

 ORIGINAL

**Public Safety Committee
Sheriff's Committee Agenda
August 19, 2019**

Committee Members: Leggett, Geraghty, Simpson, Wild, Magowan, Sokol, Hogan, Braymer, Driscoll and Merlino.

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior committee meeting
- III. Action Agenda
 - A. Request Resolution to Extend Contract with Nemer Ford for proprietary dealer only repairs for various Ford makes and models
- IV. Referral / Pending Items
- V. Topics for Discussion
 - A. Currently have (2) Correction Officer vacancies.
- VI. Motion to adjourn

Attachments:

- #1. Resolution Request Form #4 Extend Existing Contract (Nemer Ford)

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Sheriff's Office

DATE: 08-19-2019

- (a) Purpose of Contract Change: **Extend existing contract**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **Resolution 358 of 2018**
- (c) Name of Contractor: **Nemer Ford**
- (d) Address of Contractor: **323 Quaker Road Queensbury, NY 12804**
- (e) Contractor's Contact Person and Telephone Number:
Aaron Pratt (518)798-8834
- (f) Commencement Date of Extension: **10-01-2019**
- (g) Termination Date of Extension: **09-30-2020**
- (h) Payment Provisions:
 - i) lump sum amount
 - ii) hourly rate amount **\$85**
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: A.3110 441 Sheriff Law Enforcement Auto Supply and Repair**

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

WARREN COUNTY PURCHASING DEPARTMENT

1340 State Route 9
Lake George, NY 12845
Telephone: (518) 761-6538
Fax: (518) 761-6395



Julie A. Butler, Purchasing Agent
Jason M. Shpur, Deputy Purchasing Agent
Amber N. Brownell, Purchasing Assistant

MEMO

TO: Shawn Lamouree, Undersheriff
Sheriff's Office

FROM: Julie A. Butler, Purchasing Agent

DATE: July 23, 2019

SUBJECT: WC 52-18 - PROPRIETARY DEALER ONLY REPAIRS FOR VARIOUS
FORD MAKES AND MODELS

=====
Transmitted herewith is a copy of the extension letter from Nemer Ford for the above-referenced services which indicates the company's desire to extend their agreement from October 1, 2019 through September 30, 2020.

It appears that an additional resolution will be required to extend this contract. Please see Resolution No. 358 of 2018 also attached hereto.

Please do not hesitate to contact me should you have any questions.

Encs.

WARREN COUNTY PURCHASING DEPARTMENT

1340 State Route 9
Lake George, NY 12845
Telephone: (518) 761-6538
Fax: (518) 761-6395



Julie A. Butler, Purchasing Agent
Jason M. Shpur, Deputy Purchasing Agent
Amber N. Brownell, Purchasing Assistant

July 23, 2019

Nemer Ford
Attn: Aaron Pratt
323 Quaker Rd.
Queensbury, NY 12804

RE: WC 52-18 - CONTRACT
EXTENSION

Mr. Pratt:

The Warren County bid for Proprietary Dealer Only Repairs for Various Ford Makes and Models (WC 52-18) contains an extension clause which provides an option for the renewal of the contract for an additional year from October 1, 2019 through September 30, 2020.

Please advise whether your company is interested in extending this contract for the above term, upon the same terms and conditions, by completing and signing the statement below and returning this page to the address indicated above.

If you have any questions or wish to discuss this matter further, please contact me by e-mail or phone.

Thank you for your attention to this matter.

Regards,

Julie A. Butler
Julie A. Butler
Purchasing Agent

I, AARON PRATT NEMER FORD wish / do not wish
(Print name) (Circle intent)
to extend the above-referenced bid upon the same terms and conditions for the term indicated above.
[Signature] 7/23/19
(Signature) (Date)

Warren County Board of Supervisors

RESOLUTION NO. 358 OF 2018

RESOLUTION INTRODUCED BY SUPERVISORS LEGGETT, GERAGHTY, SIMPSON, WILD, MAGOWAN, DIAMOND, SOKOL, HOGAN, BRAYMER, DRISCOLL AND VACANT

AWARDING BID AND AUTHORIZING AGREEMENT WITH NEMER FORD AS PROPRIETARY DEALER FOR REPAIRS OF VARIOUS FORD MAKES AND MODELS FOR THE WARREN COUNTY SHERIFF'S OFFICE (WC 52-18)

WHEREAS, the Purchasing Agent has advertised for sealed bids for proprietary dealer only repairs for various Ford makes and models for the Warren County Sheriff's Office (WC 52-18), and

WHEREAS, the Sheriff's Office has issued correspondence recommending award of the bid to Nemer Ford, the sole bidder, now, therefore, be it

RESOLVED, that the Purchasing Agent notify Nemer Ford of the acceptance of their bid, and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to enter into an agreement with Nemer Ford, 323 Quaker Road, Queensbury, New York 12804, for Proprietary Dealer Only Repairs for Various Ford Makes and Models for the Warren County Sheriff's Office, pursuant to the terms and provisions of the specifications (WC 52-18) and proposal, for a term commencing upon execution of the agreement by both parties and terminating on September 30, 2019, in a form approved by the County Attorney, and be it further

RESOLVED, that funds for this agreement will be paid from Budget Code A.3110441 Sheriff's Law Enforcement, Auto Supplies & Repair.

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an *existing* funded position in their budget that is vacated due to a retirement, resignation, termination or promotion. This notice may not be used for requests to create a *new* position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department: Sheriff Payroll Dept. No: 30.00
Title of Position: Communication Officer # 15 Base Salary of Position: \$40563.88 Grade: _____
Filling at Step # (If Known): 1
Budget code and title: A.3020 110 Communcations Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No./Last Name: 11915 Farmer Date of Vacancy: 7/24/2019
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal _____% State _____% Other _____%

CIVIL SERVICE STATUS AND HUMAN RESOURCES DIRECTOR APPROVAL

Competitive-active eligible list Competitive-no list (*hiring would be provisional*) Non-Competitive Other _____
Actual Impact to Budget Report will be provided monthly by Human Resources Director.
Candidate's qualifications must be approved by Personnel Officer prior to hiring. 8/5/19
Human Resources Director has approved this form when initialed. AS 8-2-19

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

- The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.

Administrator Signature [Signature] Date 8/5/19

BUDGET OFFICER COMPLETES THIS SECTION

- The Budget Officer has no objection to the filling of the vacancy.
 The Budget Officer objects to the filling of the vacancy.

Budget Officer Signature Frank E. Thomas Date 8/16/19

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Criminal Justice + Public Safety

- The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
 In the case of an emergency, Committee Chair has no objection to the filling of the vacancy.
 In the case of an emergency, Committee Chair objects to the filling of the vacancy.

Ranking Committee Member Signature [Signature] Date 8/19/19
Vice Chair