natural Gas**

No service is available.

- **Chilled Water**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage...”

The chilled water lines exiting the plant should be secured. The lines and systems within the building should be drained to prevent freezing, rupturing, and structural damage.

- **Chillers/Cooling Tower**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage...”

The chillers could be provided to OGS and sold at auction. If not, the refrigerant and oil within the chiller should be drained to prevent environmental contaminations. Novus Engineering should be consulted to modify environmental records once the Power Plant is decommissioned. The cooling towers are being proposed for use in the new Power Plant project. The chillers and cooling towers could also be relocated to Rockland PC to address their increasing chilled water loads.

- **Fuel Oil Tanks**

DG excerpt, page 2: “...work is intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage...”

The #6 fuel oil within the tanks could be transferred and burned at Rockland PC. Facility staff should closely monitor tank levels to minimize the amount of oil in the tanks when the boilers are secured. If not, the oil should be drained to prevent environmental contaminations. Scott Bard recommended the tanks and surrounding piping is cleaned. The piping should be cut and capped to prevent filling of the tanks. The Department of Environmental Conservation (DEC) may request an investigation around them to identify contamination.

- **Item Removals**

DG excerpt, page 2: “...All items should be removed that are not fixed to the building's structure. The New York State Uniform Fire Prevention and Building Code require vacant buildings to be completely emptied of their contents to minimize the potential fire load. This also helps to reduce potentially noxious fumes that could be produced in a fire emergency.”

An inventory should be taken of the salvageable items. Many of the items salvaged from the building may be used elsewhere at the same facility or in other OMH facilities, depending on need. Relocation of salvageable items in many cases stalls the purchase of

new equipment. Remaining salvageable items are offered to other State agencies for their use, auctioned off to the public or lastly sent to a landfill.

- **Building Envelope Security**

*DG excerpt, page 3: “This work should be completed and intended to protect a building's envelope from potential breach, resulting in either vandalism or insect and animal infestation. This work is approached with sensitivity to a building's security, structure, and aesthetics. Building Envelope Security tasks involve the repair or securing of windows, doors, pipes, louvers, and miscellaneous points of entry into the building to discourage any envelope breach and protect a building from acts of vandalism which could potentially detract from a building's aesthetic value. Signage should be conspicuously posted to warn impending violators that the building and property are under surveillance, unauthorized entry or access is strictly prohibited, and trespassers will be prosecuted.”*

### **3. TBTA Update to Rehabilitate Building 104**

On December 23, 2009, ARAMARK spoke with Lloid Drummon ([ldrummon@mtabt.org](mailto:ldrummon@mtabt.org) 212-870-6527) at The City of New York Metropolitan Transit Authority (MTA) to discuss the status of the rehabilitation of the TBTA Building 104. Mr. Drummon indicated the project was at 100% design and was being advertized to receive construction quotes from contractors. A new Commissioner was appointed and the project was put on hold to look for less costly alternatives. There is no schedule for rehabilitation. The project scope would have included independent boilers installed within the building, and the electric service would have been isolated from MPC. Mr. Drummon indicated the electric service would have been fed from the MTA Buildings on the north side of Wards Island near the Manhattan Toll Booths. Mr. Drummon requested a meeting with OMH to determine how MPC plans could affect their rehabilitation. ARAMARK will coordinate a meeting with the facility and TBTA.

### **4. Easements**

➤ The items below detail where easements will be needed or where there is an opportunity to renegotiate who is responsible for maintaining the utilities following the decommissioning of the Power Plant and relocation of the maintenance shops.

- **Potable Water**

Easements will be needed for water distribution piping serving Building 13 as indicated on Attachment 2, the CT Male diagram labeled “Working Draft of Survey Overlay with Utility and Access Easements,” October 31, 2008.

- **Steam/Condensate**

No easements are required because the new systems will be confined to the new power plant and within OMH buildings and property.

- **Electric**  
Easements will be required from the Main Switchgear, Building 119, to the long-term OMH buildings (Buildings 102, 106, 114, etc.). This switchgear provides power to several of OMH buildings. Easements will be needed for electric lines serving Buildings 105,108 along Morgan Avenue and to the east of Building 104. Easements will be needed to the east of Building 106, along White Street near the water tank. Relocating the Building 119 switchgear could be done but at a significant cost. These locations are indicated on Attachment 2.
- **Sewage/Storm**  
Easements will be needed for lines serving Building 13 along Morgan Avenue and to the south of Building 104. These locations are indicated on Attachment 2.
- **Telephone/Data**  
ARAMARK is working with Mark Noey, IT Director for Manhattan PC. More information is required before recommendations can be made. Mr. Noey indicated that data wiring passes through the existing steam tunnel to Work Control and the Power Plant. ARAMARK communicated with facility staff that all efforts should be made to avoid severing these lines during the construction of the new Power Plant. ARAMARK also inquired about the lines serving Building 13 to determine location and if easements are required.
- **Natural Gas**  
No service is available therefore easements are not required.
- **Chilled Water**  
No easements are required as the new systems will be confined within the new power plant and within OMH buildings and property.

Please contact Anthony at 914-874-6229 or Brian at 607-435-3141 at your earliest convenience if you have any questions or concerns.

Attachments:

1. OMH Decommissioning Guidelines
2. CT Male, Working Draft of Survey Overlay with Utility and Access Easements, October 31, 2008.

cc: Jim Day, ARAMARK  
Ed Killeen, OMH  
Peter Lukasiewicz, OMH  
Frank Maloney, ARAMARK



## Decommissioning & Preservation Protocol

The scope of decommissioning work varied from building to building and campus to campus, often depending on the building's existing conditions and needs; however, all of the work necessary for proper decommissioning and preservation of a building can be classified into the following six general areas of concern:

- Heating and Plumbing
  - Item Removals
  - Sitework
  - Building Envelope Security
  - Electrical
  - Roofing
- **Heating and Plumbing** work was intended primarily to minimize utility costs while protecting the building utility networks from potential freeze damage and keeping sewer gasses from collecting in the buildings. Depending on the building, some of the tasks required for completion of this work may have included disconnecting the building from steam distribution systems, domestic water distribution systems, fire hydrant and sprinkler systems, and sanitary lines. Evaluations of the building's interior distribution networks and plumbing fixtures were also made to determine the extent of work to be performed. For example, buildings with very old heat distribution systems that were in poor condition were not drained down if it was assumed that re-commissioning of the building would likely include installation of a new network.
- **Item Removals** work required removing all items from the building that were not fixed to the building's structure. The New York State Uniform Fire Prevention and Building Code require vacant buildings to be completely emptied of their contents to minimize the potential fire load. This initiative also helped reduce potentially noxious fumes that could be produced in a fire emergency. This work did not include removal of items that were components of an integral building mechanical system. These measures were taken not only to reduce the amount of potentially combustible materials in a building; it also allowed the Agency to properly inventory many salvageable items. Many of the items salvaged from a decommissioned building were used elsewhere at the same facility, or in other facilities, depending on need. Any remaining salvageable items were offered to other State agencies for their use, auctioned off to the public, or lastly sent to a landfill.
- **Sitework** was intended to remove any landscape obstruction and grounds debris from around a building's perimeter proximity and to remove any animals currently nesting in a vacated building. Sitework tasks included trimming back or removing, within established perimeters, any trees, shrubbery or other vegetation growth that obscured building facades. It also included trimming back tree branches and limbs close to building roofs, which could provide animal nesting sites and allow animals access to a building's roof and window openings. Removing landscape obstructions provided campus safety personnel a clearer view of a building's exterior from a routine drive-by, in order to properly survey the building envelope for any security breach, whether animal or human,



particularly in the vicinity of the single point of entry to the building. Trimming back landscaping also exposed a building to more sunlight and proper air circulation, thereby aesthetically preserving the building. Another concern associated with Sitework is the trimming back of ivy growth and its removal from the face of masonry structures as ivy attachment to the building deteriorates mortar joints.

- **Building Envelope Security** work was intended to protect a building's envelope from potential breach, resulting in either vandalism, insect or animal infestation. This work was approached with sensitivity to a building's security, structure, and aesthetics. Building Envelope Security tasks often involved the repair or securing of windows, doors, pipes, louvers, and miscellaneous points of entry into the building to discourage any envelope breach and protect a building from acts of vandalism, which could potentially detract from a building's aesthetic value. Window openings were protected in a manner that allows sunlight and limited ventilation through the building to limit mold growth. Signage was conspicuously posted to warn impending violators that unauthorized entry or access is strictly prohibited, and trespassers shall be prosecuted.
- **Electrical** work was intended to isolate a building from its main power supply to eliminate further electrical consumption and alleviate potential electrical malfunctions. Electrical tasks included the removal of acid-containing fire alarm batteries to prevent damaging leakage over time. Depending on the building, in some instances, electrical considerations also included the installation of an intrusion alarm detection system to notify safety personnel of a security breach.
- **Roofing** work was intended primarily to maintain and ensure the watertight integrity of a building's roof system, rooftop accessories, and roof water drainage systems to provide the building with a sound defense against precipitation. Roofing tasks included the repair and/or removal and replacement of roofing and gutter systems. Roofing work is of crucial importance since a poorly maintained roof can cause accelerated and profound building interior deterioration leading to structural complications. Roofing work also included cleaning the roof surface of any miscellaneous debris, which may be potentially damaging to the roof's integrity or lead to future water damage.



### **Categorizing Levels of Decommissioning**

The buildings fell into the following two general categories during the decommissioning process.

**Category 1 Building:** These Buildings were to be fully decommissioned. These buildings had the highest priority for an immediate building conditions survey and existing conditions data collection. Category 1 buildings were typically surveyed while keeping in mind both decommissioning and preservation efforts. Categories for the survey included all six areas of concern as referenced within the Decommissioning and Preservation Protocol.

**Category 2 Buildings:** These Buildings were to be partially decommissioned and scheduled for demolition in the future. Category 2 building emphasis was mainly on securing the structure from unauthorized entry and permanently disconnecting power and all other utilities.



HEATING AND PLUMBING	YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
? <i>Is this building on a central plant Steam Utility System?</i>				
<b>NO:</b> If the building has an independent system, refer to Task 1.9				
<b>YES:</b> Locate the steam supply, condensate return, and domestic hot water supply and recirculate and shut off. Note pipe sizes, refer to Task 1.1				
? <i>Is this building on a central Water Distribution system?</i>				
<b>YES:</b> Locate the curb box and cold water supply line(s). Note pipe sizes, refer to Task 1.2				
? <i>Are there sump pumps?</i>				
<b>YES:</b> Contact OMH Central for directive prior to Electrical shutdown				
? <i>Is there a Fire Protection System and Fire Hydrant Loop?</i>				
<b>YES:</b> Locate the Post Indicator Valve, OS & Y valve, and water line(s). Note pipe sizes, refer to Task 1.3				
? <i>Is there sanitary service for this building?</i>				
<b>YES:</b> Locate the sanitary line(s). Note pipe sizes, refer to Task 1.4				
? <i>Are there any Floor Drains and Traps?</i>				
<b>YES:</b> Locate floor drains and traps, refer to Task 1.5				
? <i>Is there a kitchen in the building?</i>				
<b>YES:</b> Locate compressors which are connected to refrigeration equipment, refer to Task 1.6				



HEATING AND PLUMBING				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Is there fire protection equipment in the fire protection system?</i>						
YES:	Locate air compressor or fire pump, refer to Tasks 1.7 & 1.8						
?	<i>Is this a multi-story building?</i>						
YES:	Check for day tank and locate, refer to Task 1.8						
?	<i>Is there a water heater installed within the last year?</i>						
YES:	Note tank size and type of fueling, refer to Task 1.8						
?	<i>Is there an independent Hot Water Heating System?</i>						
YES:	Note type of fueling, refer to Task 1.9						
ITEM REMOVALS				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Are there salvageable items or items for disposal in the building?</i>						
YES:	Refer to Task 2.1						
?	<i>Are there hazardous materials (red bag [bio-hazard] waste, asbestos, chemical drum containers, paint containers, cleaners, oils, batteries, PCB transformers, fire alarm batteries, etc)?</i>						
YES:	Notify OMH Central immediately, refer to Task 2.1						
?	<i>Were all rooms accessible, including penthouses and crawlspaces?</i>						
NO:	Refer to Task 2.1						
SITWORK				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Are there indications of animal infestation in the building?</i>						
YES:	Contract a licensed trapper, refer to Task 3.1						
SITWORK				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)



?	<i>Is there a clear view of the building from a motor vehicle driving by the building?</i>				
NO:	Note areas for sitework removal or trimming, refer to Tasks 3.1 - 3.4				
?	<i>Is the general area around the building perimeter free from grounds debris?</i>				
NO:	Refer to Task 3.5				
	<b>BUILDING ENVELOPE SECURITY</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>	<b>COMMENTS: (NOTE IF EMERGENCY REQUEST)</b>
?	<i>Are there areas of impending building collapse?</i>				
YES:	Notify OMH Central immediately				
?	<i>Is there excessive moisture content in the building:</i>				
YES:	Locate source of moisture, refer to applicable Section 4 or 6 Tasks				
?	<i>Is there signs of rot in the area of moisture?</i>				
YES:	Notify OMH Central immediately				
?	<i>Have all exterior doors, including overhead doors, been located?</i>				
YES:	Render all doors, except the single point of entry, inoperable, refer to Tasks 4.4, 4.12, 4.13, and 4.14.				
?	<i>Has the single point of entry to the building been selected?</i>				
YES:	Secure door to allow access into the building, refer to Task 4.11				
?	<i>Are all operable windows, including upper floors, able to be locked with existing window hardware?</i>				
NO:	Secure in a closed position with blocking or other means to prevent them from opening.				



BUILDING ENVELOPE SECURITY	YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
? <i>Are there any broken, cracked or missing windows panes?</i>				
<b>YES:</b> Replace window panes, refer to Task 4.5				
? <i>Are any windows in an accelerated state of deterioration?</i>				
<b>YES:</b> Refer to Task 4.7				
? <i>Are there window openings with air conditioning units, fan units, etc., still in place.</i>				
<b>YES:</b> Refer to Task 4.7				
? <i>Is there steam tunnel, people tunnel or corridor access into this building from grade access doors or from another building?</i>				
<b>YES:</b> Refer to Task 4.8				
? <i>Are vents and louvers, ventilators, and roof eaves adequately screened to prevent animal infestation?</i>				
<b>NO:</b> Refer to Tasks 4.1, 4.2, 4.10, 4.26 and 4.27.				
? <i>Are hose bibs, pipes, conduits, etc., projecting through the wall of the building?</i>				
<b>YES:</b> Ensure no animal access into the building, refer to Tasks 4.18, and 4.21.				
? <i>Are all interior areas of the building accessible from the single point of entry?</i>				
<b>NO:</b> Refer to Task 4.19				
? <i>Are there holes or miscellaneous openings through the wall of the building?</i>				
<b>YES:</b> Ensure no animal access into the building, refer to Tasks 4.20				



BUILDING ENVELOPE SECURITY				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Is there any infestation or nesting of insects such as bees or hornets?</i>						
YES:	Contact an exterminator, refer to Task 4.24						
?	<i>Are areas of masonry, concrete, or stone missing or damaged?</i>						
YES:	Verify if water is causing damage, refer to Task 4.31						
?	<i>Are exterior areaway floor drains at the bottom of below grade areas clear to drain?</i>						
NO:	Refer to Task 4.28						
?	<i>Is sealant deteriorated or missing?</i>						
YES:	Verify if water is causing damage, refer to Task 4.29						
?	<i>Are mortar joints deteriorated?</i>						
YES:	Verify if water is causing damage, refer to Task 4.30						
ELECTRICAL				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Are the transformers humming?</i>						
YES:	Refer to Task 5.1						
?	<i>Is the main disconnect in the electrical room open and transformer room locked?</i>						
NO:	Refer to Task 5.1						
?	<i>Are the fire alarm batteries in salvageable condition?</i>						
YES:	Refer to Task 5.2						
ROOFING				YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
?	<i>Has the ceiling of the uppermost floor been surveyed for active water leaks?</i>						
YES:	Follow active leaks to the roof for determination of point of origin, Refer to Section 6 Tasks						



ROOFING	YES	NO	N/A	COMMENTS: (NOTE IF EMERGENCY REQUEST)
? <i>Is there standing water on the roof?</i>				
<b>YES:</b> Clear roof drains, scuppers, and gutters of debris, refer to Tasks 6.1, 6.3, 6.8, and 6.19				
? <i>Is there large areas of roof surface allowing water to leak to floor below?</i>				
<b>YES:</b> Refer to Task 6.15				
? <i>Has the roofing surface and flashing been thoroughly inspected for roofing defects not detectable from the ceiling below?</i>				
<b>YES:</b> Patch holes, tears, blisters, buckles, cracks or splits, exposed substrate, or wind damaged areas, refer to Section 6 Tasks.				
? <i>Has the parapet coping been thoroughly inspected for defects not detectable from the ceiling below?</i>				
<b>YES:</b> Patch holes, missing sealant, etc., refer to Task 6.18 and 6.16				
? <i>Are gutters and leaders intact?</i>				
<b>NO:</b> Replace missing and damaged components, refer to Tasks 6.8, 6.10, 6.11 and 6.12				
? <i>Are there leaking interior leaders?</i>				
<b>YES:</b> Modify and repair, refer to Task 6.3				
? <i>Do the scuppers project roof water away from the building façade?</i>				
<b>NO:</b> Modify and repair, refer to Task 6.3				
? <i>Are there loose or falling objects about to land on the roof?</i>				
<b>YES:</b> Refer to Task 6.9				
? <i>Are there area wells ponding water?</i>				
<b>YES:</b> Refer to Task 6.14				



**TASK LIST**

**Section 1 - HEATING and PLUMBING**

<i>Task</i>	<i>Task Name</i>	
1.1	Cut and Cap Steam Utility .....	1.1
1.2	Cut and Cap Water Line .....	1.2
1.3	Cut and Cap Fire Protection Line .....	1.3
1.4	Cut and Cap Sanitary Line .....	1.4
1.5	Cap Floor Drain and Trap .....	1.5
1.6	Lay-up Compressor Machinery .....	1.6
1.7	Lay-up Fire Pump and diesel Generator Set .....	1.7
1.8	Drain Water Tank .....	1.8
1.9	Drain Hot Water Heating System .....	1.9

**Section 2 - ITEM REMOVALS**

<i>Task</i>	<i>Task Name</i>	
2.1	Items for Removal.....	2.1

**Section 3 - HEATING and PLUMBING**

<i>Task</i>	<i>Task Name</i>	
3.1	Remove Animal .....	3.1
3.2	Remove/Trim Shrubbery .....	3.2
3.3	Remove/Trim Tree.....	3.3
3.4	Remove Vegetation.....	3.4
3.5	General Cleanup.....	3.5



**Section 4 - BUILDING ENVELOPE SECURITY**

<i>Task</i>	<i>Task Name</i>	
4.1	Secure Louver Door .....	4.1
4.2	Install Mesh.....	4.2
4.3	Secure Window with Plastic panel.....	4.3
4.4	Secure Door .....	4.4
4.5	Glaze Opening .....	4.5
4.6	Repair Window Frame and Sash.....	4.6
4.7	Remove Window Obstruction.....	4.7
4.8	Secure Tunnel Access .....	4.8
4.9	Secure Window with Plywood.....	4.9
4.10	Secure Louver/Vent .....	4.10
4.11	Secure single Point of Entry .....	4.11
4.12	Secure Overhead Door .....	4.12
4.13.	Framed Closure .....	4.13
4.14	Secure Sliding Door .....	4.14
4.15	Building Demolition .....	4.15
4.17	Secure Window with Plastic/Plywood.....	4.17
4.18	Secure Projecting Pipe .....	4.18
4.19	Provide Interior Access.....	4.19
4.20	Fill Miscellaneous Opening .....	4.20
4.21	Seal Penetration Perimeter.....	4.21
4.24	Remove Flying Insect Nest.....	4.24
4.26	Repair Roof Edge/Fascia .....	4.26
4.27	Secure Ventilator .....	4.27
4.28	Maintain Floor Drain .....	4.28
4.29	Provide Sealant .....	4.29
4.30	Repair Masonry Joint.....	4.30
4.31	Repair Masonry.....	4.31

**Section 5 - ELECTRICAL**

<i>Task</i>	<i>Task Name</i>	
5.1	Secure Electrical Service .....	5.1
5.2	Remove Fire Alarm Batteries .....	5.2
5.3	Install Intrusion Alarm System .....	5.3



**Section 6 - ROOFING**

<i>Task</i>	<i>Task Name</i>	
6.1	General cleanup .....	6.1
6.2	Cap Off Vent Stack .....	6.2
6.3	Scupper Repair .....	6.3
6.4	Membrane Resurfacing .....	6.4
6.5	Perimeter Sealant Repair .....	6.5
6.6	Lap Sealant Repair .....	6.6
6.7	Re-flash Parapet Height Transition .....	6.7
6.8	Gutter and Leader .....	6.8
6.9	Remove Rooftop Apparatus .....	6.9
6.10	Leader Extension .....	6.10
6.11	Replace Leader Elbow .....	6.11
6.12	Cap Conductor Head .....	6.12
6.13	Tile Replacement .....	6.13
6.14	New Shed Roof .....	6.14
6.15	Temporary Roof .....	6.15
6.16	Repair Metal Flashing .....	6.16
6.18	Repair Coping .....	6.18
6.19	Maintain Roof Drain .....	6.19

**100 SERIES - BUILT UP ROOF SYSTEMS**

6.101	Repair Asphalt B.U.R. Flashing .....	6.101
6.102	Repair Asphalt B.U.R. Membrane .....	6.102

**300 SERIES - HYPALON ROOF SYSTEM**

6.301	Membrane Resurfacing .....	6.301
6.302	Perimeter Sealant Repair .....	6.302
6.303	Lap Sealant Repair .....	6.303
6.305	Patch Single Ply Membrane .....	6.305

**700 SERIES - STEEP SLOPED ROOF SYSTEMS**

6.751	Replace Shingle Roof .....	6.751
6.753	Repair Shingles .....	6.753



## **Suggested Protocol for Deactivating Buildings**

The following is a suggested protocol for identifying and deactivating buildings at a facility. It is to be used as a checklist and supplement to the facilities' standard protocol for this process.

### **I. Preliminary**

- Designate responsible department/individual to initiate deactivation and inspection schedule.
- Identify and place in priority for deactivation all vacant/unoccupied and underutilized buildings.
- Identify length of building deactivation.
- Review state and local codes, statutes and regulations as to maintenance of safety, fire prevention, and alarm systems in deactivated buildings.
- Conduct detailed inspection of the building; list all envelope/mechanical system defects and compile an equipment/system inventory.
- Ascertain what equipment/system may be restored upon reactivation.
- Prepare detailed cost estimate for building deactivation.

### **II. Implementation**

#### Utilities

##### Water Service

- Shut water service off to building either at the main (if possible) or at the entrance to the building.
- Building water distribution - disconnect and leave open to atmosphere where water service enters the building.
- Open all faucets after doing step 2 above to allow water to drain.
- Traps, sinks, showers, and drains - drain and leave open all traps.
- Toilets - either remove toilet or blow out all water in bowl and trap.

##### Electrical

- Determine need for fire/security alarms, lighting and associated electrical service, if more required, open main electrical disconnect.
- Open disconnects to all electrical motors and equipment.

##### Heat/Steam/Hot Water

- Shut off steam at the building entrance. Install blank flanges, if required, for positive shut off.



- Drain all traps and condensate lines. Leave condensate lines open to atmosphere at building condensate return location.
- Hydronic system - drain all heating supply and return lines. Blow out all piping which cannot be directly drained.

#### Sprinkler Systems

- Notify fire department of sprinkler deactivation.
- Shut off water service to the system at root valve. Open system to atmosphere at this point.
- Drain the systems. Distribution system by removing heads at the furthest and highest points.
- Mark siamese fire connections appropriately.

#### Roof Drains

- Ensure all horizontal sections of internal roof drains are positively pitched to drain.

#### Building Envelope\*

- Secure building against unauthorized entry.
  - a) Designate one door for key entry and close off other locations.
  - b) Board over all windows - ground level (optional).
  - c) Close up all tunnel openings and related utility openings where feasible and practical.
  - d) Close off all vents and louvers except at the roof where they provide ventilation to attic spaces. In those areas insure insect and bird screens are installed to prevent birds and vermin from entering the building.
  - e) Repair broken windows.

#### Security

- Security inspection, external - daily; internal - monthly, with close scrutiny of structural and piping systems integrity.
- Determine viability of maintaining security alarm system by contract (if applicable).
- Initiate a deactivation log setting forth particulars of deactivation and significant events during deactivation. A possible location for the log would be the security office and/or work control center.

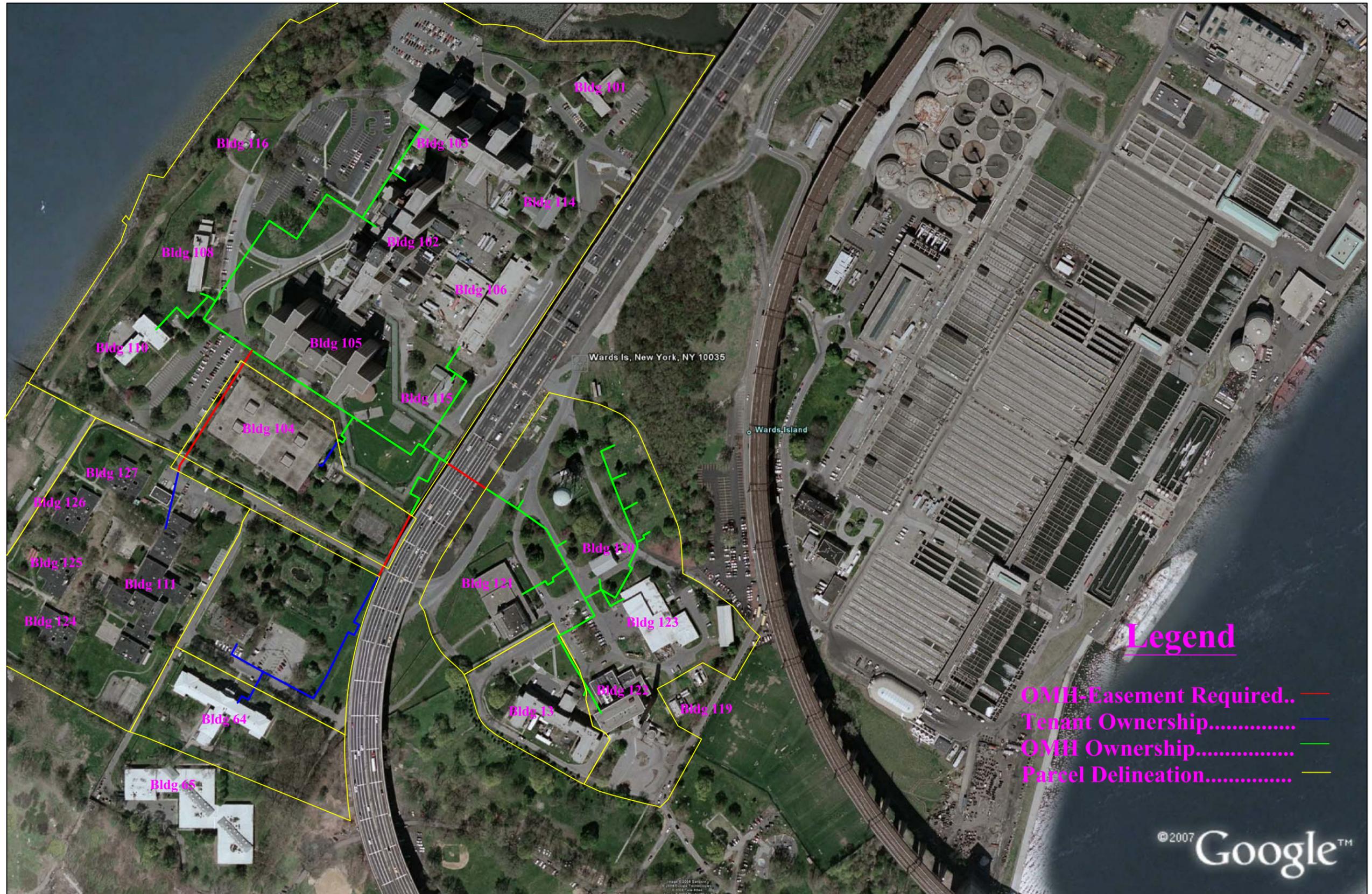
\*Boarding over windows is a facility option and is not funded by energy conservation resources. Specific project request to be submitted through the OMH Capital Operation Project Manager.

# ATTACHMENT 2

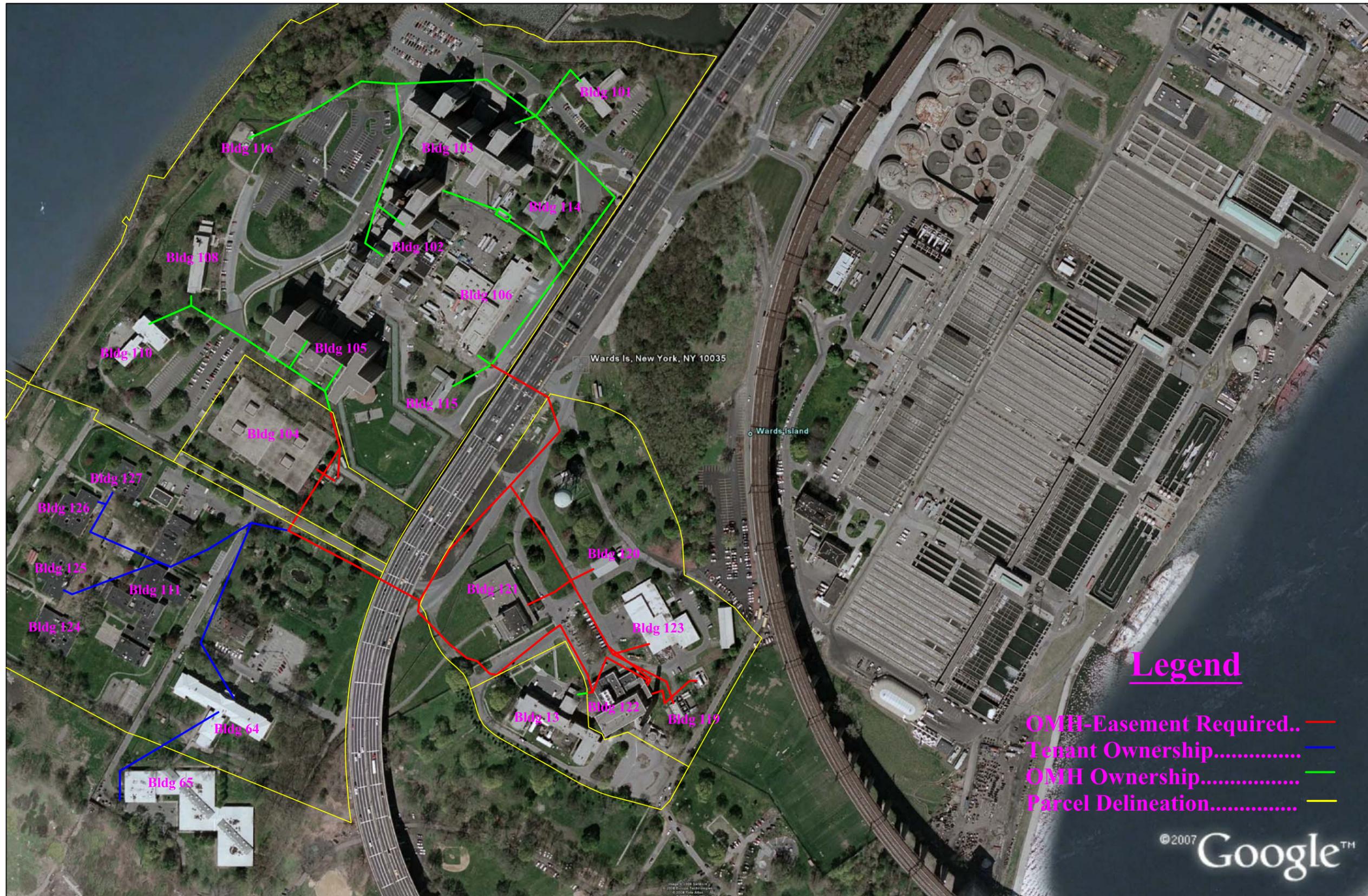


**CT Male, Working Draft of Survey Overlay  
with Utility and Access Easements, October 31, 2008.**

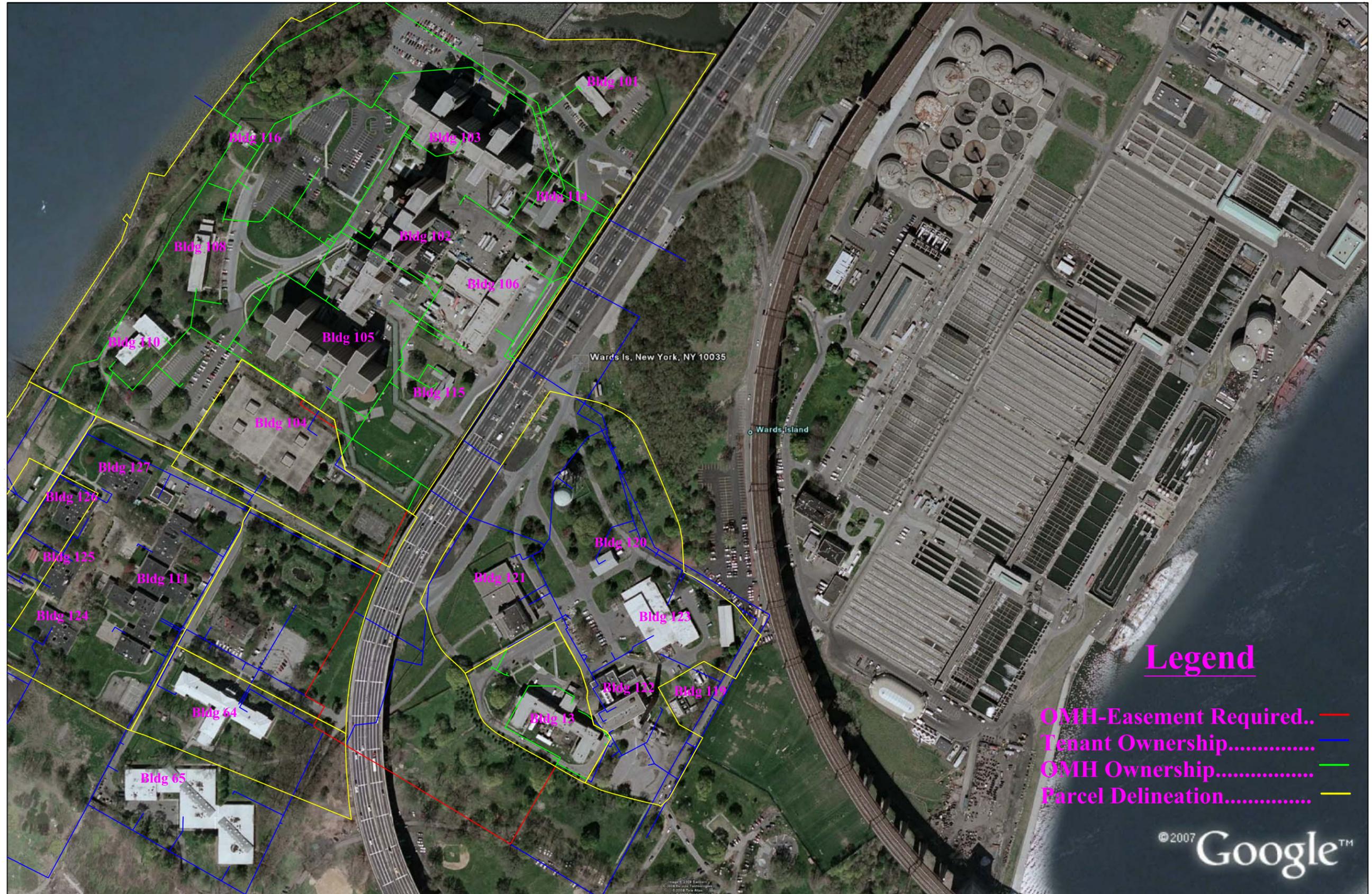
# MPC Steam Distribution



# MPC Electric Distribution



# MPC Water Distribution



# MPC Storm Drainage



# MPC Sanitary System

