



GOVERNMENT SERVICES COMMITTEE

February 2, 2017 – 10:30 AM

Committee Members: Catherine Owens (Chair), Nadia Rajsz (Vice Chair), Scott Samuelson, Alan Sorensen, Mark McCarthy

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
6. County Historian

RESOLUTIONS:

1. **To authorize award and execution of contract with TFC Flooring, Inc. for carpet replacement for various offices at the Sullivan County Courthouse.**
2. **To authorize award and execution of contract with Amstar of Western New York, Inc. for 2017 Sullivan County Bridge Painting Project.**
3. **To modify an agreement with Diane Baynon, NPP.**
4. **To authorize award and execution of contract with Gelardina Gelsomino for Speech Therapist 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:

Date: February 2, 2017

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 & execution of agreement with TFC Flooring, Inc. for carpet replacement in various offices in the Sullivan County Courthouse.

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: \$21,970.00

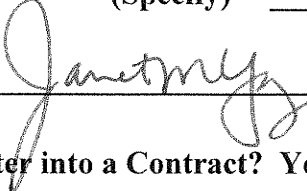
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A-1620-25-47-4717

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

Estimated Cost Breakdown by Source:

County	<u>\$21,970.00</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 [TFC Flooring, Inc.] of
16 Novogrodsky Road, Woodridge, New York 12789

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 to complete this project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$21,970.00

Efforts made to find Less Costly alternative:

Competitive bidding process.

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
B-16-67

Person(s) responsible for monitoring contract (Title): _____

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Angin Lewis Date 1/30/17
- B. Management and Budget: Janet Myz Date 1/30/17
- C. Law Department: Thomas J. Cawley Date 1/30/17
- D. County Manager: Paul Brown Date 1/30/17
- 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 Carpet Replacement for Various Offices at the Sullivan County Courthouse, and

WHEREAS, TFC Flooring, Inc., 6 Novogrodsky Road, Woodridge, New York 12789, is the lowest responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public works has approved said bid and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with TFC Flooring, Inc., at a total price not to exceed \$21,970.00, including Base Bid and Alternate No.1, in accordance with Bid #B-16-67, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

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

To: Sullivan County Legislature

Fr: Allyson Lewis, Assistant Director of Purchasing and Central Services

Re: Request for Consideration of a Resolution: 2017 Sullivan County Bridge Painting Project

Date: February 2, 2017

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 the County Manager to execute an agreement for the 2017 Sullivan County Bridge Painting Project.

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: \$ 1,885,317.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): D-5110-47-40-4038

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ <u>1,885,317.00</u>	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. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [Amstar of Western NY, Inc] of
[825 Rein Rd. Cheektowaga, NY 14225]

Nature of Other Party to Contract: Out Of County Vendor Other:

Duration of Contract: From 04/01/2017 To 10/30/2017

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 sufficient staff in-house nor specialized equipment needed to implement the project.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$1,885,317.00 for contract period.

Efforts made to find Less Costly alternative:

Competitive bids received and low bidder is recommended for award.

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

Cost to be funded by NYS CHIPS funding.

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

B-16-70

Person(s) responsible for monitoring contract (Title): Roman DiCio, P.E.Jr. Civil Eng.

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Austin Sears Date 1/30/17
- B. Management and Budget: Janet My Date 1/30/17
- C. Law Department: Thomas J. Cowley Date 1/30/17
- D. County Manager: Paul Patton Date 1/30/17
- 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 2017 Sullivan County Bridge Painting Project, and

WHEREAS, Amstar of Western New York, Inc., 825 Rein Road, Cheektowaga, New York 14225, is the lowest responsible bidder for this project, and

WHEREAS, the Sullivan County Division of Public works has approved said bid and recommends that an agreement be executed.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute an agreement with Amstar of Western New York, Incorporated, at a total price not to exceed \$1,885,317.00, in accordance with B-16-70, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.

Request for Authority to Enter into Contract with [Diane Baynon, NPP] of
[_____]

Nature of Other Party to Contract: Professional **Other:** Psychiatry

Duration of Contract: From 06/01/2017 To 05/31/2018

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

If "Yes" provide the following information:

Dates of prior contract(s): From 06/01/2016 To 05/31/2017

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): 209-14 & RFP #R-14-04

Future Renewal Options if any:

Three additional one year terms.

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.]:

This is paid for by Medicaid, Medicare, and third party insurance companies. This service was put out to bid on RFP #R-14-04.

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:

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.)

R-14-04

Person(s) responsible for monitoring contract (Title): Joseph A. Todora, Commissioner/Director

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Ampon Senuw Date 1/30/17
- B. Management and Budget: Janet Myg Date 1/30/17
- C. Law Department: Thomley Cawley Date 1/30/17
- D. County Manager: Pat Polso Date 1/30/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE

RESOLUTION TO MODIFY AN AGREEMENT.

WHEREAS, the County of Sullivan has an agreement with Diane Baynon, NPP, dated June 2, 2014, in accordance with Resolution No. 209-14, adopted by the Sullivan County Legislature on May 15, 2014; and

WHEREAS, Diane Baynon, NPP. has exceeded the caseloads; and

WHEREAS, the hourly rate for services shall be increased from \$75.00 to \$85.00, per hour; and

WHEREAS, the Sullivan County Department of Community Services has approved said increase and recommends the agreement to be modified.

NOW, THEREFORE, BE IT RESOLVED, the County Manager be and hereby is authorized to modify the agreement with Diane Baynon, NPP., \$85.00/hour, in accordance with R-14-04, said contract to be in such form as the County Attorney shall approve.

Moved by _____ ,
Seconded by _____ ,
and adopted on motion _____ , 2017.

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

To: Sullivan County Legislature

Fr: Nancy McGraw, Public Health Director

Re: Request for Consideration of a Resolution: to execute a contract with a Speech Therapist for CHHA homecare.

Date: January 18, 2017

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.]

We request that the County Manager be authorized to enter into a contract with Gelardina Gelsomino, at a cost of \$84.00 per visit, in accordance with RFP #R-16-41, for the period January 1, 2017 through December 31, 2017, with an option to extend on a yearly basis, for three (3) additional years.

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: \$ 71,400.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): A4010-33.40-4014

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>71,400.00</u>
Federal Government	\$ _____	(Specify)	<u>Third party revenue</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.

Pre-Legislative Approvals:

- A. Director of Purchasing: ^{Assistant} Austin Lewis Date 1/30/17
- B. Management and Budget: Janet My Date 1/30/17
- C. Law Department: Thomas J. Cowley Date 1/30/17
- D. County Manager: [Signature] Date 1/30/17
- E. Commissioner: _____ Date _____

Vetted in _____ Committee on _____

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

WHEREAS, a proposal was received for Speech Therapist services, and

WHEREAS, Gelardina Gelsomino, 28 Crescent View Road, Rock Hill, NY 12775, will provide said services from January 1, 2017 through December 31, 2017, with an option to extend on a yearly basis, for three (3) additional years, under the same terms and conditions, and

WHEREAS, the Sullivan County Public Health Department, has 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 a contract, with, Gelardina Gelsomino, at a cost of \$84.00 per visit, in accordance with RFP #R-16-41, said contract to be in such form as the County Attorney shall approve.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2017.