

**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:

Date: November 12, 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.]

Resolution to authorize award and execution of contract for hydro seeding to
Boland's Excavating & Topsoil Inc.

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: \$ 33,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): H03 5997 40-4038

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

Estimated Cost Breakdown by Source:

County	\$ <u>33,000.00</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 [Boland's Excavating & Topsoil] of [1403 Milburn Drive, Conklin, NY 13748]

Nature of Other Party to Contract:

Other:

Duration of Contract: From 11/19/2015 To 11/19/2016

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 bidding

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

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
B-15-50 _____

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

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Cyrus Lewis Date 11/9/15
- B. Management and Budget: Janet Myers Date 11/9/15
- C. Law Department: [Signature] Date 11/9/15
- D. County Manager: [Signature] Date 11/10/15
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

**RESOLUTION NO. _____ INTRODUCED BY PUBLIC WORKS COMMITTEE
TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR HYDRO
SEEDING THE RUNWAY SAFETY AREA AT THE SULLIVAN COUNTY
INTERNATIONAL AIRPORT (SCIA)**

WHEREAS, the NYSDEC issued Stormwater Pollution Discharge Elimination System (SPDES) permit requires the County to stabilize the fill material placed to extend the runway safety area at the SCIA; and

WHEREAS, bids were received for hydro seeding the fill material placed at the runway safety area at SCIA; and

WHEREAS, Boland's Excavating & Topsoil, Incorporated, 1403 Milburn Drive, Conklin, New York 13748, is the lowest responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public Works has approved said bid and recommends that a contract be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is authorized to execute a contract with Boland's Excavating & Topsoil, Incorporated, in accordance with Bid No. B-15-50, for a cost not to exceed \$33,000.00, and shall be in such form as the County Attorney shall approve.

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