



GOVERNMENT SERVICES COMMITTEE

November 2, 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. | Purchasing & Central Services | - | Monthly Report |
| 5. | Board of Elections | - | Monthly Report |
| 6. | County Clerk | | |

RESOLUTIONS:

- 1. To authorize award and execution of contract for Occupational Therapy Services for Sullivan County Public Health Services Certified Home Health Agency.**

PUBLIC COMMENT:

**RESOLUTION NO. INTRODUCED BY THE GOVERNMENT SERVICES
COMMITTEE TO AUTHORIZE AWARD AND EXECUTION OF CONTRACT FOR
OCCUPATIONAL THERAPY SERVICES FOR SULLIVAN COUNTY PUBLIC
HEALTH SERVICES CERTIFIED HOME HEALTH AGENCY**

WHEREAS, a proposal was received for Occupational Therapy Services for Sullivan County Public Health Services Certified Home Health Agency (CHHA), and

WHEREAS, Gelsomino and Davis Speech and Occupational Therapy Services, PLLC (d/b/a G & D Speech and Occupational Therapy), P.O. Box 923, Liberty, New York 12754, will provide said services from December 1, 2017 through June 30, 2018, 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, Gelsomino and Davis Speech and Occupational Therapy Services, PLLC, at a cost of \$70.00 per visit, in accordance with RFP #R-17-15, 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 enter into a contract with Gelsomino & Davis
Speech & Occupational Therapy Svcs, PLLC for
Occupational Therapy services

Date: October 24, 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.]

Sullivan County Public Health Services' Certified Home Health Agency is certified to provide Occupational Therapy services to CHHA & LTHHCP patients. SCPHS requests contracts with with Gelsomino & Davis Speech & Occupational Therapy Services, PLLC (d/b/a G & D Speech and Occupational Therapy) for the period Dec. 1, 2017 - June 30, 2018 at \$70.00 per visit in accordance with RFP #R-17-15.

Is subject of Resolution mandated? Explain:

Yes, these services are included on the Operating Certificates for the CHHA & LTHHCP.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 14,000.00

Are funds already budgeted? Yes No * Budget modification would be needed for LTHHCP

If "Yes" specify appropriation code(s): A4010-33-40-4014, A4010-34-40-4014*

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

Estimated Cost Breakdown by Source:

County	\$ _____	Grant(s)	\$ _____
State	\$ _____	Other	\$ <u>14,000.00</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.

Request for Authority to Enter into Contract with [Gelsomino & Davis Speech &] of
[Occupational Ther. Svcs, PLLC, P.O. Box 923, Liberty, NY 12754]

Nature of Other Party to Contract: Professional Other:

Duration of Contract: From 10/01/2017 To 06/30/2017

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:

Incl. an option to extend the contract for an additional three (3) years

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:

These services are included on the Operating Certificates for the CHHA & LTHHCP.

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.]:

N/A

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$14,000 est. for Occupational Therapy services

Efforts made to find Less Costly alternative:

RFP

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 B-17-15

Person(s) responsible for monitoring contract (Title): Public Health Director

Pre-Legislative Approvals:

- A. Director of Purchasing: Amyson Seuss Date 10/30/17
B. Management and Budget: [Signature] Date 10/31/17
C. Law Department: [Signature] Date 10/30/17
D. County Manager: [Signature] Date 10/31/17
E. Commissioner: _____ Date _____

Vetted in _____ Committee on _____

3. RFP'S/QUOTES ISSUED CONTINUED:

- Foster Care Home Finding Services #R-17-31 – Under Review
- Medical Coding and Coding Audit Services for Public Health #R-17-43 – Under Review
- Medicare Revenue Recovery Services for Public Health #R-17-33 – Under Review
- Environmental Engineering Consultant for the S.C. Airport #R-17-42
- Advocacy and Support Services for S.C. Department of Family Services #R-17-36 – Under Review
- Consulting Services for Kauneonga Lake Complete Streets Plan #R-17-37 – Under Review
- Title Search and Insurance for the Greater Catskill Flood Remediation Program #Q-17-29
- Website Design, Development and Hosting Services for Sullivan County #R-17-44
- Repair to the Sullivan County Landfill Baler #R-17-45
- Lease of Space for Sullivan County #R-17-46
- SEQRA and Environmental Assessment for Proposed Cell Tower at S.C. Liberty Complex #R-17-47
- Assembling a Business Plan #Q-17-31
- Physician Services for Sexually Transmitted Disease Program #R-17-41

4. BIDS ISSUED:

- Paper Goods #B-17-48
- Snow Plow Blades & Cutting Edges #B-17-49
- Bagged Rock Salt #B-17-50
- Tractor with Attachments #B-17-47

5. PROJECTS:

- Advertising Bids and RFP's on County Website
- Empire State Purchasing Group by BidNet

6. EXECUTED CONTRACTS:

- R-16-07; Modification-Asphalt Plant Testing and Chip Seal Testing for Quality Assurance – Advance Testing Company Inc.
- B-16-63; Modification- Collection, Removal and Recycling of Electronic Scrap, LED Lamps, Fluorescent Bulbs/Ballasts and Disposable/Rechargeable Batteries for Sullivan County Facilities – eLot Electronics Recycling, Inc.
- R-16-04; Modification-Psychologist Services for S.C. Adult Care Center – Kathleen Linehan, Ph.D.

7. Processed 272 Purchase Orders**8. Recyclables**