



GOVERNMENT SERVICES COMMITTEE

December 18, 2014 – 10:00 AM

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

AGENDA

DISCUSSION ITEMS: None

PRESENTATION: None

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 and execute agreement with Toski and Company, Incorporated for Countywide Auditing Services.**

PUBLIC COMMENT:

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

To: Sullivan County Legislature

Fr: Kathy Jones, Director of Purchasing & Central Services

Re: Request for Consideration of a Resolution: Authorize award & execution of Agree

Date: December 11, 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 & execution of agreement with Toski and Company,
Incorporated for Countywide Auditing Services.

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: \$ 123,400.00

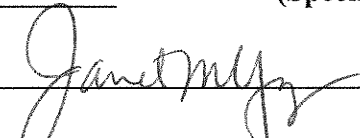
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): _____

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

Estimated Cost Breakdown by Source:

County	\$ <u>123,400.00</u>	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 [Toski and Company, Inc.] of
[_____]

Nature of Other Party to Contract: Professional

Other:

Duration of Contract: From 01/01/2014 To 12/31/2017

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:

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.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): 123,400

Efforts made to find Less Costly alternative:

RFP

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

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
R-14-14 ✓

Person(s) responsible for monitoring contract (Title): Janet Young, Commissioner

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: *Cyrus Lewis* Date 12/16/14
- B. Management and Budget: *Janet Myer* Date 12/16/14
- C. Law Department: *S. Yagour* Date 12/16
- D. County Manager: *John Brown* Date 12/17/14
- E. Other as Required: _____ Date _____

Vetted in Government Services Committee on 12/18/2014

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO
AUTHORIZE AWARD AND EXECUTE AGREEMENT WITH TOSKI AND COMPANY,
INCORPORATED FOR COUNTYWIDE AUDITING SERVICES**

WHEREAS, Toski and Company, Incorporated, CPA's, P.C. 6390 Main Street, Suite 200, Williamsville, New York 14221, submitted a proposal for Countywide Auditing Services, R-14-14, and

WHEREAS, the Sullivan County Treasurer's Office and County Manager, have 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 an Agreement with Toski and Company, Incorporated, CPA's, P.C., for an amount not to exceed \$123,400.00 per year, including 2014 audit, with an option to extend, on a yearly basis, for audits years ending December 31, 2015, 2016 and 2017, under the same terms and conditions, in accordance with RFP, R-14-14, 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: December 18, 2014

Re: Monthly Report

1. Bids:

B-14-69 Paper Goods

**Calico Industries, Inc., Junction, MD
E.A. Morse & Co., Inc., Middletown, NY
I. Zakarin & Sons, Inc., So. Fallsburg, NY
Interboro Packaging Corp., Montgomery, NY
Mivila Foods, Patterson, NJ
Sanico, Incorporated, Binghamton, NY
Triple A Supplies, Newburgh, NY
Central Poly Bag Corporation, Linden, NJ**

B-14-70 Roll Off Containers

United Services, Rochester, NY

B-14-71 Electrical & Plumbing Supplies Schmidt's Wholesale, Monticello, NY

B-14-72 Disposal of Scrap Metal

Upstate Shredding, Owego, NY

B-14-74 Frozen Kosher Dinners

B-14-75 Milk & Dairy Products

B-14-76 Automotive & Light Duty Truck Replacement Parts

B-14-77 Medium & Light Duty Truck Replacement Parts

2. Processed 278 Purchase Orders

3. Recyclables Report