



GOVERNMENT SERVICES COMMITTEE

March 13, 2012 – 1:30 PM

**Committee Members: Kitty Vetter (Chairman), Ira Steingart (Vice Chair),
Jonathan Rouis, Cora Edwards, Alan Sorensen**

AGENDA

DISCUSSION ITEMS: None

PRESENTATION: None

REPORTS:

1. Purchasing & Central Services - Monthly Report
2. Board of Elections - Monthly Report
3. Cornell Cooperative - Monthly Report
- Consumer Affairs - Monthly Report
4. County Clerk
5. Sullivan County Community College

RESOLUTIONS:

- 1. To authorize a contract with John Pasquale for the services of an Occupational Therapist.**
- 2. To authorize award & execution of an agreement with LFG Specialties, LLC for two (2) landfill gas flares at the Sullivan County Landfill.**
- 3. To authorize award & execution of contract with V-Comm to provide RF Engineering Services for inclusion in Broadband and Mobile Telephony Study for Sullivan County.**

PUBLIC COMMENT:



**COUNTY OF SULLIVAN
LEGISLATIVE MEMORANDUM**

To: COUNTY LEGISLATURE
 From: Kathy Jones
 Title: Director
 Department: Purchasing & Central Services

COMMITTEE WITH JURISDICTION:

- Check all that apply:
- | | |
|---|---|
| <input type="checkbox"/> Executive | <input type="checkbox"/> Planning, Environmental Management & Real Property |
| <input type="checkbox"/> Personnel | <input type="checkbox"/> Public Safety |
| <input type="checkbox"/> Management & Budget | <input type="checkbox"/> Public Works |
| <input checked="" type="checkbox"/> Government Services | <input type="checkbox"/> Community & Economic Development |
| <input type="checkbox"/> Health and Family Services | <input type="checkbox"/> Veterans |

SUBJECT OF RESOLUTION: Award and Execute Contract

PURPOSE OF RESOLUTION: To Award Contract.

DATE OF FIRST SUBMISSION: March 8, 2012

BRIEF DESCRIPTION: Contract with John Pasquale, Occupational Therapist Services for PHS' CHHA & LTHHCP for the period ending 12/31/12 at \$68.00 per visit with an option for an additional one year extension at the same terms and conditions.

Costs to Other County Programs: None

Mandated Budgeted Budget Revision

FINANCIAL IMPACT:

Projection:	<u>YR1</u>	<u>YR2</u>	<u>YR3</u>	<u>YR4</u>	<u>YR5</u>
County Cost					
State Funds					
Federal Funds					
(Third Party Revenue) Other	<u>\$36,380</u>				
Total	<u>\$36,380</u>				

If NONE check here:

Resolution No. _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE CONTRACT

WHEREAS, a quote was received for the service of an Occupational Therapist, and

WHEREAS, Sullivan County Public Health Services Certified Home Health Agency is certified to provide occupational therapy services to patients admitted to the Certified Home Health Agency and the Long Term Home Health Care Program, and

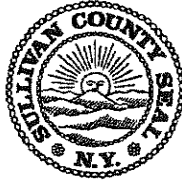
WHEREAS, John Pasquale, Occupational Therapist, will provide said services, and

WHEREAS, Sullivan County Public Health Services has recommended said vendor.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to enter into a contract with John Pasquale at a rate of \$68.00 per visit to patients of the Certified Home Health Agency and the Long Term Home Health Care Program through December 31, 2012 with an option for an additional one (1) year extension under the same terms and conditions, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2012.

John Pasquale



CERTIFICATE OF AVAILABILITY OF FUNDS

Department Requesting the CAF: Public Health Services

Reason/Justification for the CAF: Sullivan County Public Health Services' Certified Home Health Agency and Long Term Home Health Care Program are certified to provide Occupational Therapy services to its patients. Public Health Services would like to extend its contract with John Pasquale, Occupational Therapist to provide this service to its CHHA & LTHHCP for the period ending 12/31/12. Mr. Pasquale has agreed to provide this service at the current year's rate of \$68.00 per visit.

Line Items to be Expensed/Encumbered: A4010-33-40-4014 - Contractual Expense - Therapy and A4010-34-40-4014 - Contractual Expense - Therapy

Table with 4 columns: Org/Object#, Current Balance, Expense in Resolution, Ending Balance. Rows for A4010-33-40-4014 and A4010-34-40-4014.

*Available account balances as of the morning of 2/23/12 when this CAF was prepared.

Did this follow the County's Procurement Policy? Yes [X] No

If no, explain why

FAO APPROVAL [Signature]

COMMISSIONER/DIRECTOR APPROVAL [Signature]

BUDGET OFFICE APPROVAL [Signature]



COUNTY OF SULLIVAN
LEGISLATIVE MEMORANDUM

To: COUNTY LEGISLATURE
From: Kathy Jones
Title: Director
Department: Purchasing & Central Services

COMMITTEE WITH JURISDICTION:

- Check all that apply:
- Executive
 - Planning, Environmental Management & Real Property
 - Personnel
 - Public Safety
 - Management & Budget
 - Public Works
 - Government Services
 - Community & Economic Development
 - Health and Family Services
 - Veterans

SUBJECT OF RESOLUTION: Award and Execute Maintenance Agreement

PURPOSE OF RESOLUTION: To Award Maintenance Agreement

DATE OF FIRST SUBMISSION: March 8, 2012

BRIEF DESCRIPTION: Preventative Maintenance Agreement for two (2) gas flares at Landfill

Costs to Other County Programs: None

Mandated Budgeted Budget Revision

FINANCIAL IMPACT:

Projection:	YR1	YR2	YR3	YR4	YR5
County Cost	\$13,679.00				
State Funds					
Federal Funds					
(Third Party Revenue) Other					
Total	\$13,679.00				

If NONE check here:

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
RESOLUTION TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT**

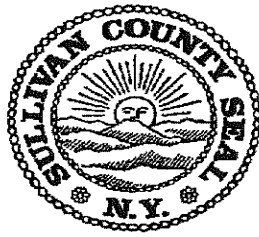
WHEREAS, preventative maintenance is required for two (2) landfill gas flares at the Sullivan County Landfill, and

WHEREAS, LFG Specialties, LLC, has submitted a proposal for the preventative maintenance and is a responsible firm to conduct such work, and

WHEREAS, the Sullivan County Division of Public Works has approved said proposal and recommends that a an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with LFG Specialties, LLC, at a total price not to exceed \$13,679.00 for 2012, excluding spare parts, replacement kits, factory re-calibration of flow meters and rental of equipment, if necessary, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2012.



Department Requesting the CAF: Division of Public Works

Reason/Justification for the CAF: To authorize the County Manager to execute an agreement with LFG Specialties, LLC for preventative maintenance on the two (2) landfill gas flares.

Line Items to be Expensed/Encumbered:

<u>Dept. #</u>	2011 <u>Current Balance</u>	<u>Expense in Resolution</u>	<u>Ending Balance</u>
CL 8160-47-4702	13,968	13,679	289

FAO APPROVAL M. Donnell 2/23/12,

COMMISSIONER/DIRECTOR APPROVAL Robert Lopez 2/23/12,

BUDGET OFFICE APPROVAL John P. ...,



COUNTY OF SULLIVAN
LEGISLATIVE MEMORANDUM

TO: County Legislature

FROM: Luiz C. Aragon

Title: Commissioner

Department: Planning & Environmental Management

COMMITTEE WITH JURISDICTION

- Community & Economic Development Management & Budget Public Works
 Executive Personnel Veterans
 Government Services Planning, Environmental Management & Real Property
 Health & Family Services Public Safety

Check all that apply

SUBJECT OF RESOLUTION: Award contract to RF Engineering Firm

PURPOSE OF RESOLUTION: Based on RFP submittal award contract to best proposal

DATE OF FIRST SUBMISSION: March 8, 2012

BRIEF DESCRIPTION: Planning received an RBOG grant from USDA to create a broadband and mobile telephony study for the county and needs an RF Engineering firm to identify solutions for implementing ubiquitous cell coverage in the county.

COSTS TO OTHER COUNTY PROGRAMS: None

Mandated Budgeted Budget Revision Necessary

FINANCIAL IMPACT: Balance of

Proiection:	YR1	YR2	YR3	YR4
County Cost	\$	\$	\$	\$
State Funds	\$	\$	\$	\$
Federal Funds	\$	\$	\$	\$
Other	\$	\$	\$	\$
Total	\$	\$	\$	\$

If NONE check here:

**RESOLUTION NO. INTRODUCED BY THE GOVERNMENT SERVICES
COMMITTEE TO AUTHORIZE AWARD & EXECUTION OF CONTRACT WITH
V-COMM TO PROVIDE RF ENGINEERING SERVICES FOR INCLUSION IN
BROADBAND AND MOBILE TELEPHONY STUDY FOR SULLIVAN COUNTY**

WHEREAS, the County applied for and was awarded funding from the USDA/Rural Development Rural Business Opportunity Grant (RBOG) program, for the purpose of conducting a Countywide Broadband and Mobile Telephony Communications Infrastructure Study; and

WHEREAS, pursuant to Resolution 482-10, the County entered into contract with DVI, Ltd to create the study; and

WHEREAS, a modification agreement was made on January 10, 2012 between the County and DVI, Ltd. to reduce funding by \$15,000 to compensate an RF Engineering Contractor firm for services to complete the Plans; and

WHEREAS, the County of Sullivan, acting through the Division of Purchasing and Central Services, issued a Request for Proposals (RFP) for RF Engineering Services for inclusion in the Broadband and Mobile Telephony Study, which was prepared by the Division of Planning and Environmental Management (RFP No. R-12-2, issued February 3, 2012); and

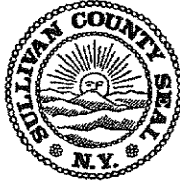
WHEREAS, proposals were received to include RF Engineering solutions in the Broadband and Mobile Telephony Study for Sullivan County; and

WHEREAS, V-Comm, LLC, 2540 US Highway 130, Suite 101, Cranbury, NJ 08512 is the firm whose proposal met the needs of the RFP; and

WHEREAS, the Commissioner of Planning and Environmental Management has reviewed and approved said proposal and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a contract with and make payments to V-Comm at a contract price not to exceed \$15,000 and in such form as the County Attorney shall approve.

**Moved by
seconded by
declared duly adopted on motion**



CERTIFICATE OF AVAILABILITY OF FUNDS

Department Requesting the CAF: Division of Planning and Environmental

Reason/Justification for the CAF: DPEM received an RBOG grant from USDA to create a broadband and mobile telephony study for the county and needs an RF Engineering firm to identify solutions for implementing ubiquitous cell coverage in the county.

Line Items to be Expensed/Encumbered: DPEM is using \$15,000 of the \$65,000 grant that was received to pay for the RF Engineering Services. There is no expenses to the County.

<u>Org/Object#</u>	<u>Current Balance</u>	<u>Expense in Resolution</u>	<u>Ending Balance</u>
CD8684-47-4752	\$2,100.00	(\$15,000.00)	(\$2,100.00)

Did this follow the County's Procurement Policy? Yes No

If no, explain why _____

FAO APPROVAL _____

COMMISSIONER/DIRECTOR APPROVAL _____

BUDGET OFFICE APPROVAL _____

KATHLEEN JONES
Director



Tel.: (845) 807-0515
Fax: (845) 807-0526

**SULLIVAN COUNTY DEPARTMENT OF
PURCHASING & CENTRAL SERVICES
SULLIVAN COUNTY GOVERNMENT CENTER
100 NORTH STREET, P.O. Box 5012
MONTICELLO, NY 12701**

To: Government Services Committee

From: Purchasing & Central Services

Date: March 8, 2012

Re: Monthly Report

1. Bids:

- **Double Drum Vibratory Roller (B-12-05)**
Pine Bush Equipment Co., Inc. Pine Bush, NY

2. RFP's:

- **Professional Planning Services for Assistance on a Local Waterfront Revitalization Plan-Upper Delaware River (R-12-01) Due: 2/16/2012**
- **Engineering for Inclusion in Sullivan County Broadband & Mobile Telephony Study (R-12-02) Due: 2/24/2012**
- **Labor Relations Attorney/Consultant (R-12-03) Due: 2/29/2012**

3. Processed 256 Purchase Orders

4. Recyclables