



GOVERNMENT SERVICES COMMITTEE

August 14, 2014 – 2:00 PM

Committee Members: Kitty Vetter (Chair), Cora Edwards (Vice Chair), Gene Benson, Cindy Kurpil Gieger, Alan Sorensen

AGENDA

DISCUSSION ITEMS: None

PRESENTATION:

- 1. Overview of County Clerk's Office and DMV- Daniel L. Briggs, County Clerk**

REPORTS:

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

RESOLUTIONS:

- 1. To authorize award & execution of an agreement with JB12 Corporation for Drainage and Pavement Marking Improvements at the Sullivan County International Airport.**
- 2. To authorize & execute a modification agreement with Zion Environmental**
- 3. To authorize and execute a modification agreement with Dr. Gary Good, MD**

PUBLIC COMMENT:

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution: Award & execute Drainage and Pavement

Date: August 14, 2014

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To authorize award & execute agreement with JB 12 Corp. for the Drainage & Pavement Marking improvements at the SCIA.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 463,048.35

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H 03-5997-40-4038

Pending Budget Modification

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County \$ 23,152.42 Grant(s) \$ _____

State \$ 23,152.42 Other \$ _____

Federal Government \$ 416,743.52 (Specify) _____

Verified by Budget Office: *Janet Mygale*

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [JB12 Corporation] of
[407 Bernas Road, Cohecton, NY 12726]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From _____ To _____

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

N/A

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes ___ No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

County does not have in-house resources to complete this project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$463,048.35

Efforts made to find Less Costly alternative:

Competitive Bid B-14-50 off

Efforts made to share costs with another agency or governmental entity:

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Competitive Bid B-14-50

Person(s) responsible for monitoring contract (Title): Airport Superintendent

Pre-Legislative Approvals:

- A. Director of Purchasing: *Kathy Jones* Date 8/12/14
- B. Management and Budget: *Jane Myers* Date 8/13/14
- C. Law Department: *S. Messinger* Date _____
- D. County Manager: *John Bond* Date 8/13/14
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

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

WHEREAS, bids were received for Drainage and Pavement Marking Improvements at the Sullivan County International Airport, and

WHEREAS, JB12 Corporation, 407 Bernas Road, Cohecton, New York 12726, is the lowest, responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public Works recommends that an agreement be executed, pending approval of grant from the FAA.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with JB12 Corporation, at price not to exceed **\$463,048.35**, in accordance with B-14-50, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2014.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution: To modify Res. 210-13

Date: August 14, 2014

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

To modify Resolution No. 210-13 for engineering Services for Groundwater
Monitoring Reports.

Is subject of Resolution mandated? Explain:

No

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 14,500.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): CL-8160-40-4006

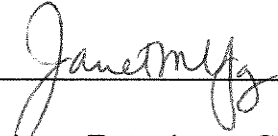
If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County \$ 14,500.00 Grant(s) \$ _____

State \$ _____ Other \$ _____

Federal Government \$ _____ (Specify) _____

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2 and 3.

Request for Authority to Enter into Contract with [Zion Environmental, LLC] of
[172 Excelsior Ave., Middletown, NY 10940]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 06/04/2014 To 06/03/2015

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 06/04/2013 To 06/03/2014

Amount authorized by prior contract(s): 14,500.00

Resolutions authorizing prior contracts (Resolution #s): 210-13

Future Renewal Options if any:

four (4) - 1 year renewal options

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Required testing by NYSDEC SCSL. County does not have in-house resources to complete.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$14,500.00

Efforts made to find Less Costly alternative:

RFP

Efforts made to share costs with another agency or governmental entity:

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Request for Proposal

Person(s) responsible for monitoring contract (Title): Edward McAndrew, P.E, Comm

Pre-Legislative Approvals:

- A. Director of Purchasing: Lacey Jones Date 8/12/14
- B. Management and Budget: Janet Meyer Date 8/13/14
- C. Law Department: S. Haugum Date _____
- D. County Manager: John P. Staal Date 8/13/14
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

RESOLUTION TO MODIFY RESOLUTION NO. 210-13

WHEREAS, Zion Environmental, LLC, 172 Excelsior Avenue, Middletown, New York 10940, was awarded Engineering Services for Groundwater Monitoring Reports for the Sullivan County Division of Public Works, effective June 4, 2013 through June 3, 2014, with an option to extend an additional four (4) years, on a yearly basis, under the same terms and conditions, and

WHEREAS, Resolution No. 210-13, adopted by the Sullivan County Legislature on May 16, 2013, shall be amended to reflect a change in the contract price to read: “a contract price not to exceed \$14,500.00/year”.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement with Zion Environmental, LLC, for a contract price not to exceed \$14,500.00/year, said contract modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2014.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Kathy Jones, Director of Purchasing

Re: Request for Consideration of a Resolution: to authorize a contract for Clinical Svcs for the TB Control Prog. & Physician Svcs for the STD Prog.

Date: August 14, 2014

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Sullivan County Public Health Services' Diagnostic & Treatment Program is certified to provide clinical services for the Tuberculosis Control Program and physician services to patients of the Sexually Transmitted Disease Program. Dr. Gary Good would provide these services to patients of these programs at \$3,800/year & \$40.00/hour, resp. for the period 1/1/14- 12/31/14 in accordance with RFPs #R-13-41 and R-13-41A.

Is subject of Resolution mandated? Explain:

As a local health department in New York State, PHS is required to provide these services to county residents to control the spread of communicable diseases in this area.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 7,900.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A4050.40.4017 (for TB) & A4050-47-4740 (for STD)

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>7,900.00</u>	Other	\$ _____
Federal Government	\$ _____	(Specify)	<u>Article 6 State Aid</u>

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Dr. Gary Good] of
[427 Broadway, Suite 1, Monticello, NY 12701]

Nature of Other Party to Contract: ·

Other:

Duration of Contract: From 01/01/2014 To 12/31/2014

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 01/01/2013 To 12/31/2013

Amount authorized by prior contract(s): 7,900.00

Resolutions authorizing prior contracts (Resolution #s): 241-13

Future Renewal Options if any:

For this contract, we request an option to extend contract for an additional 2 years.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

as per Public Health Law

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Not applicable

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$7,900 for year noted

Efforts made to find Less Costly alternative:

This was RFP'd by the Director of Purchasing.

Efforts made to share costs with another agency or governmental entity:

Not applicable

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

Request for Proposal

Person(s) responsible for monitoring contract (Title): Public Health Director

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 8/12/14
- B. Management and Budget: *[Signature]* Date 8/13/14
- C. Law Department: *[Signature]* Date 8/12/14
- D. County Manager: *[Signature]* Date 8/13/14
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

RESOLUTION TO MODIFY RESOLUTION NO. 127-14

WHEREAS, Dr. Gary Good, MD, 427 Broadway, Suite 1, Monticello, NY 12701, was awarded the physician services for both the Tuberculosis Control Program and the Sexually Transmitted Disease Program for Public Health Services, effective January 1, 2014 through December 31, 2014, with an option to extend, on a yearly basis, for an additional two (2) years, under the same terms and conditions,

WHEREAS, Resolution No. 127-14, adopted by the Sullivan County Legislature on March 20, 2014, shall be amended to reflect a price change of \$3,800 per year for the Tuberculosis Control Program and \$40.00/hour for the Sexually Transmitted Disease Program for Public Health Services.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement with Dr. Gary Good, MD, and in accordance with RFP R-13-41 and R-13-41A, said contract modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2014.

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: August 14, 2014

Re: Monthly Report

1. Bids:

- **Stone & Gravel (B-14-45)**
Bedrock Quarries, Inc.
Callanan Industries, Inc.
E. Tetz & Sons, Inc.
Gala Sand & Gravel
JML Quarries, Inc.

Damascus, PA
Albany, NY
Middletown, NY
Monticello, NY
Cochecton, NY

2. Processed 270 Purchase Orders

3. Recyclables