



GOVERNMENT SERVICES COMMITTEE

June 1, 2017 – 10:00 AM

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

AGENDA

COMMENTS FROM THE CHAIR

DISCUSSION ITEMS:

PRESENTATION: None

REPORTS:

1. Cornell Cooperative/Consumer Affairs - Monthly Report
2. Sullivan County Community College
3. County Historian
4. Purchasing & Central Services - Monthly Report
5. Board of Elections - Monthly Report
6. County Clerk

RESOLUTIONS:

1. To Modify Resolution No. 129-14 & Resolution 149-16.
2. To authorize award & execution of agreement with Fred A. Cook, Jr. Incorporated for removal, transport and disposal of leachate.

PUBLIC COMMENT:

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

To: Sullivan County Legislature

Fr: Adult Care Center, Laura Quick

Re: Request for Consideration of a Resolution: Prime Rehabilitation Services

Date:

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.]

Authorization of \$517,500.00 for the year 2017 for rehabilitation 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: \$ 517,500.00

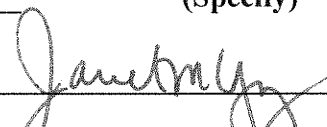
Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): E6020-68-40-4014/6202-310

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>517,500.00</u>
Federal Government	\$ _____	(Specify)	<u>Services are billed to Insura</u>

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 [Prime Rehab Services] of
[Yorktown Heights, NY]

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

Duration of Contract: From 01/01/2017 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 01/01/2016 To 12/31/2016

Amount authorized by prior contract(s): 517,500.00

Resolutions authorizing prior contracts (Resolution #s): 149-16

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 provide services 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:

Prime was lowest proposer for RFP R-13-56

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

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)
RFP-R-13-56

Person(s) responsible for monitoring contract (Title): Director of Rehabilitation

Pre-Legislative Approvals:

- A. ^{Assistant} Director of Purchasing: Amyssa Lewis Date 5/30/17
- B. Management and Budget: Janetmy Date 5/30/17
- C. Law Department: [Signature] Date 5/30/17
- D. County Manager: [Signature] Date 5/30/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE TO MODIFY
RESOLUTION NO. 129-14 & RESOLUTION 149-16**

WHEREAS, Prime Rehabilitation Services, 1940 Commerce Street, Suite 210, Yorktown Heights, New York 10598, was awarded the contract for rehabilitation services for the Sullivan County Adult Care Center, and

WHEREAS, this agreement shall be extended through December 31, 2017 for an additional amount not to exceed \$517,500.00, for the term January 1, 2017 through December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager be and hereby is authorized to execute a Modification Agreement with Prime Rehabilitation Services, for a total amounts noted above, in accordance with RFP, R-13-56, said contract modification 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: Edward McAndrew, P.E.

Re: Request for Consideration of a Resolution:

Date: June 1, 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 and execution for removal, transport and disposal of leachate from the Sullivan County Transfer Stations to Fred A. Cook, Jr. the lowest responsible bidder for the project.

Is subject of Resolution mandated? Explain:

Does Resolution require expenditure of funds? Yes No

If "Yes, provide the following information:

Amount to be authorized by Resolution: \$ 50,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): CL-8160-

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

Estimated Cost Breakdown by Source:

County	\$ <u>50,000.00</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 [Fred A. Cook Jr. Inc.] of [PO Box 70, Montrose, New York 10548]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 07/01/2017 To 06/30/2018

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:

NYSDEC requires the County to remove leachate under the Solid Waste Permits.

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 work.

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$50,000

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-17-26

Person(s) responsible for monitoring contract (Title): Donna Egan, Director of Solid Waste

Pre-Legislative Approvals:

- A. Director of Purchasing: Assistant Amyson Lewis Date 5/30/17
- B. Management and Budget: Janetmy Date 5/30/17
- C. Law Department: [Signature] Date 5/30/17
- D. County Manager: [Signature] Date 5/30/17
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____

Resolution No. _____

**RESOLUTION INTRODUCED BY GOVERNMENT SERVICES COMMITTEE
RESOLUTION TO AUTHORIZE AWARD & EXECUTION OF AGREEMENT WITH
FRED A. COOK, JR. INCORPORATED**

WHEREAS, bids were received for a Removal, Transport and Disposal of Leachate from the Sullivan County Transfer Stations, and

WHEREAS, Fred A. Cook, Jr. Incorporated, P.O. Box 70, Montrose, New York 10548, 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 Fred A. Cook, Jr., Incorporated, at an annual price not to exceed \$50,000.00, based on \$0.19/gallon, for the Removal, Transport and Disposal of Leachate from the Sullivan County Transfer Stations, B-17-26, for the contract period July 1, 2017 through June 30, 2018, with three (3) additional yearly extensions, under the same terms and conditions, said contract to be in such form as the County Attorney shall approve.

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

ALLYSON LEWIS
Assistant 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: June 1, 2017

Re: Monthly Report

1. Bids:

- **Seasonal Produce (B-17-17)**
Duso Food Distributors, Inc. Ellenville, NY

- **Canned Goods and Groceries (B-17-18)**
Bernard Food Industries, Inc. Evanston, IL
Duso Food Distributors, Inc. Ellenville, NY
Ginsberg's Food Inc. Hudson, NY
Mivila Foods Paterson, NJ

- **Printing (B-17-19)**
American Solutions for Business Glenwood, MN
Courier Printing Corp. Deposit, NY
The Weeks Lerman Group, LLC Maspeth, NY

- **Chain Saw and Small Engine Parts (B-17-21)**
Eldred Power & Auto Parts Inc. Eldred, NY

- **Water Sampling & Laboratory Analysis at Various Sullivan County Facilities (B-17-22)**
Smith Environmental Laboratory, LLC Hyde Park, NY

- **Solid Material Sampling & Laboratory Analysis at Various S.C. Facilities (B-17-23)**
Microbac Laboratories Inc. Cortland, NY

- **Office Furniture (B-17-24)**
W.B. Mason Company, Inc. Newburgh, NY

- **Removal, Transport and Disposal of Leachate from the Sullivan County Transfer Station (B-17-26)**
Fred A. Cook, Jr. Inc. Montrose, NY

2. Bids Extended:

- **Bulk Gas (B-15-35)**
Heritagenergy Inc. Lake Katrine, NY
- **Cleaning of Leachate Storage Tanks at S.C. Landfill Treatment Plant (B-15-14)**
Residuals Management Services, LLC/EarthCare Vernon, NJ
- **CFC Removal from Appliances (B-14-30)**
AGP Solutions Kingston, NY

3. RFP'S/Quotes:

- Commuter Vanpool Services for Sullivan County #R-17-12 – Review Process
- Personal Care & Home Health Care Aides for Public Health #R-17-14
- Occupational Therapy Services for Public Health #R-17-15
- Physical Therapy Services for Public Health #R-17-16
- Medical Social Worker Services for Public Health #R-17-17
- Respiratory Therapy Services and Supplies #R-17-18
- Building Envelope Testing #R-17-19
- Preventative Maintenance for the Overhead Doors at Transfer Stations #Q-17-08

4. BIDS ISSUED:

- Replace Guiding Signs and Taxi Lights at the SC Airport #B-17-25
- Slope Mower with Cab #B-17-20
- Cleaning & Sealing of the Government Center #B-17-27
- Disposal of Scrap Metal #B-17-28
- Medical Oxygen #B-17-29
- Chemicals and Maintenance #B-17-30
- Cab for Slope Mower #B-17-31

5. Projects:

- Lease of Space for Voting Machines
- Piggyback Contract for 2 mowers
- Wellness RFP
- NYS Marketplace for Vehicles
- Sale of Logs
- Wheelchair Lifts Service & Repair

6. Processed 242 Purchase Orders**7. Recyclables**