



GOVERNMENT SERVICES COMMITTEE

November 5, 2015 – 10:30 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 Execution of contract for 2016 Lawn Mowing Services.

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: Authorize award and execution of the ~~29~~

Date: November 5, 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.]

To authorize award and execution of the 2016 Lawn Mowing Service Contract.

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: \$61,763.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): various locations *Pending Adoption of*
If "No", specify proposed source of funds: _____ *The 2016 Budget*

Estimated Cost Breakdown by Source:

County	<u>\$61,763.00</u>	Grant(s)	\$ _____
State	\$ _____	Other	\$ _____
Federal Government	\$ _____	(Specify)	_____

Verified by Budget Office: *Jamie Myg*

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 [Smith Lawn Maintenance Inc.] of

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:

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.

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

Efforts made to find Less Costly alternative:

Competitive Bid

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

NA

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
B-15-55

Person(s) responsible for monitoring contract (Title): Desi Wisniski, Facilities Bridge

Pre-Legislative Approvals:

- A. Director of Purchasing: *[Signature]* Date 10/28/15
- B. Management and Budget: *[Signature]* Date 11/4/15
- C. Law Department: *[Signature]* Date 11/4/15
- D. County Manager: _____ Date _____
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT

WHEREAS, bids were received for 2016 Lawn Mowing Services, and

WHEREAS, the following vendors are the lowest responsible bidder for various sites, and

WHEREAS, the Sullivan County Division of Public Works has approved said bids and recommends that contracts be executed as follows:

Smith Lawn Maintenance, LLC, Youngsville, New York

Courthouse/Sheriff's Department/Jail Complex	= \$155.00/cut
Veteran's Cemetery	= \$200.00/cut
Liberty Complex	= \$795.50/cut

Thiele Landscaping, Glen Spey, New York

Stone Arch Bridge Historical Park	= \$175.00/cut
Lake Superior State Park	= \$500.00/cut
Fort Delaware Museum	= \$175.00/cut

D&R Excavating & Landscaping, Bethel, New York

Government Center	= \$375.00/cut
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NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute contracts with the above vendors, in accordance with Bid No. B-15-55, for the above costs, and shall be in such form as the County Attorney shall approve.

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