

SHARED SERVICES COMMITTEE AGENDA

JANUARY 22, 2018

Committee Members: Beaty, Geraghty, Frasier, Loeb, Braymer, Hyde, Magowan, Wild, Hogan

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda/New Business
 - A. None
- IV. Referrals/Pending Items
 - A. None
- V. Information for Discussion/Review
 - A. Consolidated Commodity Purchasing
 1. Update on 2017 savings - see attached reports
 2. Discuss participation/challenges
 3. Do Supervisors feel there are ways the program and/or communications from the Purchasing Office could be improved
 4. Are any additional bids needed at the Town/City/Village level that could be consolidated through the County (similar to water treatment chemicals).
- VI. Privilege of the Floor to discuss any additional items to come before the Committee

**2017 COUNTY-WIDE SAVINGS UNDER THE
CONSOLIDATED PURCHASING PROGRAM**

Municipality	Efficiency Plan Savings	Non-Efficiency Plan Savings	
Town of Bolton	\$19,675.60		
Town of Chester	\$3,102.94		
Town of Hague	\$416.56		
Town of Horicon	\$1,575.77		
Town of Johnsbury	\$2,205.12		
Town of Lake George	\$2,043.15		
Village of Lake George	\$5,900.25		
Town of Lake Luzerne	\$2,793.80		
Town of Queensbury		\$5,588.33	
Town of Stony Creek		\$676.53	
Town of Thurman	\$1,248.44		
Town of Warrensburg	\$2,527.33		
City of Glens Falls	\$31,771.18		
Warren County	\$50,229.69		
TOTALS:	\$123,489.83	+	\$6,264.86 = \$129,754.69

Annual TOTAL County-wide goal in the Efficiency Plan is \$27,382. We roughly exceeded this by 450%.

TOWN OF BOLTON SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
5 Gallon Water Bottles	\$8.95	\$2.79	63 (est Jan-March)	\$388.08	69%
HP 8740 MFP	\$299.99	\$268.99	1	\$31.00	10.33%
Ink Cartridges for 8740	\$122.96/4 color	\$95.94/4 pack (recommendation)	1	\$27.02	21.97%
8 ½ x 11 copy paper	\$24.17	\$22.61	28 cases	\$43.68	6.45%
Various Office Supplies	Varies	Varies	Varies	\$685.33 (estimated annual)	NA
4 Drawer File Cabinet	\$629.99	\$580.50 (recommendation)	1	\$49.49	7.86%
Personal Protection Equipment	Varied	Varies	Varies	\$427.20	NA
Electronics Recycling Jan-December	\$.25/lb	\$.15/lb CRTs \$.055 rebate for others	21886 lbs CRT 5071 lbs other	\$2,467.47	45.1%
Disposal of Processible Waste	\$56.10/ton bid for 2017	\$55.00/ton - negotiated	569.16 tons (est)	\$626.07 (est)	N/A
Engine Lubricants	Varies by Item	Varies by Item	Varies by Item	\$4,439.95 (estimated annual)	N/A
Water Treatment Chemicals	Varied	Varies	Varies	\$8,963.86 (estimated annual)	N/A
Febreeze 9.7 oz cans	\$36.25/case	\$19.98/case	8 cases	\$130.16	44.88%
Bleach	\$14.30/case	\$7.99/case	5 cases	\$39.95	55.87%
Disinfectant Spray	\$97.88/case	\$69.98/case	2 cases	\$55.80	28.5%

TOWN OF CHESTER SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
Disposal of Processible Waste	\$56.10/ton bid for 2017	\$55.00/ton - negotiated	563.99 tons (est)	\$620.39 (est)	N/A
E-Waste Recycling - Jan-December	\$.25/lb CRTs other items free	\$.15/lb CRTs \$110/ton for other items	20,825 lbs CRTs 7274 other items	\$2,482.55	47.68%
			TOTAL:	\$3,102.94	

TOWN OF JOHNSBURG SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
Personal Protection Equipment	Varied	Varies	Varies	\$315.17	NA
E-Waste Recycling - Jan - December	\$.25/lb CRTs other items free	\$.15/lb CRTs \$110/ton for other items	10,714 lbs CRTs 2095 lbs other	\$1,186.62	44.3%
Engine Lubricants	Varied	Varies	Varies	\$703.33 (estimated annual)	
			TOTAL:	\$2,205.12	

TOWN OF LAKE LUZERNE SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
8 ½ x 11 copy paper	\$24.17	\$22.61	10 Cases	\$15.60	6.45%
E-Waste Recycling - Jan-December	\$.25/lb CRTs other items free	\$.15/lb CRTs \$110/ton for other items	20,417 lbs CRTs 13,915 lbs other	\$2,778.20	54.43%
			TOTAL:	\$2,793.80	

TOWN OF THURMAN SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
Various Office Supplies	Varies	Varies	Varies	\$198.39	NA
Disposable Food Service Items	Varies	Varies	Varies	\$7.78	NA
E-Waste Recycling - Jan - December	\$.25/lb CRTs other items free	\$.15/lb CRTs \$110/ton for other items	6951 lbs CRTs 3151 lbs other	\$868.39	49.97%
Garbage Bags	\$45.68/case of 200	\$25.63/case of 150	6 cases	\$28.94	15.84%
Lysol Spray	\$94.72/case	\$69.98/case	1 case	\$24.74	26.12%
Toilet Tissue	\$56.79/96 rolls	\$27.49/80 rolls	3 cases	\$31.11	27.39%
Windex	\$61.41/case	\$22.01/case	1 case	\$39.40	64.16%
Clorox Cleaner	\$39.26/case of 9	\$21.76/case of 12	1 case	\$17.50	44.57%
Mop Heads	\$64.79/case of 12	\$41.04/case of 12	1 case	\$23.75	36.66%
C-Fold Towels	\$28.06/case	\$19.62/case	1 case	\$8.44	30.08%
			TOTAL:	\$1,248.44	

CITY OF GLENS FALLS SAVINGS - 2017

Commodity	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
Water Treatment Chemicals (5 items) under bid no. WC 12-17	Varied	Varies	Varies	\$21,381.08 (estimated annual)	N/A
Engine Lubricants	Varied	Varies	Varies	\$2,524.53	N/A
WWTP - Paper Towels	\$62.71/case	\$39.99/case	14 cases	\$318.08	36.23%
WWTP, DPW - Tissues	\$25.46/case	\$11.09/case	12 cases	\$225.65	56.44%
Rec Dept.-Toilet Tissue	\$15.65/case	\$14.39/case	8 cases	\$10.08	8.00%
Fire Dept-Toilet Tissue	\$64.20/case	\$27.49/case	8 cases	\$422.08	34.26%
Fire Dept-Paper Towels	\$55.90/case	\$50.75/case	1 case	\$5.15	9.21%
DPW - Toilet Tissue	\$52.17/case	\$27.49/case	35 cases	\$863.80	47.31%
GGFT-Toilet Tissue	\$59.99/case	\$31.76/case	6 cases	\$169.38	47.06%
GGFT-Paper Towels	\$65.99/case	\$49.09/case	5 cases	\$84.50	25.61%
DPW - Paper Towels	\$28.55/case	\$23.76/case	6 cases	\$28.74	16.78%
DPW - Paper Towels	\$57.10/case	\$34.49/case	32 cases	\$723.52	39.60%
DPW, Fire Dept - Bleach	\$13.85/case	\$7.99/case	17 cases	\$99.62	42.31%
DPW - Bowl Cleaner	\$26.52/case	\$18.75/case	3 cases	\$23.31	29.30%
Fire Dept - Bowl Cleaner Gel	\$42.41/case	\$22.31/case	11 cases	\$91.71	27.20%
Fire Dept. - Ajax	\$27.30/case	\$16.09/case	1 case	\$11.21	41.06%
Fire Dept - Dish Det.	\$35.31/case	\$30.41/case	9 cases	\$44.10	13.88%

WWTP - Dish Det.	\$30.99/case	\$30.41/case	3 cases	\$1.74	1.87%
DPW, GGFT, Fire Dept-Disinfectant Spray	\$42.14/case	\$20.92/case	13 cases	\$191.58	50.36%
DPW-Disinfecting Wipes	\$79.40/case	\$22.80/case	3 cases	\$169.80	71.28%
DPW-Floor Cleaner	\$39.79/case	\$23.12/case	9 cases	\$150.03	41.89%
GGFT-Floor Stripper	\$59.99/case	\$41.08/case	1 case	\$18.91	31.52%
GGFT-Floor Polish	\$94.49/case	\$45.78/case	1 case	\$48.71	51.55%
DPW-Germicidal Cleaner	\$41.50/case	\$27.00/case	2 cases	\$29.00	34.94%
DPW - Vinyl Gloves	\$4.20/box	\$1.627/box	22 boxes	\$56.61	61.27%
Fire Dept-Laundry Det	\$34.76/40 lb	\$21.40/50 lb.	4 pails	\$88.20	50.75%
DPW, Fire Dept - Mop Heads	\$6.00 each	\$3.42 each	20	\$51.60	43.00%
DPW - Window Cleaner	\$78.47/case	\$22.01/case	1 case	\$56.46	71.95%
WWTP -Window Cleaner	\$44.99/case	\$22.01/case	2 cases	\$45.96	51.08%
DPW - Lotion Soap	\$48.60/case	\$26.09/case	4 cases	\$90.04	46.32%
DPW-Hand Sanitizer	\$106.96/case	\$97.64/case	2 cases	\$18.64	8.71%
DPW-Furniture Polish	\$1.97/9.7 oz	\$2.84/20 oz	3 cans	\$3.30	27.92%
WWTP - Bar Soap	\$56.69/case	\$40.29/case	1 case	\$16.40	28.93%
Fire Dept - Vehicle Soap	\$75.58/5 gal.	\$23.90/4 gals	10 gals	\$79.46	52.57%
Fire Dept-Spic&Span	\$108.20/case	\$28.62/case	3 cases	\$85.86	26.45%
GGFT-Spic&SpanPkts	\$29.99/case	\$21.26/case	10 cases	\$87.30	29.11%
Fire Dept-Sponges	\$17.85/case of 20	\$19.98/case of 40	4 cases	\$45.03	36.04%

Letter size paper April - July 13th	\$32.99/case	\$22.61/case	35 cases	\$363.30	31.46%
Nursing Supplies	Varied	Varies	Varies	\$3,046.71	N/A
			TOTAL:	\$31,771.18	

WARREN COUNTY SAVINGS - 2017

Commodity/Service	Previous Price	County Price	Quantity	Total Savings	Percentage Savings
Folder Machine Maintenance	\$1,177.54	\$1,020.00 (negotiated)	Annually	\$157.54	13.38%
11 x 17 paper	\$36.99	\$29.97	23 Cases	\$161.46	19%
Personal Protection Equipment	Varies	Varies	Varies	\$3,032.11	NA
Shoulder Machine Parts	Varied	Varies	Varies	\$1,335.00	N/A
Corrugated Poly Pipe	Varied	Varies	Varies	\$9,042.95	N/A
Office Supplies	Varied	Varies	Varies	\$32,148.80	26.51%
Engine Lubricants	Varied	Varies	Varies	\$182.75	N/A
Work Zone Equipment	Varied	Varies	Varies	\$4,169.08	N/A
			TOTAL:	\$50,229.69	

*Action Details	*Signatories Involved in Action (Check Box)	Fiscal Year Beginning in 2017 Savings	Fiscal Year Beginning in 2018 Savings	Fiscal Year Beginning in 2019 Savings
Type of Action: Efficiency Action Category: Utilities Implementation Date (Cannot be prior to 01/01/2012) : 01/01/2015 Past Efficiencies (Required for Actions prior to 04/01/2014): None Attached Does Action involve entities other than Plan Signatories?: No Description of Action: Town of Lake George signed a 20 year agreement to purchase solar power.	<input checked="" type="checkbox"/> Town of Lake George	20,345	20,956	21,584
Type of Action: Shared Services Action Category: Procurement Implementation Date (Cannot be prior to 01/01/2012) : 01/01/2017 Past Efficiencies (Required for Actions prior to 04/01/2014): None Attached Does Action involve entities other than Plan Signatories?: No Description of Action: County will develop, oversee and coordinate purchasing and bids for common utilities for all participating local governments. Minimal savings stated with further savings anticipated in future as program is implemented.	<input checked="" type="checkbox"/> County of Warren <input checked="" type="checkbox"/> Town of Bolton <input checked="" type="checkbox"/> Town of Chester <input checked="" type="checkbox"/> Town of Hague <input checked="" type="checkbox"/> Town of Horicon <input checked="" type="checkbox"/> Town of Johnsbury <input checked="" type="checkbox"/> Town of Lake George <input checked="" type="checkbox"/> Town of Lake Luzerne <input checked="" type="checkbox"/> Town of Thurman <input checked="" type="checkbox"/> Town of Warrensburg <input checked="" type="checkbox"/> Village of Lake George <input checked="" type="checkbox"/> Bolton Fire District <input checked="" type="checkbox"/> Warrensburg Fire District <input checked="" type="checkbox"/> City of Glens Falls	1,094 2,019 1,000 2,047 2,670 125 5,537 736 3,020 1,278 750 0 0 7,106	1,094 2,019 1,000 2,047 2,670 125 5,537 736 3,020 1,278 750 0 0 7,106	1,094 2,019 1,000 2,047 2,670 125 5,537 736 3,020 1,278 750 0 0 7,106
Total Savings:		\$2,530,047	\$2,438,706	\$2,590,033