AGENDA BACK-UP

ALBANY COUNTY LEGISLATURE

JULY 8, 2019
LOCAL LAW D-- FOR 2019

A LOCAL LAW TO INCENTIVIZE THE USE OF REUSABLE SHOPPING BAGS AND TO INSTITUTE A FEE ON THE USE OF PAPER BAGS IN ELIMINATE THE USE OF SINGLE-USE PLASTIC BAGS IN ALBANY COUNTY SHOPPING ESTABLISHMENTS

Introduced: 02/28/2019
By Ms. Cunningham, Messrs. Reinhardt, Ms. Lekakis and Plotsky, Messrs. Dawson and Fein, Ms. McLean Lane, Messrs. Joyce, Higgins, O’Brien, Bullock and Mayo:

BE IT ENACTED BY THE COUNTY LEGISLATURE OF THE COUNTY OF ALBANY, as follows:

Section 1. Title.

This Local Law shall be known as the "The Albany County Reusable Shopping Bag Incentive Act Eliminate-Single-Use-Plastic-Bag-Use-in-Albany-County-Act."

Section 2. Legislative Purpose and Findings.

The Albany County Legislature hereby finds and determines that it is imperative that the use and reliance on single-use plastic shopping bags must be reduced, and ultimately, eliminated. Further, the data and evidence supporting the massive proliferation of single-use plastic bags in Albany County, the State of New York and in our nation is troubling and the future of our planet depends on legislative bodies such as the Albany County Legislature taking proactive steps to mitigate and eliminate the unnecessary usage of single-use plastic bags in Albany County.

Environmental Impact: The Environmental Protection Agency's data indicates that between 500 billion and 1 trillion plastic bags are consumed worldwide each year. The United States is purportedly responsible for using approximately 100-260 million plastic bags annually. To manufacture 100 billion plastic bags, 12 million barrels of oil is required. The production and disposal of single-use plastic bags has significant environmental consequences and impacts including the contamination of the environment, the depletion of natural resources, the use of non-renewable polluting fossil fuels and increased clean up and disposal costs and challenges.

It is now believed that there are 5.25 trillion pieces of plastic debris in the ocean. Of that mass, 269,000 tons float on the surface, while some four billion plastic microfibers per square kilometer litter the deep sea. Ocean debris, which predominantly consists of plastic pollution, has dire consequences for ocean mammals and birds, which commonly mistake plastic bags for food. Plastic bags have been
found in the intestines and stomachs of marine life, and one in three leatherback sea turtles have been found with plastic in their stomachs. Plastic ocean debris is responsible for killing an estimated 1,000,000 seabirds and 100,000 ocean mammals each year. At least 267 different species have been negatively affected by plastic pollution, including plastic bags.

**Over-reliance on plastic:** The average American family takes home almost 1,500 single-use plastic bags each year, and a single-use plastic bag is used for an average of 12 minutes. Other data suggests that an average family accumulates 60 plastic bags in only four trips to the grocery store. The average American recycles one plastic bag out of every 200 used.

The Albany County Legislature applauds Governor Cuomo and the New York State for their inclusion in the 2010 New York State Budget, the “New York State Bag Waste Reduction Act,” and further intends to take steps to institute a paper bag fee to ensure that bag waste is further reduced.

Managing the disposal of single-use plastic bags is also costly to the taxpayer—in communities that have examined policies to discourage the use of single-use plastic bags, there have been data collected indicating that the disposal costs of managing the trash impact of plastic bag garbage is significant. From the New York State Plastic Bag Task Force, created by Governor Cuomo in 2017, this analysis of the cost to taxpayers in particular communities:

"Prior to California’s statewide single-use plastic bag ban, the City of San Diego consumed 500 million single-use plastic bags each year. Approximately 95% of these ended up in landfills and cost the people of California $25 million per year to manage. A 2013 study reported that of the 180 billion single-use plastic bags that Americans use each year, nearly 50 million end up as litter nationwide. The study also indicated that residents in coastal areas pay almost $15 per resident in overall litter cleanup costs. According to a draft proposal in 2017 for a single-use plastic bag ban in Madison County, NY, it was noted that the county "expends significant sums of money to control and pick up litter." In NYC, alone, single-use carry-out bags account for 1,700 tons of residential garbage each week, which equates to 91,000 tons of plastic and paper carry-out bags each year and presently costs the City $12.5 million annually to dispose of this material outside the city."

The Albany County Legislature further finds that policies aimed at banning single-use plastic bags or charging a fee for recyclable bag usage are effective.

Solutions that result in a fee for single-use bags or that institute a ban on single-use plastic bags altogether work effectively, with resounding results. Data
supporting this is abundant: when the City of Los Angeles, CA adopted a ban/fee hybrid policy model in 2012, there was a 94% reduction in carryout-bag consumption.

Further, policy proposals to combat the consumption of single-use plastic bags is prolific across the world; according to the Governor’s report:

Municipalities within New York State, across the United States, and around the world have implemented single-use plastic bag reduction measures in a variety of forms. On a worldwide scale, more than 75 countries have taken steps to reduce the consumption of single-use plastic bags. About one-third of these have instituted bans, approximately one-third have instituted fees, and the remaining one-third have taken the approaches listed below that differ from an outright ban or fee. As of March 2017, bans on the distribution of single-use plastic bags existed in nearly 100 cities, towns, and municipalities across the country, and fees existed in almost 30. Of the existing single-use bag fees, at least half are used in combination with a bag ban. In these instances, plastic bags are banned and the fees exist on other types of single-use carryout bags such as paper and compostable plastic. Most programs across the United States, for either a ban or a fee, include an exemption for certain bags such as produce and meat bags, prescription bags, dry cleaning bags, and newspaper bags.

In New York State, ten cities, towns, or villages have enacted plastic bag bans and one municipality has a plastic bag ban with a fee or single-use paper bags and bags that qualify as reusable, including 5.25 mil flexible plastic bags. The City of Long Beach has a single-use plastic bag fee in place and Suffolk County’s single-use plastic bag fee took effect January 1, 2018.

Municipalities that have taken these steps find successful outcomes, with significant reductions in the carryout-bag consumption, including that of single-use plastic bags. In addition, municipalities are also finding taxpayer/direct environmental benefits from instituting bag bans or fees. The City of San Jose saw an 89% reduction in plastic bags in their storm-drain system, a 60% reduction of plastic bag litter in their creeks and rivers, and a 69% reduction in plastic bag litter in neighborhoods after instituting its plastic bag ban and fee on the allowable alternatives.

Section 3. Definitions

For purposes of this local law, the following terms shall have the meanings indicated below:
(a) "Covered Store" shall mean an establishment engaged in the retail sale of personal, consumer, household items including but not limited to: drug stores, pharmacies, grocery stores, supermarkets, convenience stores, food marts, gas stations, hardware and home improvement stores, stationary and office supply stores and food service establishments that provide carryout bags to consumers. Covered stores also include all apparel, clothing and shoe stores, including those in malls.

(b) "Customer" shall mean any person obtaining goods from a covered store.

(c) "Food Service Establishment" shall mean a place where prepared food is provided for individual portion service directly to a customer whether consumption occurs on or off the premises.

(d) "Person" shall mean any natural person, firm, corporation, partnership or other organization or group, however organized.

(e) "Single-use Plastic Carryout Bag" shall mean a single-use plastic bag less than 4 mils (1 mil equals 1/1000th thickness) thick that is provided by a covered store to a customer at the point of sale and is used to carry goods from such store. A typical plastic supermarket bag is .5 mil, a thicker "malls store" plastic bag is 2.3 mil or greater. "Single-use Plastic Carryout Bag" does not include: (1) a bag without handles used to carry produce, meat, dry goods or other non-prepackaged food items to the point of sale within a store or market or to prevent such food items from coming into direct contact with other purchased items; (2) a garment bag or large plastic bag with two openings that is used to transport clothing from a clothing retailer or garment cleaner to a dry cleaner.

(h) "Recyclable Paper Bag" shall mean a paper bag that (1) contains no old growth fiber; (2) is one hundred percent (100%) recyclable overall and contains a minimum of forty percent (40%) post-consumer recycled content.

(g) "Retail Sales" shall mean the transfer to a customer of goods in exchange for payment occurring in retail stores, sidewalk sale, farmers' markets, flea markets and restaurants. The term "retail sales" does not include sales of goods at yard sales, tag sales, or other sales by residents at their homes.

(f) "Reusable Bag" shall mean a bag with handles that is specifically designed and manufactured for multiple reuse and meets all the following requirements: (1) has a minimum lifetime of one hundred twenty-five (125) uses, which for purposes of this subsection, means the capability of carrying a minimum of twenty-two (22) pounds one hundred twenty-five (125) times over a distance of at least one hundred seventy-five (175) feet; (2) is machine washable or capable of being cleaned and disinfected; (3) does not contain lead, cadmium, or any other heavy metals in toxic amounts as defined by applicable state and federal standards and regulations for packaging or reusable bags; and (4) if made of plastic, a minimum of 4 mils thick.

Section 4: Prohibition.

Section 46 Imposition of Fees for Use of Paper Bags/Permitted-Bags

(a) Covered stores may not provide or make available to customers at the check-out stand, cash register, point of sale or other point of departure, any single-use plastic carry-out bag for the purpose of transporting food or merchandise out of the establishment.

(b) All covered stores shall make available to customers—only—recyclable-paper-bags or boxes, or reusable bags for the purpose of carrying away goods or other materials from the point of sale. Nothing in this local law prohibits customers from using bags of any type that they bring to the store themselves or from carrying away goods that are not placed in a bag, in lieu of using bags provided by the store.

(c) On or immediately after the effective date of the state law, Albany County covered stores shall charge customers at least $0.05 for each recyclable paper bag that is provided to customers. On or immediately after the effective date, all covered stores shall indicate on the customer receipt the number of recyclable paper bags that are provided to customers and the fee at which they were charged for the use of the recyclable paper bag. All moneys collected by a covered store shall be retained by the covered store.

(d) Per Title 28, Section 2 of the NYS 2019 Budget Bill, the $0.05 fee shall be reflected on the sales slip, invoice, receipt provided to the customer. The use of single-use plastic bags shall be prohibited, while the use of recyclable paper bags shall be available. On or immediately after the effective date, recyclable paper bags shall be available for at least $0.05 and single-use plastic bags shall not be available in Albany County-Covered Stores.

(e) Exempt individuals that shall not pay the $0.05 fee include any customers using the supplemental nutritional assistance program, special nutritional assistance program for Women, Infants, and Children, or any successor programs used as full or partial payment for any items purchased.

(f) The $0.05 fee shall be reported and paid to the New York State Commissioner of Taxation and Finance on a quarterly basis, before the twentieth day of the month following each quarterly period.

Section 5 Distribution of Fees

(d) Per New York State Law, $0.03 of the $0.05 fee shall be paid to the State of New York Environmental Protection Fund. The remaining $0.02 will be paid to the Comptroller of Albany County, for purposes of establishing programs to purchase reusable bags provided to customers for their direct use.
Section 66. Responsibilities and Obligations of Covered Stores.

(a) All covered stores shall post signs at or near the point of sale located in such Covered Stores to notify customers of the provisions of this law, as well as the per bag charge for recyclable paper bags and reusable bags that the store may offer. Covered stores shall also indicate in signage that recyclable paper bags will be available for a charge of at least $0.05 each recyclable paper bag.

(b) Covered Stores must make available, on the customer receipt, the itemized number of recyclable or reusable bags used, on the sale receipt, including online receipts.

(c) Covered stores may retain the mandatory bag fee of at least $0.05 per recyclable paper bag.

(d) Covered Stores shall provide a credit to any person specifically for the purpose of offsetting or avoiding the carryout bag charge required by this Local Law.

(e) Covered Stores shall be encouraged to work with organizations seeking to donate reusable bags for customer use that would allow for wide, free distribution of free reusable bags.

(f) Covered stores shall also be encouraged to adopt “leave-a-bag” “take-a-bag” initiatives that encourage consumer engagement on the use of reusable bags and that aim to enable wide adoption in communities with a high proportion of customers with limited incomes.

(g) Covered stores shall waive the fee for any customers using Supplemental Nutrition Assistance Program (SNAP) and the federal Women, Infants, and Children (WIC) Program cards. Covered stores shall have discretion in waiving the recyclable bag fee for any low-income constituency it deems appropriate.

(h) Covered stores shall be discouraged from “stock-piling” plastic bag inventory and shall make every effort to be ready for the implementation of this local law.

Section 7. Deduction from Employee Wages Prohibition

Covered stores are prohibited from making a charge against, or deduction from, the wages of an employee to offset any penalty levied against the covered store pursuant to this local law.

Section 8. Albany County Responsibilities, Enforcement and Penalties.

(a) Department that will oversee this Local Law: The Albany County Executive shall deem the appropriate department within Albany County Government to oversee the enforcement, implementation of regulations and other guidance to
secure the successful implementation of this Local Law. Further, the County Executive shall inform the Legislature of his or her recommendation to ensure enforcement of this Local Law. In addition, on an annual basis, the Department selected by the Albany County Executive to oversee and implement this local law shall prepare an annual recycling report that includes information detailing the success of the effort to eliminate the commercial use of plastic bags and include information such as:

i. the effectiveness of this local law in reducing the use of paper bags single-use-carryout-bags;
ii. the waste and litter reduction benefits of this local law;
iii. the number of notices of violation issued pursuant to this local law; and
iv. any cost savings to the County attributable to single-use-carryout-bag reduction such as reduced contamination of local waterways or reduction in flooding or combined sewer overflows. This report shall also be shared with state and local legislators, as well as provided to the New York State Department of Environmental Conservation.

(b) Compliance Assistance to Business and Retail Community: The County Executive shall ensure that information regarding this local law, its effective date, penalties and other relevant compliance information shall be distributed via website and other electronic means in order to ensure that Albany County’s Covered Stores shall be well informed about all aspects of compliance and adherence. The Albany County Department that will oversee and implement this law shall provide electronic templates that include the important information regarding this local law referenced in Section 6, subsection 1 regarding the imposition of the bag fee that covered stores shall be able to print out and display at points of sale. This template shall be easily downloadable from the County website and hard copies shall be made available at the Albany County Office Building for retail operators who need signage. In addition, the Albany County Department that will oversee this local law shall engage the business and retail community affected by this local law prior to the implementation date to provide technical and other assistance and information, and shared approaches regarding compliance. These outreaches to the business community shall include county-wide business round tables.

(c) Penalties: Any Covered Store found to be in violation of the provisions of this law shall be liable for a civil penalty payable to the County of Albany pursuant to the following penalty structure

i. Any Covered Store found to be in violation of the provisions of this law a first time shall be issued a written warning.
ii. Any Covered Store found to be in violation of the provisions of this law a second time shall be liable for a civil penalty not to exceed $100.00.
iii. Any Covered Store found to be in violation of the provisions of this law a third time shall be liable for a civil penalty not to exceed $250.00.
iv. Any Covered Store found to be in violation of the provisions of this law a fourth time shall be liable for a civil penalty not to exceed $500.00.

v. For each subsequent violation, daily fines of $100.00 shall be instituted and applied for violations of this Local Law until compliance is achieved.

vi. The Albany County Executive’s designee department shall have the discretion to temporarily suspend the business practices of Covered Stores that persistently violate this Local Law.

vii. All fines collected for violations of the Local Law shall be used to offset any costs of compliance and oversight of adherence to this Local Law.

Section 8. Severability.

If any clause, sentence, paragraph, section or any part of this local law or the application thereof to any person, individual corporation, firm, partnership, entity or circumstance shall be adjudged by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgement shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, section, or part of this law, or in its application to the person, individual, corporation, firm, partnership, entity, or circumstance directly involved in the controversy in which such order or judgement shall be rendered.

Section 9. Reverse Preemption.

This local law shall be null and void on the day that a statewide law is in effect, incorporating either the same or substantially similar provisions as are contained in this local law or in the event that a relevant state or federal administrative agency issues and promulgates regulations preempting such action by the County of Albany. The Albany County Legislature shall determine by resolution whether or not the identical or substantially similar statewide law or relevant pre-emptive state or federal regulations have been enacted for the purposes of triggering the provisions of this section.

Section 10. Effective Date.

The effective date of this local law will be 6 (six) months from the date of its filing with the Secretary of State, simultaneous to the effective date of the single-use statewide bag ban, March 1, 2020.
Request for Allocation from Contingent Account (A.1990)
(Due in Chair's Office by close of business on February 8, 2019)

Name of Legislator making request:
Merton Simpson

Name(s) of other Legislators supporting this request:
Sam Fein, Chris Higgins

Name(s) of other individuals or organizations supporting this request:

Amount requested:
$100,000

If allocated, what will the money be used for?
The use of this type of funding would allow the Department of Recreation to offer youth recreation programs in the City of Albany (and potentially other municipalities where they are not currently offered by the County), such as karate, lacrosse and basketball, as it does in neighboring municipalities.

Is this a new use of funds, a restoration of funding that was eliminated or an increase in funding to a program or service that is already receiving funding?
Increase in funding to a program or service that is already receiving funding. In the 2018 budget, the Legislature set aside $100,000 in funding in the Contingent Account to be used for expanding recreation programs to the City of Albany. The Legislature did not transfer money out of Contingent Account or follow-up on this issue during 2018.

Is this a one-time use of funds or will this use require ongoing funding? (Priority will be given to one-time uses of funds as money in the Contingent account is non-recurring)
This is a one-time use of funds. Funding to expand youth programming to the City of Albany (and potentially other municipalities) would be a good opportunity to determine if funding should be allocated in the 2020 budget cycle depending on the outcome of a potential 2019 youth program.

Number and name of account to which funds will be transferred (e.g., A6772 44455-Social Transportation Program):
A 7410 44449 Youth Recreation Programming

Department responsible for this account:
Department of Recreation

Does the Head of this Department support this request?
Contingent upon discussion. During budget hearings for 2018 budget, Commissioner John D'Antonio stated that expanding youth recreation programs to the City of Albany would require additional funding.
Request for Allocation from Contingent Account (A.1990)

(Due in Chair's Office by close of business on March 31, 1990)

Name of Legislator making this request:

JOSEPH E. O'BRIEN

Name(s) of other Legislators supporting this request:

N/A

Name(s) of other individuals or organizations supporting this request:


Amount requested: $74,494.28

If allocated, what will the money be used for?

SEE ATTACHED

Is this a new use of funds, a restoration of funding that was eliminated or an increase in funding to a program or service that is already receiving funding?

YES, Clover Hill Preschool & The Center for Disability Services is Acronym Funded by Albany County.

Is this a one-time use of funds or will this use require ongoing funding? (Priority will be given to one-time uses of funds as money in the Contingent account is non-recurring)

ONE-TIME USE

Number and name of account to which funds will be transferred (e.g. A.6772 44455-Social Transportation Program):

A.2642 4.30.110 FEES FOR SERVICES

Department responsible for this account:

CWF

Does the Head of this Department support this request? YES (via County Executive Office)
The MOVE equipment listed below would highly benefit the students in the Clover Patch preschool program. This MOVE equipment is durable and is able to be adapted so it can be used for multiple students over the years. This equipment helps the students to be active participants throughout the school day. When using these pieces of equipment students are provided with opportunities to work on goals of ambulation, standing, weight bearing, improved head and trunk control, increased overall strength, and increased range of motion.

Small HTS Z110  $2725.00
(3) Compass Chairs  $400.00 each = $2,000.00
(2) Small Pacers  $3505.00 each = $7,010.00
(3) Small Standard Base  $3745.00 each = $11,235.00
Small Hi/Lo Base  $4845.00
Small Mobile Stander  $4119.00
(2) Medium Mobile Stander  $4730.00 each = $9460.00
(2) Medium New Pacers  $4,335.00 each = $8670.00
4 Small pacer trunk prompts  $510.00 each = $2,040.00

Total  $52,104

The items and curriculum programs below are all items that will help students progress in their learning. There are technology items which will help increase students engagement in instruction. Some of the technology items specifically will assist students with visual impairments to access instruction. Other technology items will increase the students' ability to communicate throughout the school day.

1 Smart Board  $5,000.00
2 Classroom computer  $1,000.00 each = $2,000.00
2 Small iPad  $500.00 each = $1,000.00
5 Large iPad  $900.00 each = $4,500.00
2 Connectors for iPad to Smart Boards  $50 each = $100.00
7 Touch Chat applications  $150.00 each = $1,050.00
Big Bang Bundle Application  $35.00
(2) Pro-lo-quo To Go application  $250.00 each = $500.00
Board Maker Professional subscription  $540.00
(2) Board Maker Personal subscription  $270.00 each = $540.00
(2) Unique Learning subscriptions  $530.00 each = $1,060.00
(2) Symbols Stix subscriptions  $87.10 each = $165.20

2 Big Step by Step with levels  $195.00 each = $390.00
2 Little Step by Step with levels  $195.00 each = $390.00
8 Big Mack switches  $65.00 each = $520.00
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<th>Description</th>
<th>Cost</th>
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<td>Sensory (i.e. sensory swing frame, YogiBo seating, weighted vests, etc.)</td>
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<td>Educational materials</td>
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<td>Adapted Toys</td>
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Request for Allocation from Contingent Account (A.1990)
(Due in Chair's Office by close of business on 7/31/2009)

Name of Legislator making request:
Chris Higgins (5th District)

Name(s) of other Legislators supporting this request:
Sam Fein

Name(s) of other individuals or organizations supporting this request:
The Albany County Land Bank

Amount requested:
$250,000

If allocated, what will the money be used for?
General operations of the Land Bank, which include, maintenance of vacant lots and buildings, property insurance, and support for to create more opportunities for first-time homebuyers and families throughout Albany County.

Is this a new use of funds, a restoration of funding that was eliminated or an increase in funding to a program or service that is already receiving funding?
Increase in funding to a program or service that is already receiving funding.

Is this a one-time use of funds or will this use require ongoing funding? (Priority will be given to one-time uses of funds as money in the Contingent account is non-recurring)
One time use of funds.

Number and name of account to which funds will be transferred (e.g., A6772 44455-Social Transportation Program):
A3650 44064 Regional Land Bank

Department responsible for this account:
Department of Management & Budget

Does the Head of this Department support this request?
The Head of the Department of Management & Budget has not been consulted. The Executive Director of the Albany County Land Bank has spoken to members of the Legislature on multiple occasions about the lack of available funding needed to fulfill mission to demolish or rehabilitate the large number of vacant and abandoned buildings with limited resources. The sponsor has spoken with Executive Director Adam Zaranko who has affirmed the funding is needed and will be put to maximum use.
Request for Allocation from Contingent Account (A.1990)
(Due in Chair's Office by close of business on [ diabetic diabetes])

Name of Legislator making request:
Sam Fein

Name(s) of other Legislators supporting this request:
Mert Simpson, Lynne Lekakis, Chris Higgins, Lucille McKnight, Bill Clay, Gary Domalewicz,
Doug Bullock, Norma Chapman, Alison McLean Lane, Wanda Willingham, Vicky Plotsky, Bill
Reinhardt

Name(s) of other individuals or organizations supporting this request:
Trinity Alliance of the Capital Region

Amount requested:
$46,500

If allocated, what will the money be used for?
The money will be used primarily to fund salary and benefits, as well as items such as
assistance to individuals, program supplies, mileage, and staff phone usage. The
continuance of the jail re-entry program is dependent on this funding. Without the funding
being restored, Trinity Alliance will be forced to terminate an employee and will also be at
risk of losing funding provided by NYS Division of Criminal Justice Services (DCJS).

Is this a new use of funds, a restoration of funding that was eliminated or an increase
in funding to a program or service that is already receiving funding?
Restoration of funding that was eliminated.

Is this a one-time use of funds or will this use require ongoing funding? (Priority will
be given to one-time uses of funds as money in the Contingent account is non-
recurring)
This is a one-time use of funding. If the Sheriff's Office and Trinity Alliance decide to
continue the program in future years, funding would be requested during the budget
process as part of the Sheriff's Office budget, as has occurred in previous years.

Number and name of account to which funds will be transferred (e.g., A6772 44455-
Social Transportation Program):
A3150 44498 Jail Transition Program

Department responsible for this account:
Sheriff's Office

Does the Head of this Department support this request?
Yes
Request for Allocation from Contingent Account (A.1990)
(Due in Chair's Office by close of business on 11/28/1990)

Name of Legislator making this request:
Charles Dawson

Name(s) of other Legislators supporting this request:
Cunningham, Pottsby, Reinhart

Name(s) of other individuals or organizations supporting this request:
Delmar, Bethel, gas, Friends of the Trail Trail

Amount requested: $80,000

If allocated, what will the money be used for?

Special Ambulance for the Albany Public Service Race Trail

Off-Road Vehicle -- see specs attached

Is this a new use of funds, a restoration of funding that was eliminated or an increase in funding to a program or service that is already receiving funding?
One-time, acquisition costs, assistance

Is this a one-time use of funds or will this use require ongoing funding? (Priority will be given to one-time uses of funds as money in the Contingent account is non-recurring)
One-time

Number and name of account to which funds will be transferred (e.g., A6772 44455- Social Transportation Program):
Probably Sheriff's Office (Shift and Personnel) Share

Department responsible for this account: Sheriff

Building where ambulance will be housed

Does the Head of this Department support this request? Yes

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November 16, 2018

The Honorable Andrew Joyce
Chairperson
Albany County Legislature
Harold L. Joyce Albany County Office Building
112 State Street, Room 710
Albany, NY 12207

Dear Chairperson Joyce,

The Albany County Helderberg-Hudson Rail Trail is a precious community asset and we are so very grateful to you and the Albany County Legislature for developing this recreational venue. Delmar-Bethlehem EMS (DBEMS) has the privilege of being quartered right along the trail as it winds through the Town of Bethlehem. We always hope that patrons enjoy the rail trail safely, but we are at the ready to respond to any and all medical emergencies and accidents on the trail.

To enhance our ability to safely care for persons who fall ill and or become injured on the rail trail, DBEMS would like to purchase a mini-ambulance specially designed for trail use. When a person is unable to leave the rail trail under his/her own power, it is our responsibility to safely transport the individual to our ambulance. Many points on the rail trail are not near a trail entrance, which complicates extraction. Our full-size ambulances do not have off road capacity and cannot safely enter many areas of the rail trail, because they risk sinking into the soft shoulders and getting stuck should we try and turn them around.

Up until now we have relied on various methods to transport people off the rail trail, with the help of our fire department partners. But, none of the methods used can address issues in patient safety. Tying down a portable stretcher to an ATV, for example, does expose an already ill or injured person to additional risk and limits our ability to continue treatment during transportation.

The Medstat ASAP Off Road Ambulance (http://asap911.com/medstat-utv-ambulance/) mitigates these risks and we would be grateful for any assistance that you could provide to us in procuring this vehicle. When using the Medstat ASAP, the patient will be transported on the same exact model of stretcher that we use to maximize patient safety in our ambulances. They will be secure and in an enclosed and climate-controlled vehicle, rather that exposed to the elements. The EMTs can travel with the patient and continue treatment while moving, which is critical in the case of a life-threatening illness.
And, the transfer to the full-size ambulance will be seamless as the stretcher will fit in the ambulance going to the hospital, without need to move the patient from one stretcher to another.

We hope to have the new ambulance in service in time for the 2019 summer season. It will be quartered in our new North Station that is approximately 100 feet from a rail trail entrance. The ambulance will be at the ready 24 hours a day, 365 days a year. Given the tremendous use of the rail trail, we do see an increasing number of calls for assistance on the rail trail. During peak season we will be called to assist on the rail trail several times per month.

If we are able to purchase this ambulance, we would like to make it available for use along the entire length of the rail trail. It would be our intent to offer our service to the City of Albany and Town of New Scotland, through mutual aid agreements with the responding agencies in our neighboring communities.

We are in the process of finalizing the specifications for the mini ambulance, which is projected to cost approximately $70,000. DBEMS already has most of the approximately $25,000 in equipment needed to outfit the ambulance, including the most expensive item, which is the stretcher.

While we seek to add this ambulance to our DBEMS fleet and are prepared to take full responsibility for its outfitting, maintenance, and operation, it would be our intent to make it available for the use of our strategic partners, the Albany County Sheriff's Office (ACSO) EMS Unit. DBEMS and ACSO have built a model of exceptional service to the community by working together in every aspect of our operation. This partnership is known statewide for its pursuit and achievement of excellence and we would certainly wish to extend it to the mini ambulance.

On behalf of our entire organization, we thank you in advance for your consideration.

Best Regards,

[Signature]

David Scoons
President of the Board of Directors
January 23, 2019

The Honorable Andrew Joyce
Chairperson
Albany County Legislature
Harold L. Joyce Albany County Office Building
112 State Street, Room 710
Albany, NY 12207

RE: Metstat Ambulance

Dear Chairperson Joyce,

I am pleased to write in support of funding for a project that will enhance public safety on the Albany County Helderberg-Hudson Rail Trail. To improve the response to medical emergencies and accidents, Delmar-Bethlehem EMS (DBEMS) has proposed purchasing an off-road mini-ambulance specially designed for use on a narrow trail. DBEMS, whose headquarters is located just yards from the trail, will make this ambulance available along the entire length of the rail trail, offering mutual aid to the rail trail sections in the City of Albany and Town of New Scotland.

Unfortunately, accidents have happened along the rail trail and with the growing popularity of the trail future accidents will occur. When a person is unable to leave the rail trail under his/her own power, first responders must safely transport the individual to a waiting ambulance. However, a full-size ambulance cannot safely enter many areas of the rail trail, due to the risk of sinking into the soft shoulders and getting stuck when turning around. Many points on the rail trail are not near a trail entrance, which complicates getting people to an ambulance.

We strongly support the DBEMS proposal to mitigate these risks by purchasing a Medstat ASAP OffRoad Ambulance (http://asap911.com/medstat-utv-ambulance/). The availability of this vehicle for emergencies will allow emergency responders to more quickly and safely respond to emergencies and provide the public with confidence that help is readily available should they need assistance.

The rail trail is a precious community asset and we are very pleased that the volunteer ambulance corps has recommended a strategy to improve the ability of first responders to safely assist people using the trail. DBEMS proposes to have the mini-ambulance at the ready 24 hours a day, 365 days a year. DBEMS has a strategic partnership with the Albany County Sheriff's
Office (ACSO) EMS Unit, with ACSO personnel quartered in the DBEMS station. Given this alliance, the mini-ambulance will also be available to ACSO. With the tremendous use of the rail trail, DBEMS will be called for assistance on the rail trail several times per month during peak season.

As an organization we have worked hard to promote the rail trail and user safety is a key to a successful trail. We are very happy to see the attention to this issue and the addition of the Medstat along the trail is a wonderful step toward improved public safety.

We thank you in advance for your consideration.

Sincerely,

Mark King
Executive Director
January 2, 2019

The Honorable Andrew Joyce
Chairperson
Albany County Legislature
Harold L. Joyce Albany County Office Building
112 State Street, Room 710
Albany, NY 12207

Dear Chairperson Joyce,

I write in support of funding for a project that will enhance public safety on the Albany County Helderberg-Hudson Rail Trail. To improve the response to medical emergencies and accidents, Delmar-Bethlehem EMS (DBEMS) has proposed to purchase an off-road mini-ambulance specially designed for use on a narrow trail. DBEMS, whose headquarters is located just yards from the trail, proposes to make this ambulance available along the entire length of the rail trail, offering mutual aid to the rail trail sections in the City of Albany and Town of New Scotland. DBEMS has a strategic partnership with the Albany County Sheriff’s Office (ACSO) EMS Unit, with ACSO personnel quartered in the DBEMS station. Given this close partnership, the mini-ambulance will also be available to us at ACSO EMS.

When a person is unable to leave the rail trail under his/her own power, first responders must safely transport the individual to a waiting ambulance. However, a full-size ambulance cannot safely enter many areas of the rail trail, due to the risk of sinking into the soft shoulders and getting stuck when turning around. Many points on the rail trail are not near a trail entrance, which complicates getting people to an ambulance.

Up until now, first responders have relied on various methods to transport people off the trail, all of which create patient safety issues. Tying down a portable stretcher to an ATV, for example, exposes an already ill or injured person to additional risk and limits the ability to continue treatment during transportation.

DBEMS proposes to mitigate these risks by purchasing a Medstat ASAP Off Road Ambulance (http://asap911.com/medstat-utv-ambulance/). When using the Medstat ASAP, the patient will be transported on the same type of stretcher used in an ambulance. The patient will be secure in an enclosed and climate-controlled vehicle, rather than exposed to the elements. The EMTs can travel with the patient and continue treatment while moving, which is critical in the case of a life-threatening situation. The transfer to the full-size ambulance will be seamless; as the same stretcher will fit in the ambulance going to the hospital, without need to move the patient from one stretcher to another. The rail trail is a precious community asset and we are pleased that our partners at DBEMS have recommended a strategy to improve the ability of first responders to safely assist people using the trail. DBEMS will have the mini-ambulance at the ready 24 hours a day, 365 days a year, for use by both
DBEMS and ACSO. With the tremendous use of the rail trail, we'll collectively be called for assistance on the rail trail several times per month during peak season.

We thank you in advance for your consideration.

Sincerely,

Dennis M. Wood, BMT-P
Captain
Albany County Sheriff's Office EMS Unit
TO: Kevin M. Cannizzaro, Esq.
    Majority Counsel, Albany County Legislature

FROM: Jennifer Clement

CC: Mike McLaughlin, Director of Policy and Research
    Shawn Thelen, Commissioner of Management and Budget

DATE: 04/12/2019

RE: Albany County Retiree Health Insurance Benefits

I write in response to your email requesting further information regarding the Health Insurance Benefits for Albany County retirees. Please let me know if you need further information or clarification about any information presented here. Thank you.

A. Please provide a summary of the County of Albany’s medical insurance expenses (including the total yearly budgeted expenditure) related to paying for medical insurance benefits for retirees. Please provide the proposed, budgeted and actual amount expended in the 2018, 2017, and 2016 fiscal years;

The table below is the Original, Revised and actual Budgets for 2013-2019. The Actual consists of the net cost to the Count. The calculation for the total healthcare cost would consist of adding the Actual cost to the Employer Contribution.

<table>
<thead>
<tr>
<th>FISCAL YEAR</th>
<th>Original Budget</th>
<th>Transfers In</th>
<th>Transfers Out</th>
<th>Revised Budget</th>
<th>Actual (Memo)</th>
<th>EE Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>$51,772,555</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>$49,945,375</td>
<td>$1,685,614</td>
<td>($1,712,083)</td>
<td>$49,919,001</td>
<td>$47,858,386</td>
<td>$3,956,185</td>
</tr>
<tr>
<td>2017</td>
<td>$48,903,194</td>
<td>$2,316,703</td>
<td>($2,539,040)</td>
<td>$51,640,857</td>
<td>$52,458,384</td>
<td>$5,511,837</td>
</tr>
<tr>
<td>2016</td>
<td>$47,666,890</td>
<td>$3,958,619</td>
<td>($4,321,857)</td>
<td>$47,243,652</td>
<td>$45,931,338</td>
<td>$2,337,748</td>
</tr>
<tr>
<td>2015</td>
<td>$47,200,972</td>
<td>$4,405,961</td>
<td>($3,063,375)</td>
<td>$48,545,558</td>
<td>$48,454,501</td>
<td>$1,089,941</td>
</tr>
<tr>
<td>2014</td>
<td>$44,369,325</td>
<td>$3,001,571</td>
<td>($1,707,367)</td>
<td>$45,663,339</td>
<td>$43,199,487</td>
<td>$1,483,750</td>
</tr>
<tr>
<td>2013</td>
<td>$41,610,265</td>
<td>$3,448,809</td>
<td>($2,248,584)</td>
<td>$41,810,490</td>
<td>$28,757,726</td>
<td>$2,526,880</td>
</tr>
</tbody>
</table>
B. Please provide the total number of employees who are currently retired and receiving their medical insurance through the county of Albany retiree plan:

(a) Total = 1745

(i) Retirees Over 65 on Medicare Advantage offered by Empire - Individual (includes spouses of retirees) - 1223
(ii) Retirees Under 65 Years of Age on Empire Enrollment - 522
   1. Individual - 269
   2. Two Person - 161
   3. Family - 82

C. Please provide the current number of active employees who are above the age of 55 years old, and who have over 15 years of credited County service:

There are currently 315 full time active employees who are/will be over 55 and have/will have 15 or more years of service at the conclusion of 2019.

D. Please provide the current number of active employees who are above the age of 62 years old, and who have over 15 years of credited County service:

There are currently 135 full time active employees who are/will be over 62 and have/will have 15 or more years of service at the conclusion of 2019.

E. Please provide the number of active employees who currently have more than 20 years of credited active service and who are above the age of 55 years old:

There are currently 213 full-time active employees who are/will be over 55 and have/will have 20 or more years of service at the conclusion of 2019.

F. Please provide the yearly number of employees who retire each year who also decide to opt in to the retiree medical insurance benefits through the County of Albany. In other words, on average, how many employees are added to the retiree medical benefits plan each year?

Below are the approximate number of employees who retire each year. Their particular enrollment will vary depending on Medicare Eligibility and dependent plan needs.

2015 Count: 64
2016 Count: 73
2017 Count: 75
2018 Count: 71
2019 Count: 24

G. A breakdown of the various amounts (if any) that the several groups of retirees are required to contribute towards their County medical insurance benefits. We discussed that there are differences in the amounts which are contributed by retirees based on the date of their retirement. Please provide a summary of the differences between contribution levels;

First, I am attaching the contribution rules from Rules and Regulations that require a general contribution rule of 10% for all those employees hired after 1989. Prior to that, they may have no contribution. However, there are many other eligibility rules for part-time employees and also contribution levels for some employees hired between the years of 1982 and passage of the Rules and Regulations effective October 1, 1999. Below is a summary chart of the unions, however, please keep in mind that employees may transfer between groups and/or change status between part-time and full-time throughout their career.
Teamsters-Corrections/SDCO:
Pre 2007 pays 0% - Post 10%
Retirees pay same as $ amount on date of hire.

Teamsters-Enforcement/SDCO:
Teamsters Pre 2009
Employees contribute 10%
Starting in 2015 those at 0 contribution
pay 2% per year until 10% in 2019

Teamsters/BA Investigator:
Albany County Plan -
2% per year in 2015 until 10% in 2019
Premium of 10% for employee
hired 1-1-1989 and beyond

LEST/USDPS:
10% employee prior to 12/31/2017
After 12/31/2017 employee pays 15%

PBA/Council 270 members:
10% Employee
Employees after 1-1-2014 15%

Council 32/SDCO:
pre '89 2% until 10% reached
Post '89 pay 10%
New hires after 3-8-2013 15%
pre '89 retirees revert to $0 contribution upon retirement

PBA/PPA:
8-31-2015 and prior 10%
9-1-2015 and after 15%
Pre 1989 2% per year begins in 2014
10% hired 1-1-1989
15% hired after 9-1-2015

12-31-1988 and earlier - 0%
1-1-1990 and after - 10%

12-31-1988 and earlier - 0%
1-1-1990 and after - 10%

Pre 1989 - 2% per year begins 7-1-14
10% hired 1-1-1989
hired after 7-1-2014 - 15%

Pre 1989 - 2% per year begins 7-1-14
10% hired after 1-1-1989
hired after 1-1-2018 - 15%

10% for FT Employees hired after '89
See Rules and Regulations for Part Time Eligibility
0% Pre '89
H. Please provide the cost (per employee) of providing medical insurance benefits to each individual retiree (on average). In other words, what is the cost for providing medical insurance to retiree's on a single plan vs. family plan?; and

Medicare Advantage Plan Rates – Total Premium $272 per month or $3264 annually. 10% contribution would be $27.20 per month. Additionally, Medicare Advantage Plans are broken down into two individual plans for each enrollee. So a two person Medicare Advantage 10% contribution rate is $54.40 per month or $652.80 annually.

For standard Empire enrollment we are self-insured, so keep in mind that the numbers provided reflect premium equivalency rates.

Also, we have various plan rates based on co-pay structures. Co-pay structures and premium equivalency rates vary by bargaining unit. I will provide a general number for non-union co-pay structures.

<table>
<thead>
<tr>
<th>Plan</th>
<th>ACTIVE EMP – Non-Union ALL</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>County Health Plan.</td>
<td>Individual</td>
<td>Two Person</td>
<td>Family</td>
<td></td>
</tr>
<tr>
<td>Plan Design Information</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regular Visit Co-pay</td>
<td>15.00</td>
<td>15.00</td>
<td>15.00</td>
<td></td>
</tr>
<tr>
<td>Prescription Drug Co-pay</td>
<td>$0/$15/$30</td>
<td>$0/$15/$30</td>
<td>$0/$15/$30</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Annual Premium Rates</th>
<th>Annual</th>
<th>Monthly</th>
<th>Annual</th>
<th>Monthly</th>
<th>Annual</th>
<th>Monthly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Annual Premium</td>
<td>$11,170.56</td>
<td>$930.88</td>
<td>$23,795.40</td>
<td>$1,982.95</td>
<td>$31,723.68</td>
<td>$2,643.64</td>
</tr>
<tr>
<td>Annual Employee Contribution - 10%</td>
<td>$1,117.06</td>
<td>$93.09</td>
<td>$2,379.54</td>
<td>$198.30</td>
<td>$3,172.37</td>
<td>$264.36</td>
</tr>
<tr>
<td>Annual Employee Contribution - 15%</td>
<td>$1,675.53</td>
<td>$139.63</td>
<td>$3,569.31</td>
<td>$297.44</td>
<td>$4,758.55</td>
<td>$396.55</td>
</tr>
<tr>
<td>Annual Employee Contribution - 50%</td>
<td>$5,585.28</td>
<td>$465.44</td>
<td>$11,897.70</td>
<td>$991.48</td>
<td>$15,861.84</td>
<td>$1,321.82</td>
</tr>
</tbody>
</table>

I. The number of collective bargaining agreements and/or unions which have incorporated the County of Albany's retirement benefit eligibility framework by reference. In other words, do all employees enrolled under a union contract gain retiree medical insurance benefits in the same way under the same conditions as non-union employees? See chart above. The general rule is that employees pay into retirement at the same rate as they were while they were employed. The exceptions are noted above.
LOCAL LAW NO. "F" FOR 2019

A LOCAL LAW TO REQUIRE ALBANY COUNTY RESTAURANTS AND EATING ESTABLISHMENTS TO PROVIDE STRAWS AND PLASTIC CUTLERY ONLY UPON REQUEST

Introduced: 5/13/19
By: Mss. Cunningham, Lekakis and Mr. Smith:

Section 1. Findings and Purpose
The Albany County Legislature finds and determines that:

Littered plastic products, including straws and plastic cutlery have caused and continue to cause significant environmental harm and have burdened local governments with significant environmental cleanup costs. Plastics synthesized from petroleum and natural gas do not biodegrade. Even with the emergence of bioplastics, which are derived from renewable biomass sources, such as plants and microorganisms, there is no certified type of bioplastic that biodegrades in a marine environment.

The Albany County Legislature prioritizes the protection of the environment and through public policymaking and adoption of local laws, intends to take initiative to minimize the unnecessary use of plastic in our environment. A reduction in the use of plastic straws and cutlery will further serve Albany County’s goal of reducing plastic litter.

Section 2. Definitions
For the purposes of this ordinance, the following shall have the following meanings:

“Beverage Provider” means any business, organization, entity, group, or individual located in the [name of jurisdiction] that offers liquid, slurry, frozen, semi-frozen, or other forms of beverages to the public for consumption.

“Plastic Cutlery” means any utensil, such as a fork, spoon, spork, or knife, made predominantly of plastic derived from either petroleum or a biologically based polymer intended for only one-time use. “Plastic cutlery” includes compostable and biodegradable petroleum or biologically based polymer forms of cutlery, but does not include forms of cutlery that are made from non-plastic materials, such as wood, bamboo, etc.

“Plastic Beverage Straw” means a tube made predominantly of plastic derived from either petroleum or a biologically based polymer for transferring a beverage from its container to the mouth of the drinker. “Plastic Beverage Straw” includes compostable and biodegradable petroleum or biologically based polymer straws, but does not include straws that are made from non-plastic materials, such as paper, grain stalks, bamboo, etc.

“Food service ware” means all containers, bowls, plates, trays, cups, lids, napkins, and other like items that are designed for one-time use for prepared foods, including, without limitation, service ware for takeout foods and/or leftovers from partially consumed meals prepared by food vendors. The term “food service ware” does not include items composed of aluminum.

220
Section 3. Plastic Straws and Cutlery Upon Request

(a) All Albany County restaurants, including fast food restaurants, beverage providers, or vendors shall only offer plastic cutlery and straws, upon request.

(b) Nothing in this section precludes restaurants, including fast food restaurants, beverage providers, vendors, or persons from using or making non-plastic alternatives, such as those made from paper, grain stalks, sugar cane, or bamboo, available to beverage consumers.

Section 4. Designated County Department for Compliance and Enforcement

The County Executive shall designate the appropriate County department that shall oversee implementation, compliance and adherence to this local law. This designated department shall have the authority to enforce this ordinance. Each day of violation, after written notice, is a separate violation. Violations will be subject to the following penalties:

First Offense: written warning
Second Offense: $100 penalty
Third and subsequent offense: $250 penalty

Section 5. Severability

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held invalid or unconstitutional by the decision of any court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions of this ordinance. Such decision shall not affect the validity of the remaining portions of this ordinance, which shall remain in full force and effect.

Section 5. Effective Date

This ordinance shall take effect six months after the date of enactment.

Referred to Law and Conservation, Sustainability and Green Initiatives Committees - 5/13/19
Request for Allocation from Contingent Account (A.1990)

(Do in Chair’s Office by close of business on [Date])

Name of Legislator making this request:
Paul Burgdorf

Names(s) of other Legislators supporting this request:
Joe O’Brien, Frank Mauriello, and Dave Mayo

Names(s) of other individuals or organizations supporting this request:

Amount requested: $50,000

If allocated, what will the money be used for?

Since 1984, Colonie Senior Service Centers (CSSC) has been providing continuous transportation services to seniors in the Town of Colonie. One of the most important aspects of successful aging in staying active and social even when one can no longer drive. In 2018, CSSC’s Transportation Services provided over 23,000 rides to seniors, primarily those 60 years of age or older with service hours are Monday through Friday between 8 am and 4 pm. The number of registrants and the number of ride requests is constantly increasing. We are averaging about 100 rides a day and anticipate approximately 25,000 rides provided this year.

Based on age, excessive mileage and maintenance upkeep, CSSC will be forced to retire vehicles in 2019 and we will need to purchase replacement vehicles in order to continue to transport seniors at our current capacity. The new vehicles will allow us to continue to provide safe, dependable transportation service to those who depend on us for medical appointments, pharmacy visits, weekly grocery shopping trips and social activities such as attending a congregate lunch program. CSSC is anticipating receiving two vehicles through a successful 2017-5310 grant application sometime this year. Working through NYS DOT, this grant requires a 80% / 20% match.

The money requested would go towards the purchase of one new vehicle as well as assisting with CSSC’s required match in order to obtain the two vehicles awarded in the 5310 grant. If this request granted, CSSC could have three much needed vehicles added to its fleet.

Is this a one-time use of funds or will this use require ongoing funding? (Priority will be given to one-time uses of funds as money in the Contingent account is non-recurring)

One-time use

Number and name of account to which funds will be transferred (e.g., A.6772 44455- Social Transportation Program):

A. 6772 44455 - CSSS FOR SERVICES

Department responsible for this account:

Does the Head of this Department support this request? __________
MEMORANDUM

To: Honorable Members — Albany County Legislature
   Honorable Albany County Chairman — Andrew Joyce
   Honorable Albany County Executive — Daniel McCoy
   Honorable Albany County — Deputy County Executive — Phil Calderone

From: Bob Belber
      Regional General Manager

Date: June 5, 2019

Re: Request For Legislative Action — Lease Suite # 16
   Girvin & Ferlazzo, United Group of Companies, JPS Strategies and FPI
   Mechanical

Suite Renewal — Term — September 1, 2019 - August 31, 2022

This suite holder has been the tenant in Suite # 16 and is current with all payments owed. They would like to renew their lease and we are seeking approval from the Albany County Legislature to proceed with entering into a new lease agreement with the current annual lease amount of $51,000 per year.

A letter of intent has been received with a deposit and pending approval, the County Attorney’s office will produce a new lease document with the Resolution # assigned.

The tenant will also be responsible for sales tax on tickets to sporting events and cable TV monthly charges as well as any catered food they purchase through Aramark.

Thank you for adding this to the agenda of the next available Civic Center Committee.

Sincerely;

Bob Belber
General Manager
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for TUC suite #16

Date: June 5, 2019
Submitted By: Robert Belber
Department: Times Union Center
Title: General Manager
Phone: (518) 487-2008
Department Rep.: 
Attending Meeting: Robert Belber

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
- [ ] Change Order/Contract Amendment
- [ ] Purchase (Equipment/Supplies)
- [X] Lease (Equipment/Supplies)
- [ ] Requirements
- [ ] Professional Services
- [ ] Education/Training
- [ ] Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
- [ ] Settlement of a Claim
- [ ] Release of Liability
- [ ] Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Girvin & Ferlazzo
20 Corporate Woods Blvd.
Albany, NY 12211

United Group of Companies Inc.
300 Jordan Road
Troy, NY 12180

Additional Parties (Names-addresses):
JPS Strategies
27 6th Street
Waterford, NY 12188

FPI Mechanical
11 Green Mountain Drive
Cohoes, NY 12047

Amount/ Raise Schedule/ Fee: $51,000 per year
Scope of Services:
Three year lease of suite #16 to Girvin & Ferlazzo, United Group of Companies, JPS Strategies and FPI Mechanical

Bond Res. No.: Click or tap here to enter text.
CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☑
If Mandated Cite Authority: Click or tap here to enter text.
Is there a Fiscal Impact: Yes ☑ No ☐
Anticipated in Current Budget: Yes ☑ No ☐

County Budget Accounts:
Revenue Account and Line: AA 7128 02451
Revenue Amount: $51,000
Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) September 1, 2019 - August 31, 2022
Length of Contract: Three Years

Impact on Pending Litigation
Yes ☐ No ☑
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
Leasing suite #16 for a three year period - September 1, 2019 thru August 31, 2022: This is a renewal agreement and the suite holder has been occupying this suite three years previously. The tenant is current on all payments and they have combined paid the $3,000 deposit along with the signed letters of intent.
LETTER OF INTENT  
BY  
JPS STRATEGIES  
FOR  
CORPORATE SUITE #16  

The above-named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a. the TIMES UNION CENTER (hereafter the "TIMES UNION CENTER") and evidencing our support of this facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 16 (hereafter the Suite). The cost to lease one-quarter of one of these suites will be TWELVE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS ($12,750.00) per contract year for a three (3) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the Letter of Intent. Four (4) passes will be provided at no charge for all Albany Empire and Siena home games. Four (4) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to four (4) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to two (2) additional "outside" seats.

To further solidify this Letter of Intent, a non-refundable deposit of $750.00 (SEVEN HUNDRED AND FIFTY DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.
Letter of Intent
JPS Strategies
Suite #16
Page 2
Dated: 6/26/19

John Sobiesz
JPS Strategies
JP SOBIECH STRATEGIES, LLC
27 6TH ST
WATERFORD, NY 12188-2019

Pay to the Order of Times Union Center $ 750.00
Seventy Five 00/100

FIRST
NIAGARA

For Service Rendered

[Signature]

Invoices:
LETTER OF INTENT
BY
UNITED GROUP OF COMPANIES
FOR
CORPORATE SUITE #16

The above named party or parties recognize that Corporate support is vital to the
continued success of the Albany County Civic Center a.k.a. the TIMES UNION
CENTER (hereafter the "TIMES UNION CENTER") and evidencing our support of this
facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION
CENTER Private Corporate Suites, namely Suite 16 (hereafter the Suite). The cost to
lease one quarter of one of these suites will be TWELVE THOUSAND SEVEN
HUNDRED AND FIFTY DOLLARS ($12,750.00) per contract year for a three (3) year
term. The parties will endeavor to negotiate mutually acceptable lease terms within
ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities
typically included in a SUITE are appended and made part of the Letter of Intent. Four
(4) passes will be provided at no charge for all Albany Empire and Siena home games.
Four (4) passes will also be provided for every ticketed event at the TIMES UNION
CENTER in each contract year with the exception of the NCAA events. Suite tickets for
NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to four (4) additional
tickets for all ticketed events. These tickets shall be in preferred locations outside of the
SUITE. Certain events may be restricted to two (2) additional "outside" seats.

To further solidify this Letter of Intent, a non-refundable deposit of $750.00 (SEVEN
HUNDRED AND FIFTY DOLLARS) for the SUITE has been made upon the signing of
this document. This deposit represents the first payment as indicated in the lease
agreement.
Letter of Intent
United Group of Companies
Suite #16
Page 2

Dated: 2-22-19

Michael Uccellini
United Group of Companies
<table>
<thead>
<tr>
<th>Property</th>
<th>Account</th>
<th>Invoice - Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
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<tr>
<td>4102</td>
<td>6370-020-000</td>
<td>Corporate Suite #10.201</td>
<td></td>
<td>750.00</td>
</tr>
</tbody>
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---

United Realty Management Corp.  
120 Jordan Road  
Troy, NY 12180

MT Bank  
327 Great Oak Boulevard  
Albany, NY 12203-5971

02/25/2019  
VOID AFTER 120 DAYS

**** SEVEN HUNDRED FIFTY AND 00/100 DOLLARS  
$750.00**** US DOLLARS

TO THE ORDER OF  
Times Union Center  
51 South Pearl Street  
Albany, NY 12207

SIGNATURE
LETTER OF INTENT

BY

GIRVIN & FERLAZZO

FOR

CORPORATE SUITE #16

The above named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a. the TIMES UNION CENTER (hereafter the “TIMES UNION CENTER”) and evidencing our support of this facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 16 (hereafter the Suite). The cost to lease one quarter of one of these suites will be TWELVE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS ($12,750.00) per contract year for a three (3) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the Letter of Intent. Four (4) passes will be provided at no charge for all Albany Empire and Siena home games. Four (4) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to four (4) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to two (2) additional “outside” seats.

To further solidify this Letter of Intent, a non-refundable deposit of $750.00 (SEVEN HUNDRED AND FIFTY DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.
Letter of Intent
Girvin & Ferlazzo
Suite #16
Page 2

Dated: March 28, 2019

[Signature]
Kristine Lanchantin
Girvin & Ferlazzo
LETTER OF INTENT
BY
FPI MECHANICAL
FOR
CORPORATE SUITE #16

The above named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a. the TIMES UNION CENTER (hereafter the "TIMES UNION CENTER") and evidencing our support of this facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 16 (hereafter the Suite). The cost to lease one quarter of one of these suites will be TWELVE THOUSAND SEVEN HUNDRED AND FIFTY DOLLARS ($12,750.00) per contract year for a three (3) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the Letter of Intent. Four (4) passes will be provided at no charge for all Albany Empire and Siena home games. Four (4) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to four (4) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to two (2) additional "outside" seats.

To further solidify this Letter of Intent, a non-refundable deposit of $750.00 (SEVEN HUNDRED AND FIFTY DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.
Merchant: SMG as Agent for Albany FS
51 South Pearl Street
Albany, NY 12207
US
518-487-2012

Order Information
Description: letter of intent deposit
Order Number:  
P.O. Number:  
Customer ID:
Invoice Number:

Billing Information
FPI Mechanical
12083

Shipping Information
Shipping: 0.00
Tax: 0.00
Total: USD 750.00

Payment Information
Date/Time: 10-May-2019 12:29:05 PDT
Transaction ID: 
Transaction Type: Authorization w/ Auto Capture
Transaction Status: Captured/Pending Settlement
Authorization Code: 321391
Payment Method:
MEMORANDUM

To: Honorable Members – Albany County Legislature
   Honorable Albany County Chairman – Andrew Joyce
   Honorable Albany County Executive – Daniel McCoy
   Honorable Albany County – Deputy County Executive – Phil Calderone

From: Bob Belber
       Regional General Manager

Date: June 5, 2019

Re: Request For Legislative Action – Lease Suite # 12
   Bank of America

Suite Renewal – Term – September 1, 2019 - August 31, 2022

This suite holder has been the tenant in Suite # 12 and is current with all payments owed. They would like to renew their lease and we are seeking approval from the Albany County Legislature to proceed with entering into a new lease agreement with the current annual lease amount of $51,000 per year.

A letter of intent has been received with a deposit and pending approval, the County Attorney’s office will produce a new lease document with the Resolution # assigned.

The tenant will also be responsible for sales tax on tickets to sporting events and cable TV monthly charges as well as any catered food they purchase through Aramark.

Thank you for adding this to the agenda of the next available Civic Center Committee.

Sincerely;

Bob Belber
General Manager
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for lease of TUC Suite #12

Date: June 5, 2019
Submitted By: Robert Belber
Department: Times Union Center
Title: General Manager
Phone: (518) 487-2008
Department Rep.: Robert Belber
Attending Meeting: Robert Belber

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☒ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant
  Choose an item.
  Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)
  Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Bank of America
201 N. Tryon Street
Charlotte, NC 28262

Additional Parties (Names/addresses):
  Click or tap here to enter text.

Amount/Raise Schedule/Fee:
51,000 per year
Scope of Services:
Three Year lease of suite #12 Bank of America

Bond Res. No.:
Date of Adoption:
  Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
Yes ☐ No ☒
If Mandated Cite Authority:
  Click or tap here to enter text.

Is there a Fiscal Impact:
Yes ☒ No ☐
Anticipated in Current Budget:
Yes ☒ No ☐
County Budget Accounts:
Revenue Account and Line: AA 7128 02451
Revenue Amount: $51,000
Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.
Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.
Term
Term: (Start and end date) September 1, 2019 - August 31, 2022
Length of Contract: Three Year
Impact on Pending Litigation
Yes ☐ No ☐
If yes, explain: Click or tap here to enter text.
Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
Leasing suite #12 for a three year period- September 1, 2019 thru August 31, 2022. This is a renewal agreement and the suite holder has been occupying this suite for three years previously. The tenant is current on all payments and they have paid the $3,000 deposit required along with the signed Letter of Intent.

Submitted By: Robert Belber
Title: General Manager
LETTER OF INTENT

BY

BANK OF AMERICA

FOR

CORPORATE SUITE #12

The above named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a, the TIMES UNION CENTER (hereafter the “TIMES UNION CENTER”) and evidencing our support of this facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 12 (hereafter the Suite). The cost to lease one of these suites will be FIFTY ONE THOUSAND DOLLARS ($51,000.00) per contract year for a three (3) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the Letter of Intent. Sixteen (16) passes will be provided at no charge for all Albany Empire and Siena home games. Sixteen (16) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to sixteen (16) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to eight (8) additional “outside” seats.

To further solidify this Letter of Intent, a non-refundable deposit of $3,000.00 (THREE THOUSAND AND 00/00 DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.
Letter of Intent
Bank of America
Suite #12
Page 2

Dated: 5/9/19

Karen Polk
Bank of America
Transaction Receipt

Merchant: SMG as Agent for Albany FS
61 South Pearl Street
Albany, NY 12207
US
518-487-2012

Order Information
Description: Suite Deposit
Order Number: P.O. Number:
Customer ID: Invoice Number:

Billing Information
Bank of America
12207

Shipping Information

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Payment Information
Date/Time: 30-May-2019 14:59:03 PDT
Transaction ID: [redacted]
Transaction Type: Authorization w/ Auto Capture
Transaction Status: Captured/Pending Settlement
Authorization Code: 083331
Payment Method: [redacted]
MEMORANDUM

To:     Honorable Members – Albany County Legislature
        Honorable Albany County Chairman – Andrew Joyce
        Honorable Albany County Executive – Daniel McCoy
        Honorable Albany County – Deputy County Executive – Phil Calderone

From:   Bob Belber
        Regional General Manager

Date:   June 3, 2019

Re:     Request For Legislative Action – Lease Suite # 20
        BlueShield of NENY

Suite Renewal – Term – March 15, 2019 - March 14, 2020

This suite holder has been the tenant in Suite # 20 and is current with all payments owed. They would like to renew their lease and we are seeking approval from the Albany County Legislature to proceed with entering into a new lease agreement with the current annual lease amount of $48,500 per year.

A letter of intent has been received with a deposit and pending approval, the County Attorney’s office will produce a new lease document with the Resolution # assigned.

The tenant will also be responsible for sales tax on tickets to sporting events and cable TV monthly charges as well as any catered food they purchase through Aramark.

Thank you for adding this to the agenda of the next available Civic Center Committee.

Sincerely;

[Signature]

Bob Belber
General Manager
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for lease of TUC Suite #20

Date: June 3, 2019
Submitted By: Robert Belber
Department: Times Union Center
Title: General Manager
Phone: (518) 487-2008
Department Rep.
Attending Meeting: Robert Belber

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
File #: TMP-0927, Version: 1

☐ Revenue

Increase Account/Line No.: Click or tap here to enter text.
Source of Funds: Click or tap here to enter text.
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☒ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
BlueShield of Northeastern New York
40 Century Hill Drive
Latham, NY 12110

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee:
$48,500 per year
Scope of Services:
One Year Lease of Suite #20 to BlueShield of NENY

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐
County Budget Accounts:
Revenue Account and Line: AA 7128 02451
Revenue Amount: $48,500

Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) March 15, 2019 - March 14, 2020
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation
Yes ☐ No ☐
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
Leasing of suite #20 for a one year period- March 15, 2019 thru March 14, 2020. This is a renewal agreement and the suite holders has been occupying this suite for the previous year. The tenant is current on all payments and they have paid their $3,000 deposit required along with the signed Letter of Intent.

Submitted By: Robert Belber
Title: General Manager
LETTER OF INTENT
BY
BLUESHIELD OF NENY
FOR
CORPORATE SUITE #20

The above named party or parties recognize that Corporate support is vital to the continued success of the Albany County Civic Center a.k.a. the TIMES UNION CENTER (hereafter the "TIMES UNION CENTER") and evidencing our support of this facility by this Letter of Intent.

This Letter of Intent demonstrates our intention to lease one of the TIMES UNION CENTER Private Corporate Suites, namely Suite 20 (hereafter the Suite). The cost to lease one of these suites will be FORTY EIGHT THOUSAND AND FIVE HUNDRED DOLLARS ($48,500.00) per contract year for a one (1) year term. The parties will endeavor to negotiate mutually acceptable lease terms within ninety (90) days of signing the letter of intent.

The SUITE will be furnished and consist of sixteen (16) seats. The basic amenities typically included in a SUITE are appended and made part of the Letter of Intent. Sixteen (16) passes will be provided at no charge for all Albany Empire and Siena home games. Sixteen (16) passes will also be provided for every ticketed event at the TIMES UNION CENTER in each contract year with the exception of the NCAA events. Suite tickets for NCAA events can be purchased by the Suite holder.

Furthermore, each SUITE holder will be entitled to purchase up to sixteen (16) additional tickets for all ticketed events. These tickets shall be in preferred locations outside of the SUITE. Certain events may be restricted to eight (8) additional "outside" seats.

To further solidify this Letter of Intent, a non-refundable deposit of $3,000.00 (THREE THOUSAND AND 00/00 DOLLARS) for the SUITE has been made upon the signing of this document. This deposit represents the first payment as indicated in the lease agreement.
Letter of Intent
BlueShield of NENY
Suite #20
Page 2

Dated: 2/15/19

Caitlin Zulewski
BlueShiled of NENY
Director of Corporate Relations
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<th>Discount Taken</th>
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<td>$3,000.00</td>
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<th>Total Discounts</th>
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</table>

Check No: 00347170

\[\text{NOT CASH UNTIL YOU HAVE VERIFIED THE AUTHENTICITY OF THIS DOCUMENT SEE BACK}\]

\[\text{CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM}\]

\[\text{CASH \& DRAFT ONLY}\]

\[\text{Three thousand and 00/100 Dollars}^+\]

\[\text{For the Order Of}^+\]

TIMES UNION
51 SOUTH PEARL ST
ALBANY NY 12207

[Signature]

[Letterhead]

[Address]

[Date]

[City, State]

[Telephone]

[Cell Phone]

[Email]

[Social Media]

[Website]

[Other]

[Note]

[Other Information]
June 10, 2019

Honorable Andrew Joyce, Chairman  
Albany County Legislature  
112 State Street, Room 710  
Albany, New York 12207

Dear Chairman Joyce:

As part of ongoing efforts to make Albany County a leader in sustainability I am requesting authorization to enter into an agreement with the New York Power Authority (NYPA) to develop photovoltaic systems with the option for battery storage at six County sites. The potential sites are: (1) 925 Watervliet Shaker Rd (radar tower parcel); (2) Albany County DPW headquarters; (3) Cornell Cooperative Extension; (4) 260 South Pearl Street; (5) the Sheriff's Clarksville Station; and (6) the Albany County Correctional Facility. The preliminary analysis conducted for these sites, which amount to more than three megawatts of solar capacity, is attached.

The Authorization to Proceed will allow the County to begin working with NYPA on final site selection, preliminary design, development and issuance of a Request for Proposals (RFP), and evaluation of the RFP. Based on the RFP responses a sensitivity analysis to verify the financial viability of sites under a power purchasing agreement will be performed for both behind-the-meter and-in-front of the meter interconnection methods plus storage and a portfolio of projects can be selected for development. The County will receive credits on its utility bills for the in-front of meter sites based on the Value of Distributed Energy Resources (VDER).

If you should have any questions, please do not hesitate to contact me.

Sincerely

[Signature]

Daniel P. McCoy  
Albany County Executive

cc: Hon. Dennis Feeney, Majority Leader
Hon. Frank Mauriello, Minority Leader
Kevin Cannizzaro, Majority Counsel
 Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services): Requesting Authorization to Execute an Agreement with the New York Power Authority to Design and Install Photovoltaic Systems at Various County Sites

Date: 6/10/2019
Submitted By: Lucas Rogers
Department: Office of the County Executive
Title: Senior Policy Analyst
Phone: 518-447-5566
Department Rep.:
Attending Meeting: Lucas Rogers

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
  New York Power Authority
  30 South Pearl Street
  Albany, NY 12207 Authority

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: Power Purchasing Agreement
Scope of Services: Photovoltaic System Design and Installation

Bond Res. No.:
Date of Adoption:
Click or tap here to enter text.
Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
Yes ☐ No ☒
If Mandated Cite Authority:
Click or tap here to enter text.

Is there a Fiscal Impact:
Yes ☒ No ☐
Justification: (state briefly why legislative action is requested)
As part of ongoing efforts to make Albany County a leader in sustainability I am requesting authorization to enter into an agreement with the New York Power Authority (NYP A) to develop photovoltaic systems with the option for battery storage at six County sites. The potential sites are: (1) 925 Watervliet Shaker Rd (radar tower parcel); (2) Albany County DPW headquarters; (3) Cornell Cooperative Extension; (4) 260 South Pearl Street; (5) the Sheriff’s Clarksville Station; and (6) the Albany County Correctional Facility. The preliminary analysis conducted for these sites, which amount to more than three megawatts of solar capacity, is attached.

The Authorization to Proceed will allow the County to begin working with NYP A on final site selection, preliminary design, development and issuance of a Request for Proposals (RFP), and evaluation of the RFP. Based on the RFP responses a sensitivity analysis to verify the financial viability of sites under a power purchasing agreement will be performed for both behind-the-meter and in-front of the meter interconnection methods plus storage and a portfolio of projects can be selected for development. The County will receive credits on its utility bills for the in-front of meter sites based on the Value of Distributed Energy Resources (VDER).

If you should have any questions, please do not hesitate to contact me.
May 14, 2019

Daniel P. McCoy
Albany County Executive
112 State Street
12th Floor
Albany, NY 12207

Re: Authorization to Proceed for Albany County Solar PV Project

The New York Power Authority (NYPA) is pleased to offer its services and assistance to Albany County (County) in the development and analysis of Solar Photovoltaic (PV) systems throughout the County with the option of battery storage. The County wishes to implement a solar PV project and procure bids from experienced developers. NYPA is committed to working with the County to incorporate solar energy with option of energy storage and provide customized solar advisory services.

Commitment to Proceed

Please review and sign this letter indicating your commitment to proceed with NYPA’s Advisory Services and for NYPA to begin working on the development of this project which will include final site selection, preliminary design, development and issuance of a Request for Proposals (RFP), evaluation of the RFP and assist with the development of a long term Power Purchase Agreement (PPA) for the selected systems.

The Advisory Program Fee (APF) is a base cost of $80,000, for the first megawatt (MW) of installed capacity with an additional $0.025/Wdc cost for any capacity over 1 MW. The APF may be paid to NYPA by the selected solar developer after the RFP process has been completed or directly by the County. If Albany County does not move forward after the solicitation and evaluation process has taken place, there is a one-time lump-sum cost of $35,000 for NYPA to recover partial costs.

Upon our receipt of this signed authorization letter to proceed, we will schedule a kick-off meeting to formally begin this project.

NYPA looks forward to working with Albany County on this exciting project, to ensure that the needs and goals of the County are met and to make this project a success.

Please do not hesitate to call me with any questions, comments or concerns at (914) 681-6431.

Sincerely,

Authorization to Proceed,

-------------------------------------------------------------
Evan Kolkos
Senior Manager, Energy Solutions
New York Power Authority

Daniel P. McCoy
Albany County Executive
Albany County
Albany County
Solar PV Analysis

Summary

Albany County ("County") has expressed an interest in clean energy technologies such as solar PV. The County provided the New York Power Authority ("NYPA") with locations to incorporate ground and rooftop solar arrays as well as a potential location at the Albany County Sheriff's Department where parking lot canopies would be installed. For the ground applications, the New York State Environmental Resource Mapper was used to determine if any of these locations are in possible wetland or wetland buffer zones as well as if there are any rare wildlife implications. For all proposed locations, National Grid's hosting capacity map was used to locate 3-phase power nearby and determine if there is sufficient interconnection capacity for a new solar PV system to connect to.

The following preliminary designs summarize site characteristics and depict scenarios for potential baseline capacities for the solar PV systems. The NYS Public Service Commission ("PSC") limits the solar PV system size on any individual land parcel to 5 MWac to receive the Value Distributed Energy Resource ("VDER") credits.

<table>
<thead>
<tr>
<th>Facility</th>
<th>System Type</th>
<th>Capacity</th>
<th>Application</th>
<th>Roof Age</th>
<th>Roof Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radar Tower</td>
<td>Ground mount</td>
<td>1600 kWdc</td>
<td>In-front of the meter</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Albany County Heath Complex</td>
<td>Rooftop</td>
<td>176 kWdc</td>
<td>Behind-the-meter</td>
<td>~12 years</td>
<td>Johns Manville Adhered EPDM</td>
</tr>
<tr>
<td>260 S. Pearl St. Building</td>
<td>Rooftop</td>
<td>Not recommended</td>
<td>Behind-the-meter</td>
<td>~12 years</td>
<td>Johns Manville Adhered EPDM</td>
</tr>
<tr>
<td>175 Greene St Building</td>
<td>Rooftop</td>
<td>370 kWdc</td>
<td>In-front of the meter</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Albany County Cornell Coop</td>
<td>Ground mount</td>
<td>242 kWdc</td>
<td>Behind-the-meter</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Albany County DPW Headquarters Property</td>
<td>Ground mount</td>
<td>200 kWdc</td>
<td>Behind-the-meter</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Albany County Sheriff's Clarksville Station</td>
<td>Rooftop</td>
<td>60 kWdc</td>
<td>Behind-the-meter</td>
<td>~10 years</td>
<td>-</td>
</tr>
<tr>
<td>Roof 2</td>
<td>Rooftop</td>
<td>20 kWdc</td>
<td>Behind-the-meter</td>
<td>~10 years</td>
<td>-</td>
</tr>
<tr>
<td>Roof 3</td>
<td>Rooftop</td>
<td>25 kWdc</td>
<td>Behind-the-meter</td>
<td>~10 years</td>
<td>-</td>
</tr>
<tr>
<td>Roof 4</td>
<td>Rooftop</td>
<td>55 kWdc</td>
<td>Behind-the-meter</td>
<td>~10 years</td>
<td>-</td>
</tr>
<tr>
<td>New Structure</td>
<td>Rooftop</td>
<td>105 kWdc*</td>
<td>Based on current renderings of building</td>
<td>-</td>
<td>New</td>
</tr>
<tr>
<td>Albany County Correctional Facility</td>
<td>Carport</td>
<td>748 kWdc</td>
<td>In-front of the meter</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
Interconnection

Based on the array capacities within this portfolio some project sites will be interconnected behind-the-meter to the existing building electrical system and will offset the electrical usage at the site. Other project locations will be connected in-front of the meter and inject energy directly into the respective utility’s grid. The County will receive credits on their utility bills for the injected energy. In-front of the meter system connections may warrant additional protection requirements such as 3V0 based on the system capacity. This is determined by the respective utility during the interconnection process.

VDER & the Value Stack

The Value of Distributed Energy Resources (“VDER”) compensation mechanism is designed to provide Distributed Energy Resources with value based on the benefit they directly provide to the utility grid. These values are based on several price indices listed below, and are collectively referred to as the Value Stack.

- Location Based Marginal Price (“LBMP”)
- ICAP – Averted costs of installed capacity.
- Environmental Value (“E”) – Clean Energy Standard Tier 1 Renewable Energy Credits or the Social Cost of Carbon, whichever is higher.
- Demand Reduction Value (“DRV”) and Locational System Relief Value (“LSRV”) – Averted costs base on the utility’s marginal cost of service; LSRV is only available in certain areas.

The largest drivers of Value Stack revenue are LBMP and ICAP, which fluctuate with the cost of wholesale power, and vary by location. Although the future of wholesale electricity markets is uncertain, there is widespread belief that costs will continue to increase over time, to some degree. The DRV and LSRV values compensate for the benefit these systems provide to the distribution grid, and are locked in at the time of interconnection for a period of 3 and 10 years, respectively. Due to the locations of Albany County’s facilities currently under consideration, these values are not expected to provide significant value to the project portfolio. The second largest revenue driver in the Value Stack is the E value, which is currently set to the Social Cost of Carbon ($27.41/MWh). This is locked in at the time of interconnection for 25 years, and represents a significant guaranteed revenue stream for the projects.

The projected Year 1 VDER rate range for the projects in this portfolio is $0.742 - $0.0793
Clarifying Questions

- Does the County pay National Grid, Central Hudson, OGS, and Direct Energy directly to each respective entity?
- Is the County interested in hosting a CDG project and be an off-taker?
- For the ground mount locations is the County okay with tree clearing? If yes, will the County be responsible for clearing the trees?

Recommendation

Based on the preliminary analysis, it is recommended that 6 of the project sites, as well as the carports, move forward with a Request for Proposal (RFP) that NYPA will develop, and issue as a solicitation, and assist in the evaluation of proposals. NYPA also recommends including an option for bidders to propose favorable energy storage applications. A sensitivity analysis to verify the financial viability will be performed based on the responses received for both behind-the-meter and front of the meter interconnection methods.
Radar Tower
Ground mounted array; 925 Watervliet Shaker Rd, Albany, NY 12211
This location will require tree clearing. The County may choose to remove or relocate the current trees at this location. Also, if desired by the County, the solar developer may remove the trees and do a 1-for-1 replacement or relocate the current trees. Note there are two prospective layouts. This is based on the currently available NYSERDA incentives. At this time systems under 750kW yield a higher incentive than a system over 750kW. However, a larger system yields higher production compensating for the lower incentive. It is recommended to provide both system footprints for vendors to provide a design and pricing. NYPA will evaluate the most economical value once pricing is received.

* Project location  *the photo on the right depicts the DEC wetland mapper

Proposed System Size 1.6MW DC (1.3MW AC)
Proposed System Size 817kW DC (720kW AC)

The image below is of National Grid’s hosting capacity map, the blue star represents the location of the solar array. At this time there is capacity to connect the solar array to National Grid’s infrastructure. Note, there is no 3V0 protection at this substation, which may be required.
Albany County Health Complex
Roof top arrays; 175 Green Street and 260 South Pearl Street
It is not recommended to incorporate solar PV on 175 Green Street due to the limited space on the roof.

Proposed System Size: 176 kW DC (171 kW AC) and 34 kW DC (30 kW AC)
The photo below is of National Grid's hosting capacity map, the blue stars represent the location of each solar array. At this time there is capacity to connect the solar arrays to National Grid's infrastructure without triggering major upgrades. Based on the location of the 3-phase power as well as the available capacity, interconnection costs may be favorable for this location. Note, there is 3V0 protection at this substation.
Albany County Cornell Coop

Ground mount; 24 Martin Road, Voorheesville, NY 12156

Please see the environmental photo below, per the NYS DEC Environmental Resource Mapper, this location is within a wetland buffer zone. It is also within the vicinity of bats listed as endangered or threatened.

This location will require some tree clearing. The County may choose to remove or relocate the current trees at this location. Also, if desired by the County, the solar developer may remove the trees and do a 1-for-1 replacement or relocate the current trees.

Proposed System Size: 370 kW DC (310 kW AC)
The photo below is of National Grid’s hosting capacity map, the blue star represents the location of the solar array. At this time there is capacity to connect the solar arrays to National Grid’s infrastructure. Note, there is no 3V0 protection at this substation, which may be required.
Albany County DPW Headquarters

Roof and ground mount; 449 New Salem Road, Voorheesville, NY

This location is near wetlands and wetland buffer zone. This location is in the vicinity of bats listed as endangered or threatened. This location should need a little tree/plant clearing. The County may choose to remove or relocate the current trees at this location. Also, if desired by the County, the solar developer may remove the trees and do a 1-for-1 replacement or relocate the current trees.

*DEC Environmental Resource Mapper

242 kW DC (215 kW AC)
200 kW DC (168 kW AC)

The photo below is of National Grid’s hosting capacity map, the blue star represents the location of the solar array. At this time there is capacity to connect the solar arrays to National Grid’s infrastructure. For this location there is ~960kW available at this time. Note, there is no 3V0 protection at this substation.
Albany County Sheriff’s Clarksville Station

Rooftop arrays; 58 Verda Ave, Voorheesville, NY 12186

This location is undergoing a capital project which entails roof replacements. At this time based on the current structure we can leave this project in the portfolio where in the RFP it will be made aware that this site will be undergoing roof replacements and potentially be removed from this phase of projects. This site is also incorporating another building in which the roof may be utilized to implement solar PV.

Proposed System Size 171 kW DC (168 kW AC)
Proposed System Size 105 kW DC (96 kW AC)

The photo below is of National Grid’s hosting capacity map, the blue star represents the location of the solar arrays. At this time there is capacity to connect the solar arrays to National Grid’s infrastructure. Note, there is no 3V0 protection at this substation, which may be required.
Albany County Correctional Facilities
Carport; 840 Albany Shaker Rd, Albany, NY 12211
This location only would be carports, compared to ground and rooftop applications, this would be a
greater cost. Note, this is near an airport, will the FAA require a glare analysis for this site?

Projected System Size 748 kW DC (625 kW AC)
The photo below is of National Grid's hosting capacity map, the blue star represents the location of the solar array. At this time there is capacity to connect the solar arrays to National Grid's infrastructure. Note, there is no 3V0 protection at this substation, which may be required.
June 10, 2019

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

As part of the Countywide Shared Service Initiative the County of Albany and municipalities throughout the County are working with the New York Power Authority (NYPA) to purchase their streetlight and install LED lighting. By replacing the existing equipment with energy efficient LED streetlights, the County will reduce maintenance and operating expenses, improve the visibility and safety of the roadways, and reduce our carbon footprint. Converting Albany County’s 97 fixtures has an estimated simple payback of 6.87 years and a positive cash flow of $3,778.18.

I am requesting authorization to enter into the development phase of the streetlight purchase and conversion project. The engineering design and procurement will include: (1) selecting an installation contractor for the project from NYPA’s lineup of pre-qualified firms; (2) Confirming the wattages and quantities of the existing system as stated in your utility bills; (3) verifying, based on the condition of individual streetlight, what component(s) of the streetlight need to be replaced; (4) identifying the replacement fixtures to be used; (5) develop specifications that will be used for bidding; and (6) formulating a detailed construction schedule.

If you should have any questions, please do not hesitate to contact me.

Sincerely

Daniel P. McCoy
Albany County Executive

cc: Hon. Dennis Feeney, Majority Leader
    Hon. Frank Mauriello, Minority Leader
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Requesting Authorization to Execute an Agreement with the New York Power Authority to Purchase and Upgrade County-Owned Streetlights

Date: 4/5/19
Submitted By: Lucas Rogers
Department: Office of the County Executive
Title: Senior Policy Analyst
Phone: 518-447-5566
Department Rep.: Lucas Rogers
Attending Meeting: Lucas Rogers

Purpose of Request:
☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☑ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)

Contract Terms/Conditions:

Party (Name/address):
New York Power Authority
30 South Pearl Street
Albany, NY 12207 Authority

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee:
Scope of Services:
Streetlight Purchase and Conversion

Bond Res. No.: 
Date of Adoption:
Click or tap here to enter text.
Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: 
Yes ☐ No ☒

If Mandated Cite Authority: 
Click or tap here to enter text.

Is there a Fiscal Impact: 
Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: 44104 Electric - Various Departments
Appropriation Amount: Click or tap here to enter text.

Appropriation Account and Line: HKUV - Electrical Systems Upgrades
Appropriation Amount: $15,029.70

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100
Local: Click or tap here to enter text.

Term
Term: (Start and end date) July 15, 2019 - July 14, 2022
Length of Contract: Three Years

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Resolution 126 for 2019
Date of Adoption: 4/8/19

Justification: (state briefly why legislative action is requested)
As part of the Countywide Shared Service Initiative the County of Albany and municipalities throughout the County are working with the New York Power Authority (NYPA) to purchase their streetlight and install LED lighting. By replacing the existing equipment with energy efficient LED streetlights, the County will reduce maintenance and operating expenses, improve the visibility and safety of the roadways, and reduce our carbon footprint. Converting Albany County’s 97 fixtures has an estimated simple payback of 6.87 years and a positive cash flow of $3,778.18.

I am requesting authorization to enter into the development phase of the streetlight purchase and conversion project. The engineering design and procurement will include: (1) selecting an installation contractor for the project from NYPA’s lineup of pre-qualified firms; (2) Confirming the wattages and quantities of the existing system as stated in your utility bills; (3) verifying, based on the condition of individual streetlight, what component(s) of the streetlight need to be replaced; (4) identifying the replacement fixtures to be used; (5) develop specifications that will be used for bidding; and (6) formulating a detailed construction schedule.
May 14, 2019

Daniel McCoy, County Executive
Albany County
112 State Street, Room 1200
Albany, NY 12207

RE: Authorization to Proceed

Dear Daniel McCoy:

NYPA is excited to support Albany County in identifying and implementing ways to reduce energy consumption. Upgrading existing streetlights is a widely used and effective strategy to achieve the goal of reducing consumption while delivering a visible and enduring enhancement to the community.

Consistent with the Energy Services Program Cost Recovery Agreement, NYPA will provide design and installation services for an upgrade of Albany County existing streetlight technology to energy efficient technology. NYPA proposes to provide full turn-key services to replace approximately 97 existing street lighting fixtures with high efficiency LED street lighting fixtures.

By signing below, Albany County authorizes NYPA to proceed with the next step of the Energy Efficiency Program, which is to prepare the final design report and to conduct bids for materials and installation labor. When this work is completed, you will receive a Customer Project Commitment for your review and signature. Should you decide not to proceed with the implementation of the project, Albany County agrees to reimburse NYPA for all costs incurred for the development, design and bidding of the project. The cost of developing the design and for bidding the materials and labor will be determined during the next phase. NYPA requires the IC to provide complete documentation as to how it arrived at the charge and NYPA will be transparent and share this information with you. Albany County will have adequate time to review the charges and ask questions.

If Albany County moves forward with NYPA to construction, the cost of design and bidding is included with the total management fee for the installation of the project. Conversely, if you choose to not move forward, the cost will be due upon delivery of the Initial Customer Implementation Contract (ICIC).

By signing below, affirm that you agree to these conditions.
June 4, 2019

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Department of Public Works is requesting the Legislature’s approval of an agreement with Stilsing Electric Inc. for the installation of a Traffic Signal at the intersection of Albany Shaker Road and Shaker Elementary. We received two bids for this project. Stilsing was the lowest responsible bidder in an amount not to exceed $137,500.00. The County’s hired consultant, Creighton Manning, reviewed the results and recommends Stilsing.

This project was recommended in the Albany Shaker Road Corridor Study as a way to improve traffic and pedestrian safety at the intersection.

If further information is needed, please feel free to contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Installation of a Traffic Control Signal on Albany Shaker Rd. and Shaker E1

Date: June 5, 2019
Submitted By: Lisa M. Ramundo
Department: Public Works
Title: Commissioner
Phone: 518-765-2055
Department Rep.: Lisa Ramundo
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) 

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Stilising Electric, Inc.
500 South Street
Rensselaer, NY 12144

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $137,500.00
Scope of Services: Installation of a Traffic Control Signal

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐
County Budget Accounts:
Revenue Account and Line: D5110.02770 Other Unclassified Revenues
Revenue Amount: $125,000.00
Appropriation Account and Line: D5110.44046 Fees for Services
Appropriation Amount: $125,000.00
Appropriation Account and Line: HHT35197.22000R
Appropriation Amount: $12,500.00

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: 91%
County: 9%
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 7/1/19-12/31/19
Length of Contract: 6 Months

Impact on Pending Litigation
Yes ☐ No ☐
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)
The Department of Public Works is requesting the Legislature’s approval of any agreement with Stilsing Electric Inc. for the installation of a Traffic Control Signal at the intersection of Albany Shaker Road and Shaker Elementary. We received two bids for this project. Stilsing was the lowest responsible bidder in an amount not to exceed $137,500.00. The County’s hired consultant, Creighton Manning, reviewed the results and recommends Stilsing.

This project was recommended in the Albany Shaker Road Corridor Study as a way to improve traffic and pedestrian safety at the intersection.
MEMORANDUM

TO: Lisa Ramundo, Commissioner
    Public Works

FROM: Karen Storm
    Purchasing Agent

DATE: June 5, 2019

RE: RFB #2019-068

I am in receipt of your recommendation to award the aforementioned Request for Bids to Stilsing Electric in the amount of $137,500.00.

As Stilsing Electric is the low responsive and responsible bidder, I concur with your recommendation.

Please obtain the necessary contract approval of the County Legislature, so that we may issue a Notice of Award to the successful bidder.
RECOMMENDATION NOTICE

TO:        Karen Storm, Purchasing Agent
FROM:      Lisa Ramundo, Commissioner
DATE:      June 4, 2019
RE:        Project No. 19-C543
           RFB #2019-068
           Traffic Control Signal on Albany Shaker Road and Shaker El

I have reviewed the two (2) bid results for the above referenced project and would like to recommend the low bidder, Stilsing Electric, Inc. be awarded the bid. I am in agreement with Albany County DPW Engineering Division and the County’s hired Consultant (CME) for this award. This contract is not to exceed $137,500.00.

If you have any questions, please feel free to contact my office.

LR:ct
Memorandum

TO: Lisa Ramundo, Commissioner
FROM: Bill Anslow, Civil Engineer
DATE: June 3, 2019
RE: Project #19-C543 (Bid 2019-068)
Traffic Control Signal on Albany Shaker Rd. and Shaker El

Having reviewed the two (2) bids that were received regarding the subject project, Albany County DPW Engineering Division recommends the contract be awarded to Stilsing Electric, Inc. who has the lowest total bid price of $137,500.00. Attached is a copy of our consultant's recommendation letter confirming Stilsing Electric, Inc. as the lowest responsive bidder.

Please let me know if you have any questions.

WA: ct
MEMORANDUM

TO: Lisa M. Ramundo
Department of Public Works Commissioner
Albany County

FROM: Ken Wersted, P.E.
Project Manager
Creighton Manning Engineering, LLP

SUBJECT: RECOMMENDATION FOR AWARD
Project No. 19-CS43 (Bid #2019-068)
Albany County Traffic Control Signal: Albany Shaker Road (CR 151) and
Shaker El
Town of Colonie
Albany County

DATE: June 4, 2019

The subject project was let for construction on May 31, 2019, with two (2) bids received and opened at the Albany County Purchasing Office, 112 State Street, Room 820, Albany, NY at 11:00am. The engineer’s estimate for the project was $179,000.00 and the following two (2) bids were received:

<table>
<thead>
<tr>
<th>Rank</th>
<th>Bidder Name</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Stilsing Electric, Inc.</td>
<td>$137,500.00</td>
</tr>
<tr>
<td>2</td>
<td>DLC Electric, LLC.</td>
<td>$158,800.00</td>
</tr>
</tbody>
</table>

Each of these bids was reviewed and checked, by Ken Wersted, P.E., Project Manager, Creighton Manning Engineering, LLP on June 3, 2019.

The lowest bid of $137,500.00 as submitted by Stilsing Electric, Inc. was reviewed and found to be complete and accurate regarding bid documentation and company experience with similar projects.

Based upon the foregoing, the lowest responsible bidder was determined to be Stilsing Electric, Inc. with a total bid of $137,500.00.

Based upon the foregoing bid results, I, acting on behalf of Creighton Manning Engineering, LLP, recommend Albany County:

( X ) Award the contract to the lowest responsible bidder, Stilsing Electric, Inc. for the
Bid Amount only.
Reject all bids

Dated: 6/4/19

Signature

Ken Wersted, P.E.
<table>
<thead>
<tr>
<th>Vendor</th>
<th>Stilsing Electric</th>
<th>DLC Electric</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid Security</td>
<td>Bond</td>
<td>Bond</td>
</tr>
<tr>
<td>Lump Sum Bid</td>
<td>$</td>
<td>137,500.00</td>
</tr>
</tbody>
</table>
Hon. Andrew Joyce, Chairman  
Albany County Legislature  
112 State Street, Rm. 710  
Albany, NY 12207

Dear Chairman Joyce:

The Department of Public Works is requesting the Legislature’s approval to enter into a contract with Rifenburg Contracting Corp. as the general contractor (GC) for the Lawson Lake Potable Water and Sanitary Waste Removal Project in the Town of Coeymans, at a price not to exceed $623,045.00.

Three GC bids were submitted for this project. Rifenburg was the lowest responsive bidder, with a bid price of $654,000.00.

There is approximately $623,500.00 in bond money to perform the GC portion of this work. This leaves a shortfall of $30,500.00 between the low bid and the amount of bond money available for the project.

In an effort to keep the project moving, DPW, along with MJ engineering, reviewed the project’s schedule of values, and used value engineering principals to lower the project cost. Listed below are the recommended ways to save on construction costs:

- Rather than contract out the asphalt work required to construct the pump house driveway, and restore existing pavement, DPW crews will perform the work and save $21,330.00 (the combined bid price for Hot-Mix Asphalt Pavement-Binder - $9,450.00 and Hot-Mix Asphalt Pavement-Top - $5,400.00 to restore the existing pavement as well as $6,480.00 (the cost for Asphalt Pavement binder and top to construct driveway between the treatment building and the holding tank.)

- To save on directional drilling costs, the contractor will install both the 1” electrical conduit and the 1” control conduit in the same 175 LF directional bore crossing (rather than direct drilling two separate 175 LF lines) This amounts to $2,625.00 in additional savings.

- The contingency for the project will be changed from $25,000.00 to $18,000.00. This will save an additional $7,000.00.

- Savings = $21,330.00 + $2,625.00 + $7,000.00 = $30,955.00.
MJ engineering consulted with Rifenburg regarding the proposed changes and Rifenburg is in agreement with them. MJ and has worked with Rifenburg on past projects and feels confident in their ability to successfully carry out the project.

We have reviewed the bids from the other two contractors, WJ Keller and Carver, and have verified that even with the above suggested changes, Rifenburg remains the lowest responsive bidder.

If you have any questions or require additional information, please contact my office.

Sincerely,

Lisa M. Ramundo
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for Construction of Potable Water and Sanitary Removal at Lawson Lake

Date: 6/7/2019
Submitted By: Lisa M. Ramundo
Department: Public Works
Title: Commissioner
Phone: 518-765-2055
Department Rep.: Lisa Ramundo
Attending Meeting: Lisa Ramundo

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Rifenburg Contracting Corp.
1175 Hoosick Rd.
Troy, NY 12180

Additional Parties (Names_addresses):
Click or tap here to enter text.

Amount/Raise Schedule/ Fee: $623,045.00
Scope of Services:
Construction of Potable Water and Sanitary Removal Systems

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐
County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.
Appropriation Account and Line: HHSB5197.22000S
Appropriation Amount: $623,045.00

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100%
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 8/1/2019-11/30/2020
Length of Contract: 16 months

Impact on Pending Litigation
Yes □ No □
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The Department of Public Works is requesting the Legislature’s approval to enter into a contract with Rifenburg Contracting Corp. as the general contractor (GC) for the Lawson Lake Potable Water and Sanitary Waste Removal Project in the Town of Coeymans, at a price not to exceed $623,045.00.

Three GC bids were submitted for this project. Rifenburg was the lowest responsive bidder, with a bid price of $654,000.00.

There is approximately $623,500.00 in bond money to perform the GC portion of this work. This leaves a shortfall of $30,500.00 between the low bid and the amount of bond money available for the project.

In an effort to keep the project moving, DPW, along with MJ engineering, reviewed the project’s schedule of values, and used value engineering principals to lower the project cost. Listed below are the recommended ways to save on construction costs:

- Rather than contract out the asphalt work required to construct the pump house driveway, and restore existing pavement, DPW crews will perform the work and save $21,330.00 (the combined bid price for Hot-Mix Asphalt Pavement-Binder - $9,450.00 and Hot-Mix Asphalt Pavement- Top -$5,400.00 to restore the existing pavement as well as $6,480.00 (the cost for Asphalt Pavement binder and top to construct driveway between the treatment building and the holding tank.)
To save on directional drilling costs, the contractor will install both the 1” electrical conduit and the 1” control conduit in the same 175 LF directional bore crossing (rather than direct drilling two separate 175 LF lines). This amounts to $2,625.00 in additional savings.

The contingency for the project will be changed from $25,000.00 to $18,000.00. This will save an additional $7,000.00.

Savings = $21,330.00 + $2,625.00 + $7,000.00 = $30,955.00.

MJ engineering consulted with Rifenburg regarding the proposed changes and is in agreement with them. MJ and has worked with Rifenburg on past projects and feels confident in their ability to successfully carry out the project.

We have reviewed the bids from the other two contractors, WJ Keller and Carver, and have verified that even with the above suggested changes, Rifenburg remains the lowest responsive bidder.
MEMORANDUM

TO: Lisa M. Ramundo, Commissioner
Public Works

FROM: Karen Storm
Purchasing Agent

DATE: June 11, 2019

RE: RFB#2019-044 Lawson Lake-Potable Water Treatment and Delivery System and Sanitary Removal System.

I am in receipt of your recommendation to award the aforementioned Request for Bids to Rifenburg Contracting Corp. in the amount of $623,045.00.

As Rifenburg Contracting Corp. is the low responsive and responsible bidder, with the proposed changes, I concur with your recommendation.

Please obtain the necessary contract approval of the County Legislature, so that we may issue a Notice of Award to the successful bidder.
Rogers, Lucas

To: Rogers, Lucas
Subject: RE: Lawson Lake

From: Walt Lippmann <wlippmann@miels.com>
Sent: Tuesday, June 11, 2019 3:57 PM
To: Ramundo, Lisa <Lisa.Ramundo@albanycountyny.gov>
Subject: FW: Lawson Lake

Lisa,

See response below from Rifenburg.

Walter F. Lippmann, P.E.
MJ Engineering & Land Surveying, P.C.
P: (518) 371-0799

From: Mills, Timothy <tmills@rifenburg.net>
Sent: Tuesday, June 11, 2019 3:17 PM
To: Walt Lippmann <wlippmann@miels.com>
Subject: RE: Lawson Lake

Walt,

I see no issues with these adjustments.

Thanks

Timothy D. Mills | Assistant Project Manager

Rifenburg Contracting Corp.
1175 Hoosick Road, Troy, NY 12180
Email: tmills@rifenburg.net

www.rifenburgcontractingcorp.com

From: Walt Lippmann <wlippmann@miels.com>
Sent: Tuesday, June 11, 2019 2:55 PM
To: Mills, Timothy <tmills@rifenburg.net>
Subject: RE: Lawson Lake

Tim,
Attached is the cost reduction summary I prepared for the County to present to the legislature. The County advised they will coordinate with Rifenburg to perform the paving at the end to avoid additional subbase material. Also the allowance was lowered in order to award within the County's allocated budget.

Let me know if you concur.

Thanks,
Walt

Walter F. Lippmann, P.E.
MJ Engineering & Land Surveying, P.C.
P: (518) 371-0799
May 31, 2019

Ms. Lisa Ramundo
Commissioner
Albany County DPW
449 New Salem Road
Voorheesville, New York 12186

Re: BID #2019-044
Lawson Lake – Potable Water Treatment and Delivery System and Sanitary Removal System
Letter of Recommendation for Award

Dear Ms. Ramundo:

Bids for the Lawson Lake – Potable Water Treatment and Delivery System and Sanitary Removal System (Bid #2019-044) were received by Albany County Purchasing Agent on May 9, 2019. Provided below is a summary of the bid results for Contract No. 1 – General Construction and Contract No. 2 - Electrical.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rifenburg Contracting Corp.</td>
<td>$654,000.00</td>
</tr>
<tr>
<td>WJ Keller &amp; Sons Construction</td>
<td>$679,691.00</td>
</tr>
<tr>
<td>Carver Construction</td>
<td>$765,250.00</td>
</tr>
</tbody>
</table>

Based on the bid results, Rifenburg Contracting Corp., located in Troy, NY, is the apparent low bidder for the Contract No. 1 – General Construction. MJ Engineering and Land Surveying, P.C. (MJ) has reviewed Rifenburg bid in detail to assess the validity of their bid prices, experience and references. Rifenburg is comfortable with their bid price, the scope of work required, and the anticipated schedule for this project. Rifenburg also confirmed receipt of Addendum Nos. 1 through 6. Furthermore, MJ has worked with Rifenburg on several past projects and we feel that they are qualified to perform the work for which they bid.

MJ recommends that Albany County award Contract No. 1 – General Construction to Rifenburg Contracting Corp. for the bid in the amount of $654,000 which includes a $25,000 contingency allowance.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stilsing Electric, Inc.</td>
<td>$76,500.00</td>
</tr>
<tr>
<td>Spring Electric</td>
<td>$84,000.00</td>
</tr>
</tbody>
</table>

Based on the bid results, Stilsing Electric (Stilsing), located in Rensselaer, NY was the apparent low bidder for Contract No. 2 - Electrical. MJ has reviewed Stilsing’s bid in detail to assess the validity of their bid prices, experience and references. Stilsing’s is comfortable with their bid price, the scope of
work required, and the anticipated schedule for this project. Stilsing also confirmed receipt of Addendum Nos. 1 through 6. Furthermore, MJ has worked with Stilsing on several past projects and we feel that they are qualified to perform the work for which they bid.

MJ recommends that Albany County award Contract No. 2 - Electrical to Stilsing for the bid in the amount of $76,500.

<table>
<thead>
<tr>
<th>Bid Results, Contract No. 2 - Mechanical</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractor</td>
</tr>
<tr>
<td>No Bids</td>
</tr>
</tbody>
</table>

Should you have any questions or concerns, please do not hesitate to contact me at (518) 371-0799.

Sincerely,

[Walter F. Lippmann, P.E.]
Project Manager
## Cost Reduction Analysis

<table>
<thead>
<tr>
<th>Item*</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Total</th>
<th>Total</th>
<th>Total</th>
<th>Deduct</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Hot-Mix Asphalt Pavement Binder ¹</td>
<td>35</td>
<td>TON</td>
<td>$(9,450.00)</td>
<td>$(11,550.00)</td>
<td>$(10,500.00)</td>
<td>Deduct</td>
</tr>
<tr>
<td>6</td>
<td>Hot-Mix Asphalt Pavement Top ²</td>
<td>20</td>
<td>TON</td>
<td>$(5,400.00)</td>
<td>$(6,600.00)</td>
<td>$(6,200.00)</td>
<td>Deduct</td>
</tr>
<tr>
<td>11</td>
<td>1.25&quot; Force Main Dir. Bore Crossing (NYSDEC Wetlands) ²</td>
<td>175</td>
<td>LF</td>
<td>$(2,625.00)</td>
<td>$(5,766.25)</td>
<td>$(3,500.00)</td>
<td>Deduct</td>
</tr>
<tr>
<td>15</td>
<td>Water Treatment Building ³</td>
<td>1</td>
<td>LS</td>
<td>$(6,480.00)</td>
<td>$(7,920.00)</td>
<td>$(7,200.00)</td>
<td>Deduct</td>
</tr>
<tr>
<td>20</td>
<td>Allowance No. 1 - Unforeseen</td>
<td>1</td>
<td>LS</td>
<td>$(7,000.00)</td>
<td>$(7,000.00)</td>
<td>$(7,000.00)</td>
<td>Deduct</td>
</tr>
<tr>
<td></td>
<td>Total Deduct</td>
<td></td>
<td></td>
<td>$(30,955.00)</td>
<td>$(38,836.25)</td>
<td>$(34,400.00)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bid Amount</td>
<td></td>
<td></td>
<td>$654,000.00</td>
<td>$679,685.00</td>
<td>$765,249.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Revised Total</td>
<td></td>
<td></td>
<td>$(623,045.00)</td>
<td>$(640,848.75)</td>
<td>$(730,049.50)</td>
<td></td>
</tr>
</tbody>
</table>

* Items correspond to Bid Form Item numbers

¹ Eliminating asphalt restoration of existing roadway
² Combining Electrical and Control Conduits into single bore in lieu of two as called out on plans
³ Eliminating asphalt for driveway between treatment building and holding tank
June 12, 2019

Hon. Andrew Joyce, Chairman
Legislative Clerk’s Office
112 State St., Room 710
Albany, NY 12207

Dear Chairman Joyce,

The Department of Social Services respectfully requests legislative approval for the following:

Authorization is requested to contract with Cornell Cooperative Extension of Albany County (CCE) to provide Home Energy Assistance Program (HEAP) outreach and certification services. HEAP is a state-supervised program to assist eligible low-income households in meeting the costs of home energy. The local Department of Social Services (LDSS) is designated as the lead local agency to administer outreach, certification and payment services. The LDSS must establish a local certification network which provides for an alternative non-LDSS site(s) for a reasonable share of outreach and intake for regular and emergency HEAP assistance. CCE meets these requirements.

CCE also accepts/processes all mail-in applications. We are requesting to renew an agreement with them to continue these important services.

Sincerely,

Michele G. McClave
Commissioner

cc: Dennis Feeny, Majority Leader
Frank Maurello Minority Leader
Kevin Cannizzaro, Majority Counsel
Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services): Contract Authorization for Social Services (Cornell)

Date: 6/4/2019
Submitted By: Joseph DeAngelis
Department: Social Services
Title: Contract Administrator
Phone: 518-447-7583
Department Rep. Attending Meeting: Michele McClave

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Cornell Cooperative Extension of Albany County
P.O. Box 497, 24 Martin Road
Voorheesville, NY 12186

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/fee: $160,000
Scope of Services: Provide Home Energy Assistance Program (HEAP) outreach and certification services to low-income residents in Albany County, especially elderly and handicapped individuals. Service to include the preparation and review of all mail-in applications.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☒ No ☐
If Mandated Cite Authority: 18 NYCRR 393.3
Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line: AA6010 04610
Revenue Amount: $35,200.00

Appropriation Account and Line: AA6010 44046
Appropriation Amount: $160,000.00

Source of Funding - (Percentages)
Federal: 22%
State: 0
County: 78%
Local: 0

Term
Term: (Start and end date) 10/1/2019-9/30/2020
Length of Contract: 12 Months

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: 295
Date of Adoption: 7/9/2018

Justification: (state briefly why legislative action is requested)
Authorization is requested to contract with Cornell Cooperative Extension (CCE) to provide HEAP outreach and certification services. HEAP is a state-supervised program to assist eligible low-income households in meeting the costs of home energy. The local department of social services (LDSS) is designated as the lead local agency to administer outreach, certification and payment services. Prior to program start-up the LDSS must establish a local certification network which provides for alternative, non-LDSS site(s) for a reasonable share of outreach and intake for regular and emergency HEAP assistance.

CCE will provide outreach, information and certification services for the general public residing in Albany County and also accept/processing all mail-in applications. During the next contract period CCE will:

• Bring the benefits of the Home Energy Program to eligible residents - especially working families, retirees and disabled persons within Albany County.
• Receive HEAP applications and documentation, interview applicants and forward applications to ACDSS for final determination and payment. NOTE: Cornell handled approximately 45% of the total HEAP volume for the 2018-2019 HEAP season (6,564). Of the total applications received Cornell processed 2,941 of them. Of this amount 1,866 were processed for the hill towns (29%) and 1075 (16%) were processed at their Albany location.
• Complete HEAP “application days” at satellite sites throughout Albany County.
• Advertise through various media regarding the availability of the HEAP program and eligibility criteria for receiving benefits.
• Monitor and address DSS incoming telephone traffic, forwarding only those calls that must be resolved by Examiner.
series staff.
Cornell assists in handling HEAP in-person and mail-in applications for the entire County.
In addition to conducting outreach at a variety of community locations throughout the County, Cornell provides HEAP enrollment services at the following sites:
1) Cornell Cooperative Extension
   230 Green St., Albany 3rd Floor
   Phone: 518-765-3500; Fax: 518-463-8218
2) Choices
   Rte. 9 W, Faith Plaza
   Ravenna, NY
   Phone: 518-756-8650; Fax: 518-756-3988
3) Cohoes Multi-Service Senior Center (During Winter HEAP season every Tuesday 1:00-3:30 PM)
   10 Cayuga Plaza, Cohoes, NY
   Walk-in only

Cornell is currently contracted to provide outreach and enrollment services at the above locations. Examples include advertising with local media and providing “HEAP Outreach Days” at satellite sites during the HEAP season. The purpose of these sessions is to market the HEAP program and encourage applications from low-income households. Additionally, Cornell conducts home visits for disabled/homebound residents to assist in applying for HEAP benefits.

The number of clients served is dependent upon income eligibility guidelines set by New York State Office of Temporary and Disability Assistance and also by the level of federal funding received.
June 12, 2019

Hon. Andrew Joyce, Chairman
Legislative Clerk’s Office
112 State St., Room 710
Albany, NY 12207

Dear Chairman Joyce,

The Department of Social Services respectfully requests legislative approval for the following:

Authorization is requested to renew an agreement with Hope House for OASAS-licensed residential services to women with minor children. The facility is a sole source provider in Albany County and fills a critical gap in the continuum of services available to women in Albany County who are experiencing drug/alcohol issues. Without this facility, women with minor children in need of residential treatment services are forced to temporarily discontinue care of their children or enter a program in another area of the state.

Access to this facility allows women to secure appropriate treatment services without disrupting their parenting roles with their children, and in many cases avoiding foster care placement. In addition, some children who are in the custody of the Department for Children, Youth & Families, as the result of a child abuse/neglect proceeding, may be able to be returned to their mothers at an earlier date than would otherwise be possible.

The facility has at any given “point in time” capacity for 21 adults and 12 children, with occupancy to average 24 individuals. The continuum of services provided by the facility includes, but is not limited to, room and board, routine medical services, parenting education and modeling, coordination with alcohol/substance abuse treatment and other services, assessment of special needs, appropriate recreational opportunities for children and families and other related services.

Sincerely,

Michele McClave
Commissioner

cc: Dennis Feeny, Majority Leader
    Frank Mauroiello Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for Social Services (Hope House)

Date: 6/4/2019
Submitted By: Joseph DeAngelis
Department: Social Services
Title: Contract Administrator
Phone: 518-447-7583

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☑ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Hope House, Inc.
40 Colvin Ave., Ste. 200
Albany, NY 12206

Additional Parties (Names(addresses)):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $240,000
Scope of Services: Residential services provided for women experiencing alcohol/substance abuse and their minor children (ages newborn to 9 years), through an Office of Alcoholism and Substance Abuse Services (OASAS)-licensed Community Residence. Single women, pregnant women, and women with children will be eligible for admission.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☒ No ☐
If Mandated Cite Authority: 18 NYCRR 352.8
Is there a Fiscal Impact: Yes ☑ No ☐
Anticipated in Current Budget: Yes ☑ No ☐

County Budget Accounts:
Revenue Account and Line: AA6109 04609, AA6140 03640, AA6142 03642
Revenue Amount: $12,000.00 $62,640.00 $6,000.00

Appropriation Account and Line: AA6109 44046, AA6140 44046, AA6142 44046
Appropriation Amount: $12,000.00 $216,000.00 $12,000.00

Source of Funding - (Percentages)
Federal: 5%
State: 29%
County: 66%
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 10/1/2019-9/30/2020
Length of Contract: 12 months

Impact on Pending Litigation Yes ☐ No ☐
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: 296
Date of Adoption: 7/9/2018

Justification: (state briefly why legislative action is requested)
Authorization is requested to renew an agreement with Hope House for OASAS-licensed residential services for women with minor children. The facility is a sole source provider in Albany County and fills a critical gap in the continuum of services available to women in Albany County who are experiencing drug/alcohol issues. Without this facility, women with minor children in need of residential treatment services are forced to temporarily discontinue care of their children or enter a program in another area of the state. Access to this facility allows women to secure appropriate treatment services without disrupting their parenting roles with their children, and in many cases avoiding foster care placement. In addition, some children who are in the custody of the Department for Children, Youth & Families, as the result of a child abuse/neglect proceeding, may be able to be returned to their mothers at an earlier date than would otherwise be possible. The facility has at any given “point in time” capacity for 21 adults and 12 children, with occupancy to average 24 individuals. The continuum of services provided by the facility includes, but is not limited to, room and board, routine medical services, parenting education and modeling, coordination with alcohol/substance abuse treatment and other services, assessment of special needs, appropriate recreational opportunities for children and families and other related services. The County agrees to pay and the Provider agrees to accept as payment for eligible adult residents at the State-established Congregate Care Level II rate ($1005/month plus $171 personal needs allowance). These rates are established by NYS. Authority is requested to pay the State-established per Diem rate as reflected herein, or as subsequently promulgated by NYS. In addition, the Provider agrees to accept a per diem rate of $36.16, per eligible child. From May 2018 to April 2019, Hope House has served 20 women and 7 children.
June 12, 2019

Hon. Andrew Joyce, Chairman
Legislative Clerk's Office
112 State St., Room 710
Albany, NY 12207

Dear Chairman Joyce,

The Department of Social Services respectfully requests legislative approval for the following:

Via Resolution 138 adopted 4/18/19 permission was granted to contract with the St. Catherine’s Center for Children at a rate of $145.18 per diem. Subsequent to this resolution, NYS granted the provider an increase to $150.76 per diem and, therefore, we are requesting permission to allow this increase authorized by NYS.

Local social service districts are required to provide emergency shelter to Temporary Assistance-eligible homeless families. Marillac Residence, operated by St. Catherine's Center for Children, is a State-certified Tier II Family Shelter and, as such, is subject to State regulations governing shelter and service provision including the establishment of per diem rates for facility operation by NYS OTDA. Operational costs incorporated within the rate include all staffing and costs of providing shelter and services, including the following required services as per NYS regulations: case management services for employment and educational opportunities to ensure self-sufficiency, re-housing assistance, legal services, health assessments, medical referrals and childcare services.

Marillac provides families with recreational events, around the clock supervision and security throughout the facility. The per diem rate also incorporates anticipated routine costs related to ensuring, maintaining and repairing the building and grounds located at 195 Washington Avenue Extension.

Sincerely,

Michele G. McClave
Commissioner

cc: Dennis A. Feeney, Majority Leader
    Frank A. Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for Social Services (St. Catherine's)

Date: 6/4/2019
Submitted By: Joseph DeAngelis
Department: Social Services
Title: Contract Administrator
Phone: 518-447-7583
Department Rep. Michele McClave
Attending Meeting: 

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☒ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
St. Catherine's Center for Children-Marillac Residence
40 North Main Avenue, Albany, NY 12203

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $0.00
Scope of Services: Operation of a 24-unit, State Certified Tier II Family Shelter, for the provision of emergency housing and related services to temporary assistance-eligible homeless families with children.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☒ No ☐
If Mandated Cite Authority: 18NYCRR - Parts 352.8 and 900

Is there a Fiscal Impact: Yes ☐ No ☒
Anticipated in Current Budget: Yes ☒ No ☐
Justification: (state briefly why legislative action is requested)
Via Resolution 138 adopted 4/18/19 permission was granted to contract with the St. Catherine's Center for Children at a rate of $145.18 per diem. Subsequent to this resolution, NYS granted the provider an increase to $150.76 per diem and, therefore, we are requesting permission to allow this increase authorized by NYS. The maximum allowable amount, previously approved, in the amount of $1,200,000 will remain the same and is accounted for in the current budget.

Local social service districts are required to provide emergency shelter to Temporary Assistance-eligible homeless families. Marillac Residence, operated by St. Catherine's Center for Children, is a State-certified Tier II Family Shelter and, as such, is subject to State regulations governing shelter and service provision including the establishment of per diem rates for facility operation by NYS OTDA. Operational costs incorporated within the rate include all staffing and costs of providing shelter and services, including the following required services as per NYS regulations: case management services for employment and educational opportunities to ensure self-sufficiency, re-housing assistance, legal services, health assessments, medical referrals and childcare services.

Marillac provides families with recreational events, around the clock supervision and security throughout the facility. The per diem rate also incorporates anticipated routine costs related to ensuring, maintaining and repairing the building and grounds located at 195 Washington Avenue Extension.

All funding for services is established by NYS. Authority is requested to pay the State-established per Diem rate as

County of Albany
Page 3 of 4
Printed on 6/10/2019
powered by Legistar™
reflected herein, or as subsequently promulgated by NYS. During calendar year 2018, 84 families were served.
June 12, 2019

Chairman Andrew Joyce  
Legislative Clerk’s Office  
112 State St., Room 710  
Albany, NY 12207

Dear Chairman Joyce,

The Department of Social Services respectfully requests legislative approval for the following:

As authorized by Resolution #482 of 2005, the County has entered into an MOU with the NYS Department of Health and the NYS Office-Medicaid Inspector General (OMIG) regarding fraud, waste and abuse control activities. In order to continue supporting this initiative, the Albany County Department of Social Services (DSS) released RFP #2018-067 for auditing services to assist in determining potential Provider fraud and abuse within the Medicaid Program.

Meyers and Stauffer was the winning proposer and we are requesting to renew a contract with them to assist the County in conducting audits of providers to determine if waste, fraud or abuse has occurred and to determine the amount of any overpayments to be repaid. This request represents the second option year of a five year contract.

Due to the complexity of establishing protocols, training, Data Exchange Agreements (DEA), Data Use Agreements (DUA) and contract requirements, Meyers & Stauffer has not performed any audits to date. Additionally, per direction of the NYS Office of the Medicaid Inspector General (OMIG), all active IPRO audits must be closed out before the transition of the auditing role can begin with Myers & Stauffer.

During the initial contract year and in preparation for the transition, Meyers & Stauffer obtained a Data Exchange Agreement with OMIG, the NYS Medicaid Data-Warehouse and Albany County Department of Social Services. Additionally, Meyers & Stauffer has established virtual private networks (VPNs) with the OMIG, the NYS Medicaid Data-Warehouse and Albany County Department of Social Services.
We anticipate that OMIG will be providing Meyers & Stauffer with audit protocol training sometime in the Fall of 2019. Once the training is complete Albany County and OMIG have already selected three audit targets for Meyers & Stauffer.

Sincerely,

Michele McClave
Commissioner

cc:     Dennis A. Feeney, Majority Leader
        Frank A. Mauriello, Minority Leader
        Kevin Cannizzaro, Majority Counsel
        Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization for Social Services (Meyers & Stauffer)

Date: 6/3/19
Submitted By: Joseph DeAngelis
Department: Social Services
Title: Contract Administrator
Phone: 518-447-7583
Department Rep.: Michele McClave
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
Meyers and Stauffer, LLC
7 Waterside Crossing Ct.
Windsor, CT 06095

Additional Parties (Names(addresses)):
Click or tap here to enter text.

Amount/Raise Schedule/fee: $166,000
Scope of Services: The Provider will conduct audits of Medicaid providers to verify compliance with the Medicaid Program and to determine any overpayments to be repaid

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:
Revenue Account and Line: AA6010 04610, AA6010 03610
Revenue Amount: $83,000.00, $83,000.00

Appropriation Account and Line: AA6010 44056
Appropriation Amount: $166,000.00

Source of Funding - (Percentages)
Federal: 50%
State: 50%
County: 0
Local: 0

Term
Term: (Start and end date) 10/1/2019-9/30/2020
Length of Contract: 12 months

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: 482, 399
Date of Adoption: 12/5/2005, 9/12/2018

Justification: (state briefly why legislative action is requested)
As authorized by Resolution #482 of 2005, the County has entered into an MOU with the NYS Department of Health and the NYS Office-Medicaid Inspector General (OMIG) regarding fraud, waste and abuse control activities. In order to continue supporting this initiative, the Albany County Department of Social Services (DSS) released RFP #2018-067 for auditing services to assist in determining potential fraud and abuse within the Medicaid Program. Meyers and Stauffer was the winning proposer and we are requesting to renew a contract with them to assist the County in conducting audits of providers to determine if waste, fraud or abuse has occurred and to determine the amount of any overpayments to be repaid. This request represents the second option year. Due to the complexity of establishing protocols, training, Data Exchange Agreements (DEA), Data Use Agreements (DUA) and contract requirements, Meyers & Stauffer has not performed any audits to date. Additionally, per direction of the NYS Office of the Medicaid Inspector General (OMIG), all active IPRO audits must be closed out before the transition of the auditing role can begin with Myers & Stauffer. During the initial contract year and in preparation for the transition, Meyers & Stauffer obtained a Data Exchange Agreement with OMIG, the NYS Medicaid Data-Warehouse and Albany County Department of Social Services. Additionally, Meyers & Stauffer has established virtual private networks (VPNs) with the OMIG, the NYS Medicaid Data-Warehouse and Albany County Department of Social Services. We anticipate that OMIG will be providing Meyers & Stauffer with audit protocol training sometime in the Fall of 2019. Once the training is complete Albany County and OMIG have already selected three audit targets for Meyers & Stauffer.
April 11, 2019

Hon. Andrew C. Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

Enclosed is our Request for Legislative Action for permission to renew contracts with New York State Office of Children and Family Services and Parsons for the Healthy Families Home Visiting Program for the period July 1, 2019 – June 30, 2020.

The total grant award and contract with New York State is $1,176,898 and requires a 10% county match which is met primarily through fixed operational costs. The total contract for Parson is $511,423 funded 100% by this grant.

The Department respectfully requests consideration in this matter. If you have any questions or need additional information, please do not hesitate to contact me directly at 447-7792.

Sincerely,

Gail Geohagen-Pratt
Commissioner

cc: Dennis Feeney, Majority Leader
Frank Mauriello, Minority Leader
Kevin Cannizzaro, Majority Counsel
Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Contract Authorization and Budget Amendment for Healthy Families

Date: Wednesday, June 05, 2019
Submitted By: Scott McNelis
Department: Children, Youth and Families
Title: Contract Administrator
Phone: 7306
Department Rep.
Attending Meeting: Gail Geohagen, Commissioner

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☒ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☒ Contractual
☐ Equipment
☒ Fringe
☒ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

Renewal
Submission Date Deadline 6/30/2019
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
New York State Office of Children and Family Services
52 Washington Street
Rensselaer, NY 12144

Additional Parties (NamesAddresses):
Parsons Child and Family Center
60 Academy Road
Albany, NY 12208

Amount/Raise Schedule/Fee: $1,176,898.00
Scope of Services: Funding for the Healthy Families New York Home Visiting Program to provide intensive home visits for pregnant women and new parents.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.
Is there a Fiscal Impact: Yes ☑ No □
Anticipated in Current Budget: Yes ☑ No □

County Budget Accounts:
Revenue Account and Line: AA6119 03406
Revenue Amount: $1,176,898.00

Appropriation Account and Line: AA6119 44400 .1
Appropriation Amount: $617,656 $559,242

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: 90%
County: 10%
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 7/1/2019 - 6/30/2020
Length of Contract: 12 Months

Impact on Pending Litigation
Yes □ No ☑
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Date of Adoption: 5/14/18, 5/8/17, 6/13/2016, 6/8/15, 5/12/14, 7/8/13, 6/10/13

Justification: (state briefly why legislative action is requested)
Please see attached.
The Department respectfully requests legislative authorization to enter into a contractual arrangement with the New York State Office of Children and Family Services (NYSOCFS) for the Healthy Families New York Home Visiting Program. The grant award is $1,176,898 of which there is a local match of 10% or $117,689 for the term of July 1, 2019 – June 30, 2020. The former grant term expires on June 30, 2019.

As part of the 2019-20 grant cycle, the County will offset salary and fringe benefit cost for staffing and administering the Healthy Families Program. The local match criteria for the Grant is met primarily by using fixed operational costs such as custodial and maintenance costs, costs associated with the Hall of Records, and Information Services Shared Services costs.

The Department also requests legislative authorization to renew a contractual agreement with Parsons Child and Family Center for the Healthy Families Home Visiting component for the term of July 1, 2019 - June 30, 2020 in the amount of $511,423. Included in the partnership, is a $51,142 match provided by Parsons for this program.

The Healthy Families Program provides intensive home visits to pregnant women and new parents who live in target areas and who meet the criteria for needed improvement of parenting skills and increased family support. The target areas include the City of Albany, Cohoes, Watervliet and Green Island. Home visits address the needs of all family members and stress building upon family strengths. Services focus on teaching parents about child development, fostering positive parenting skills and promoting healthy parent/child interactions. Screening of families for the program takes place in the hospital, newborn nurseries and with prenatal providers in the community.

Over the years since its inception, the Healthy Families Program of Albany County has recognized an increasing need for families enrolled in the program to receive mental health, substance abuse and domestic violence services. The Social Work component specifically targets these unmet needs. The core elements of the Social Work services include:
   1. Counseling and Case Management
   2. Family Assessments
   3. Referrals to service providers when additional intensive services are needed
   4. Family Conferencing

Many parents in the Healthy Families Program hesitate to walk into an office to speak with a stranger about domestic violence, substance abuse, or mental health issues. A counselor skilled in the engagement process can address these concerns with clients in their own home. Counselors conduct assessments, provide counseling and assist them in accessing more intensive services if needed.
June 6, 2019

Mr. Philip Calderone
Deputy County Executive
112 State Street
Albany, NY 12207

Re: HFNY Continuation of Contract

Contract Number: C027568
Contract Period: July 1, 2019 to June 30, 2020
Previous Award Amount: $1,054,242.00
New Award Amount: $1,176,898.00

Dear Mr. Calderone,

The New York State Office of Children and Family Services (OCFS) is pleased to inform you of its intent to continue funding for the above-referenced contract that is subject to the availability of funds and the approval with NYS Department of Budget (DOB) and NYS Office of State Comptroller (OSC). There was an increase in the NY State Budget for the HFNY Programs. Due to the HFNY NYS State Budget increase we are passing this increase along to the grantees. Therefore, we have increased your award by $122,656.00. Please be advised that this contract requires a 10% local share match of the new annual award amount.

The increased funding may be used for personnel costs or within your other budget categories that support your workplan. Funds that are moved within your budget need prior approval from your OCFS Program Manager and are subject to MWBE review as this may change your agencies goal based on how the funds will be spent during the contract year. OCFS will notify you regarding the next steps to making changes to your budget and/or when you may expense against this increase for the applicable period in your contract within the Contract Management System (CMS).

With respect to submitting claims for the above-referenced contract, claims will require the continued use of breakdown of expense form to be completed and uploaded into CMS with the claim along with the program report for the quarter. Claims must be submitted in accordance with the terms of the contract and may not be submitted in excess of funds lawfully available for the payment of amounts due under the contract. Funds that are currently lawfully available for Contract C027568 are for July 1, 2019 to June 30, 2020, and are reflected in the above-referenced Award Amount. OCFS reserves the right to deny claims submitted in excess of funds lawfully available under the contract, or if funds for payment of amounts due under the contract have become unavailable. This is a multi-year contract and annual renewals in CMS are not required, however, unspent funds from one contract period will not be rolled forward into subsequent contract periods. Such funds will be forfeited if they are not used within the contract period in which they were awarded and if they are not properly claimed in accordance with the terms of the contract.

Please contact your OCFS Program Manager, Safiya Ikhlas, with any questions at 518-473-8440 or Safiya.Ikhlas@ocfs.ny.gov.

Sincerely,

Susan Atwell
HFNY Bureau Manager

cc: OCFS Program Manager, Contract File (CMS)
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June 10, 2019

Hon. Andrew C. Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

Enclosed is our Request for Legislative Action for authorization to enter into a Memorandum of Agreement with the Albany County Department of Social Services for the administration of the 2019 Summer Youth Employment Program (SYEP) and with Cornell Cooperative Extension of Albany for their involvement in the 2019 SYEP for the period April 1, 2019-October 31, 2019. Additionally, approval is being sought to amend the 2019 Department for Children, Youth & Families adopted budget concerning these contractual agreements.

Under these agreements, the Department will receive $45,000.00 in administrative funding for the SYEP of which $15,000 will be used to support the contract with Cornell Cooperative Extension of Albany County.

The Department respectfully requests consideration in this matter. If you have any questions or need additional information, please do not hesitate to contact me directly at 447-7792.

Sincerely,

[Signature]

Gail Geohagen-Pratt
Commissioner

cc: Dennis Feeney, Majority Leader
    Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):  
Contract Authorization and Budget Amendment for the Summer Youth Employment Program (SYEP)

Date: Tuesday, June 04, 2019
Submitted By: Scott McNelis
Department: Children, Youth and Families
Title: Contract Administrator
Phone: 7306
Department Rep. Gail Geohagen, Commissioner
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☒ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☒ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☒ Professional Services
☐ Education/Training
☐ Grant

Choose an item.
Submission Date Deadline Click or tap to enter a date.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

Albany County Department of Social Services
162 Washington Ave
Albany, NY 12210

Additional Parties (NamesAddresses):

Cornell Cooperative Extension of Albany County
24 Martin Road PO Box 497
Voorheesville, NY 12186

Amount/Raise Schedule/Fee: $45,000.00
Scope of Services: Services related to the administration of the Summer Youth Employment Program for Albany County

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.
File #: TMP-0931, Version: 1

Is there a Fiscal Impact: Yes ☑ No ☐
Anticipated in Current Budget: Yes ☑ No ☐

County Budget Accounts:
Revenue Account and Line: AA6119 03820
Revenue Amount: $45,000.00

Appropriation Account and Line: AA6119 44406 44046
Appropriation Amount: $15,000 $30,000

Source of Funding - (Percentages)
 Federal: Click or tap here to enter text.
 State: 100%
 County: Click or tap here to enter text.
 Local: Click or tap here to enter text.

Term
Term: (Start and end date) 4/1/2019 - 10/31/2019
Length of Contract: 7 Months

Impact on Pending Litigation
Yes ☐ No ☑
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: 283-14, 404-15, 274-16, 319-17, 307-18
Date of Adoption: 8/11/14, 10/13/15, 7/11/16, 8/14/17, 7/9/18

Justification: (state briefly why legislative action is requested)
Please see attached.
The Department for Children, Youth and Families

Justification for a Memorandum of Agreement between the Department for Children, Youth, and Families and the Albany County Department for Social Services and an agreement between the Department for Children, Youth, and Families and Cornell Cooperative Extension of Albany County for the 2019 Summer Youth Employment Program

Since 2005, the Office of Temporary Disability and Assistance (OTDA) has administered the New York State Summer Youth Employment Program (SYEP) and has allocated funds to each district to provide summer employment opportunities for youth throughout the State. The total amount allocated to Albany County for SYEP 2019 is $658,063.

Districts may opt to retain their allocation and use district mechanisms to operate the program, or may assign the funds to their local Workforce Development Board (WDB) to operate the program. Albany County has opted to assign the SYEP allocation to the WDB. Of the $658,063 that has been allocated to Albany County, $613,063 will be assigned to WDB. Over the years, the collaboration between the County and WDB in the facilitation of the SYEP has been a successful partnership.

The allocation for SYEP goes to the Department of Social Services (DSS). The coordination of the SYEP program is facilitated through the DCYF. The Department respectfully requests Legislative authorization to enter into a Memorandum of Agreement (MOA) with DSS in the amount of $45,000, $30,000 of which is to cover administrative costs associated with the facilitation of SYEP (which includes coordination of the application process, providing public relations, and preparing reports and other documents). The remaining $15,000 is to establish an Agreement with Cornell Cooperative Extension to cover costs related to preparing program plans, monitoring programs and projects, preparing reports and other documents, as well as providing financial literacy workshops for youth participants.

The New York State SYEP is an important platform to introduce youth into the workforce, helping them to acquire skills that can be used to improve school performance and become responsible adults. Since many low-income youth face the prospect of a difficult transition into work or college, constructive workforce experiences can provide great benefits. In addition to the income it produces, experience in the workforce and interaction with working adults can help youth recognize the importance of educational achievement, and help expand their education and career goals.

The New York State SYEP provides youth from low income households (under the 200% of federal poverty guidelines) with employment opportunities during the summer months. To augment the work component of the SYEP, providers may include educational and/or career exploration activities which will better prepare youth as they continue their education and transition to the world of work. Allowable activities and services for the New York State SYEP include: work subsidies for youth (payment to employer or third party); education and training; and supportive services such as transportation, counseling, and incentive payments.
Local Commissioners Memorandum

Section 1

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<td>To:</td>
<td>Social Services District Commissioners</td>
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<td>Issuing Division/Office:</td>
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<tr>
<td>Date:</td>
<td>May 9, 2019</td>
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<tr>
<td>Subject:</td>
<td>2019 New York State Summer Youth Employment Program Allocations</td>
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<tr>
<td>Contact Person(s):</td>
<td><a href="mailto:Iwona.Ostrowska-Sheedy@otda.ny.gov">Iwona.Ostrowska-Sheedy@otda.ny.gov</a>, (518) 473-2500, <a href="mailto:Melissa.Alexander@otda.ny.gov">Melissa.Alexander@otda.ny.gov</a>, (518) 473-3018</td>
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<td>Attachments:</td>
<td>Attachment A – 2019 NYS SYEP Allocations, Attachment B – 2019 NYS SYEP District Designation Form</td>
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Section 2

I. Purpose

The State Fiscal Year 2019-2020 New York State Enacted Budget appropriates $44 million in Temporary Assistance for Needy Families (TANF) funds to support the 2019 New York State Summer Youth Employment Program (SYEP). The purpose of this Local Commissioners Memorandum (LCM) is to notify social services districts (districts) of their 2019 SYEP allocation, to provide general program guidance, and to request that each district inform the Office of Temporary and Disability Assistance (OTDA) of their decision concerning the administration of this summer's program and the use of their allocation by no later than May 24, 2019.

II. Background

The SYEP is an important platform to introduce youth into the workforce, and help them acquire skills that can be used to improve school performance and become responsible adults. Since many low-income youth face the prospect of a challenging transition to work or college, constructive workforce experiences can provide great benefits. In addition to the income it provides, experience in the workforce and interaction with working adults can help youth recognize the importance of educational achievement, and expand their education and career goals.

Since 2005, OTDA has administered the SYEP and has allocated funds to each district to provide summer employment opportunities for eligible youth throughout the State. Districts may opt to retain their allocation and use district mechanisms (i.e., direct administration, district contracts, transfer of funds between county agencies) to operate the program, or they may assign funds to their Local Workforce Development Board (WDB) to operate the program. Districts are also allowed to transfer a portion of their allocation to their Flexible Fund for Family
Services (FFFS) plan for non-SYEP purposes, as long as the statewide minimum of $40 million is used for the SYEP. Therefore, districts may transfer up to 9 percent of their 2019 SYEP funds to their FFFS plan.

III. Program Implications

A. Program Activities and Services

The SYEP provides youth from low income households with employment opportunities during the summer months. To augment the work component of the SYEP, providers may include educational and/or career exploration activities which will better prepare youth as they continue their education and transition to the world of work. Providers electing to offer education and/or career exploration components must limit these non-employment activities to no more than 20% of each provider's total 2019 enrollments. In addition, these placements should be reserved for younger youth or those who would otherwise be more difficult to place in traditional employment opportunities. All non-employment components must be approved by OTDA.

Allowable activities and services for the SYEP include: work subsidies for youth (payment to employer or third party); education and training; and supportive services such as transportation, counseling, and incentive payments. Agencies should make a concentrated effort to maximize the number of youth employed by this allocation and limit administrative and program staffing expenditures to those essential to program delivery. In accordance with Chapter 421 of the Laws of 2014, providers are required to include a financial literacy education program for teenagers and young adults as part of the 2019 SYEP. To comply with this statutory requirement, a financial literacy component must be in place for all SYEP participants.

Districts are encouraged to conduct outreach to SYEP participant families to help them access the range of programs and services available in New York State to assist low-income families. Such programs include Temporary Assistance, tax credits and the Supplemental Nutrition Assistance Program (SNAP). More information regarding these programs and other resources for working families may be found on OTDA's website. Districts may also order myBenefits.ny.gov palm cards and Earned Income Tax Credit (EITC) brochures for dissemination to youth and their families. These and other helpful publications may be ordered on OTDA’s website at: http://otda.ny.gov/programs/publications/.

Districts may want to consider holding an outreach event, and should coordinate with SNAP outreach providers and health insurance facilitated enrollers in their area to ensure comprehensive service delivery. If the district opts to assign all or a portion of their 2019 SYEP allocation to their WDB, they should assist program operators with providing this information to SYEP participants and their families. Districts are also encouraged to share information with youth and their families regarding the New York State Department of Health's (DOH) Prevention Agenda. Through this Agenda, DOH has established statewide public health priority areas to improve the overall health of New Yorkers and to reduce health disparities among racial, ethnic, disability and socioeconomic groups. Focus areas for intervention include chronic disease, mental health, substance abuse, and infectious diseases. More information regarding the Agenda may be found on DOH's website at: https://www.health.ny.gov/prevention/prevention_agenda/2019-2024/.

B. Participant Eligibility

Eligible participants are youth ages 14 to 20 who are:
• Family Assistance (FA) recipients,
• Former FA recipients who have reached their 60-month limit on TANF and have transitioned to Safety Net Assistance (SNA), or
• Eligible under the TANF 200% of federal poverty guidelines in accordance with 00-LCM-20.

Districts are encouraged to continue to make special efforts to ensure participation of at-risk and vulnerable youth including, but not limited to, disabled youth, youth in foster care, runaway, and homeless youth. SYEP providers are encouraged to use the TANF Youth Services Application and Review Form (LDSS-4770) to document eligibility determinations for the SYEP participants eligible under TANF 200% of federal poverty guidelines. A modified application may be used by providers if it captures all the information included on the TANF Youth Services Application. Modified applications must be approved by OTDA. The 2019 SYEP Guidelines and Reporting Requirements released under separate cover contain additional information regarding eligibility requirements.

C. Allocations

A total of $44 million is available to support the 2019 SYEP. Districts will receive a base allocation equivalent to what they received in 2018. The increased funding of $4 million will be distributed based on each district’s share of 12 to 17-year-olds residing in households with income under 200% of the federal poverty level. District allocations are provided in Attachment A.

IV. Claiming Instruction and Forms for Districts

For districts opting to assign all or a portion of their 2019 SYEP allocation to WDBs, districts will be held liable for assigned funds not used in a manner consistent with the purpose of the SYEP allocation. Instances which may result in a payment due to OTDA include overpayment of claims or disallowances of claims resulting from audits performed by OTDA and other agencies. WDBs will have 30 days from the end of the program (September 30, 2019), or from the date of final notification of an audit finding, to repay OTDA. If OTDA is not successful in obtaining repayment from the WDB, the payment will be recouped through a bottom line adjustment on a district settlement. OTDA will keep the district’s accounting office apprised of our attempts to reach a fiscal settlement with the WDB.

For 2019, SYEP payments will consist of three monthly advances of 15%, 35%, and 35% of the allocation for the months of June, July and August. The final 15% of the allocation will be paid as claims are submitted to substantiate payment.

Federal regulations define non-administrative (program) and administrative costs as follows:

• Non-Administrative (program) costs are the direct salaries and fringe benefit costs of the staff providing direct services; providing program information to clients; developing employability plans, providing work activities and work subsidies for eligible program participants; providing post-employment services and work supports; and performing case management services. Non-salary costs of staff performing work activities that are considered programmatic are also allowable program costs. Non-salary costs may include but not be limited to travel, postage, utilities, rental costs, maintenance, supplies; and equipment. Contracts whose main purpose is to provide services defined as program costs as above are considered program as well. Agencies should limit the amount of program costs necessary to operate the SYEP to maximize the amount of funds available to pay participant wages and the number of youth employed through the program.
• Administrative costs are the salaries, fringe benefits, and non-salary costs of staff performing activities related to eligibility determinations; preparing program plans, budgets and schedules; monitoring programs and projects; performing procurement activities; providing public relations; performing accounting, legal, payroll and personnel activities; providing management of property; and preparing reports and other documents. OTDA has set a 15% spending limitation on administrative costs.

Consistent with the definition at 45 CFR 260.31(b)(2) and at 45 CFR 286.10(b)(2), work subsidies are payments to employers or third parties to help cover the costs of employee wages, benefits, supervision, and training; and include all expenditures related to operating a subsidized employment program, including the costs of overseeing the program, developing work sites, and providing training to participants.

Project expenditures for the 2019 SYEP must be claimed through the RF17 claim package for special project claiming. These costs should be identified as F17 functional costs and reported on Schedule D in the F17 column in the RF2A claim package. The individual project costs should also be reported under the project label “SYEP SSD 2019” on the LDSS-4975 "RF17 Worksheet, Distribution of Allocated Costs to Other Reimbursable Programs.”

Salary and non-salary costs of staff may be direct charged on the RF17 claim package or may be identified by time study. Non-salary administrative costs are reported with the appropriate object of expense(s) on the LDSS-923B Summary-Administrative (page 1) “Schedule of Payment for Expenses Other Than Salaries for Other Reimbursable Programs.” Any client-related program costs should be reported as object of expense 19.5 – Work Subsidies for Training on the LDSS-923B Summary-Program (page 2) “Schedule of Payments for Expenses Other than Salaries for Other Reimbursable Programs.” Staff working part-time on the SYEP must maintain time studies to support the portion of their salary costs being charged to the SYEP.

Total project costs and shares should be reported on the LDSS-4975 “Monthly Statement of Special Project Claims Federal and State Aid (RF17).”

Administrative costs may be claimed up to 15% of the amount allocated to your district for the 2019 SYEP. Any administrative costs in excess of the 15% limit should be claimed on the Schedule D3 “Allocation and Claiming for Administrative Costs for Employment Programs” (LDSS-2347-B1).

The 2019 SYEP claims must be for services provided during the period May 1, 2019 through September 30, 2019. Claims for 2019 SYEP expenditures must be "Final Accepted" in the Automated Claiming System (ACS) no later than December 31, 2019.

Additional instructions for completing the time studies, Schedule D, Schedule D-3, and RF17 claim package can be found in Chapters 7, 10 and 18 of the Fiscal Reference Manual (FRM) Volume 3. The FRMs are available on the OTDA website at: http://otda.state.ny.gov/bfdr/finance.

Claiming Contacts:

Claiming Questions (Regions 1-4): Lauren Horn, (518) 474-7549 or via email at: otda.sm.Field_Ops.I-IV@otda.ny.gov

Claiming Questions (Regions 5-6): Michael Simon, (212) 961-8250 or via email at: Michael.Simon@otda.ny.gov
V. Necessary Action

Each district must complete the 2019 SYEP District Designation Form (Attachment B) to indicate if funds need to be transferred to the district’s FFFS plan and whether New York State SYEP funds will be retained by the district or assigned to the local WDB. **By May 24, 2019,** send the completed forms to:

Iwona Ostrowska-Sheedy  
New York State Office of Temporary and Disability Assistance  
Employment and Income Support Programs  
40 North Pearl Street – 8A  
Albany, New York 12243 or  
Iwona.Ostrowska-Sheedy@otda.ny.gov

For those districts opting to assign funds to the local WDB, the appropriate WDB will be notified of the amount of funds available to serve eligible participants from each respective county within their Local Workforce Investment Area. Local WDBs that will operate the 2019 New York State SYEP will receive program guidelines, including the necessary claim forms and claiming instructions, under a separate letter. If opting to assign 2019 SYEP funds to the local WDB, the district and the WDB are expected to work closely to develop appropriate referral mechanisms to serve at-risk and vulnerable youth, including youth in foster care, disabled youth, and runaway and homeless youth.

It is extremely important that the form be submitted by the required due date of May 24, 2019.

Issued By

Name: Barbara C. Guinn  
Title: Executive Deputy Commissioner  
Division/Office: Office of Temporary and Disability Assistance
<table>
<thead>
<tr>
<th>District</th>
<th>2019 SYER Allocation</th>
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<td>Albany</td>
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</tr>
<tr>
<td>Allegany</td>
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<td>Broome</td>
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2019 New York State Summer Youth Employment Program District Designation Form

On behalf of the Albany County Department of Social Services, I, Michele McClave, as Commissioner of the Albany Department of Social Services, hereby instruct the Office of Temporary and Disability Assistance (OTDA) to disburse our 2019 New York State Summer Youth Employment Program (SYEP) allocation as detailed below. I certify that I have the legal authority to authorize the assignment of these funds. The funds dedicated to the operation of the 2019 New York State SYEP will be used in accordance with program and fiscal guidelines established by OTDA. For districts opting to assign all or a portion of their 2019 allocation to their Workforce Development Board (WDB), districts will be held liable for funds not used in a manner consistent with the requirements of the New York State SYEP allocation or where funds are due from the WDB.

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<tr>
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<th>Amount</th>
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<td>B. Amount of Transfer to FFFS (optional)</td>
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<td>C. Amount Dedicated to SYEP</td>
<td>$613,063 (must be at least 91% of allocation)</td>
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<td>D. Amount Assigned to WDB (optional)</td>
<td>$613,063 (district must coordinate SYEP services with WDB)</td>
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Please note: Albany County will retain a portion of the allocation ($45,000) and reduce the amount assigned to the WDB by this amount.

Completed by: [Signature]  
Commissioner's Signature  
Date: 5/13/19
### Appropriations

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### Estimated Revenues

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<td>GRAND TOTALS</td>
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June 11, 2019

Hon. Andrew Joyce
Chairman, Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

RE: Request for Legislative Action

Dear Chairman Joyce:

The Public Defender’s Office respectfully submits a Request for Legislative Action seeking authorization to submit a grant proposal to the New York State Office of Indigent Legal Services (OILS) for the Upstate Model Family Representation Office Grant. This is a competitive grant which seeks to achieve superior effectiveness in client-centered, interdisciplinary, and holistic parental representation in counties outside of New York City. The New York State Office of Indigent Legal Services has been authorized to distribute up to $2,610,417. ($870,139 per year for each of the three years) in a single award made by the Office.

We are now in the process of preparing a proposal. If Legislative authorization is granted, we will submit the proposal prior to the deadline of Friday, July 19, 2019.

Please let me know if you have any questions or concerns.

Respectfully submitted,

Stephen W. Herrick
Albany County Public Defender
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Requesting Authorization to Apply for the NYS Office of Indigent Legal Services Upstate Model Family Representation Office Grant

Date: 6/10/19
Submitted By: Stephen Herrick
Department: Public Defender
Title: Public Defender
Phone: 518-447-7153
Department Rep.
Attending Meeting: Stephen Herrick

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

New
Submission Date Deadline 7/19/2019

☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)

Contract Terms/Conditions:

Party (Name/address):
New York State Office Of Indigent Legal Services
80 S. Swan Street
Suite 1147
Albany, NY 12210

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: $2,610,417
Scope of Services: Upstate Model Family Representation Office Grant

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.
Justification: (state briefly why legislative action is requested)
The Public Defender's Office respectfully submits a Request for Legislative Action seeking authorization to submit a grant proposal to the New York State Office of Indigent Legal Services (OILS) for the Upstate Model Family Representation Office Grant. This is a competitive grant which seeks to achieve superior effectiveness in client-centered, interdisciplinary, and holistic parental representation in counties outside of New York City. The New York State Office of Indigent Legal Services has been authorized to distribute up to $2,610,417 ($870,139 per year for each of the three years) in a single award made by the Office.

We are now in the process of preparing a proposal. If Legislative authorization is granted, we will submit the proposal prior to the deadline of Friday, July 19, 2019.
Honorable Andrew Joyce, Chairman  
Albany County Legislature  
112 State Street, Room 710  
Albany, NY 12207

Re: Gun Involved Violence Elimination (GIVE) Grant Renewal

Dear Chairman Joyce:

Enclosed is a request for Legislative Action for permission to renew The Probation Department’s contract with the New York State Division of Criminal Justice Services (DCJS) regarding Gun Involved Violence Elimination (GIVE). This year we have been awarded additional money for overtime, personnel and GPS monitoring fees. This represents an increase of $53,635. For a total award of $137,005. This is a partnership with the Albany County District, and the Albany Police.

It is respectfully requested this be considered. If you have any questions or need additional information, please do not hesitate to contact me directly at (518) 487-5194.

Sincerely,

William Connors
Probation Director

WC/km
Enc.

cc: Honorable Dennis Feeney, Majority Leader  
Honorable Frank Mauriello, Minority Leader  
Kevin Cannizzaro, Esq., Majority Counsel  
Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Renew GIVE Grant Contract with DCJS

Date: June 4, 2019
Submitted By: William Connors
Department: Probation
Title: Director
Phone: 518-487-5194
Department Rep.: William Connors
Attending Meeting:

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☒ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant

Choose an item.
Submission Date Deadline 7/1/2019.
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)  

Contract Terms/Conditions:

Party
New York State Division Of criminal Justices Services
80 South Swan Street
Albany, NY 12110

Additional Parties (Names/addresses):
Click or tap here to enter text.

Amount/Raise Schedule/Fee: 137,005.
Scope of Services: The Probation Department is a partner with the Albany County District Attorney Office and the Albany Police to reduce gun violence in the Albany County by participating in the GUN Violence Elimination GIVE grant. This represents an increase of 53,635, from last year’s award.

Bond Res. No.: 
Date of Adoption: 

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: 
Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:
Revenue Account and Line: A3140.03334
Revenue Amount: 137,005 total. Increase from 83,370.

Appropriation Account and Line: A3140.19900 Overtime
Appropriation Amount: Increase 5,000.

Appropriation Account and Line: A3140.19954 Grant Assignment Pay
Appropriation Amount: Increase 36,635.

Appropriation Account and Line: A3140.44046 Fee for Services
Appropriation Amount: Increase 12,000.

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: 100%
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 7.1.2019-6.30.2020
Length of Contract: 12 months

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: yes
Date of Adoption: Resolution NO. 241, 5.11.2018

Justification: (state briefly why legislative action is requested)
Requesting permission to renew The Probation Department’s contract with the New York State Division of Criminal Justice Services (DCJS) regarding Gun Involved Violence Elimination (GIVE). This year we have been awarded additional money for overtime, personnel and GPS monitoring fees. This represents an increase of $53,635. For a total award of $137,005. This is a partnership with the Albany County District, and the Albany Police.
### APPROPRIATIONS

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<th>ACCOUNT NO.</th>
<th>RESOLUTION DESCRIPTION</th>
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**TOTAL APPROPRIATIONS**

|             | 53,635.00 | 0.00       |

### ESTIMATED REVENUES

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**TOTAL ESTIMATED REVENUES**

|             | 0.00            | 53,635.00 |

**GRAND TOTALS**

|             | 53,635.00       | 53,635.00 |
Albany County Probation Department

Field Intelligence Officer: $26,268.00 + Fringe

One ¼ time Probation Officer will be assigned as a Field Intelligence Officer to the Capital Region Crime Analysis Center. The FIO will focus of probationers and enhance gun related intelligence for all GIVE partners. The FIO attends all weekly crime meetings and assists with the GVI strategy by providing intelligence regarding individuals who may be involved in a GVI enforcement action.

Probation Officer: $52,336.00 + Fringe

One Full-time Probation Officer will be assigned to GIVE related strategies and initiatives. The officer will work directly with the Albany Police Department’s Enhanced Supervision and TRaC programs to oversee probationers identified through VOID. The Probation Officer will also assisting in the monitoring of group members that may be engaged in activities that are likely to lead to gun violence, but have not yet scored high enough for inclusion on the VOID list. The Probation Officer is also instrumental to the GVI strategy by assisting in the selection of individuals who attend the Call-In, participating in Custom Notifications, and assisting in carrying out Probation-relations sanctions for individuals who are the target of GVI enforcement actions. The Probation Officer will also participate in the GVI Operational Group and attends all weekly crime meetings.

Overtime: $15,000.00

Hot-Spot Policing - $10,000.00 – Albany County Probation in coordination with the Albany Police Department conducts home visits weekly for high-risk probationers, probationers on the VOID list, and group-involved probationers. These visits assure that all partners have the most current information regarding addresses that probationers are abiding by curfew conditions, and also provide intelligence regarding who probationers are spending their free time with. Warrant sweeps are conducted jointly with APD, particularly in hotspots when Conflict Analysis is showing a hot area and when there is a rise in gun violence.

Focused Deterrence - $5,000.00 – Albany County Probation participates in the GVI strategy. Overtime funds will be used for participation in Call-ins and Custom Notifications.

Ankle Bracelet Activation and Monitoring: $12,000.00

At times it becomes necessary for individuals on the VOID list, or individuals who are identified members of a group who are also under the supervision of Probation to be monitored via GPS ankle bracelets. An increasingly common practice for Albany County Probation, when used it allows for more stringent compliance with terms of probation. With recent bail reform regulations passed, the District Attorney's Office, Albany County Probation, and Albany Police
Department see an increased need for GPS monitoring due to the likelihood of offenders of gun violence being release under supervision rather than remanded or placed in the County Jail in lieu of bail.
Grant Award Notice

<table>
<thead>
<tr>
<th>Grantee/Contractor:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany County Probation Department</td>
<td>June 6, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Name:</th>
<th>Award Amount³:</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIVE (2019-2020)</td>
<td>$137,005</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signatory Name and Title:</th>
<th>Term Dates:</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Connors Director</td>
<td>July 1, 2019 through June 30, 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email:</th>
<th>Project ID No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:william.connors@albanycounty.com">william.connors@albanycounty.com</a></td>
<td>GV19-1002-D00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SFS Vendor ID No.:</th>
<th>Contract No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000002428</td>
<td>C484639</td>
</tr>
</tbody>
</table>

Congratulations on your 2019-20 award for the DCJS Gun Involved Violence Elimination (GIVE) initiative.

Your DCJS Grants Representative will be contacting you shortly to review any remaining contract requirements. Please note that prompt completion of this step will facilitate timely execution of your contract.

DCJS is pleased to be able to provide your agency with this funding and we look forward to working with you in our continued efforts to maintain New York’s standing as the safest large state in the nation.

The award amount listed above is contingent on the availability of state funds. If you have any questions about this award, please contact:

**Dave Martin**  
Public Safety Grants Representative 3  
NYS Division of Criminal Justice Services  
Office of Program Development and Funding  
(518) 485-9607 or David.Martin@DCJS.NY.GOV

---

³ Contingent upon available funding and execution of the contract and approval of the Attorney General and the Office of the State Comptroller.
<table>
<thead>
<tr>
<th>Job Title / Position</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anti-Violence Coordinator</td>
<td>$56,744</td>
<td>$56,744</td>
</tr>
<tr>
<td>Youth Aide</td>
<td>$34,611</td>
<td>$34,611</td>
</tr>
<tr>
<td>Crime Analyst</td>
<td>$43,204</td>
<td>$43,204</td>
</tr>
<tr>
<td>Focused Deterrence Service Provider</td>
<td>$26,500</td>
<td>$26,500</td>
</tr>
<tr>
<td>Fringe Benefits for Positions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anti-Violence Coordinator</td>
<td>$22,099</td>
<td>$22,099</td>
</tr>
<tr>
<td>Youth Aide</td>
<td>$13,844</td>
<td>$13,844</td>
</tr>
<tr>
<td>Crime Analyst</td>
<td>$17,282</td>
<td>$17,282</td>
</tr>
<tr>
<td>Fringe Benefits Total</td>
<td>$53,825</td>
<td>$53,825</td>
</tr>
<tr>
<td><strong>TOTAL PERSONNEL</strong></td>
<td>$213,884</td>
<td>$213,684</td>
</tr>
</tbody>
</table>

**HOT-SPOT POLICING**

| Overtime                           | $94,700          | $94,700        |

**FOCUSED DETERRENCE**

| Overtime                           | $63,000          | $63,000        |
| Neutral Space For GVI Call-Ins ($1000 + 2 Call-Ins) | $2,000          | $2,000        |
| Food for GVI Call-Ins (approx 100 attendees each; $2500 per event x 2) | $6,000          | $6,000        |
| APD Wraparound Funds               | $2,500           | $2,500         |
| **TOTAL FOCUSED DETERRENCE**       | $72,500          | $72,500        |

**CPTED**

| Overtime                           | $5,000           | $5,000         |

**STREET OUTREACH**

|                                | $0               | $0             |

**TOTAL STREET OUTREACH**

|                                | $0               | $0             |

**TRAVEL & TRAINING**

|                                |                  |                |

**TOTAL TRAVEL & TRAINING**

|                                | $0               | $0             |

<p>|                                | <strong>$386,084</strong>     | <strong>$386,084</strong>   |</p>
<table>
<thead>
<tr>
<th>District Attorney's Office Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERSONNEL</strong></td>
</tr>
<tr>
<td>Job Title / Position</td>
</tr>
<tr>
<td>Assistant District Attorney (.8 FTE)</td>
</tr>
<tr>
<td>Investigator (.8 FTE)</td>
</tr>
<tr>
<td>Information Liaison</td>
</tr>
<tr>
<td>Job Title / Position Total</td>
</tr>
</tbody>
</table>

| Fringe Benefits for Positions   |                  |                |
| Assistant District Attorney (.8 FTE) | $29,440         | $29,440        |
| Investigator (.8 FTE)           | $21,600          | $21,600        |
| Information Liaison             | $16,600          | $16,600        |
| Fringe Benefits Total           | $67,640          | $67,640        |

| Total Personnel                  | $236,740         | $236,740       |

| Hot-Spot Policing                |                  |                |

| Total Hot-Spot                   | $0               | $0             |

| Focused Deterrence               |                  |                |

| Total Focused Deterrence         | $0               | $0             |

| CPTED                            |                  |                |

| Total CPTED                      | $0               | $0             |

| Street Outreach                  |                  |                |

| Total Street Outreach            | $0               | $0             |

| Travel & Training                |                  |                |

| Total Travel & Training          | $0               | $0             |

| District Attorney's Office Total | $236,740         | $236,740       |

---

| Sheriff's Office Budget          |                  |                |

| **PERSONNEL**                   | Requested Budget | Awarded Budget |
| Job Title / Position            |                  |                |
| Job Title / Position Total      | $0               | $0             |

| Fringe Benefits for Positions   |                  |                |

| Fringe Benefits Total           | $0               | $0             |

| Total Personnel                  | $0               | $0             |

| Hot-Spot Policing                |                  |                |

| Total Hot-Spot                   | $0               | $0             |

| Focused Deterrence               |                  |                |

---
### COUNTY PROBATION BUDGET

<table>
<thead>
<tr>
<th>Job Title / Position</th>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/2 Time Field Intelligence Officer</td>
<td>$26,268</td>
<td>$26,268</td>
<td></td>
</tr>
<tr>
<td>Probation Officer</td>
<td>$52,336</td>
<td>$52,336</td>
<td></td>
</tr>
</tbody>
</table>

Job Title/Position Total $78,604 | $78,604 |

Fringe Benefits for Positions

<table>
<thead>
<tr>
<th>Job Title / Position</th>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/2 Time Field Intelligence Officer</td>
<td>$10,467</td>
<td>$10,467</td>
<td></td>
</tr>
<tr>
<td>Probation Officer</td>
<td>$20,904</td>
<td>$20,934</td>
<td></td>
</tr>
</tbody>
</table>

Fringe Benefits Total $31,401 | $31,401 |

**TOTAL PERSONNEL** $110,005 | $110,035 |

**HOT-SPOT POLICING**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Askle Bracelet Activation and Monitoring</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Overtime</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

**TOTAL HOT SPOT** $22,000 | $22,000 |

**FOCUSED DETERRENCE**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overtime</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

**TOTAL FOCUSED DETERRENCE** $5,000 | $5,000 |

**CPTED**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL CPTED</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**STREET OUTREACH**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL STREET OUTREACH</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**TRAVEL & TRAINING**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Requested Budget</th>
<th>Awarded Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL TRAVEL &amp; TRAINING</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**SHERIFF'S OFFICE TOTAL** $0 | $0 |

**COUNTY PROBATION TOTAL** $137,005 | $137,005 |

**COUNTY GRAND TOTAL** $759,329 | $759,329 |
May 30, 2019

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

We are requesting permission to apply to New York State Division of Homeland Security and Emergency Services (DHSES) for the FY2018 Cyber Security Grant for a total of $28,500. This grant would provide a funding opportunity to purchase enhanced cyber security software and support for Albany County. The Department of Information Services has identified software that would provide a firewall for purposes of segmentation.

A cyber security gap exists with the existence of sharing internal connections with non-county agencies through traditional routing and switching. An internal firewall would allow segmentation of the county network from these agencies. Currently, In the event of a disruption that could result in the loss of data the county would disconnect the services of non-county agencies through switching commands. Effected assets are quarantined and users access are disabled. A robust firewall would allow segments to pass only required traffic by IP Address and port, traffic would also be monitored for vulnerabilities using subscription based IPS and antivirus as part of the enterprise firewall.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

Daniel P. McCoy
Albany County Executive

cc: Hon. Dennis Feeney, Majority Leader
    Hon. Frank Mauriello, Minority Leader
    Kevin Cannizzaro, Acting Majority Counsel
    Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services): Permission to Apply for the NYS DHSES FY18 Cyber Security Grant

Date: 6/1/2019
Submitted By: Michael Lalli
Department: County Executive’s Office
Title: Policy Analyst
Phone: 528-447-5642
Department Rep.: Michael Lalli
Attending Meeting: Michael Lalli

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☐ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☒ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):
☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
☐ Personnel Non-Individual
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☒ Grant
   Choose an item.
   Submission Date Deadline 5/29/2019
☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed)
     Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
   NYS Division of Homeland Security and Emergency Services (DHSES)
   1220 Washington Avenue
   State Office Campus, Building 7A Suite 710
   Albany, NY 12242

Additional Parties (Names(addresses)):
     Click or tap here to enter text.

Amount/Raise Schedule/fee: $28,500.00
Scope of Services:
The purchase and installation of a Palo Alto Firewall for purposes of segmentation

Bond Res. No.:
Date of Adoption:
     Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
Yes ☐ No ☐
If Mandated Cite Authority:
     Click or tap here to enter text.
<table>
<thead>
<tr>
<th><strong>Is there a Fiscal Impact:</strong></th>
<th>Yes ☑ No ☐</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anticipated in Current Budget:</strong></td>
<td>Yes ☐ No ☑</td>
</tr>
</tbody>
</table>

**County Budget Accounts:**

<table>
<thead>
<tr>
<th>Revenue Account and Line:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Amount:</td>
<td>Click or tap here to enter text.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Appropriation Account and Line:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appropriation Amount:</td>
<td>Click or tap here to enter text.</td>
</tr>
</tbody>
</table>

**Source of Funding - (Percentages)**

<table>
<thead>
<tr>
<th>Federal:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>100%</td>
</tr>
<tr>
<td>County:</td>
<td>Click or tap here to enter text.</td>
</tr>
<tr>
<td>Local:</td>
<td>Click or tap here to enter text.</td>
</tr>
</tbody>
</table>

**Term**

<table>
<thead>
<tr>
<th>Term: (Start and end date)</th>
<th>TBD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Length of Contract:</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Impact on Pending Litigation**

| Yes ☑ No ☐ | Click or tap here to enter text. |

**Previous requests for Identical or Similar Action:**

<table>
<thead>
<tr>
<th>Resolution/Law Number:</th>
<th>Click or tap here to enter text.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Adoption:</td>
<td>Click or tap here to enter text.</td>
</tr>
</tbody>
</table>

**Justification:** (state briefly why legislative action is requested)

The purchase and installation of a Palo Alto Firewall for purposes of segmentation. Segments will include non-County entities connected to Albany County such as the City of Albany and other police agencies. We would also segment County entities such our Disaster Recovery network and the Board of Elections.
May 28, 2019

Honorable Andrew Joyce
Legislative Clerk’s Office
112 State Street, Room 710
Albany, New York 12207

Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to allow the Albany County Sheriff’s Office to apply for $8,000.00 in grant funding from the New York State Canal Corporation as reimbursement for expenses related to patrolling the waterways within Albany County which are contiguous to the New York State Canal System. There is a 25% match to this grant.

The term of this contract will be April 1, 2019 through March 31, 2020.

By utilizing this fund source we will be able to recuperate 75% of the funds spent on the normal patrolling of these waterways.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple, Sr.
Sheriff

Att.
Cc: Hon. Daniel P. McCoy, County Executive
    Hon. Paul Miller, Public Safety Chairman
    Hon. Dr. Charles Dawson, Audit & Finance Committee
    Kevin Cannizzaro, Esq., Majority Counsel
    Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: MAY 29, 2019

DEPARTMENT: ALBANY COUNTY SHERIFF'S DEPT

CONTACT PERSON: SHERIFF CRAIG D APPLE SR
TELEPHONE: 518-447-5440
DEPT. REPRESENTATIVE ATTENDING COMMITTEE MEETING: CRAIG D APPLE SR

PURPOSE OF REQUEST:
ADOPTION OF LOCAL LAW
AMENDMENT OF PRIOR LEGISLATION
APPROVAL/ADOPTION OF PLAN/PROCEDURE
BOND APPROVAL
BUDGET AMENDMENT (SEE BELOW)
CONTRACT AUTHORIZATION (SEE BELOW)
ENVIRONMENTAL IMPACT
HOME RULE REQUEST
PROPERTY CONVEYANCE
OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE) X

TO APPLY FOR GRANT FUNDS FROM THE NYS CANAL CORP FOR THE PERIOD FROM
4/1/2019 THRU 3/31/2020

CONCERNING BUDGET AMENDMENTS
STATE, THE FOLLOWING
INCREASE ACCOUNT/LINE NO.
SOURCE OF FUNDS:
TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:

TYPE OF CONTRACT
CHANGE ORDER/CONTRACT AMENDMENT
PURCHASE (EQUIPMENT/SUPPLIES)
LEASE (EQUIPMENT/SUPPLIES)
REQUIREMENTS
PROFESSIONAL SERVICES
EDUCATIONAL/TRAINING
GRANT: NEW
RENEWAL
SUBMISSION DEADLINE DATE
SETTLEMENT OF A CLAIM
RELEASE OF LIABILITY
OTHER: (STATE BRIEFLY)
CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS: PARTY (NAME/ADDRESS):

NYS CANAL CORP
30 SOUTH PEARL STREET, ALBANY, NY 12207-2058

AMOUNT/RATE SCHEDULE/FEE:
$8,000 WITH A COUNTY MATCH OF (25%) FOR A TOTAL OF $10,000

TERM: 4/1/2019 THRU 3/31/2020

SCOPE OF SERVICES: NYS CANAL CORP MATCH GRANT
PROGRAM

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES X NO
FUNDING SOURCE: NYS CANAL CORPORATION
COUNTY BUDGET ACCOUNTS:
REVENUE: A3110.03315
APPROPRIATION: PERSONNEL EXPENSE LINES
BOND (RES. NO. & DATE OF ADOPTION)

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES NO X
IF MANDATED CITE: AUTHORITY
ANTICIPATED IN CURRENT ADOPTED BUDGET: YES X NO
IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:
A33110.03315

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)
FEDERAL
STATE 75%
COUNTY 25%
TERM/LENGTH OF FUNDING

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:
RESOLUTION/LAW NUMBER: 250 OF 2017 (COPY ATTACHED)
DATE OF ADOPTION: 7/10/2017

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)
THIS GRANT WILL ALLOW THE SHERIFF'S DEPT. TO RECOUP A PORTION OF THE FUNDS
SPENT ON THE NORMAL PATROLLING OF OUR WATERWAYS

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION)

SUBMITTED BY: CRAIG D APPLE SR
TITLE: SHERIFF
May 10, 2019

Hon. Craig D. Apple
Albany County Sheriff
Albany County Courthouse
Albany, NY 12207

Re: 2019-20 Marine Patrol Grant – Albany County

Dear Sheriff Apple:

The New York State Canal Corporation is pleased to announce the availability of funding for 2019-20 for matching grants to support new and existing local patrols on the Canal and Canalway Trail. Matching grants of up to $40,000 will be available for local agencies which establish, operate, or expand public safety patrols under the following criteria:

- Patrol services shall be provided during operational hours of the canals, and additional coverage during planned local events (a final calendar of events is not available at this time). On-call hours will be needed for issues that arise outside of normal business hours. Standard hours of operation for the 2019 navigation season are May 17th to October 16th, 7:00 a.m. to 5:00 p.m. (exceptions to standard operating hours can be found on the “Hours of Operation” page on the Canal Corporation’s website -- http://www.canals.ny.gov/boating/hours.html).

- Marine Patrols must patrol waters on, or contiguous to, the current and historical alignments of the New York State Canal System, cover the entirety of their determined jurisdiction, and provide supporting documentation of doing so.

- All officers assigned to patrols of the Canal or Canalway Trail supported by Canal Corporation funding must have appropriate certifications and accreditations for the operation of equipment utilized in the course of their public safety patrols.

- Local agencies must provide documentation of at least a 25 percent match of local funding to supplement that which is provided by the New York State Canal Corporation.

- All personnel must be familiar with, and have a working knowledge of, Canal Law and the Canal Corporation’s Rules and Regulations.
If your agency is interested in applying for this funding for 2019-2020, please send a letter of interest detailing the type and cost of patrol you will establish, operate, or expand with Canal Corporation funding, along with an amount of funding requested, by COB May 31, 2019 to my attention at:

Brian U. Stratton, Director
New York State Canal Corporation
30 South Pearl
Albany, NY 12207

I hope you will not hesitate to contact my office with any questions regarding this opportunity to enhance the safety and overall experience of the users of our Canal System and Canalway Trail. Thank you.

Sincerely,

[Signature]
Brian U. Stratton
Director

cc: J. Joyce
May 28, 2019

Honorable Andrew Joyce
Legislative Clerk’s Office
112 State Street, Room 710
Albany, New York 12207

Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to allow Albany County to apply for grant funding from the State of New York, Division of Homeland Security and Emergency Services, 2018 Technical Rescue and Urban Search and Rescue Program.

The grant application for the Albany County Sheriff’s Office is a maximum of $150,000.00, with no match. These grant funds, if awarded, will be utilized for the purchase of equipment utilized by multi-discipline responders when responding to a structural collapse, rope rescue or trench rescue operation.

The performance period for this grant is from the date of contract execution to 08/31/21.

There are no matching funds required.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple, Sr.
Sheriff

Att.

cc: Hon. Daniel P. McCoy, County Executive
    Hon. Paul Miller, Public Safety Chairman
    Hon. Dr. Charles Dawson, Audit & Finance Committee
    Kevin Cannizzaro, Esq., Majority Counsel
    Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: MAY 29, 2019

DEPARTMENT: ALBANY COUNTY SHERIFF'S DEPT

CONTACT PERSON: CRAIG D APPLE SR
TELEPHONE: 487-5440
DEPT. REPRESENTATIVE ATTENDING COMMITTEE MEETING: SHERIFF CRAIG D APPLE SR
PURPOSE OF REQUEST:
ADOPTION OF LOCAL LAW
AMENDMENT OF PRIOR LEGISLATION
APPROVAL/ADOPTION OF PLAN/PROCEDURE
BOND APPROVAL
BUDGET AMENDMENT (SEE BELOW)
CONTRACT AUTHORIZATION (SEE BELOW)
ENVIRONMENTAL IMPACT
HOME RULE REQUEST
PROPERTY CONVEYANCE
OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE) X
To APPLY FOR THE 2018 TECHINAL RESCUE & URBAN SEARCH AND RESCUE GRANT FROM THE NYS DEPT. OF HOMELAND SECURITY.

CONCERNING BUDGET AMENDMENTS
STATE THE FOLLOWING
INCREASE ACCOUNT/LINE NO.
SOURCE OF FUNDS:
TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:
TYPE OF CONTRACT
CHANGE ORDER/CONTRACT AMENDMENT
PURCHASE (EQUIPMENT/SUPPLIES)
LEASE (EQUIPMENT/SUPPLIES)
REQUIREMENTS
PROFESSIONAL SERVICES
EDUCATIONAL/TRAINING
GRANT: NEW X
RENEWAL
SUBMISSION DEADLINE DATE 5/29/2019
SETTLEMENT OF A CLAIM
RELEASE OF LIABILITY
OTHER: (STATE BRIEFLY)
CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS: PARTY (NAME/ADDRESS):

JEROME HAUER, COMMISSIONER
DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES
1220 WASHINGTON AVENUE, BLDG 7A, SUITE 710, ALBANY 12242

AMOUNT/RATE SCHEDULE/FEES:
$149,873 (WITH NO MATCH)

TERM:
9/1/19-9/30/21

SCOPE OF SERVICES:
THESE GRANT FUNDS WILL BE USED TO PURCHASE EQUIPMENT TO ENHANCE THE CAPABILITIES OF OUR SEARCH AND RESCUE TEAM.

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES NO X
FUNDING SOURCE: NYS Dept. of Homeland Security

COUNTY BUDGET ACCOUNTS:
REVENUE: A3310.04306 (HOMELAND SECURITY)

APPROPRIATION: A93110.22750 (SECURITY EQUIPMENT)
BOND (RES. NO. & DATE OF ADOPTION)

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES NO X
IF MANDATED CITE AUTHORITY

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES NO X
IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)
FEDERAL
STATE
100%
COUNTY

TERM/LENGTH OF FUNDING: 9/1/2019-9/30/2021

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: 482 OF 2016 (COPY ATTACHED)
DATE OF ADOPTION: 11/14/2016

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)
THIS GRANT WILL BE USED TO PURCHASE EQUIPMENT WHICH WILL ENHANCE THE CAPABILITIES OF OUR REGIONAL SEARCH AND RESCUE TEAMS.
ALSO, THERE ARE NO MATCHING FUNDS INVOLVED WITH THIS GRANT.

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE, BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION)

SUBMITTED BY: CRAIG D APPLE SR
TITLE: SHERIFF
<table>
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<tr>
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<td>05/28/2019</td>
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<tr>
<td>Deputy County Executive</td>
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<td>Albany, NY 12207</td>
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<td>Phone: 518-447-2521, Ext: Fax:</td>
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<tr>
<td>Email: <a href="mailto:philip.calderone@albanycountyny.gov">philip.calderone@albanycountyny.gov</a></td>
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<tr>
<td>Mr. Douglas C. Miller</td>
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<td>Albany County Courthouse</td>
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<td>Phone: (518) 487-6022, Ext: Fax: (518) 487-5835</td>
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<tr>
<td>Email: <a href="mailto:doug.miller@albanycountyny.gov">doug.miller@albanycountyny.gov</a></td>
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<tr>
<td>Mr. Craig D. Apple</td>
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<tr>
<td>Sheriff</td>
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<tr>
<td>Email: <a href="mailto:capple@albanycounty.com">capple@albanycounty.com</a></td>
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<td>Email: <a href="mailto:John.Cox@albanycountyny.gov">John.Cox@albanycountyny.gov</a></td>
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| EIN:                          |                |              |                |                |
| 14-002563                     |                |              |                |                |
| Municipality No:              |                |              |                |                |
| 010100000000                   |                |              |                |                |
| Dun & Bradstreet No:          |                |              |                |                |
| 060536653                     |                |              |                |                |
| Charities Registration No:    |                |              |                |                |
| _ Not For Profit              |                |              |                |                |
| _ Sectarian Entity            |                |              |                |                |

| County:                      |                |              |                |                |
| Albany                       |                |              |                |                |
| Region:                      |                |              |                |                |
| Capital District              |                |              |                |                |

| BUDGET SUMMARY               |                |              |                |                |
| Grant Funds: $149,973.00      |                |              |                |                |
| Matching Funds: $0.00         |                |              |                |                |
| Total Funds: $149,973.00      |                |              |                |                |
May 9, 2019

Honorable Andrew L. Joyce
Legislative Clerk’s Office
112 State Street, Room 710
Albany, New York 12207

Re: Request for Legislative Action
Grant Approval

Dear Mr. Joyce:

Enclosed please find the Albany County Sheriff’s Office Request for Legislative Action relative to the above captioned.

Briefly, this request will authorize the Albany County Executive to apply for a grant for incurring costs due to the incarceration of undocumented criminal aliens. The United States Department of Justice, Bureau of Justice Assistance has made available assistance to states and local governments that are affected by incarceration costs for criminal aliens through the State Criminal Alien Assistance Program (SCAAP). The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) states these funds must be used for Correctional purposes only.

Please present the enclosed at the next available Legislative Meeting for consideration and action. Thank you and if you have any questions, please feel free to contact me.

Sincerely,

Craig D. Apple Sr.
Sheriff

Cc. Hon. Daniel P. McCoy, County Executive
Hon. Paul Miller, Public Safety Chairman
Hon. Dr. Charles Dawson, Audit & Finance Committee
Kevin Cannizzaro, Esq., Majority Counsel
Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: May 9, 2019
DEPARTMENT: Albany County Sheriff’s Office / Correctional Facility
Contact Person: Sheriff Craig D. Apple, Sr.
Telephone: 487-5440
Dept. Representative Attending
Committee Meeting: Sheriff Craig D. Apple, Sr.

PURPOSE OF REQUEST:
Adoption of Local Law
Amendment of Prior Legislation
Approval/Adoption of Plan/Procedure
Bond Approval
Budget Amendment (See below)
Contract Authorization (See below) X
Environmental Impact
Home Rule Request
Property Conveyance
Other: (State briefly if not listed above)

CONCERNING BUDGET AMENDMENTS
STATE THE FOLLOWING:
Increase Account/Line No:
Source of Funds:
Title Change:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:
TYPE OF CONTRACT
Change Order/Contract Amendment
Purchase (Equipment / Supplies)
Lease (Equipment / Supplies)
Requirements
Professional Services
Educational / Training
Grant:
New X
Renewal
Submission Deadline Date May 23, 2019
Settlement of a Claim
Release of Liability
Other: (State briefly)
CONCERNING CONTRACT AUTHORIZATION (Cont’d)
STATE THE FOLLOWING:
Contract Terms/Conditions:
(Party Name/Address):
US Dept. of Justice, Bureau of Justice Assistance
810 7th Street, N.W. – SCAAP
Washington, DC 20531
Amount/Rate Schedule/Fee:
$25,000 (estimate)
Term: July 1, 2017 through June 30, 2018
Scope of Services: Reimbursement for incurring costs due to the incarceration of undocumented criminal aliens.

Contract Funding:
Anticipated in Current Budget: Yes ___ No X ___
Funding Source: US Dept. of Justice
County Budget Accounts:
Revenue: ___________________________
Appropriation: A93150.22750
Bond (Res. No. & Date of Adoption)

CONCERNING ALL REQUESTS:
Mandated Program / Service: Yes ___ No X ___
If Mandated Cite: Authority ___________________________
Anticipated in Current Adopted Budget: Yes ___ No X ___
If yes, indicate Revenue/Appropriation Accounts: ___________________________

Fiscal Impact - Funding: (Dollars or Percentages)
Federal ___________________________
State ___________________________
County ___________________________
Term/Length of Funding July 1, 2017 through June 30, 2018

Previous Requests For Identical of Similar Action:
Resolution/Law Number: #561 #157 #160 #193 #176 #153
Justification: (State briefly why legislative action is requested)

To authorize Albany County to apply for a reimbursement grant for incurring costs due to the incarceration of undocumented criminal aliens.

Back-up Material Submitted (i.e., application/approval notices from funding source, bid tabulation sheet, civil service approval notice, program announcement, contracts and/or any materials which explain or support the request for legislative action.)

Submitted By: Craig D. Apple Sr.
Title: Sheriff
May 6, 2019

Honorable Andrew Joyce
Legislative Clerk’s Office
112 State Street, Room 710
Albany, New York 12207

Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to allow the Albany County Sheriff’s Office to apply for funding from the New York State Division of Homeland Security and Emergency Services, Office of Interoperable and Emergency Communications. The attached announcement is for the “Public Safety Answering Points (PSAP) Operations Grant Program”.

The term of this contract will be 12 months from the date of the award of the contract.

These funds will assist with the costs involved in maintaining our multi-jurisdictional PSAP.

There are no matching funds associated with this grant.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple Sr.
Sheriff

Att.

Cc: Hon. Daniel P. McCoy, County Executive
Hon. Paul Miller, Public Safety Chairman
Hon. Dr. Charles Dawson, Audit & Finance Committee
Kevin Cannizzaro, Esq., Majority Counsel
Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: MAY 7, 2019

DEPARTMENT: ALBANY COUNTY SHERIFF'S DEPT

CONTACT PERSON: CRAIG D APPLE SR
TELEPHONE: 487-5440

DEPT. REPRESENTATIVE ATTENDING COMMITTEE MEETING:

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<tr>
<th>PURPOSE OF REQUEST</th>
<th>SHERIFF CRAIG D APPLE SR</th>
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<td>ADOPTION OF LOCAL LAW</td>
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<td>AMENDMENT OF PRIOR LEGISLATION</td>
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<td>APPROVAL/ADOPTION OF PLAN/PROCEDURE</td>
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<td>BUDGET AMENDMENT (SEE BELOW)</td>
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<td>CONTRACT AUTHORIZATION (SEE BELOW)</td>
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<td>HOME RULE REQUEST</td>
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<td>PROPERTY CONVEYANCE</td>
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<td>OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE)</td>
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To APPLY FOR 2019-2020 PSAP OPERATIONS GRANT
APPLICATION DEADLINE IS 6/7/2019

CONCERNING BUDGET AMENDMENTS
STATE THE FOLLOWING:
INCREASE ACCOUNT/LINE NO.
SOURCE OF FUNDS:
TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:

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<td>REQUIREMENTS</td>
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<td>EDUCATIONAL/TRAINING</td>
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<td>GRANT:</td>
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<td>NEW</td>
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<td>RENEWAL</td>
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<td>SUBMISSION DEADLINE DATE: 6/7/2019</td>
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SETTLEMENT OF A CLAIM
RELEASE OF LIABILITY
OTHER: (STATE BRIEFLY)
CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS:

PARTY (NAME/ADDRESS):

JEROME HAUER, COMMISSIONER
DIVISION OF HOMELAND SECURITY & EMERGENCY SERVICES
1220 WASHINGTON AVENUE, BLDG 7A, SUITE 710, ALBANY 12242

AMOUNT/RATE SCHEDULE/FEE:
FORMULA BASED.

TERM: 1/1/20 -12/31/20
SCOPE OF SERVICES: SUPPORTS THE OPERATIONS & SHARED SERVICES
OF MULTI-JURISDICTIONAL PSAPS

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES NO X
FUNDING SOURCE: NYS Dept. of Homeland Security

COUNTY BUDGET ACCOUNTS:
REVENUE: A33020.03308.POP20

APPROPRIATION: A93020.44036.POP20
BOND (RES. NO. & DATE OF ADOPTION)

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES NO X
IF MANDATED CITE: AUTHORITY
ANTICIPATED IN CURRENT ADOPTED BUDGET: YES NO X
IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)
FEDERAL
STATE 100%
COUNTY
TERM/LENGTH OF FUNDING 1/1/2020 -12/31/2020

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:
RESOLUTION/LAW NUMBER: 18-360
DATE OF ADOPTION: 8/13/2018

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)
THIS GRANT HELPS OFFSET SOME OF THE COSTS INVOLVED IN MAINTAINING OUR
MULTI-JURISDICTIONAL PSAP.
ALSO, THERE ARE NO MATCHING FUNDS INVOLVED WITH THIS GRANT.

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,
BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS
AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

SUBMITTED BY: CRAIG D APPLE SR
TITLE: SHERIFF
NYS Division of Homeland Security and Emergency Services
Office of Interoperable and Emergency Communications
Announces the
2019-20 Public Safety Answering Points Operations Grant Program

The NYS Division of Homeland Security and Emergency Services, Office of Interoperable and Emergency Communications, is pleased to announce Public Safety Answering Points (PSAP) Operations Grant Program. The Grant allows counties to receive State support for eligible public safety call-taking and dispatching expenses. The State will provide support in the form of reimbursement for operating expenses in a PSAP, including personnel costs.

**Purpose:** To facilitate PSAP consolidation, regional initiatives related to 911 operations, implementation of NG911, and improvements in the operations of public safety communications; and to develop multijurisdictional PSAP compatibility throughout the state and support statewide interoperable communications for first responders, thereby improving public safety.

**Eligible Applicants:** Counties within New York State and New York City are eligible to apply for the 2019-2020 PSAP Operations Grant Program. Additional eligibility criteria are listed in the Request for Applications Instructions (*2019-20 PSAP Operations Grant Program*).

**Source of Funds:** This grant program is supported by the Statewide Public Safety Communications Account.

- **Total Funding Available for PSAP Grant:** $10 million
- **Schedule of Events:**
  - Submission of Written Questions – May 24, 2019
  - RFA Updates and Q&A Posting, if any – May 31, 2019
  - Applications Due – June 7, 2019 by 5:00 P.M.

All Documents for this RFA may be found on the OIEC Grants Home Page: [http://www.dhsses.ny.gov/oiec/grants/](http://www.dhsses.ny.gov/oiec/grants/)


**Requirements for Submission:** Please note that all applications will be required to be submitted through our E-Grants system. An Informational Webinar has been posted along with the application materials for your
Honorable Andrew Joyce  
Legislative Clerk’s Office  
112 State Street, Room 710  
Albany, New York 12207  

Dear Mr. Joyce:

The attached correspondence is forwarded for presentation to the Albany County Legislature.

Legislative approval is required in order to allow Albany County to apply for a Grant with the State of New York, Division of Homeland Security and Emergency Services, as a recipient of a 2019 Hazardous Materials Emergency Preparedness grant. Albany County is acting as fiduciary for the Capital Region Hazmat Group. The participating counties are Albany, Rensselaer and Schenectady Counties.

The grant award is for $5,172.00 per county for a total of $15,516.00. These grant funds will be utilized to cover costs for training related to Hazmat Response in a transportation environment (rail or trucks). We will use the funds to purchase a 4-gas meter training simulator, a trailer to transport the various Hazmat training props belonging to the 4-county group and to make modifications to a tank trailer to turn it into a leak simulator. The tank trailer was obtained at no cost by the hazmat group.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple Sr.  
Sheriff

Att.

Cc: Hon. Daniel P. McCoy, County Executive  
Hon. Paul Miller, Public Safety Chairman  
Hon. Dr. Charles Dawson, Audit & Finance Committee  
Kevin Cannizzaro, Esq., Majority Counsel  
Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: MAY 15, 2019

DEPARTMENT: ALBANY COUNTY SHERIFF'S OFFICE

CONTACT PERSON: SHERIFF CRAIG D APPLE SR
TELEPHONE: 518-447-5440
DEPT. REPRESENTATIVE ATTENDING COMMITTEE MEETING: SHERIFF CRAIG D APPLE SR

PURPOSE OF REQUEST:
ADOPTION OF LOCAL LAW
AMENDMENT OF PRIOR LEGISLATION
APPROVAL/ADOPTION OF PLAN/PROCEDURE
BOND APPROVAL
BUDGET AMENDMENT (SEE BELOW)
CONTRACT AUTHORIZATION (SEE BELOW)
ENVIRONMENTAL IMPACT
HOME RULE REQUEST
PROPERTY CONVEYANCE
OTHER: (STATE BRIEFLY IF NOT LISTED ABOVE) CARD CHECK

GRANT APPLICATION TO THE NYS DIVISION OF HOMELAND SECURITY FOR 2019 HMEP
GRANT PROGRAM. SEEKING LEGISLATIVE APPROVAL FOR GRANT APPLICATION.

CONCERNING BUDGET AMENDMENTS
STATE THE FOLLOWING:
INCREASE ACCOUNT/LINE NO.
SOURCE OF FUNDS:
TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:
TYPE OF CONTRACT
CHANGE ORDER/CONTRACT AMENDMENT
PURCHASE (EQUIPMENT/ SUPPLIES)
LEASE (EQUIPMENT/SUPPLIES)
REQUIREMENTS
PROFESSIONAL SERVICES
EDUCATIONAL/TRAINING
GRANT: NEW
RENEWAL
SUBMISSION DEADLINE DATE
SETTLEMENT OF A CLAIM
RELEASE OF LIABILITY
OTHER: (STATE BRIEFLY)
CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

PARTY (NAME/ADDRESS):
NYS DIVISION OF HOMELAND SECURITY, ATT: SHELLY WAHLICH
1220 WASHINGTON AVE., BLDG 7A
ALBANY, NY 12242

AMOUNT/RATE SCHEDULE/FEE:
$ 15,516.00

TERM 9/30/2019 THRU 9/30/2020

SCOPE OF SERVICES FUNDS WILL BE USED TO COVER TRAINING RELATED EXPENSES FOR THE CAPITAL REGION HAZMAT GROUP

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES NO X
FUNDING SOURCE:

COUNTY BUDGET ACCOUNTS:
REVENUE:

APPROPRIATION:
BOND(RES. NO. & DATE OF ADOPTION)

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES NO X
IF MANDATED CITE: AUTHORITY
ANTICIPATED IN CURRENT ADOPTED BUDGET: YES NO X
IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS:

FISCAL IMPACT - FUNDING: (DOLLARS OR PERCENTAGES)

FEDERAL
STATE 100%
COUNTY
TERM/LENGTH OF FUNDING

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:
RESOLUTION/LAW NUMBER: 416 OF 2018
DATE OF ADOPTION: 9/12/2018

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)
Funds will be used to cover training related expenses
There is a 20% match for this grant which will be covered using a portion of the fire coord. salary as the match

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE, BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)
SEE ATTACHMENTS

SUBMITTED BY: CRAIG D APPLE SR
TITLE: SHERIFF
Email Received from NYS Requesting Applications

Dear Emergency Preparedness Stakeholder,

I am pleased to announce that the NYS Division of Homeland Security and Emergency Services is making up to $300,000 available statewide for the 2019-20 Hazardous Materials Emergency Preparedness (HMEP) Grant Program. Funding for this program is provided by the US Department of Transportation. The period of performance for contracts supported by the 2019-20 HMEP Grant Program funds cannot be extended beyond September 30, 2020.

Counties and the City of New York are eligible to apply for $5,172 in funding to conduct hazardous materials planning and training activities. Applicants are encouraged to apply for funding in regional partnerships that align with existing HazMat regions. Funding will be allocated by formula and the Request for Applications (RFA) and related application materials are attached to this email. Materials will also be posted on the grants section of the DHSES website in the near future.

Applications are due to DHSES by **May 13, 2019**. Late applications will not be accepted and no extensions will be granted.

If you have any questions regarding this grant opportunity, please email grant.info@dhses.ny.gov.

Thank you in advance for your interest in this initiative.

Sincerely,

**Shelley Wahrlich**

Director of Grants Program Administration

**NYS Division of Homeland Security & Emergency Services**

1220 Washington Avenue, State Campus Building 7a

Albany, New York 12242

(518) 402-2123 (secretary Christine Houck) | shelley.wahrlich@dhses.ny.gov

www.dhses.ny.gov

**ALBANY COUNTY**

<table>
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<th>Local Match</th>
<th>Federal Match</th>
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<tr>
<td>ALBANY COUNTY</td>
<td>$15,516.00</td>
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**Explanation**

In the space below, please describe activity that will accomplish task. **2019-2020 Hazardous Materials Emergency Preparedness Grant Funds.** Applicants are encouraged to propose multiyear projects that can be completed within the period of performance (September 30, 2019 through September 30, 2020). Prepare detailed operational plans for HMEP, creation and analysis, and is not eligible for EPA CERCLA grants.

---

**Attended Activity (by specific)**

We propose to conduct training sessions in Albany, New York on May 16th, 2019. The goal of the training is to provide participants with hands-on experience in operating protective equipment. The training will include scenarios that模拟在the response to a hazardous materials incident.

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**Cost Distribution**

The cost of the training is estimated to be $15,516.00, with $15,516.00 from the federal HMEP grant. The local match is $0.00, as the county is responsible for the entire cost.

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<th>Match/Cash (in dollars)</th>
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<td>16,499.00</td>
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**Summary**

The total cost of the training is $15,516.00, with a federal in-kind match of $10,750.00. The local match is $0.00, as the county is responsible for the entire cost.
June 7, 2019

Honorable Andrew Joyce  
Legislative Clerk’s Office  
112 State Street, Room 710  
Albany, New York 12207  

Dear Mr. Joyce:  

The attached correspondence is forwarded for presentation to the Albany County Legislature.

As you are aware our office is responsible for the operation and administration of the Albany County Advanced Life Support Program, which provides paramedic & EMT response in the Towns of Bethlehem, Coeymans, New Scotland, Berne, Rensselaerville and Westerlo. We also operate an EMT program for the Bethlehem Volunteer Ambulance Service, Delmar Fire District and the Town of New Scotland.

We continue to experience problems with filling full and part-time Paramedic and EMT positions with Albany County residents. There is a lack of available emergency personnel residing in Albany County, which creates a major issue. Additionally, the higher hourly rate paid by other municipalities in Albany County has proven to be a hindrance in getting available applicants.

The situation continues to be an issue with fulfilling our staffing requirements and I request legislative approval to fill full & part-time Paramedic & EMT positions with out of county residents. At all times, a qualified resident of Albany County would receive preference over a non-resident.

Should there be any questions, do not hesitate to call.

Sincerely,

Craig D. Apple, Sr.  
Sheriff

Att.
Cc:  Hon. Daniel P. McCoy, County Executive  
Hon. Paul Miller, Public Safety Chairman  
Hon. Dr. Charles Dawson, Audit & Finance Committee  
Kevin Cannizzaro, Esq., Majority Counsel  
Arnis Zilgme, Esq., Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

DATE: MAY 15, 2019

DEPARTMENT: ALBANY COUNTY SHERIFF'S DEPT

CONTACT PERSON: SHERIFF CRAIG D APPLE SR
TELEPHONE: 518-447-5440

DEPT. REPRESENTATIVE ATTENDING COMMITTEE MEETING: SHERIFF CRAIG D APPLE SR

PURPOSE OF REQUEST:
ADOPTION OF LOCAL LAW
AMENDMENT OF PRIOR LEGISLATION
APPROVAL/ADOPTION OF PLAN/PROCEDURE
BOND APPROVAL
BUDGET AMENDMENT (SEE BELOW)
CONTRACT AUTHORIZATION (SEE BELOW)
ENVIRONMENTAL IMPACT
HOME RULE REQUEST
PROPERTY CONVEYANCE
OTHER (STATE BRIEFLY IF NOT LISTED ABOVE)

LEGISLATURE APPROVAL TO RECRUIT AND HIRE FROM OUTSIDE ALBANY COUNTY FOR FULL TIME AND PART TIME PARAMEDICS AND ALSO FULL TIME AND PART TIME EMT POSITIONS.

CONCERNING BUDGET AMENDMENTS
STATE, THE FOLLOWING
INCREASE ACCOUNT/LINE NO.
SOURCE OF FUNDS:
TITLE CHANGE:

CONCERNING CONTRACT AUTHORIZATION,
STATE THE FOLLOWING:
TYPE OF CONTRACT
CHANGE ORDER/CONTRACT AMENDMENT
PURCHASE (EQUIPMENT/SUPPLIES)
LEASE (EQUIPMENT/SUPPLIES)
REQUIREMENTS
PROFESSIONAL SERVICES
EDUCATIONAL/TRAINING
GRANT: NEW RENEWAL
SUBMISSION DEADLINE DATE
SETTLEMENT OF A CLAIM
RELEASE OF LIABILITY
OTHER: (STATE BRIEFLY)
CONCERNING CONTRACT AUTHORIZATION (CONT'D)

STATE THE FOLLOWING:

CONTRACT TERMS/CONDITIONS: ______________________________

PARTY (NAME/ADDRESS): ________________________________________

______________________________________________________________

AMOUNT RATE SCHEDULE/FEES:

TERM: _________________________________

SCOPE OF SERVICES: ______________________________

______________________________________________________________

CONTRACT FUNDING:

ANTICIPATED IN CURRENT BUDGET: YES ____ NO ___

FUNDING SOURCE: _________________________________

COUNTY BUDGET ACCOUNTS: ________________________________

REVENUE: _________________________________

APPROPRIATION: _________________________________

BOND (RES. NO. & DATE OF ADOPTION) __________________________________

CONCERNING ALL REQUESTS:

MANDATED PROGRAM/SERVICE: YES ____ NO ___

IF MANDATED CITE: AUTHORITY X

ANTICIPATED IN CURRENT ADOPTED BUDGET: YES ____ NO ___

IF YES, INDICATE REVENUE APPROPRIATION ACCOUNTS: 

______________________________________________________________

FISCAL IMPACT FUNDING: (DOLLARS OR PERCENTAGES)

FEDERAL _________________________________

STATE _________________________________

COUNTY _________________________________

TERM/LENGTH OF FUNDING _________________________________

PREVIOUS REQUESTS FOR IDENTICAL OR SIMILAR ACTION:

RESOLUTION/LAW NUMBER: RES 18-103

DATE OF ADOPTION: 3/12/2018

JUSTIFICATION: (STATE BRIEFLY WHY LEGISLATIVE ACTION IS REQUESTED)

DUE TO THE UNAVAILABILITY OF EMT'S AND PARAMEDICS WITHIN

ALBANY COUNTY, WE REQUEST LEGISLATURE APPROVAL TO RECRUIT AND

HIRE OUTSIDE OF ALBANY COUNTY FOR BOTH FULL TIME AND PART TIME PARAMEDICS

AND EMT'S. ALSO, WE REQUEST THIS RESOLUTION NOT HAVE AN EXPIRATION DATE.

BACK-UP MATERIAL SUBMITTED (I.E. APPLICATION/APPROVAL NOTICES FROM FUNDING SOURCE,

BID TABULATION SHEET, CIVIL SERVICE APPROVAL NOTICE, PROGRAM ANNOUNCEMENT, CONTRACTS

AND/OR ANY MATERIALS WHICH EXPLAIN OR SUPPORT THE REQUEST FOR LEGISLATIVE ACTION.)

______________________________________________________________

______________________________________________________________

SUBMITTED BY: CRAIG D APPLE SR

TITLE: SHERIFF
May 29, 2019

The Honorable Andrw Joyce
Chairman, Albany County Legislature
Legislative Clerk's Office
112 State Street, Suite 710
Albany, New York 12207

Dear Chairman Joyce:

The Albany County Nursing Home respectfully requests Legislative approval to hire out-of-county staff members for the following positions: Registered Nurse; Licensed Practical Nurse; Certified Nursing Assistant; including full time, part time and per diem in all nursing department titles.

Since September of 2014, we have been recruiting nursing titles and the results have not been sufficient to meet the void created by the revised schedules and the total number of open positions. The supply of qualified applicants is not meeting the demand and we must continue to look outside of our county to fill nursing titles. In addition, our collective bargaining agreement, as well as existing mandates of the contract, require us to provide 26 weekends off per year and rotating holidays off. With the current staffing levels, this cannot be accomplished. At this time, we have three (3) Licensed Practical Nurse, six (6) Registered Nurses, and thirty-one (31) Certified Nursing Assistant budgeted positions vacant, both full and part-time. All of which we have been unable to fill.

Since the facility is open 24 hours a day, 7 days per week providing care to our residents, it is imperative that we maintain minimum staffing levels. Every one of these vacant positions is mandated by NYS Department of Health Regulations and must be filled. Without soliciting perspective staff members from outside of Albany County, we will not be able to recruit enough healthcare professionals to meet the needs of our residents.

In accordance with the requirements of Resolution number 245-C for 1995, the facility requests to be given approval to fill the above mentioned positions. At the current time it is impossible to determine how long this staffing drought will exist, so we leave the
term of the approval with the Legislature, but at a minimum we need the approval to hire out-of-county for a 12 month period.

Thank you for your consideration.

Sincerely,

Larry I. Slatky
Executive Director

cc: Dennis Feeney, Majority Leader
     Frank Mauriello, Minority Leader
     Kevin Cannizzaro, Majority Counsel
     Arnis Zilgme, Minority Counsel
REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):
Albany County Nursing Home To Be Permitted to Hire Registered and Licensed Nurses and Certified Nursing Assistants Who Reside Outside of Albany County

Date: May 29, 2019
Submitted By: Larry L. Slatky
Department: Albany County Nursing Home
Title: Executive Director
Phone: 518-869-2231

Purpose of Request:

☐ Adopting of Local Law
☐ Amendment of Prior Legislation
☒ Approval/Adoption of Plan/Procedure
☐ Bond Approval
☐ Budget Amendment
☐ Contract Authorization
☐ Countywide Services
☐ Environmental Impact/SEQR
☐ Home Rule Request
☐ Property Conveyance
☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

☐ Contractual
☐ Equipment
☐ Fringe
☐ Personnel
CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:
- □ Change Order/Contract Amendment
- □ Purchase (Equipment/Supplies)
- □ Lease (Equipment/Supplies)
- □ Requirements
- □ Professional Services
- □ Education/Training
- □ Grant
  - Choose an item.
  - Submission Date Deadline Click or tap to enter a date.
- □ Settlement of a Claim
- □ Release of Liability
- □ Other: (state if not listed)
  - Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):
  - Click or tap here to enter text.

Additional Parties (Names/addresses):
  - Click or tap here to enter text.

Amount/Raise Schedule/Fee:
  - Click or tap here to enter text.
Scope of Services:
  - Click or tap here to enter text.

Bond Res. No.:
  - Click or tap here to enter text.
Date of Adoption:
  - Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:
  - Yes ✅ No □
If Mandated Cite Authority:
  - New York State Department of Health

Is there a Fiscal Impact?
  - Yes □ No ✅
Anticipated in Current Budget:
  - Yes ✅ No □
County Budget Accounts:
Revenue Account and Line: Click or tap here to enter text.
Revenue Amount: Click or tap here to enter text.
Appropriation Account and Line: Click or tap here to enter text.
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)
Federal: Click or tap here to enter text.
State: Click or tap here to enter text.
County: 100
Local: Click or tap here to enter text.

Term
Term: (Start and end date) 4/1/2019 through 3/31/2020
Length of Contract: 12 months

Impact on Pending Litigation
Yes ☐ No ☒
If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:
Resolution/Law Number: 162
Date of Adoption: 4/10/2018

Justification: (state briefly why legislative action is requested)
The Albany County Region has a shortage of Registered and Licensed Nurses and Certified Nursing Assistants to fill its budgeted positions and therefore must seek qualified nursing staff members outside of the County to properly care for the residents who reside at the nursing home. It should be noted that throughout the year we have advertised with the Times Union, posted positions with Indeed, Civil Service, Unemployment and Certified Nursing Assistant schools and have not been able to fill vacant Certified Nursing Assistant positions.