

Criminal Justice & Public Safety Committee
Warren County Office of Emergency Services
AGENDA
May 1, 2017

Committee Members: MONTESI, Geraghty, Girard, Brock, Simpson, Vanselow,
Braymer, Seeber, MacDonald

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda/New Business
 1. **Request:** Resolution request for a new contract with Capital Digitronics for vehicle equipment installation services.
Rationale: Resolution needed to provide OES with vehicle equipment installation services in an amount not to exceed \$5,000 per year. Funding is available in the existing 2017 budget, specifically Fire Prevention, Civil Defense and Emergency Medical Services budget codes.
- IV. Referral/Pending Items
- V. Information for Discussion/Review
 - EMS Discussion – Resolution requests possible
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to adjourn

Attachments

#1 Request for New Contract

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Office of Emergency Services

DATE: May 1, 2017

- (a) Is this a Result of a Bid or Request for Proposal?
No
- (b) Purpose of Contract:
To provide equipment installation services
- (c) Name of Contractor:
Capital Digitronics, Inc.
- (d) Address of Contractor: **264 Bradford Street
Albany, NY 12206**
- (e) Contractor's Contact Person and Telephone Number:
Tom McCabe 518-449-3366
- (f) Has or will the Contract be provided, if so, please attach:
To be provided
- (g) Commencement Date of Contract:
Upon execution
- (h) Termination Date of Contract:
December 31, 2017 with the possibility of two annual extensions
- (i) Payment Provisions: i) lump sum amount
ii) hourly rate amount
iii) total amount not to exceed **\$5,000 per year**
iv) how will payments be made (i.e. monthly, quarterly,
upon completion of the project, etc.
Upon completion of services
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title*
and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and
Amount:

Various OES equipment installation budget codes

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS