



GOVERNMENT SERVICES COMMITTEE

August 6, 2015 – 10:30 AM

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

AGENDA

DISCUSSION ITEMS:

1. **Cornell Cooperative Extension Historical Video**

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 Modification Agreement with New York Communications Company, Incorporated (“NYCOMCO”).**
2. **To Authorize Award And Execute Modification Agreement with Jane Axamethy d/b/a The Bake House.**

PUBLIC COMMENT:

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

To: Sullivan County Legislature

Fr: Alex Rau, E911 Coordinator

Re: Request for Consideration of a Resolution: Execute modification agreement with NYCOMCO

Date: 8/6/15

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.]

Extend the existing lease on console equipment at the Emergency Control center pending the new equipment installation to take place in 2016.

Is subject of Resolution mandated? Explain:

No, but necessary in order to continue public safety communications

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 30,840.00 (Total through 5/31/17)

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A3020-47-4701 (2015)

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

Estimated Cost Breakdown by Source:

| | | | |
|--------------------|---------------------|-----------|----------|
| County | \$ <u>30,840.00</u> | Grant(s) | \$ _____ |
| State | \$ _____ | Other | \$ _____ |
| Federal Government | \$ _____ | (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. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [NYCOMCO] of [Poughkeepsie, NY]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 06/01/2015 To 05/31/2017

Is this a renewal of a prior Contract? Yes No

If "Yes" provide the following information:

Dates of prior contract(s): From 05/31/2011 To 05/31/2015

Amount authorized by prior contract(s): 61,680.00

Resolutions authorizing prior contracts (Resolution #s): 268-11

Future Renewal Options if any:

If necessary with legislative approval

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.]:

Equipment required for public safety communications

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$30,840

Efforts made to find Less Costly alternative:

System was originally bid. At this time it's more cost effective to continue lease of existing equipment than to install an interim console solution.

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

n/a

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

Person(s) responsible for monitoring contract (Title): E911 Coordinator

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Cyrus Sewis Date 7/31/15
- B. Management and Budget: Janet Myg Date 8/3/15
- C. Law Department: Thomas Lawley Date 7/31/15
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO
AUTHORIZE AWARD AND EXECUTE MODIFICATION AGREEMENT**

WHEREAS, pursuant to Resolution No. 434-03, adopted by the Sullivan County Legislature on November 20, 2003, the County entered into a contract with New York Communications Company, Incorporated (“NYCOMCO”), to lease console equipment for the Emergency Control Center, and

WHEREAS, the initial lease expired on May 31, 2011 and a Modification Agreement to extend through May 31, 2013, was made pursuant to Resolution No. 268-11, adopted by the Sullivan County Legislature on June 16, 2011, Resolution No. 263-12, adopted by the Sullivan County Legislature on July 19, 2012, due to the replacement of current equipment and Resolution No. 215-13, adopted by the Sullivan County Legislature on May 16, 2013, continuing the lease with the replaced equipment, and

WHEREAS, an extension is required due to the pending replacement of the current equipment and the Public Safety Communication Upgrade Project through May 31, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement, modifying the lease of the equipment with NYCOMCO, for the term June 1, 2015 through May 31, 2017, at a cost not to exceed \$1,285.00/month, for a total not to exceed \$15,420.00, and in accordance with the written quote, dated June 1, 2015, Lease #19931SLE01, said modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, **2015.**

**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: Correcting the contract period language

Date: August 6, 2015

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.]

Authorize award and execute a Modification Agreement with Jane Axaemethy
d/b/a The Bake House 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: \$ _____

Are funds already budgeted? Yes ___ No ___

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

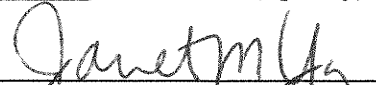
If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

County \$ _____ **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 [Jane Axamethy] of
[The Bake House]

Nature of Other Party to Contract: . **Other:** Contractor

Duration of Contract: From 08/27/2013 To 08/26/2017

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.]:

County does not have resources in-house to perform operation. The County receives rent from the tenant.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): N/A

Efforts made to find Less Costly alternative:

N/A

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
Tenant was selected through RFP process.

Person(s) responsible for monitoring contract (Title): Mike Mullen, Airport Supt.

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Chris M. Sewo Date 7/31/15
- B. Management and Budget: Janet Myg Date 8/3/15
- C. Law Department: Thom J. Cawley Date 7/31/15
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

RESOLUTION TO AUTHORIZE AWARD AND EXECUTE MODIFICATION AGREEMENT

WHEREAS, pursuant to Resolution No. 212-13, adopted by the Sullivan County Legislature on May 16, 2013, "original agreement", the County entered into a contract with Jane Axamethy d/b/a The Bake House, on August 27, 2013, to operate the Café at the Sullivan County International Airport, and

WHEREAS, the initial contract period was for two (2) years, with an option to extend for three (3) yearly renewals through 2017, and

WHEREAS, the contract period should read, "...with an option to extend for three (3) yearly renewals through August 26, 2017, at five percent (5%) per annum increase.", and

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement, modifying the agreement with Jane Axamethy d/b/a The Bake House, correcting the contract period language, as per Request for Proposal, R-13-01, said modification to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2015.

KATHLEEN JONES
Director



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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 13, 2015

Re: Monthly Report

1. Bids:

- **Eggs & Cheese (B-15-37)**
Duso Food Distributors Ellenville, NY
- **Oil & Lubricants For S.C. Public Works (B-15-38)**
Bi-Lo Industries Deer Park, NY
Superior Lubricants Co., Inc. North Tonawanda, NY
- **Stone and Gravel (B-15-39)**
Callanan Industries, Inc. Albany, NY
E. Tetz & Sons, Inc. Middletown, NY
JML Quarries, Inc. Cohecton, NY
Woodbourne Lawn & Garden Woodbourne, NY
- **Gates, Hydraulic Hoses, Fittings and Equipment (B-15-40)**
Ferry, Inc. Depew, NY

2. Processed 243 Purchase Orders

3. Recyclables