



ONEIDA COUNTY BOARD OF LEGISLATORS

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ARTICLE 1 – GENERAL PROVISIONS

Part A – Purpose and Applications

1-101 Purpose

The purpose of this Policy is to provide for the fair and equitable treatment of all persons involved in public purchasing with the County of Oneida, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

1-102 Application

This Policy applies to contracts for the procurement of all supplies, services, materials and equipment; as well as professional service contracts entered into by the County of Oneida after the effective date of this Policy. It shall apply to every expenditure of public funds by a public agency for public purchasing irrespective of the source of the funds. When the procurement involves the expenditure of federal and/or state grant monies or contract funds, the procurement shall be conducted in accordance with any mandatory applicable federal and/or state laws and regulations. Nothing in this Policy shall prevent any public agency from complying with the terms and conditions of any grant, gift, or bequest that is otherwise consistent with law.

Part B – Definitions

1-201 Definitions

- 1) *Architect-Engineer and Land Surveying Services.* Those professional services within the scope of the practice of architecture, professional engineering, or land surveying, as defined by the laws of the State of New York.
- 2) *Brand Name or Equal Specification.* A specification limited to one or more items by manufacturers' names or catalogue numbers to describe the standard of quality, performance, and other salient characteristics needed to meet County requirements, and which provides for the submission of equivalent products.
- 3) *Brand Name Specification.* A specification limited to one or more items by manufacturers' names or catalogue numbers.
- 4) *Business.* Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other private legal entity.
- 5) *Change Order.* A written order signed and issued by the Director of Purchasing or his or her designee directing the contractor to make changes in relation to a specific purchase order or county contract.
- 6) *Contract Modification (bilateral change).* Any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual action of the parties to the contract.

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Final Draft
Per Kim Flint

Changes on Pg 5

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- 7) *Confidential Information.* Any information which is available to an employee only because of the employee's status as an employee of the County and is not a matter of public knowledge or available to the public on request.
- 8) *Construction.* The process of building, altering, repairing, improving, or demolishing any public structure, building, road, highway, bridge or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings, or real property.
- 9) *Contract.* All types of County agreements, regardless of what they may be called, for the procurement of supplies, services or construction.
- 10) *Contractor.* Any person, firm or corporation having a contract with the county or a using agency thereof.
- 11) *Cost Analysis.* The evaluation of cost data for the purpose of arriving at costs actually incurred or estimates of costs to be incurred, prices to be paid, and costs to be reimbursed.
- 12) *Cost Data.* Factual information concerning the cost of labor, material, overhead, and other cost elements which are expected to be incurred or which have been actually incurred by the contractor in performing the contract.
- 13) *Cost-Reimbursement Contract.* A contract under which a contractor is reimbursed for costs which are allowable and allocable in accordance with the contract terms and the provisions of this Policy, and a fee for profit, if any.
- 14) *Direct or Indirect Participation.* Involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity.
- 15) *Employee.* An individual drawing a salary or wages from the County, whether elected or not; any non-compensated individual performing personal services for the County or any department, agency, commission, council, board, or any other entity established by the executive or legislative branch of the County.
- 16) *Financial Interest.*
 - a) Ownership of any interest or involvement in any relationship from which, or as a result of which, a person within the past year has received, or is presently or in the future entitled to receive more than \$100.00 per year, or its equivalent;
 - b) Ownership of 25% of any property or business; or
 - c) Holding a position in a business such as officer, director, trustee, partner, employee, or the like or holding any position of management.
- 17) *Gratuity.* A payment, loan, subscription, advance, deposit of money, service, or anything else with a nominal value of \$25.00 or more.
- 18) *Immediate Family.* A spouse, children or step-children, parents, or step-parents, brothers or step-brothers, and sisters or step-sisters.

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- 19) *Invitation for Bids.* All documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.
- 20) *Person.* Any business, individual, union, committee, club, other organization, or group of individuals.
- 21) *Price Analysis.* The evaluation of price data, without analysis of the separate cost components and profit as in cost analysis, which may assist in arriving at prices to be paid and costs to be reimbursed.
- 22) *Pricing Data.* Factual information concerning prices for items substantially similar to those being procured. Pricing in this definition refers to offered or proposed selling prices, historical selling prices and current selling prices. The definition refers to data relevant to both prime and subcontract prices.
- 23) *Procurement.* The buying, purchasing, renting, leasing, or otherwise acquiring of any supplies, services, or construction. It also includes all functions that pertain to the obtaining of any supply, service, or construction, including description of requirements, selection, and solicitation of sources, preparation and award of contract, and all phases of contract administration.
- 24) *Public Agency.* A public entity subject to or created by the County or created under State law.
- 25) *Request for Proposals.* All documents, whether attached or incorporated by reference, utilized for soliciting proposals.
- 26) *Responsible Bidder of Offeror.* A person who has the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.
- 27) *Responsive Bidder.* A person who has submitted a bid that conforms in all material respects to the requirements set forth in the invitation for bids.
- 28) *Services.* The furnishing of labor, time or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.
- 29) *Specification.* Any description of the physical or functional characteristics or of the nature of a supply, service, equipment or construction item. It may include a description of any requirement for inspecting, testing, or preparing a supply, service, equipment or construction item for delivery.
- 30) *Supplies.* All property, including but not limited to equipment, materials, and printing, excluding land or a permanent interest in land.

- 31) *Surplus.* Any unused, obsolete or excess materials, equipment or supplies no longer needed for public use as determined by the Director of Purchasing or his or her designee.
- 32) *Using Agency.* Any department, commission, board, or public agency requiring supplies, services, equipment, or construction procured pursuant to this Policy.

Part C – Public Access to Procurement Information

1-301 Public Access to Procurement Information

Procurement information shall be a public record to the extent provided in the New York State Freedom of Information Law (Public Officers Law, Article 6), and shall be available to the public as provided in such statute.

ARTICLE 2 – OFFICE OF THE DIRECTOR OF PURCHASING

2-101 Authority and Duties

- 1) *Principal Public Purchasing Official.* Except as otherwise provided herein, the Director of Purchasing shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of supplies, services, equipment, and public works projects in accordance with this Policy, as well as the management and disposal of supplies, services, and equipment.
- 2) *Duties.* In accordance with this Policy the Director of Purchasing or his or her designee shall:
 - a) Procure or supervise the procurement of all supplies, services, materials and equipment, as well as professional services \$50,000.00 as needed by the County;
 - b) Sell, trade, or otherwise dispose of surplus supplies belonging to the County; and
 - c) Establish and maintain programs for specification development, contract administration and inspection and acceptance, in cooperation with the public agencies using the supplies, services, and construction.
- 3) *Operational Procedures.* Consistent with this Policy the Director of Purchasing may adopt operational procedures relating to the execution of its duties.

2-102 Delegations to Other County Officials

With the approval of the County Executive, the Director of Purchasing may delegate authority to purchase certain supplies, services, equipment, or construction items to other County officials, if such delegation is deemed necessary for the effective procurement of those items.

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ARTICLE 3 – SOURCE SELECTION AND CONTRACT FORMATION

PART A – Methods of Source Selection

3-101 Competitive Sealed Bidding.

- 1) *Conditions for Use.* All contracts of the County of Oneida shall be awarded by competitive sealed bidding, and in accordance with Section 103 of the General Municipal Law and any applicable federal or state laws, rules or regulations governing same, except as otherwise provided in Sections 3-102 (Competitive Sealed Proposals), 3-103 (Contracting for Designated Professional Services), 3-104 (Small Purchases), 3-105 (Sole Source Procurement), 3-106 (Emergency Procurements), and 5-401 (Public Announcement and Selection Process) of this Policy. No later than ten (10) days prior to the invitation for bids being issued, the specifications for equipment with anticipated costs in excess of \$50,000 shall be provided to the appropriate Legislative Committee for its review and comment.
- 2) *Invitation for Bids.* An invitation for bids shall be issued and shall include specifications, and all contractual terms and conditions applicable to the procurement.
- 3) *Public Notice.* Adequate public notice of the invitation for bids shall be given, not less than fifteen (15) calendar days prior to the date set forth therein for the opening of bids, unless it is determined by the Director of Purchasing, in writing that a public notice of less than fifteen (15) days is adequate. In no instance shall the public notice be less than five (5) business days. Such notice shall be in the public notice section of the Observer Dispatch, the Rome Daily Sentinel and the Oneida Daily Dispatch for a period of three (3) consecutive days. The public notice shall state the place, date, and time of the bid opening.
- 4) *Bid Opening.* Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid, and such other relevant information as the Director of Purchasing deems appropriate, together with the name of each bidder shall be recorded; the record and each bid shall be open to public inspection in accordance with Section 1-301 (Public Access to Procurement Information).
- 5) *Bid Acceptance and Bid Evaluation.* Bids shall be unconditionally accepted without alteration or correction, except as authorized in this Policy. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used. No criteria may be used in bid evaluations that are not set forth in the invitation for bids.
- 6) *Correction or Withdrawal of Bids; Cancellation of Awards.* Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received

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in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, correction of bids shall not be permitted. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the county or fair competition shall be permitted. In lieu of bid correction, a bidder alleging a material mistake of fact may be permitted to withdraw his bid if:

- a) The mistake is clearly evident on the face of the bid document but the intended correct bid is not similarly evident; or
 - b) The bidder submits evidence that clearly and convincingly demonstrates that a mistake was made. All decisions to permit correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by written determination made by the Director of Purchasing.
- 7) *Award.* The contract shall be awarded with reasonable promptness by appropriate written notice to the lowest responsible and responsive bidder whose bid meets the requirements and criteria set forth in the invitation for bids.
- 8) *Multi-Step Sealed Bidding.* When it is considered impractical to prepare initially a purchase description to support an award based on price, an invitation for bids may be issued requesting submission of un-priced offers to be followed by an invitation for bids based on the product information received from the first solicitation.

3-102 **Contracting for Designated Professional Services**

- 1) *Authority.* For the purpose of procuring the services of [accountants] [physicians] [lawyers], engineers, land surveyors, architects and other professional services as defined by the laws of the State of New York, any using agency requiring such services may procure them on its own behalf, in accordance with the selection procedures specified in this section.
- 2) *Selection Procedure.*
 - a) *Conditions for Use.* Except as provided under Section 3-105 (Sole Source Procurement) or Section 3-106 (Emergency Procurements), the professional services designated in subsection (1) of this Section shall be procured in accordance with this Subsection.
 - b) *Request for Proposals.* Proposals shall be solicited via a formal Request for Proposals (RFP) document. The using agency shall make every reasonable effort to obtain at least (3) proposals.
 - c) *Statement of Qualifications.* Persons solicited for providing the designated types of professional services may submit statements of qualifications or expressions of interest in providing such professional services. An agency using such professional services may specify a uniform format for statements of qualifications and may request submittal of fee estimates with statements of qualifications. Persons may amend these statements at any time prior to the request for proposals due date by filing a new statement.
 - d) *Discussions.* The head of a using agency procuring the required professional services or a designee of such officer may conduct discussions with any offeror

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who has submitted a Statement of Qualifications to determine such offeror's qualifications for further consideration. Discussions shall not disclose any information derived from Statements of Qualification's submitted by other offerors.

- e) *Award.* Award shall be made to the offeror determined in writing by the head of the using agency procuring the required professional services or a designee of such officer, to be best qualified based on the agency's evaluation of the Statement of Qualifications, and negotiation of compensation determined to be fair and reasonable. If compensation cannot be agreed upon with the best-qualified offeror, the negotiations will be formally terminated with the selected offeror. If Statements of Qualifications were submitted by one or more other offerors determined to be qualified, negotiations may be conducted with such other offeror or offerors, in the order of their respective qualification ranking, and the contract may be awarded to the offeror then ranked best qualified if the amount of compensation is determined to be fair and reasonable. Awards in excess of \$50,000 must be approved by the Oneida County Board of Legislators.

3-103 **Purchases not subject to Competitive Bidding**

- Purchases of \$10,000 or less for commodities, equipment, materials, supplies and services.
- Purchases of \$20,000 or less for public works projects.

Section 104-b of New York State General Municipal Law requires that procedures for purchasing goods and services that fall below the monetary bid limits be established and approved by the governing board. The following shall constitute Oneida County Policy:

- 1) *Cumulative Purchases.*
 - a) Purchases shall be evaluated with attention given to cumulative dollar amounts expected in a given fiscal year. The Director of Purchasing shall canvas using agencies to determine yearly value of a commodity or service. Past history can be taken into consideration when evaluating yearly costs associated with the purchase of a commodity or service. If the bid limit is suspected to be exceeded, competitive bidding shall be used. This decision shall rest with the Director of Purchasing.
 - b) If there are several comparable separate public works projects for the same or various locations, in a foreseeable time frame, whose expected cumulative total is \$5,000 or more, written quotes must be obtained from a minimum of three suppliers.
- 2) *Methods of Procurement Not Covered By Competitive Bidding.*
 - a) Purchases for **commodities, equipment, supplies, materials and services** under \$1,000 shall be awarded at the discretion of the Director of Purchasing; Purchases from \$1,000 to \$2,999.99 will require a minimum of three telephone, facsimile or e-mail quotes; Purchases from \$3,000 to \$10,000 will require a

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- minimum of three written quotes. All purchases of more than \$10,000 will be Competitively Bid,
- b) Purchases that are defined as **Public Works Projects** under \$4,999.99 will be awarded at the discretion of the Director of Purchasing; Purchases from \$5,000 to \$20,000 will require a minimum of three written quotes. All purchases of more than \$20,000 will be Competitively Bid.
 - c) Purchases and contracts defined as **Professional Services** up to \$50,000 will be awarded by the Board of Acquisition and Contract, upon the advice of the Director of Purchasing and the Commissioner or Director of the using Agency. Purchases and contracts of more than \$50,001 will require the issuing of a formal Request for Proposal; and the approval of the County Legislature.
- 3) *Award.* All awards from telephone, facsimile, e-mail or written quotes shall be made to the supplier offering the best value to the County. In determining the best value for the County, the purchase price and whether the goods or services meet specifications are the most important considerations. However, the Director of Purchasing may consider other relevant factors, including:
- a) installation costs;
 - b) life cycle costs;
 - c) the quality and reliability of the goods and services;
 - d) the delivery terms;
 - e) indicators of probable supplier performance under the contract such as past supplier performance, proximity to source of need, the supplier's financial resources and ability to perform, the supplier's experience or demonstrated capability and responsibility, and the supplier's ability to provide reliable maintenance agreements and support;
 - f) the cost of any employee training associated with a purchase;
 - g) the effect of a purchase on agency productivity and other factors relevant to determining the best value for the County in the context of a particular purchase;
 - h) the completion of a certified "Statement of Good Standing," indicating that the supplier does not owe any outstanding taxes or municipal/governmental fees (e.g. school, property, water, sewer, utilities).
 - i) Oneida County vendors whose proposal to provide goods or services is within five per cent (5%) of the lowest proposal submitted may be entitled to preferential consideration in the awarding of a contract. "Oneida County vendor" shall mean any vendor doing business in Oneida County and employing Oneida County residents.
- 4) *Documentation.* All quotes (written or telephone) shall be documented on existing quote forms and shall be filed in the respective year's quote files or attached to the Purchasing Divisions copy of the Purchase Order. All purchases resulting from a written or telephone quote shall have the quote number referenced on the electronic purchase order or voucher, thus creating an audit trail.

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3-104 Preferred Sources

a) All bidders should note that certain legally established preferred source suppliers, such as Correctional Industries (Corcraft), Industries for the Blind of NYS, and NYS Industries for the Disabled have expressed an interest in supplying products/services covered by this solicitation. Therefore, one or more of these suppliers may be designated as a "Preferred Source" and as a result, we may issue no award for the products/services affected.

(In accordance with Section 162 of the State Finance Law requires that agencies afford first priority to the products/services of preferred source suppliers such as Correctional Industries (Corcraft), Industries for the Blind of NYS, and NYS Industries for the Disabled, when such products/services meet the form, function and utility of the agency.

b) **Other County Agencies Bids** as allowed Under NYS General Municipal Law section (103), subdivision (3), section (1).

3-105 Sole Source Procurement

A contract may be awarded without competition when the Director of Purchasing after conferring with the County Attorney determines in writing and after conducting a good faith review of available resources and the specifications for the particular good or service being required, that there is only one source for the required commodity, supply, and service or construction item. The Director of Purchasing shall conduct negotiations, as appropriate, as to price, delivery and terms. A record of sole source procurements shall be maintained as a public record and shall list each suppliers name, the amount and type of each contract, a listing of the item(s) procured under each contract, and the identification number of each contract file.

In determining whether procurement qualifies as a sole source, the Purchasing Division and the agency requesting the procurement shall show at a minimum:

- (a) the unique benefits to the County of the item as compared to other products available in the marketplace;
- (b) that no other product provides substantially equivalent or similar benefits;
- (c) and that, considering the benefits received, the cost of the item is reasonable in comparison to other products in the marketplace.
- (d) That there is no possibility of competition, as from competing dealers or distributors.

3-106 Property Leases

The Purchasing Director shall survey available property and obtain at least three (3) written proposals for lease based on the following factors: proximity to origin of need, square footage, availability date for occupancy, building condition and review of suitability for occupancy including access for the handicapped and presence of any hazardous materials on site, landlord provided amenities, e.g., security, janitorial, parking and public access to the building. Final recommendations as to choice of properties shall be made by the Commissioner of Public Works. This procedure shall only apply to the County as Lessee.

Proposals shall be solicited via a formal Request for Proposals (RFP) document. Each RFP shall be published for a period of (5) days in the public notice section of the Observer Dispatch, the Rome Daily Sentinel and the Oneida Daily Dispatch. The RFP shall also be posted on the Oneida County website from the time of the publication of the RFP notice through the deadline for response. Additionally, the Purchasing Director shall provide each County legislator a copy of the RFP via the legislator's mailbox.

In the event that at least three (3) proposals are not obtained, the Purchasing Director shall re-advertise the RFP for period of (2) days in the public notice section of the Observer Dispatch, the Rome Daily Sentinel and the Oneida Daily Dispatch. A second failure to obtain at least three (3) proposals in response to the RFP shall allow the Purchasing Director or the requesting Department head to make an award based on the proposals received.

Each RFP must contain language offering the unsuccessful proponent(s) an opportunity to be advised of the reasons why an award was not made to them based on their response to the RFP. Upon request, either the Purchasing Director or the relevant County department shall provide such information in writing to the unsuccessful proponent within a reasonable time after the award of the contract.

Prospective property lease solicitations shall be provided to the Executive Director of the Utica-Rome Board of Realtors and the relevant Chambers of Commerce via e-mail from the Purchasing Director or the requesting Department head.

The County shall only enter into leased property with owners who can provide verification to the County that all of the applicable property taxes and municipal, governmental or district fees levied against such property have been paid to date and that the subject property is not in violation of any New York State or local building and fire code regulations or ordinances.

3-106

Emergency Procurements

Notwithstanding any other provisions of this Policy, the Director of Purchasing, with the approval of the County Executive, the Commissioner of Public Works, and the County Attorney may make or authorize others to make emergency procurements of commodities, supplies, services, or construction items when there exists a threat to public health, welfare, or safety; or county property; provided that such emergency

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procurements shall be made with such competition as is practicable under the circumstances. A written determination of the basis for the emergency and for the selection of the particular supplier shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the supplier's name, the amount and type of contract, a listing of the item(s) procured under the contract, and the identification number of the contract file.

3-107 Cancellation of Invitations for Bids or Request for Proposals

An invitation for bids, a request for proposal, or other solicitation may be cancelled, or any or all proposals may be rejected in whole or in part as may be specified in the solicitation, when it is for good cause and in the best interests of the County. The reasons therefor shall be made part of the contract file. Each solicitation issued by the County shall state that the solicitation may be cancelled and that any bid or proposal may be rejected in whole or in part for good cause when in the best interests of the County. Notice of cancellation shall be sent to all businesses solicited. The notice shall identify the solicitation, explain the reason for cancellation and, where appropriate, explain that an opportunity will be given to compete on any re-solicitation or any future procurement of similar items. Reasons for rejection shall be provided upon request by unsuccessful bidders or offerors.

Part B – Qualifications and Duties

3-201 Responsibility of Bidders and Offerors

- 1) *Determination of Non-responsibility.* If a bidder or offeror who otherwise would have been awarded a contract is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the Director of Purchasing or his or her designee. The unreasonable failure of a bidder or offeror to supply promptly information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or offeror. The final determination shall be made part of the contract file and be made a public record.

3-301 Contract Clauses and Their Administration

- 1) *Contract Clauses.* All County of Oneida contracts for supplies, services, materials and equipment as well as public works projects shall include provisions necessary to define the responsibilities and rights of the parties to the contract. The Director of Purchasing, after consultation with the County Attorney, may issue clauses appropriate for supply, service, or public works contracts, addressing among others the following subjects:
 - a) the unilateral right of the County of Oneida to order in writing the changes in the work within the scope of the contract;

- b) the unilateral right of the County of Oneida to order in writing temporary stopping of the work or delaying performance that does not alter the scope of the contract;
 - c) variations occurring between estimated quantities of work in contract and actual quantities;
 - d) defective pricing;
 - e) liquidated damages;
 - f) specified excuses for delay or nonperformance;
 - g) termination of the contract for default;
 - h) termination of the contract in whole or in part for the convenience of the County of Oneida;
 - i) suspensions of work on a construction project or by the County of Oneida; and
 - j) site conditions differing from those indicated in the contract, or ordinarily encountered, except that a differing site conditions clause need not be included in a contract:
 - (i) when the contract is negotiated;
 - (ii) when the contractor provides the site or design; or
 - (iii) when the parties have otherwise agreed with respect to the risk of differing site conditions.
- 2) *Price Adjustments*
- a) Adjustments in price resulting from the use of contract clauses required by Subsection (1) of this Section shall be computed in one or more of the following ways:
 - (i) by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;
 - (ii) by unit prices specified in the contract or subsequently agreed upon;
 - (iii) by the costs attributable to the events or situations under such clauses with adjustment of profit or fee, all as specified in the contract or subsequently agreed upon;
 - (iv) in such other manner as the contracting parties may mutually agree;
 - b) A contractor shall be required to submit cost or pricing data if any adjustment in contract price is subject to the provisions of Section 3-202 (Cost or Pricing Data).
- 3) *Standard Clauses and Their Modification.* The Director of Purchasing or his or her designee, after consultation with the County of Oneida, County Attorney, may establish standard contract clauses for use in County of Oneida contracts. If the Director of Purchasing establishes any standard clauses addressing the subjects set forth in Subsection (1) of this Section, such clauses may be varied provided that any variations are supported by a written determination that states the circumstances justifying such variations, and provided that notice of any such material variation be stated in the invitation for bids or requests for proposals.

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Contract Administration.

A contract administration system designed to insure that a contractor is performing in accordance with the solicitation under which the contract was awarded, and the terms and conditions of the contract, shall be maintained. This shall include a documented

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review and approval process which insures that all contracts have been examined by the relevant departments including, but not limited to the County Attorney, Budget, the Board of Legislators (when appropriate) and the County Executive.

3-303 Approval of Accounting System

Except with respect to firm fixed-price contracts, no contract shall be awarded unless it has been determined in writing by the Director of Purchasing that:

- a) the proposed contractor's accounting system will permit timely development of all necessary cost data in the form required by the specific contract type contemplated; and
- b) the proposed contractor's accounting system is adequate to allocate costs in accordance with generally accepted cost accounting principles.

3-304 Right to Inspect Plant.

The County of Oneida may, at reasonable times, inspect the part of the plant, place of business, or worksite of a contractor or subcontractor at any tier which is pertinent to the performance of any contract awarded or to be awarded by the County of Oneida.

3-305 Right to Audit Records.

- 1) *Audit of Cost or Pricing Data.* The County of Oneida may at reasonable times and places, audit the books and records of any contractor who has submitted cost or pricing data pursuant to Section 3-202 (Cost or Pricing Data) to the extent that such books, documents, papers, and records are pertinent to such cost or pricing data. Any person who receives a contract, change order, or contract modification for which cost or pricing data is required, shall maintain such books, documents, papers, and records that are pertinent to such cost or pricing data for three (3) years from the date of final payment under the contract.
- 2) *Contract Audit.* The County of Oneida shall be entitled to audit the books and records of a contractor or subcontractor at any tier under any negotiated contract or subcontract other than a firm fixed-price contract to the extent that such books, documents, papers, and records are pertinent to the performance of such a contract or subcontract. Such books and records shall be maintained by the contractor for a period of three (3) years from the date of final payment under the contract and by the subcontractor for a period of three (3) years from the date of final payment under the subcontract.

3-306 Reporting of Anti-competitive Practices.

When for any reason collusion or other anti-competitive practices are suspected among any bidders or offerors, a notice of the relevant facts shall be transmitted to the State Attorney General, County Attorney and District Attorney.

3-307 County of Oneida Procurement Records.

- 1) **Contract File.** All determinations and other written records pertaining to the solicitation, award, or performance of a contract shall be maintained by the County of Oneida in a contract file by the Director of Purchasing.
 - 2) **Retention of Procurement Records.** All procurement records shall be retained and disposed of by the County of Oneida in accordance with record retention guidelines and schedules approved by the State of New York.
-
- 1) **Competition.** The Director of Purchasing shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of price competition is practicable. If only one source can supply the requirement, the procurement shall be made under Section 3-105 (Sole Source Procurement).

Part C – Fiscal Responsibility

ARTICLE 6 – DEBARMENT OR SUSPENSION

6-101 **Authority to Debar or Suspend.**

After reasonable notice to the person involved and reasonable opportunity for that person to be heard, the Director of Purchasing, after consultation with the County Attorney, is authorized to debar a person for cause from consideration for award of contracts. The debarment shall be for a period of not more than three years. After consultation with the County Attorney, the Director of Purchasing is authorized to suspend a person from consideration for award of contracts if there is a probable cause to believe that the person has engaged in any activity that might lead to debarment.

The suspension shall be for a period not to exceed three years. The causes for debarment include:

- a) conviction for commission of a criminal offense as an incident to obtaining or attempting to obtain a public or private contract or subcontract, or in the performance of such a contract or subcontract;
- b) conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a County of Oneida contractor;
- d) conviction under state or federal antitrust statutes arising out of the submission of bids or proposals;
- e) violation of contract provisions, as set forth below, of a character which is regarded by the Director of Purchasing to be so serious as to justify debarment action:
 - i) deliberate failure without good cause to perform in accordance with the specifications or within the time limit provided in the contract; or

15.

- ii) a recent record of failure to perform or of unsatisfactory performance in accordance with the terms of one or more contracts; provided that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall not be considered to be a basis for debarment;
- f) any other cause the Director of Purchasing determines to be so serious and compelling as to affect responsibility as a County of Oneida contractor, including debarment by another governmental entity for any cause listed in this Policy; and
- g) for violation of the ethical standards set forth in Article 12 (Ethics in Public Contracting).

6-102 Decision to Debar or Suspend

The Director of Purchasing shall issue a written decision to debar or suspend. The decision shall state the reasons for action taken and inform the debarred or suspended person involved of its rights concerning judicial or administrative review.

6-103 Notice of Decision

A copy of the decision required by Section 6-102 (Decision to Debar or Suspend) shall be mailed or otherwise furnished immediately to the debarred or suspended person.

6-104 Finality of Decision

A decision under Section 6-102 (Decision to Debar or Suspend) shall be final and conclusive, unless fraudulent, or unless the debarred or suspended person within 10 days after receipt of the decision takes an appeal to the County Executive or commences a timely action in court in accordance with applicable law.

ARTICLE 7 – APPEALS AND REMEDIES

7-101 Bid Protests.

- 1) *Right to Protest.* Any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the County Executive. Protestors are urged to seek resolution of their complaints initially with the Director of Purchasing. A protest with respect to an invitation for bids or request for proposals shall be submitted in writing prior to the opening of bids or the closing date of proposals, unless the aggrieved person did not know and should not have known of the facts giving rise to such protest prior to bid opening or the closing date for proposals. The protest shall be submitted within 3 calendar days after such aggrieved person knows or should have known of the facts giving rise thereto.
- 2) *Stay of Procurements during Protests.* In the event of a timely protest under Subsection (1) of this Section, the Director of Purchasing shall not proceed further with the solicitation or award of the contract until all administrative and judicial remedies have been exhausted or until the County Executive makes a determination on the record that

16

the award of a contract without delay is necessary to protect substantial interests of the County of Oneida.

7-102 **Contract Claims**

- 1) *Decision of the Director of Purchasing.* All claims by a contractor against the County of Oneida relating to a contract, except bid protests, shall be submitted in writing to the Director of Purchasing for a decision. The contractor may request a conference with the Director of Purchasing on the claim. Claims include, without limitation, disputes arising under a contract, and those based upon breach of a contract, mistake, misrepresentation, or other causes for contract modification or rescission.
- 2) *Notice to the Contractor of the Director of Purchasing's Decision.* The decision of the Director of Purchasing shall be promptly issued in writing, and shall be immediately mailed or otherwise furnished to the contractor. The decision shall state the reasons for the decision reached, and shall inform the contractor of its appeal rights under Subsection (3) of this Section.
- 3) *Finality of Director of Purchasing's Decision; Contractor's Right to Appeal.* The Director of Purchasing's decision shall be final and conclusive unless, within 5 calendar days from the date of receipt of the decision, the contractor mails or otherwise delivers a written appeal to the County Executive or commences an action in a court of competent jurisdiction.
- 4) *Failure to Render Timely Decision.* If the Director of Purchasing does not issue a written decision regarding any contract controversy within 20 days after written request for a final decision, or within such longer period as may be agreed upon between parties, then the aggrieved party may proceed as if an adverse decision had been received.

7-103 **Authority of the Director of Purchasing to Settle Bid Protests and Contract Claims.**

The Director of Purchasing is authorized to settle any protest regarding the solicitation or award of a County of Oneida contract, or any claim arising out of the performance of a County of Oneida contract, prior to an appeal to the County Executive or the commencement of an action in a court of competent jurisdiction.

7-104 **Remedies for Solicitations or Awards in Violation of Law.**

- 1) *Prior to Bid Opening or Closing Date for Receipt of Proposals.* If prior to the bid opening or closing date for receipt of proposals, the Director of Purchasing, after consultation with the County Attorney, determines that a solicitation is in violation of federal, state, or municipal law, then the solicitation shall be cancelled or revised to comply with applicable law.
- 2) *Prior to Award.* If after bid opening or the closing date for receipt of proposals, the Director of Purchasing, after consultation with the County Attorney, determines that a solicitation or a proposed award of a contract is in violation of federal, state, or municipal law, then the solicitation or proposed award shall be cancelled.

- 3) *After Award.* If, after an award, the Director of Purchasing, after consultation with the County Attorney, determines that a solicitation or award of a contract was in violation of applicable law, then:
- (a) If the person awarded the contract has not acted fraudulently or in bad faith:
 - (i) the contract may be ratified and affirmed, provided it is determined that doing so is in the best interests of the County of Oneida; or
 - (ii) the contract may be terminated and the person awarded the contract shall be compensated for the actual costs reasonably incurred under the contract, plus a reasonable profit, prior to the termination; or
 - (b) If the person awarded the contract has acted fraudulently or in bad faith, the contract may be declared null and void or voidable, if such action is in the best interests of the County of Oneida.

ARTICLE 8 – ETHICS IN PUBLIC CONTRACTING

8-101 Criminal Penalties.

To the extent that violations of the ethical standards of conduct set forth in this Article constitute violations of any New York State or Oneida County law they shall be punishable as provided therein. Such penalties shall be in addition to the civil sanctions set forth in this Part. Criminal, civil, and administrative sanctions against employees or non-employees which are in existence on the effective date of this Policy shall not be impaired.

8-102 Employee Conflicts Of Interest

It shall be unethical for any County of Oneida employee to participate directly or indirectly in a procurement contract when the County employee knows that:

- a) the County of Oneida employee or any member of the County employee's immediate family has a financial interest pertaining to the procurement contract; or
- b) any other person, business, or organization with which the County employee or any member of a County employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement contract. A County of Oneida employee or any member of a County employee's immediate family who holds a financial interest in a disclosed blind trust shall not be deemed to have a conflict of interest with regard to matters pertaining to that financial interest.

8-103 Gratuities and Kickbacks

- 1) *Gratuities.* It shall be unethical for any person to offer, give, or agree to give any County employee or former County employee, or for any County employee or former County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase

request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim, or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor.

- 2) *Kickbacks.* It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- 3) *Contract Clause.* The prohibition against gratuities and kickbacks prescribed in this section shall be conspicuously set forth in every contract and solicitation therefor.

8-104 Prohibition Against Contingent Fees

It shall be unethical for a person to be retained, or to retain a person, to solicit or secure a County contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business.

8-105 Contemporaneous Employment Prohibited

It shall be unethical for any County employee who is participating directly or indirectly in the procurement process to become or to be, while such a County employee, the employee of any person contracting with the governmental body by which the employee is employed.

8-106 Waivers for Contemporaneous Employment Prohibition and Other Conflicts of Interest.

The County Board of Ethics may grant a waiver from the employee conflict of interest provision (Section 8-102; Employee Conflict of Interest) or the contemporaneous employment provision (Section 8-105; Contemporaneous Employment Prohibited) upon making a written determination that:

- a) the contemporaneous employment or financial interest of the County employee has been publicly disclosed; and
- b) the County employee will be able to perform its procurement functions without actual or apparent bias or favoritism; and
- c) the award will be in the best interests of the County of Oneida.

8-107 Use of Confidential Information

It shall be unethical for any county employee or former county employee to knowingly use confidential information for actual or anticipated personal gain, or for the actual or personal gain of any other person.

8-108 Sanctions

- 1) *Employees.* Sanctions against employees shall be in accordance with Chapter 66 of the Laws of Oneida County. (Code of Ethics)
- 2) *Non-Employees.* The Director of Purchasing may impose any one or more of the following sanctions on a non-employee for violations of ethical standards:
 - a) written warnings or reprimands;
 - b) termination of contracts; or
 - c) debarment or suspension as provided in Section 6-101 (Authority to Debar or Suspend).

ARTICLE 9 – DISPOSITION OF SURPLUS PERSONAL PROPERTY

9-101 Purpose

The method chosen for sale is within the sound discretion of the Director of Purchasing, subject to the approval of the County Executive. However, in order to fill a fiduciary duty, the method of sale adopted should be one which is thought to bring the best price or maximum benefits and may include sale by public auction or the use of online auction services such as e-Bay.

9-102 Methods of Competition to be used for Non-Bid or Auction Dispositions

The methods of disposition to be used are as follows:

1. For dispositions with an estimated value greater than one thousand (\$1,000) dollars will be offered to the public via public auction;
2. For dispositions with an estimated value less than or equal to one thousand (\$1,000) dollars, will be left to the discretion of the Director of Purchasing.
3. A good faith effort shall be made to sell all surplus items, if the County is unable to sell said items via public auction it may at that time dispose of items any way deemed responsible by the Director of Purchasing. The attempts made shall be documented and become part of the disposition record.
4. The above notwithstanding, the Director of Purchasing, at his/her discretion, may require standards which exceed those presented in this policy.

9-103 Adequate Documentation

Documentation of actions taken in connection with each method of disposition is required, as follows, and will be maintained as part of the disposition record.

1. Any memorandums, forms, notations, or other documentation used in establishing the basis of the disposition decision.

30.

2. No documentation other than the independent estimate itself is required when the disposition is left to the discretion of the Director of Purchasing.

9-104 Awards to Other than Highest Responsible Dollar Offer

Whenever any disposition is awarded to other than the highest responsible dollar offerer, the reasons such an award furthers the purpose of the County as set forth herein above shall be documented by the Director of Purchasing and be maintained as part of the disposition record.

9-105 Items Exempted From Disposition Policies and Procedures

The Legislature will set forth, by resolution, circumstances when, or types of dispositions for which, in the sole discretion of the governing body, the solicitation of alternative offers to purchase will not be in the best interest of the County. Such resolution will state the reasons for such conclusion, and will become an attachment to the disposition record.

**ARTICLE 10 – ADDITIONAL REQUIREMENTS FOR
FEDERAL TRANSIT ADMINISTRATION FUNDED CONTRACTS**

10-101 Disadvantaged Business Enterprise Program

The County of Oneida's Department of Planning has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U. S. Department of Transportation (DOT), 49 CFR Part 26. The County of Oneida's Department of Public Transportation has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the County of Oneida's Department of Planning acknowledges that the requirements of 49CFR part 26, as amended, shall be complied with.

It is the policy of the County of Oneida and its Department of Planning to ensure that DBE's, as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts.

10-102 Required Contract Clauses

It is the policy of the County of Oneida and its Department of Planning to ensure that the most current FTA required contract clauses will be used in all FTA funded contracts and that the FTA Website and other appropriate sources shall be checked prior to the undertaking of each procurement action.



COUNTY OF ONEIDA
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE JR.
County Executive
ce@ocgov.net

ONEIDA COUNTY OFFICE BUILDING
800 PARK AVENUE
UTICA, NEW YORK 13501
(315) 798-5800
FAX: (315) 798-2390
www.ocgov.net

November 17, 2008

Oneida County
Board of Legislators
800 Park Ave.
Utica, NY 13501

RE: 2008496

(corrected term)

Honorable Members:

Pursuant to Article XX, Section 2004 of the Oneida County Charter and Section 6306 of the New York State Education Law, I submit to the Board of Legislators for their approval the appointment of Anthony John Colon to serve on the Mohawk Valley Community College Board of Trustees. The term for this appointment is seven years and will expire on November 17, 2015.

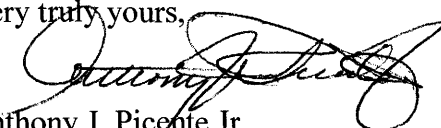
Mr. Colon has an extensive background in business and community based enterprises. He has experience in the management, marketing and communication areas of the private and public sectors and he comes to the appointment having provided Spanish/English bilingual services to, among others, Kids Oneida-Ican, Inc., the Central NY Psychiatric Center and the New York Courts.

It is my belief that Mr. Colon's appointment to the MVCC Board of Trustees will provide the Board with an enhanced and diverse point of view in its governance of the community college.

I respectfully request that you approve of this appointment at your earliest convenience.

Thank you.

Very truly yours,


Anthony J. Picente Jr.
Oneida County Executive

Cc: Randall Van Wagoner

2008 DEC -8 PM 3:22

RECEIVED
ONEIDA COUNTY LEGISLATURE

22
a

NO. 444

ONEIDA COUNTY BOARD OF LEGISLATORS

RESOLUTION NO.

INTRODUCED BY: *Messrs. Porter, D'Onofrio, Fiorini*
2ND BY:

RE: DESIGNATION OF THE ROME DAILY SENTINEL AS THE OFFICIAL NEWSPAPER REPRESENTING THE REPUBLICAN PARTY FOR 2009

WHEREAS, A majority of the Republican members of this Board have designated, in writing, the Rome Sentinel as a newspaper representing the political party to which they belong, and the newspaper to publish the sessions laws, the notices of redemption, tax sales, official canvasses, local laws, notices, and all other matters required by law to be published in the year 2009; the Rome Sentinel also publishes all concurrent resolutions and election notices, and

WHEREAS, Such designation has been signed by the members making it and filed with the Clerk of the Board of County Legislators, now, therefore, be it hereby

RESOLVED, That the Rome Sentinel is hereby designated as the newspaper to publish the sessions laws, the notices of redemption, tax sales, official canvasses, local laws, election notices, notices, and all other matters required by law to be published in the year 2009, and the Rome Sentinel is also designated to publish the concurrent resolutions and that said newspaper is designated as the official newspaper of the County of Oneida for the year 2009.

APPROVED: Ways & Means Committee ()

DATED: December 10, 2008

Adopted by the following vote:
AYES __ NAYS __ ABSENT __

NOTICE IS HEREBY GIVEN that pursuant to Rule 22, a motion will be made at the December 10, 2008 meeting of this Board to suspend Rules 12 and 55 for the purpose of considering this resolution only.

Dated 11-26-08

We, the undersigned Republican members of the Oneida County Board of Legislators, hereby petition and designate the Rome Daily Sentinel as the official newspaper representing the Republican party to publish the concurrent resolutions, election notices, official canvasses, local laws, notices and other matters required by law to be published in the year 2009.

Dale Wood
Gail R. Paparella
Mud Blunt
Dale Wood
Mud Blunt
Bryan M. Mulla
Tom Leah
Bryan M. Mulla
Gail R. Paparella
Gail R. Paparella
Gail R. Paparella
Lee Porter

ONEIDA COUNTY BOARD OF LEGISLATORS

RESOLUTION NO.

INTRODUCED BY: Messrs. Porter, Hennessy
2ND BY:

**RE: DESIGNATION OF THE OBSERVER DISPATCH AS THE OFFICIAL NEWSPAPER
REPRESENTING THE DEMOCRATIC PARTY FOR 2009**

WHEREAS, A majority of the Democratic members of this Board have designated, in writing, the Observer Dispatch as a newspaper representing the political party to which they belong, and the newspaper to publish the sessions laws, the notices of redemption, tax sales, official canvasses, local laws, notices, and all other matters required by law to be published in the year 2009; the Observer Dispatch also publishes all concurrent resolutions and election notices, and

WHEREAS, Such designation has been signed by the members making it and filed with the Clerk of the Board of County Legislators, now, therefore, be it hereby

RESOLVED, That the Observer Dispatch is hereby designated as the newspaper to publish the sessions laws, the notices of redemption, tax sales, official canvasses, local laws, election notices, notices, and all other matters required by law to be published in the year 2009, and the Observer Dispatch is also designated to publish the concurrent resolutions and that said newspaper is designated as the official newspaper of the County of Oneida for the year 2009.

APPROVED: Ways & Means Committee ()

DATED: December 10, 2008

Adopted by the following vote:

AYES ___ NAYS ___ ABSENT ___

NOTICE IS HEREBY GIVEN that pursuant to Rule 22, a motion will be made at the December 10, 2008 meeting of this Board to suspend Rules 12 and 55 for the purpose of considering this resolution only.

Dated 11-26-08

We, the undersigned Democrat members of the Oneida County Board of Legislators, hereby petition and designate the Utica Observer Dispatch as the official newspaper representing the Democratic party to publish the concurrent resolutions, election notices, official canvasses, local laws, notices and other matters required by law to be published in the year 2009.

Frank D. Tallman
With Goodman
Robt Clay
Joseph Turigol
Chris Dyer
Frank Ruma
Mrs. Henry
Patricia Hubok
Edward Stepanow
Della



ONEIDA COUNTY BOARD OF LEGISLATORS

Pamela N. Mandryck

9245 Sly Hill Road

Ava, New York 13303

November 26, 2008

7N2008-528

Sandra DePerno
Oneida County Clerk
800 Park Avenue
Utica, New York 13501

READ & FILED

Dear Mrs. DePerno:

Sandy

Pursuant to Section 31 of the Public Officers Law, I hereby resign from the office of Oneida County Legislator of the 17th Legislative District, effective 12:01 AM, November 27, 2008.

I'd like to say that it's truly been an honor and a privilege to serve the people of the 17th district.

Respectfully submitted,

Pamela N. Mandryck

Pamela N. Mandryck
Oneida County Legislator
17th District

cc: Gerald J. Fiorini, Chairman of the Board
Susan Crabtree, Clerk of the Board
Anthony J. Picente, Jr., County Executive
James D'Onofrio, Majority Leader
Michael Hennessy, Minority Leader

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 NOV 26 PM 4:18

27



ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Susan L. Crabtree
Clerk
(315) 798-5901

James M. D'Onofrio
Majority Leader

Michael J. Hennessy
Minority Leader

December 1, 2008

7N 2008-529

Oneida County
Board of Legislators
800 Park Avenue
Utica, New York 13501

READ & FILED

Honorable Members:

At this time, with the resignation of Legislator Pamela N. Mandryck, R-17 due to her appointment as Republican Election Commissioner, I have appointed Legislator Michael B. Waterman, R-5, to serve on the Public Works Committee.

There will be additional adjustments made to other committees at a later date.

This assignment is effective immediately.

Respectfully submitted,

GERALD J. FIORINI, CHAIRMAN
ONEIDA COUNTY BOARD OF LEGISLATORS

GJF:pp

2008 DEC - 1 AM 10:50
RECEIVED
ONEIDA COUNTY LEGISLATURE



ONEIDA COUNTY DEPARTMENT OF LAW

Oneida County Office Building
800 Park Avenue ♦ Utica, New York 13501-2975
(315) 798-5910 ♦ fax (315) 798-5603

ANTHONY J. PICENTE JR.
COUNTY EXECUTIVE

LINDA M.H. DILLON
COUNTY ATTORNEY

7N 2008-530

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:09

December 2, 2008

Hon. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York, 13501

RE: Marrotta v. Stanek et al.

Dear Mr. Picente:

I am in receipt of a recommendation of settlement in the above referenced civil suit in which the County of Oneida was joined as a third party defendant. The recommended settlement amount is \$10,000.

The details of this lawsuit and the basis for the recommendation of settlement are contained in a letter to me from our counsel in this instance. Mark J. Halpin, Esq. of the Petrone Law Firm. As Mr. Halpin's letter contains privileged information which would be subject to an executive session of the Board of Legislators if disclosed, I respectfully request that the offered settlement amount be forwarded to the Board with the understanding that both Mr. Halpin and I will appear before the Board and its committees to answer any questions with regard to our recommendation.

Thank you.

Very truly yours,

Linda M.H. Dillon
County Attorney

Cc: Mark J. Halpin, Esq.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date

12/3/08



OFFICE OF THE SHERIFF

DANIEL G. MIDDAGH
SHERIFF

COUNTY OF ONEIDA

M. PETER PARAVATI
UNDERSHERIFF

November 24, 2008

7N2008-531

PUBLIC SAFETY

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATIVE
2008 DEC -5 PM 4:00

Anthony Picente
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear Mr. Picente,

I am requesting a transfer of funds to cover a shortfall in our food service account to feed inmates in the jail. We attribute this shortage to an escalation clause that was activated in the present contract by the Department of Correctional Services after our County Budget was passed. I brought this to the attention of Board leadership earlier in the year. This is the first price increase we have had since we have contracted with that agency. The relationship we have had with this State agency for over 10 years has been beneficial to the county.

To cover expenses due to the issues discussed above, we are requesting a transfer as follows:

| <u>TO EXPENSE ACCOUNTS:</u> | <u>Amount</u> | <u>FROM EXPENSE ACCTS:</u> | <u>Amount</u> |
|-----------------------------------|------------------|----------------------------|------------------|
| A3150.49510 Food Service Contract | 87,000 | A3151.414 Utilities | 87,000 |
| Total: | \$ 87,000 | | \$ 87,000 |

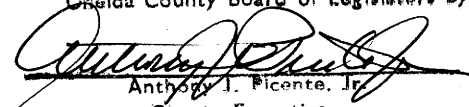
Please expedite this request so that it may go before the Board at a meeting in December.

If I can be of further assistance on this request, please feel free to contact me.

Sincerely,


Daniel G. Middaugh, Sheriff

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by


Anthony J. Picente, Jr.
County Executive

Date 12/3/08

cc. Tom Keeler, Budget Director

30.

Administrative Office
6065 Judd Road Oriskany, NY 13424
Voice (315) 736-8364
Fax (315) 765-2205

Law Enforcement Division
6065 Judd Road Oriskany, NY 13424
Voice (315) 736-0141
Fax (315) 736-7946

Correction Division
6075 Judd Road Oriskany, NY 13424
Voice (315) 768-7804
Fax (315) 765-2327

Civil Division
200 Elizabeth Street Utica, NY 13501
Voice (315) 798-5862
Fax (315) 798-6495



OFFICE OF THE SHERIFF

DANIEL G. MIDDAUGH SHERIFF

COUNTY OF ONEIDA

M. PETER PARAVATI UNDERSHERIFF

November 24, 2008

FN 2008-532

Anthony Picente
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC SAFETY

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:09

Dear Mr. Picente,

I am requesting a Supplemental Appropriation to cover shortfalls in inmate medical services in our 2008 budget. This was brought to the attention of Board leaders by earlier correspondence and at the budget hearings. It is difficult to estimate medical expense accounts for hospitals and medical providers to treat inmates in our correctional facility. Expenses in these accounts are dependent upon the health status of those inmates admitted in our custody and are not always predictable. When an individual has a serious medical condition all of the medical accounts can be adversely effected. Hospitalizations result in multiple professional medical consultations and usually require after care treatment and prescription therapy.

To cover expenses due to the issues discussed above, we are requesting a transfer as follows:

Table with 4 columns: EXPENSE ACCOUNTS, Amount, REVENUE ACCTS, Amount. Rows include A3150.1951 Other Fees and Services (5,000), A3150.447 Pharmaceuticals (51,000), A3150.49512 Medical Expenses-Hospitals (45,000), and Total: \$ 101,000.

Please expedite this request to go through at a December Board meeting.

If I can be of further assistance on this request, please feel free to contact me.

Sincerely,

Handwritten signature of Daniel G. Middaugh

Daniel G. Middaugh, Sheriff

Reviewed and Approved for submittal to the Oneida County Board of Legislators by

Handwritten signature of Anthony A. Picente, County Executive

Date 12/3/08 31

Administrative Office
6065 Judd Road Oriskany, NY 13424
Voice (315) 736-8364
Fax (315) 765-2205

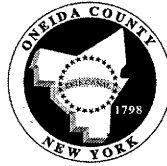
Law Enforcement Division
6065 Judd Road Oriskany, NY 13424
Voice (315) 736-0141
Fax (315) 736-7946

Correction Division
6075 Judd Road Oriskany, NY 13424
Voice (315) 768-7804
Fax (315) 765-2327

Civil Division
200 Elizabeth Street Utica, NY 13501
Voice (315) 798-5862
Fax (315) 798-6495

Anthony J. Picente, Jr.
County Executive

Lucille A. Soldato
Commissioner



ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES
County Office Building 800 Park Avenue Utica, NY 13501

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:10

7.12008-533

December 2, 2008

HUMAN RESOURCES

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Dear Mr. Picente:

There is a need to transfer funds into the 2008 Budget to cover a shortage in the A6011.455, Services mileage account. The Services employees provide protective, preventive, adoptive and foster care services. This requires transporting of foster children and others for counseling, court appearances, home visits, etc.

Therefore, we are asking for your approval and, subsequent Board approval of the following transfer:

| | | | |
|-------|-----------|--|----------|
| To: | A6011.455 | Children and Adult Services Travel & Subsistence | \$28,430 |
| From: | A6013.495 | Other Expenses | \$28,430 |

Sincerely,

Lucille A. Soldato
Commissioner of Social Services

Cc: T. Keeler

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12/3/08

Anthony J. Picente Jr.
County Executive



Lucille A. Soldato
Commissioner

ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES
County Office Building, 800 Park Avenue, Utica, NY 13501
Phone (315) 798-5733 Fax (315) 798-5218

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:05

November 24, 2008

7/12008-534

Honorable Anthony J. Picente Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

HUMAN RESOURCES
WAYS & MEANS

Dear Mr. Picente:

I am submitting the following Purchase of Services Agreement for review and approval by the Board of Legislators per Board Resolutions and Local Law #3 of 2001, amending Article VIII, Section 802 of the Administrative Code.

The Purchase of Services Agreement with the Resource Center for Independent Living is for two Vocational Service Coordinators which services TANF/Safety Net Family Recipients with disabilities. The Vocational Service Coordinators work with a number of community employers to engage clients in approved work activities that will assist in achieving participation hours, while seeking employment and self-sufficiency.

The cost of this Agreement is \$ 85,888 for the year January 1, 2009 through December 31, 2009. There is no local cost to support this effort.

I am respectfully requesting that this matter be forwarded to the Board of Legislators for action. Thank you for your consideration.

Sincerely,

Lucille A. Soldato
Commissioner

LAS/tms
attachment

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12/3/08

15707
11/24/08

Oneida Co. Department Social Services

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____

Oneida County Board of Legislators
Contract Summary

Name of Proposing Organization:

Resource Center for Independent Living
401-409 Columbia Street
P. O. Box 210
Utica, New York 13503-0210

Title of Activity or Services: Vocational Service Coordinators

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population/Number to be Served: 70 TANF/Safety Net Family recipients with disabilities per month.

SUMMARY STATEMENTS

1). Narrative Description of Proposed Services:

The Vocational Service Coordinators have established a community network among employers involved in supported employment who, rely on the employment services staff for a myriad of support services such as employment incentives, co-worker education on disabilities, co-worker job mentoring techniques and training, creative approaches to problem solving and immediate response if a problem arises.

2). Program/Service Objectives and Outcomes -

Engage 70 clients per month in approved work activities that will assist in achieving participation hours, while seeking employment and self-sufficiency.

3). Program Design and Staffing Level -

(2) Vocational Service Coordinators

Total Funding Requested: \$ 85,888

Oneida County Dept. Funding Recommendation: Account #:A6014.49544

Proposed Funding Source (Federal \$ /State \$ / County \$):

| | | | |
|----------------|-------|----|--------|
| Federal | 0 % | \$ | 0 |
| State | 100 % | \$ | 85,888 |
| County | 0 % | \$ | 0 |

Cost Per Client Served:

Past performance Served: The Department has contracted for this service with this provider since 2005. The contract is being renewed at the same rate as 2008 which was \$ 85,888. The Department of Social Services has had success contracting with RCIL to assist with the disable population.

O.C. Department Staff Comments: The Vocational Service Coordinator is a vital link in the total plan of bringing the TANF recipient from dependency to total self-sufficiency. This contract is paid 100% by New York State.

Anthony J. Picente Jr.
County Executive



Lucille A. Soldato
Commissioner

ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES
County Office Building, 800 Park Avenue, Utica, NY 13501
Phone (315) 798-5733 Fax (315) 798-5218

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:06

November 24, 2008

7N2008-535

Honorable Anthony J. Picente Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

**HUMAN RESOURCES
WAYS & MEANS**

Dear Mr. Picente:

I am submitting the following Purchase of Services Agreement for review and approval by the Board of Legislators per Board Resolutions and Local Law #3 of 2001, amending Article VIII, Section 802 of the Administrative Code.

The Oneida County Office of Aging has provided home delivered meals for physically disabled and elderly Medicaid recipients who are unable to prepare meals in their homes as determined by Office of Continuing Care.

The cost of each meal is \$ 6.35 with the Department of Social Services guarantee of 70 meals minimum per day during the week. The Agreement is for the period January 1, 2009 through December 31, 2009. The Department spent \$ 578,252.95 from October 2007 through September 2008 with a local cost of 16 % or \$ 92,520.47.

I am respectfully requesting that this matter be forwarded to the Board of Legislators for action as soon as possible. Thank you for your consideration.

Sincerely,

Lucille A. Soldato
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

LAS/tms
attachment

Date 12/3/08

36

11/24/08
52601

Oneida Co. Department Social Services

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____

Oneida County Board of Legislators
Contract Summary

Name of Proposing Organization: Oneida County Office for the Aging

Title of Activity or Services: Home Delivered Meals

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population/Number to be Served: Disabled & elderly Medicaid Recipients who have been designated by Office of Continuing Care to receive this service.

SUMMARY STATEMENTS

1). Narrative Description of Proposed Services

Home delivered meals to those disabled Medicaid recipients who are not able to prepare their own meals.

2). Program/Service Objectives and Outcomes

Home delivered meals, Oneida County Department of Social Services anticipates approving approximately 98,000 home delivered meals in 2009.

3). Program Design and Staffing Level -

As determined by Office for Aging.

Total Funding Requested: \$ 6.35 per meal.

Oneida County Dept. Funding Recommendation: \$ 6.35 per meal, Account # A6101.495.

Proposed Funding Source (Federal \$ /State \$ / County \$):

| | | |
|---------|------|--------------------|
| Federal | 50 % | - \$ 3.17 per meal |
| State | 34 % | - \$ 2.16 per meal |
| County | 16 % | - \$ 1.02 per meal |

Cost Per Client Served: \$ 6.35 per meal

Past performance Served: The Contractor delivered 97,345 meals from October 2007 through September 2008 with a total cost of \$ 578,252.95. The cost per meal was \$ 6.10 in 2008 and \$ 5.65 in 2007. The Office for the Aging has provided this service since 1995.

O.C. Department Staff Comments:

The Department is satisfied with the performance.



Anthony J. Picente, Jr.
County Executive

Oneida County
Office for the Aging & Continuing Care
Website: www.ocgov.net



Michael J. Romano
Director

235 Elizabeth Street, Utica, NY 13501

Phone 315-798-5456

Fax 315-798-6444

E-mail. ofa@ocgov.net

7/11 2008-536

November 14, 2008

PUBLIC HEALTH

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:07

Dear Mr. Picente:

I am submitting the following Letter of Agreement between the Office for the Aging and the Resource Center for Independent Living for your review and approval.

This Agreement is for the provision of Adult Day Services. This agreement will continue to provide community based long term care services to the frail and elderly and save taxpayer dollars by preventing premature nursing home placement. State and County dollars up to \$90,000.00 support this program. The County share is 25% (\$22,500.00) with no new county dollars involved.

This contract commences January 1, 2009 and terminates December 31, 2009.

I am available at your convenience to answer any questions you may have regarding this agreement.

Sincerely,

Michael J. Romano

Michael J. Romano
Director

MJR/grb
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 12/3/08

**Oneida County Board of Legislators
Contract Summary**

Name of Proposing Organization: **Resource Center for Independent Living**
Title of Activity or Service: Social Adult Day Care
Proposed Dates of Operation: January 1, 2009 through December 31, 2009
Client Population/Number to be Served: Frail elderly age 60+ with functional impairment

Summary Statements:

1) Narrative Description of Proposed Services.

Social Model Adult Day Services is a structured five hour, five day a week adult day care that serves frail elderly individuals in a supervised group setting. The program is in compliance with the New York State Regulations for Social Adult Day Care. Eligible participants must be age 60 or older and functionally impaired, meaning needing assistance of another person in at least one of the following activities of daily living: toileting, mobility, transferring and eating; or needing supervision due to cognitive and /or psycho-social impairment. Services include a noon meal and transportation to and from the program

2) Program/Service Objectives and Outcomes.

- To provide 5-hour per weekday adult day care programming
- To provide noon meal and transportation
- To provide services that include socialization, supervision and monitoring, personal care, nutrition, appropriate activities- maintenance and enhancement of daily living skills, caregiver assistance and transportation.
- To provide intergenerational programming to ensure a mutually beneficial social opportunity for program participants and area youth

3) Program Design and Staffing Level

Each adult day service provider will serve OFA authorized participants with a structured 5 hour program that meets the NY State regulations. Each site will have a coordinator and sufficient staff, both paid and volunteer, to supervise participants in a safe environment, and the staff will provide appropriate activities and therapies that will enhance the participants general wellbeing.

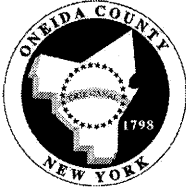
Oneida County Department Funding Recommendation: \$ 55.00 /day total

Proposed Funding Source (Federal/State/County): (\$ 90,000) ACCT#: A6772.495.116
Federal: \$0 State: 75% (\$67,500.00) County: 25% (\$ 22,500.00)

Cost per Client Served: varies depending on attendance

Past Performance Data: The Resource Center for Independent Living has provided Adult Day Care since 1984.

Oneida County Department Staff Comments:



Anthony J. Picente, Jr., County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7N2008-537

PUBLIC HEALTH

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:06

November 6, 2008

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Re: Purchase of Service / Consulting Agreement between the Oneida County Department of Mental Health and the Social Science Consulting, Inc. commencing upon January 1, 2009 through December 31, 2009.

Dear Mr. Picente:

I am enclosing five (5) copies of a Consulting contract between Oneida County Department of Mental Health and Social Science Consulting for your review and signature.

Under the terms and conditions of this Agreement, the Social Science Consulting will collect, analyze and develop reports as required by the Oneida County Commissioner of Mental Health utilizing data obtained from contract agencies, the Oneida County Department of Social Services and the Oneida County Correctional Facility. This is part of the Department's ongoing effort to collect and organize the available data into useful information concerning utilization patterns across disparate systems. Social Science Consulting will also direct the homelessness prevention "Continuum of Care" planning and assessment process required by HUD to renew or qualify for McKinney Act homeless assistance funding.

This contract is supported by **\$74,000** from the Mental Health Federal Medicaid Salary Sharing funds and the New York State Office of Mental Health. **There are no Oneida County tax generated funds associated with this agreement.**

Thank you in advance for your time and cooperation in the processing of this agreement. If you have any questions, please contact me at any time.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 12/3/08

41

Contract Summary

Oneida County Department of Mental Health Account No: A4310.195

Name of Proposing Organization: Social Science Consulting

Type of Activity or Services: Data Analysis

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population to be Served: The Oneida County Department Mental Health

Summary Statements:

1.) **Narrative Description of Proposed Services:**

Under the terms and conditions of this Agreement, the Social Science Consulting will:

(A) Collect, analyze and develop reports from contract agencies, the Oneida County Department of Social Services, and consumers of behavioral health services as required by the Oneida County Commissioner of Mental Health. These activities include, but are not limited to:

1. Monitoring and reporting on the performance of the mental health system in Oneida County using Article 28 psychiatric inpatient admission data and case management enrollment data.
2. Designing and conducting a survey of mental health service recipients in Oneida County. This survey data is to be used by the Mental Health Subcommittee and the Oneida County Community Services Board to establish recommendations for system improvements.
3. Consulting on the development and implementation of assessment tools to improve behavioral health care and mental health case management services in Oneida County.
4. Assessing and reporting on the state of housing and housing program resources for individuals diagnosed as having a mental illness. This will include the development of a housing facility and program resource guide.

(B) Assist in the analysis of the Medicaid data project in concert with the Department of Social Services, CCSI of Rochester, Department of Public Health and Office for the Aging and Continuing Care; and

(C) Assist in the development and design of the Oneida County Communities That Care Project:

2.) Program/Service Objectives and Outcomes:

To prepare the data necessary under the AOT and Medicaid projects with the Department of Social Services, Department of Mental Health, Department of Public Health and Office for Aging and Continuing Care. The Performance Goals and Outcome study will apply the latest research strategies to a detailed set of surveys to determine the efficacy of the services offered.

3.) Program Design and Staffing Level:

The consultant has extensive experience in research design and several years of consulting experience with the Department of Mental Health.

Funding:

| | |
|-------------------------------|-------------|
| Gross Budget | \$74,000.00 |
| Revenues (All Sources) | 0 |
| Net Amount | \$74,000.00 |
| State Funds | \$74,000.00 |
| County Funds | 0 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner

Oneida County
dmh
Department of Mental Health
235 Elizabeth Street
Utica, New York 13501

Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

November 6, 2008

7N2008-538

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC HEALTH

WAYS & MEANS

RECEIVED
ONIEDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:05

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Service Agreement between the Oneida County Department of Mental Health and The Central Association for the Blind and Visually Impaired, Inc. for your review and signature.

Under the terms and conditions of this Agreement, the Central Association for the Blind and Visually Impaired will provide services under the title of the Work Activity Center to fifteen (15) individuals with mental retardation/developmental disabilities who also are blind or have a visual impairment. This certified program has been providing services under contract with the Department of Mental Health for individuals with multiple impairments.

The gross amount of this contract is \$ 81,207.00. There are no Oneida County generated tax dollars associated with this Agreement.

If you have any questions please contact me at any time. Thank you for your attention to this matter.

Sincerely,

Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

County Executive

Date 12/3/08

44

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49524

Name of Proposing Organization: Central Association for the Blind and Visually Impaired

Type of Activity or Services: Certified Day Training: Work Activity Center

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population/Number to be Served: Adults with a developmental disability and a significant visual impairment.

Summary Statements:

1.) Narrative Description of Proposed Services:

Under the terms and conditions of this Agreement, the Central Association for the Blind and Visually Impaired will provide services under the title of the Work Activity Center to individuals with mental retardation/developmental disabilities who also are blind or have a visual impairment. This certified program has been providing services for over ten (10) years to individuals with multiple impairments.

2.) Program/Service Objectives and Outcomes:

The Work Activity Center provides: vocational training/employment; educational services; rehabilitation teaching; socialization skills; cognitive development; orientation and mobility instruction; and counseling to individuals who may require the service.

3.) Program Design and Staffing Level:

The New York State Office of Mental Retardation and Developmental Disabilities and the New York State Education Department through VESID certify the Work Activity Center.

Service Units:

2300

Funding:

| | |
|--------------|-----------|
| State Funds | 81,207.00 |
| County Funds | 0 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7/12008-539

**PUBLIC HEALTH
WAYS & MEANS**

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4:03

November 10, 2008

Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Services Agreement between the Oneida County Department of Mental Health and the Compeer of the Mohawk Valley, Inc. for your review and signature.

Under this proposed Agreement, Compeer will provide advocacy services to individuals with a serious and persistent mental illness. The Compeer Program is designed to provide Volunteer Friends to individuals with a mental illness in order to more fully integrate them into their community living environment. Compeer has expanded the target population to children and youth who have a serious emotional disturbance through an enhanced recreation program.

This agreement is for \$82,670.00. **There are no county dollars associated with this contract.**

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by
Anthony J. Picente Jr.
County Executive
Date 12/3/08

46.

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49528

Name of Proposing Organization: Compeer of the Mohawk Valley, Inc

Type of Activity or Services: Compeer Services

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population to be Served: Adults diagnosed with a serious mental illness and children with a serious emotional disturbance

Summary Statements:

1.) Narrative Description of Proposed Services:

Under the terms and conditions of this Agreement, the Compeer will provide compeer services to individuals with a serious and persistent mental illness. The Compeer Program is designed to provide a volunteer friend@ to individuals with a mental illness in order to more fully integrate them into their community living environment. Compeer has expanded the target population for this service to children and youth who have a serious emotional disturbance as an enhanced recreation program.

2.) Program/Service Objectives and Outcomes:

To decrease the amount of social isolation and to improve self-esteem, interpersonal skills and the overall quality of life for the referred clients through a positive friendship.

3.) Program Design and Staffing Level:

Trained community volunteers develop supportive friendships with the clients receiving other mental health treatment services.

Funding:

| | |
|------------------------|--|
| State Funds | \$82,670.00 (Community Reinvestment and CSS) |
| County Funds | 0 |
| Voluntary Contribution | 0 |



David L. Mathis
Director



Anthony J. Picente, Jr.
County Executive

November 25, 2008

7N 2008-540

County Executive Anthony J. Picente Jr.
Oneida County Office Building
800 Park Avenue
Utica, NY 13501

EDUCATION, YOUTH & AGRICULTURE

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -5 PM 4: 07

Dear County Executive Picente,

Attached for your approval are six copies of an Agreement that has been reviewed and is recommended for your signature.

This Agreement is with the New York State Division of Criminal Justice Services to provide us with continued funding for a program that will assist offenders to transition back into the community. This program provides services that will reduce offender recidivism and increase public safety in Oneida County.

This Agreement will cover the period from July 1, 2008 to June 30, 2009. We will receive up to \$256,394.00 for this program from the New York State Division of Criminal Justice. It part of the 2008 and 2009 Oneida County budgets. No Oneida County tax dollars are used in the funding of any programs under this Grant.

Please refer this Grant to the Oneida County Board of Legislators for their approval.

Please sign and date the attached Agreements where clipped, and return them to Joe Gotte of my staff (ext. 5036).

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

Sincerely,

David Mathis
David Mathis, Director
Oneida County
Workforce Development

Reviewed and approved for submittal to the
Oneida County Board of Legislators by
Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 12/3/08

48

CONTRACT SUMMARY

Oneida County Workforce Development Account No: J6342.495

Name of Proposing Organization: Workforce Investment Board of Herkimer, Madison and Oneida Counties

Type of Activity or Services: Case management, job search assistance, job placement, life skills counseling, remedial education, basic skills training, literacy instruction, educational and occupational skills training and on-the-training

Proposed Dates of Operations: July 1, 2008 – June 30, 2009

Client Populations to be Served: Ex-Offenders returning to community from State prison

Summary Statements:

1) Narrative Description of Proposed Services:

This is the third year that the WIB has provided these services for Oneida County. Workforce Development has received this grant from the New York State Division of Criminal Justice Services.

Under this Agreement, staff will work with the Local Re-Entry Task Force which will serve as a planning group that works together to develop and implement program strategies.

2) Program/Service Objectives and Outcomes:

The main objectives of this program are placement in employment and prevention of recidivism. The program will serve up to 100 eligible participants in the 12 month period.

3) Program Design and Staffing Levels:

These are based on Grant and Request for Proposal Instructions as completed for and accepted by the New York State Division of Criminal Justice Services.

Funding:

State Funds - \$256,394.00

County Funds - \$-0-



ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Susan L. Crabtree
Clerk
(315) 798-5901

James M. D'Onofrio
Majority Leader

Michael J. Hennessy
Minority Leader

December 8, 2008

7N 2008-541

Oneida County
Board of Legislators
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Honorable Members:

Pursuant to an agreement between the Board of Legislators and the Utica Common Council with respect to appointments to the Water Board, I hereby submit the name of **Bruce Brodsky**, 1109 Matthews Avenue, Utica for re-appointment to the Upper Mohawk Valley Regional Water Board for a three year term to begin January 1, 2009 and expiring on December 31, 2011.

I request that this be considered at the meeting of **December 30, 2008**.

Respectfully submitted,

GERALD J. FIORINI
CHAIRMAN OF THE BOARD

GJF:pp
Attachment

Cc: Mr. Brodsky, Appointee
Mr. Bescher, Executive Director, MV Regional Water Authority

2008 DEC - 8 AM 11:49
RECEIVED
ONEIDA COUNTY LEGISLATURE

Mohawk Valley Water Authority
One Kennedy Plaza
Utica, NY 13502
Telephone (315) 792-0301
Fax (315) 792-4722
www.mvwa.us



December 2, 2008

Susan Crabtree
Clerk of the Board
Oneida County Board of Legislators
800 Park Avenue
Utica, NY 13501

Dear Ms. Crabtree:

Please be advised that the term for Bruce Brodsky, to the Upper Mohawk Valley Regional Water Board, will be expiring as of December 31, 2008. In accordance with the Water Board's enabling Legislation, Mr. Brodsky may continue to serve until such time he is either re-appointed or replaced with another appointee. Since the Oneida County Board of Legislators is the appointing authority for this Regional Water Board seat, it becomes the privilege for the Legislators to make an appointment for a full three-year term beginning January 1, 2009.

In accordance with our enabling legislation, the appointment for this seat originates with the Oneida County Legislation and must be a resident of Utica. Upon appointment, it must be forwarded to the Utica Common Council for final consent.

If you have any questions regarding this appointment process, please feel free to call me at 792-0310. Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink that reads "Patrick J. Becher".

Patrick J. Becher
Executive Director

PJB/smh

cc: Utica Common Council

51.
2008 DEC -5 AM 10:30
RECEIVED
ONEIDA COUNTY LEGISLATURE

ONEIDA COUNTY HEALTH DEPARTMENT

Adirondack Bank Building, 5th Floor, 185 Genesee St., Utica, NY 13501

ANTHONY J. PICENTE, JR.
ONEIDA COUNTY EXECUTIVE

ADMINISTRATION

Phone: (315) 798-6400 Fax: (315) 266-6138

DANIEL W. GILMORE, PH.D.
DIRECTOR OF
ENVIRONMENTAL HEALTH



Public Health
Prevent. Promote. Protect.



December 3, 2008

7/12008-542

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC HEALTH

WAYS & MEANS

Dear Mr. Picente:

Attached are three (3) copies of an agreement between Oneida County through its Health Department and Waterbridge Group for the provision of the Women, Infants and Children (WIC) lease located on 1506 Whitesboro Street, Utica.

This agreement will become effective on January 1, 2009 and remain in effect until December 31, 2011. The breakdown of lease reimbursement is as follows:

- January 1, 2009 – December 31, 2009 = \$36,018.12
- January 1, 2010 – December 31, 2010 = \$37,458.84
- January 1, 2011 – December 31, 2011 = \$38,957.28

Total three year lease is \$112,434.24.

No county dollars will be expended as this is a 100% federally funded grant.

If this agreement meets with your approval, please forward to the Board of Legislators for approval.

Sincerely,

Daniel W. Gilmore, Ph.D.
Director of Environmental Health/Supervisor-in-Charge

attachments
ry

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12-8-08

2008 DEC - 8 PM 3:22
RECEIVED
ONEIDA COUNTY LEGISLATURE

52.

CONTRACT SUMMARY SHEET - ONEIDA COUNTY HEALTH DEPARTMENT

DIVISION: Women, Infants and Children Program (WIC) Lease Agreement

NAME AND ADDRESS OF VENDOR: Waterbridge Group
1506 Whitesboro Street
Utica, New York 13502

VENDOR CONTACT PERSON: Brian Beckingham, Property Manager

DESCRIPTION OF CONTRACT: Lease agreement for WIC Program at 1506 Whitesboro Street, Utica.

CLIENT POPULATION SERVED: Eligible pregnant, postpartum and breastfeeding women, infants and children in Oneida County.

PREVIOUS CONTRACT YEAR: January 1, 2006 through December 31, 2008
TOTAL: \$99,953.76 for three years

THIS CONTRACT YEAR: January 1, 2009 through December 31, 2011
TOTAL: \$112,434.24 for three years

 NEW X RENEWAL AMENDMENT

FUNDING SOURCE: Grant A4082.413 \$112,434.24 *

Less Revenues _____

State Funds

Federal Funds \$ 112,434.24 Three year lease agreement

County Dollars – Previous Contract - 0 -

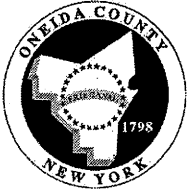
County Dollars – This Contract - 0 -

- January 1, 2009 to December 31, 2009 = \$36,018.12
- January 1, 2010 to December 31, 2010 = \$37,458.84
- January 1, 2011 to December 31, 2011 = \$38,957.28

SIGNATURE: Daniel W. Gilmore, Ph.D., Director of Environmental Health/
Supervisor-in-Charge

DATE: December 3, 2008

53.



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7N2008-543

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:22

November 18, 2008

PUBLIC HEALTH

WAYS & MEANS

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear Mr. Picente:

I am forwarding five (5) copies of the 2009 Purchase of Services Agreement between the Oneida County Department of Mental Health and Neighborhood Center of Utica for your review and signature.

The gross amount of this Agreement is \$1,328,907. There is \$45,000.00 Oneida County generated tax dollars associated with this Agreement.

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 12/18/08

54.

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49526

Name of Proposing Organization: Neighborhood Center of Utica

Type of Activity or Services:
Child Guidance Clinic
Adult Recovery Services
Mobile Crisis Assessment Team
Supportive Case Management
Assisted Competitive Employment

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population: Children and Youth with a psychiatric illness or severe behavioral disorder and their families.
Adults with a serious and persistent mental illness

Summary Statements:

1.) Narrative Description of Proposed Services:

Under this proposed Agreement, The Neighborhood Center of Utica, Inc. will provide psychosocial Child Guidance Clinics, Mobile Crisis Assessment Team (MCAT), Assisted Competitive Employment (ACE), and Supported Case Management.

2.) Program/Service Objectives and Outcomes:

The Adult Recovery Services program is a consumer driven program designed to provide the minimum social supports necessary for individuals to remain in the community. An integral part of the program is the operation of the club that provides a night club or social situation in a drug and alcohol free environment. The skills developed by the program participants are then used to enter other job training programs or the employment market.

The SCM program will provide program services to 640 adults with a serious psychiatric illness. The outcome of these services is a reduction in the number of psychiatric inpatient admissions and/or a decrease in the number of days spent in the hospital by the enrolled population.

The Child Guidance Clinic is the only one of two certified children's mental clinics in Oneida County. As such, they are responsible for providing the required range of outpatient mental health services to high risk and emotionally disturbed children and youth.

MCAT is designed to reduce the number of psychiatric admissions to local emergency rooms.

SS

The Assisted Competitive Employment Program is designed to provide and arrange for support for individuals diagnosed with a mental illness as they enter the competitive job market.

3.) Service Units

| | |
|----------------------------|-------|
| Vocational Employment | 2,469 |
| Adult Recovery Services | 7,729 |
| Crisis Intervention | 2,680 |
| Child Clinic | 8,840 |
| MCAT | 2,030 |
| Supportive Case Management | 5,622 |

Funding:

| | |
|------------------------|----------------|
| State Funds (OMH) | \$1,328,907.00 |
| County Funds | \$45,000.00 |
| Voluntary Contribution | 0 |

56.

The Assisted Competitive Employment Program is designed to provide and arrange for support for individuals diagnosed with a mental illness as they enter the competitive job market.

3.) Service Units

| | |
|----------------------------|-------|
| Vocational Employment | 2,469 |
| Adult Recovery Services | 7,729 |
| Crisis Intervention | 2,680 |
| Child Clinic | 8,840 |
| MCAT | 2,030 |
| Supportive Case Management | 5,622 |

Funding:

| | |
|------------------------|----------------|
| State Funds (OMH) | \$1,328,907.00 |
| County Funds | \$45,000.00 |
| Voluntary Contribution | 0 |



Anthony J. Picente, Jr. County Executive

Linda M. Nelson, Commissioner

Oneida County
dmh
Department of Mental Health
235 Elizabeth Street
Utica, New York 13501

Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

JN2008-549

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:24

November 21, 2008

**PUBLIC HEALTH
WAYS & MEANS**

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

Dear Mr. Picente:

I am enclosing five (5) copies of a purchase of service agreement between the Department of Mental Health and The Arc of Oneida and Lewis Counties for your review and signature. This contract will commence on January 1, 2009 through December 31, 2009.

Under the terms and conditions of this Agreement, The Arc will provide: respite care services to mentally retarded or developmentally disabled individuals; recreation respite services to similarly disabled individuals; and vocational rehabilitation, day training and various employment opportunities.

The Arc will provide a wide variety of vocational and employment opportunities to the developmentally disabled and adults diagnosed with a mental illness. This includes sheltered employment at Arnold Avenue facility as well as supported work at various locations throughout the County. Many of the graduates of these programs have been able to obtain and maintain fully independent competitive employment with local businesses and corporations.

The total funding for this contract is \$542,695.00. **Of this amount, \$64,089.00 is county generated tax dollars.** This amount is unchanged from the previous contract.

If you have any questions regarding this agreement, please feel free to call me.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 10/8/08

58

Contract Summary

Oneida County Department of Mental Health **Account No:** A4310.49516

Name of Proposing Organization: The Arc of Oneida and Lewis Counties

Type of Activity or Services: Sheltered and Supported Employment Programs
Free Standing Respite Services
Recreation Programs

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population to be Served: Adults with a developmental disability and their families.

Summary Statements:

1.) Narrative Description of Proposed Services:

Under the terms and conditions of this Agreement, The Arc will provide: respite care services to mentally retarded or developmentally disabled individuals; recreation respite services to similarly disabled individuals; and vocational rehabilitation, day training and various employment opportunities.

The Arc has operated the Respite Care Home since 1991 on weekends and during school holidays. Through the provision of overnight and day respite services, families are able to keep their developmentally disabled family member at home rather than placing them in much more costly residential placements.

The Recreation-Respite program encourages the disabled individuals to participate in activities similar to those of his/her non-disabled peers. These activities include: sporting events; social activities; dances; and the Special Olympics.

The Arc will provide a wide variety of vocational and employment opportunities to the developmentally disabled and adults diagnosed with a mental illness. This includes sheltered employment at Arnold Avenue facility as well as supported work at various locations throughout the County. Many of the graduates of these programs have been able to obtain and maintain fully independent competitive employment with local businesses and corporations.

Service units are as follows:

| | | |
|-------|--|--------|
| OMH | Vocational Employment | 1,170 |
| OMH | Ongoing Integrated Supportive Employment | 2,080 |
| OMRDD | Sheltered Workshop | 37,490 |
| OMRDD | Recreation | 2,535 |
| OMRDD | Consumer Transportation | 75,120 |
| OMRDD | Subcontract Services | 75,120 |

2.) Program/Service Objectives and Outcomes:

The objective of all these programs is to provide support to the developmentally disabled individuals and their families so as to maintain their lives in the least restrictive environment possible. The mental health vocational programs are designed to support and develop the skills necessary to secure and maintain competitive employment.

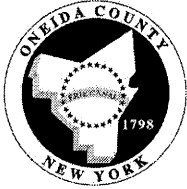
3.) Program Design and Staffing Level:

The New York State Office of Mental Retardation and Developmental Disabilities and the New York State Education Department through VESID certify ARC's Programs as applicable.

Funding:

| | | |
|------------------------|--------------|--------------|
| State Funds | | |
| OMH | \$121,985.00 | |
| OMRDD | \$356,621.00 | |
| Total State Funds | | \$478,606.00 |
| County Funds | | \$ 64,089.00 |
| Voluntary Contribution | | 0 |
| Non-Funded | | 0 |
| TOTAL FUNDING | | \$542,695.00 |

600



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7N2008-545

RECEIVED
ONIEDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:26

November 19, 2008

PUBLIC HEALTH

Honorable Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Services Agreement between the Oneida County Department of Mental Health and Central New York Services, Inc. for your review and signature.

The gross amount of this Agreement is **\$1,039,223.00**. The **\$112,061** in county tax dollars associated with this Agreement partially funds the screening services offered at the Oneida County Correctional Facility and the local courts.

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson

Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date *10/8/08*

6

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49522

Name of Proposing Organization: Central New York Services, Inc.

Type of Activity or Services: Suicide Prevention and Screening
Coordinated Children's Services
Initiative
MICA Network
Bridger
ACT Program
Advocacy and Support
Children's SPOAA

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population to be Served: Adults with a mental illness who are entering or who are in the criminal justice system; Children and youth with a serious emotional disturbance; and adults with a serious and persistent mental illness and a history of multiple psychiatric hospitalizations.

Summary Statements:

1.) Narrative Description of Proposed Services:

Central New York Services, Inc. will provide Suicide Prevention and Screening, Coordinated Children's Services Initiative, MICA Network, Bridger Program, ACT Program, Advocacy and Support, and Children's SPOAA.

Central New York Services, Inc. will provide screening and assessment services at the Oneida County Correctional Facility (OCCF) and in the various local courts. The mental health services in the jail are more clinically oriented.

The Coordinated Children's Services Initiative replaces Mental Health / Juvenile Justice (MH/JJ) Project and uses assessment tools to assist in the management and planning of services to children and adolescents with juvenile justice involvement and their families, to achieve permanency and quality in their plans for life and employment. The results of these (CANS) assessments are entered in a larger database and are reviewed by the Children and Youth Single Point of Access and Accountability (SPOA/A).

2.) Program/Service Objectives and Outcomes:

The services in the courts are to divert individuals with a mental illness and charged with relatively minor offenses from the criminal justice system and the jail to a more appropriate treatment setting.

3.) Program Design and Staffing Level:

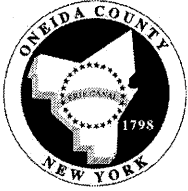
All programs and individual staffing criteria meet the state guidelines.

4.) Service Units

| | |
|--|-------|
| OMH | |
| Outreach/Screening - Court and Jail | 2,452 |
| Outreach Support | 1,625 |
| Bridger Program | 77 |
| Coordinated Children's Services Initiative | 177 |
| MICA Program | 40 |
| | |
| OASAS | |
| Case Management | 600 |

Funding:

| | |
|-------------------|-----------------|
| OMH | \$ 999,215.00 |
| OASAS | \$ 40,008.00 |
| Total State Funds | \$ 1,039,223.00 |
| County Funds | \$ 112,061.00 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner

Oneida County
dmmh
Department of Mental Health
235 Elizabeth Street
Utica, New York 13501

Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7/12008-546

2008 DEC -9 AM 9:27
RECEIVED
ONEIDA COUNTY LEGISLATURE

November 18, 2008

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC HEALTH

WAYS & MEANS

Dear Mr. Picente:

I am forwarding five (5) copies of the 2009 Purchase of Services Agreement between the Oneida County Department of Mental Health and Insight House Chemical Dependency Services, Inc. for your review and signature.

The gross amount of this Agreement is \$1,683,263. There is \$71,176.00 Oneida County generated tax dollars associated with this Agreement to partially fund the operating deficits incurred by the alcohol programs.

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12/8/08

64.

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49515

Name of Proposing Organization: Insight House Chemical Dependency Services, Inc.

Type of Activity or Services: Outpatient chemical abuse treatment
Residential substance abuse treatment services
Drug Abuse Prevention Program
Compulsive Gambling Treatment Program

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population: Individuals and family members of individuals with an alcohol and/or substance abuse or dependency problem.

Summary Statements:

1.) Narrative Description of Proposed Services:

Under the terms and conditions of this Agreement, Insight House will provide: outpatient alcoholism services to individuals diagnosed as being alcohol dependent; outpatient substance abuse services; a substance abuse residential program; and a prevention / intervention substance abuse program and compulsive gambling treatment.. The outpatient alcoholism services include a clinic treatment module and a day rehabilitation module. These alcoholism services provide a range of educational, treatment and support services promoting the maintenance of abstinence, recovery from alcoholism and alcohol abuse, and resolution of problems resulting from an individuals alcoholism and alcohol abuse.

The Community Education, Prevention and Intervention Program consists of a variety of presentations to students and other school personnel which are designed to educate the students concerning the problems encountered by the substance abuser and to develop the skills necessary to avoid drug abuse addiction. Similar programs are developed for professional and employer groups interested in addressing the problems associated with chemical dependency.

Insight House also provides a full range of outpatient, medically supervised drug abuse treatment programs. These programs differ from the alcohol programs in the degree of medical supervision required and the particular drug or chemical of choice for the individual user. It is important to note that most chemically addicted or abusing individuals use a variety of substances and thus the separation between programs is difficult at best. There is also a growing population that has a concurrent mental illness in addition to their drug abuse. These so called MICA individuals, (individuals with a Mental Illness and Chemical Addiction) present a very complicated clinical picture requiring services from multiple systems and close clinical supervision.

The Residential Program is a 40 bed service which provides a voluntary, drug-free setting which supports abstinence from alcohol and/or other drugs. This program is for individuals with a diagnosis of

65

chemical dependency and who require a more structured environment in order to be chemical free.

2.) Program/Service Objectives and Outcomes:

All programs and services offered by Insight House are design to provide education and treatment of problems related to chemical abuse and dependency.

3.) Program Design and Staffing Level:

All programs and services are certified by the New York State Office of Alcoholism and Substance Abuse and thus are required to meet certain minimum staffing requirements.

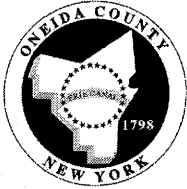
Service Units:

| | |
|--------------------|--------|
| Outpatient Clinic | 17,095 |
| Day Rehab | 11,573 |
| Residential | 15,504 |
| Gambling Treatment | 1,100 |

Funding:

| | |
|------------------------|--------------|
| State Funds | 1,683,263.00 |
| County Funds | 71,176.00 |
| Voluntary Contribution | 0 |
| Non-Funded | |

66.



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner

Oneida County
d m h
Department of Mental Health
235 Elizabeth Street
Utica, New York 13501

Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

November 24, 2008

Honorable Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

7N 2008-547
PUBLIC HEALTH

WAYS & MEANS

RECEIVED
ONIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:27

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Services Agreement between the Oneida County Department of Mental Health and Catholic Charities Diocese of Syracuse, New York, Inc. - Eastern Region for your review and signature.

Under this proposed Agreement, Catholic Charities will provide: Community Integration Services; Transportation; Crisis Intervention Services; MICA Network; and Monitoring and Evaluation Services to adults with a serious and persistent mental illness that are eligible to receive services through the Community Support System (CSS). The Community Integration Service assists individuals in need of socialization and recreation supports. These services are supported by the Office of Mental Health and reflect renewals of previous year's contracts.

The gross amount of this Agreement is **\$1,322,847.00** for both the mental health and community alcohol programs. **There are no Oneida County generated tax dollars used to fund the net operating expenses outlined in this Agreement.**

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date *12/5/08*

67.

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49523

Name of Proposing Organization: Catholic Charities

Type of Activity or Services: Alcohol Community Residence (x2)
Monitoring and Evaluation (MH)
Crisis Intervention Services (MH)
Transportation (MH)
Community Integration Services (MH)
Affirmative Business/Industry (MH)
Co-Occurring Disorders Network (MH)
Supported Housing (MH)

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Populations to be Served: Adults with a serious and persistent mental illness; and individuals who are alcohol dependent and require a structured living environment to maintain their sobriety.

Summary Statements:

1.) Narrative Description of Proposed Services:

Under this proposed Agreement, Catholic Charities will provide: Community Integration Services; Transportation; Crisis Intervention Services; MICA Network; and Monitoring and Evaluation Services to adults with a serious and persistent mental illness that are eligible to receive services through the Community Support System (CSS). The Community Integration Service assists individuals in need of socialization and recreation supports. These services are supported by the Office of Mental Health reflect renewals of previous years contracts.

Catholic Charities provides services to individuals recovering from an alcohol addiction in two (2) alcohol community residences. These programs offer a structured, alcohol-free, community setting for individuals who are making the transition from an inpatient rehabilitation program back to the community. Each community residence program focuses upon developing the skills necessary to live in an independent environment and to maintain sobriety

2.) Program/Service Objectives and Outcomes:

The objectives of all these programs are to provide support to individuals so as to maintain their lives in the least restrictive environment possible.

3.) Program Design and Staffing Level:

The New York State Office of Alcoholism and Substance Abuse Services certifies the Alcohol Community Residence Programs. The Mental Health Programs meet the appropriate program staffing models developed by the New York State Office of Mental Health in concert with the Division of the Budget.

Service Units:

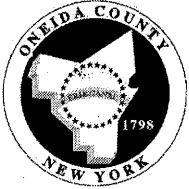
| | |
|-------------------|--------|
| OMH | |
| Transportation | 20,000 |
| MCAT | 7,280 |
| Psychosocial Club | 6,050 |
| Supported Housing | 2,300 |

OASAS

| | |
|------------------------------------|-------|
| Rutger Street Community Residence | 5,256 |
| Genesee Street Community Residence | 5,373 |

Funding:

| | |
|-------------------|----------------|
| State Funds | |
| OMH | 838,415 |
| OASAS | <u>484,432</u> |
| Total State Funds | 1,322,847 |
| County Funds | 0 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

November 19, 2008

7N/2008-548

Honorable Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

**PUBLIC HEALTH
WAYS & MEANS**

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:29

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Services Agreement between the Oneida County Department of Mental Health and the Legal Aid Society of Mid-New York, Inc. for your review and signature.

Under this proposed Agreement, the Legal Aid Society of Mid-New York, Inc. (LASMNY) will provide legal counseling and representation to individuals with a serious and persistent mental illness who are eligible to receive services through the Community Support System (CSS). Many of the eligible individuals become involved in the civil system for issues related to: a loss of shelter and /or benefits such as SSI; residential issues; landlord disputes; and discrimination issues. LASMNY will provide assistance and legal representation to these individuals.

The gross amount of this Agreement is \$ 74,350. There are no Oneida County generated tax dollars associated with this Agreement.

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive

Date 12/8/08

JD

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49527

Name of Proposing Organization: Legal Aid Society of Mid-New York, Inc.

Type of Activity or Services: Legal Advocacy Services

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population: Adults with a serious and persistent mental illness

Summary Statements:

1.) Narrative Description of Proposed Services:

The Legal Aid Society of Mid-New York, Inc. (LASMNY) will provide legal counseling and representation to individuals with a serious and persistent mental illness who are eligible to receive services through the Community Support System (CSS). Many of the eligible individuals become involved in the civil system for issues related to: a loss of shelter and /or benefits such as SSI; residential issues; landlord disputes; and discrimination issues. LASMNY will provide assistance and legal representation to these individuals.

2.) Program:

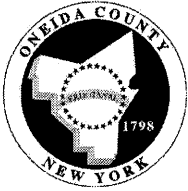
All programs and services under this Agreement have been reviewed and approved by the Office of Mental Health.

Service Units:

104 cases for 88 unduplicated clients

Funding:

| | |
|------------------------|-----------|
| State Funds | 74,350.00 |
| County Funds | 0 |
| Voluntary Contribution | 0 |
| Non-Funded | 0 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
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E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7112008-549

November 20, 2008

Honorable Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC HEALTH

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:30

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Service Agreement between the Oneida County Department of Mental Health and The Mohawk Valley Council on Alcoholism and Addictions, Inc. for your review and signature

Under the terms and conditions of this Agreement, The Mohawk Valley Council on Alcoholism and Addictions, Inc. will provide Prevention and Education services in the areas of alcohol and drug abuse. Included in this service are the dissemination of information and the provision of motivational counseling and referrals to appropriate services. They will also provide the Community Mapping Exercise trainings.

The amount of this Agreement is \$101,176.00. There is no county generated tax dollars associated with this Agreement.

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12/8/08

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49521

Name of Proposing Organization: Mohawk Valley Council on Alcoholism and Addictions

Type of Activity or Services: Alcohol Prevention and Educational Services

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Summary Statements:

Narrative Description of Proposed Services:

Under the terms and conditions of this Agreement, the Council will provide Prevention and Education services in the areas of alcohol and drug abuse. Included in this service are the dissemination of information and the provision of motivational counseling and referrals to appropriate services.

The Council will also offer a Dual Recovery (MICA) Training Program. The purpose of the Dual Recovery Training Program is to provide quality training opportunities that support the capacity of the local providers to respond effectively to the needs of individuals with co-occurring mental and substance abuse disorders. Consistent with this purpose, the Council will manage the dual recovery training funds and provide program coordination with the assistance of the coalition (Dual Recovery Coordinating Council) that is comprised of key representatives from the community and agencies including but not limited to the follow; Catholic Charities, Upstate Cerebral Palsy (Dual Recovery Homeless Network), Professional Counseling Center, Insight House, Conifer Park, Tully Hill, Oneida County Department of Mental Health, McPike, Mohawk Valley Psychiatric Center and Central New York Services.

Service Units:

NA

Funding:

| | |
|------------------------|--------------|
| State Funds | \$101,176.00 |
| County Funds | 0 |
| Voluntary Contribution | 0 |
| Non-Funded | 0 |



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7N2008-SS0

RECEIVED
ONIEDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:31

November 20, 2008

PUBLIC HEALTH

Honorable Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Dear Mr. Picente:

I am forwarding five (5) copies of a Purchase of Services Agreement between the Oneida County Department of Mental Health and the Rescue Mission of Utica, Inc. for your review and signature.

Under this proposed Agreement, the Rescue Mission of Utica, Inc. will provide Alcohol Crisis Center services to individuals under the influence of alcohol and in need of a structured and supervised setting.

The gross amount of this Agreement is **\$1,153,505.00**. **There are no county tax dollars associated with this Agreement to fund the operating deficits incurred by these programs.**

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

LMN/ser
Enc.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by
Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive
Date 12/8/08

74

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49522

Name of Proposing Organization: Rescue Mission of Utica, Inc.

Title of Activity or Services: Addictions Crisis Center
Enriched Single Room Occupancy (E-SRO)

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Summary Statements:

1.) **Narrative Description of Proposed Services:** Under one section of this proposed Agreement, the Rescue Mission of Utica, Inc. will provide Addictions Crisis Center services to individuals under the influence of alcohol and/or other drugs in need of a structured and supervised setting. The Rescue Mission will also provide screening, assessment, treatment and linking services at the Addictions Crisis Center for individuals diagnosed with a serious mental illness and a co-occurring substance abuse disorder.

2.) **Program/Service Objectives and Outcomes:**

The primary objective of the ACC program is to assist acutely and severely intoxicated individuals in the first steps toward sobriety. The Rescue Mission will be able to increase their staffing at the Addictions Crisis Center to identify, serve and coordinate services for individuals diagnosed with a severe mental illness and a co-occurring substance abuse disorder (MICA). This is part of the development of a community MICA Network, which will serve 40 high-risk individuals.

3.) **Program Design and Staffing Level:** The ACC staffing pattern is consistent with New York State approved regulations for a 25-bed unit.

Units of Service

| | |
|----------------------------------|--------|
| OASAS – Addictions Crisis Center | 8,300 |
| OMH – Community Residence | 10,600 |

Funding:

| | |
|------------------|-------------------|
| State Funds | |
| OMH | 346,655.00 |
| OASAS | <u>806,850.00</u> |
| State Fund Total | 1,153,505.00 |

75



Anthony J. Picente Jr. County Executive

Linda M. Nelson, Commissioner



Phone: (315) 798-5903
Fax: (315) 798-6445
E-mail: mentalhealth@ocgov.net
Web site: www.ocgov.net

7N2008-551

November 18, 2008

PUBLIC HEALTH

Honorable Mr. Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

RECEIVED
ONIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:32

Dear Mr. Picente:

I am forwarding five (5) copies of the 2009 Purchase of Services Agreement between the Oneida County Department of Mental Health and the Resource Center for Independent Living, Inc. for your review and signature.

Under this proposed Agreement, the Resource Center for Independent Living, Inc. (RCIL) will provide: Intensive Case Management services to children and youth who have a serious emotional disturbance; support and management services to the entire Intensive Case Management (ICM) Program; mental health Follow-Along services to adults with a serious mental illness; and a new Recovery Through Employment service to individuals recovering from alcoholism. The ICM program is designed to provide an array of individualized and flexible support services to meet the needs of adults and children with a serious psychiatric illness. Accordingly, the individuals served in this program have experienced multiple psychiatric admissions and residential placements.

The gross amount of this Agreement is **\$445,694.00**. There are **no Oneida County generated tax dollars associated with this Agreement to fund the operating deficits incurred by these programs.**

Thank you very much for your time and consideration of this request. I would be pleased to respond to any questions or concerns you might have with regard to this Agreement.

Sincerely,

Linda M. Nelson
Linda M. Nelson
Commissioner

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by
Anthony J. Picente, Jr.
Anthony J. Picente, Jr.
County Executive
Date 12/8/08 76.

Contract Summary

Oneida County Department of Mental Health Account No: A4310.49525

Name of Proposing Organization: Resource Center for Independent Living, Inc.

Type of Activity or Services: Intensive Case Management (Children and Youth Services and Managers)
Alcohol vocational Rehabilitation
Assisted Competitive Employment
Ongoing Integrated Supported Employment
Intensive Case Management (Adult Services)

Proposed Dates of Operations: January 1, 2009 through December 31, 2009

Client Population

Adults with a serious and persistent mental illness and children and youth with a serious emotional disturbance or severe behavioral disorder and individuals recovering from alcoholism or other chemical addictions. The employment programs are directed to individuals with barriers to employment including mental health, substance abuse/or other disabilities.

Summary Statements:

Narrative Description of Proposed Services:

Under this proposed Agreement, the Resource Center for Independent Living, Inc. (RCIL) will provide Intensive Case Management services to children and youth who have a serious emotional disturbance as well as support and management services to the entire Intensive Case Management (ICM) Program.

RCIL's employment program offers individuals with a serious mental illness the opportunity to enter or re-enter the competitive job market through the delivery of support service. Staff works closely with the individual, mental health service providers, and other community service providers to develop a comprehensive approach to employment planning and service delivery. These service include, but are not limited to, on and off the job training, independent living skills training, and job retention supports.

RCIL was awarded a grant from the New York State Office of Alcoholism and Substance Abuse Services for a Recovery Through Employment Program based upon a statewide competitive process. This service addresses the needs of chemically addicted DSS clients through the provision of intensive service coordination between treatment providers and employment services and extensive life skills training.

Service Units:

| | |
|---|-------|
| Vocational Employment | 403 |
| Intensive Case Management | 1,798 |
| Ongoing Integrated Supported Management | 372 |

Funding:

| | |
|-------|--------------|
| OMH | \$327,138.00 |
| OASAS | \$118,556.00 |

77.

ONEIDA COUNTY HEALTH DEPARTMENT

Adirondack Bank Building, 5th Floor, 185 Genesee St., Utica, NY 13501

ANTHONY J. PICENTE, JR.
ONEIDA COUNTY EXECUTIVE

Daniel W. Gilmore, Ph.D.
Director of Environmental Health

ADMINISTRATION

Phone: (315) 798-6400 Fax: (315) 266-6138



Public Health
Prevent. Promote. Protect.



7N2008-552

December 3, 2008

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Avenue
Utica, New York 13501

PUBLIC HEALTH

WAYS & MEANS

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:30

Dear Mr. Picente:

Re: C-021674

Attached are five (5) copies of a contract between Oneida County through its Health Department – Environmental Health and the New York State Department of Health – Healthy Neighborhoods Program.

This contract provides for an outreach program to improve environment, safety and health conditions of the at-risk populations of Corn Hill and West Utica sections and will provide for educational literature, safety products and referrals to other community programs for assistance. Staff of the Oneida County Healthy Neighborhood Program looks to ensure safer housing, fewer incidents of asthma attacks, lead poisoning, fire related injuries or death, carbon monoxide poisoning and unintentional injuries. The term of this contract shall become effective on October 1, 2008 and remain in effect until September 30, 2009 with reimbursement in the amount of \$107,263. **No county dollars will be expended as this is 100% state funded. The reason this contract is being submitted to you for approval after the commencement date is because our department received the document on November 20, 2008.**

If this meets with your approval, please sign, notarize and submit to the Board of Legislators for approval.

Sincerely,

Daniel W. Gilmore, Ph.D.
Director of Environmental Health/Supervisor-in-Charge

attachments
ry

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive

Date 12/8/08

CONTRACT SUMMARY SHEET - ONEIDA COUNTY HEALTH DEPARTMENT

DIVISION: Environmental Health – Healthy Neighborhood C-021674

NAME AND ADDRESS OF VENDOR: New York State Department of Health
Bureau of Community Environmental Health and Food Protection
Flanigan Square, 547 River Street
Troy, New York 12180-2216

VENDOR CONTACT PERSON: Michael J. Cambridge, Director

DESCRIPTION OF CONTRACT: An outreach program designed to improve environment, safety and health conditions of the at-risk populations of the Cornhill and West Utica area.

CLIENT POPULATION SERVED: This contract is an outreach and education program that conducts surveys in the Corn Hill section and parts of West Utica.

SUMMARY STATEMENTS: The major components of the program are asthma, lead poisoning prevention, fire safety and indoor air quality, as well as substandard housing and unintentional injuries. By providing educational literature, safety products and referrals to other community programs for assistance, the Oneida County Healthy Neighborhood Program staff looks to ensure safer housing, as well as fewer incidents of asthma attacks, lead poisoning, fire related injuries or death, carbon monoxide poisoning and unintentional injuries. In 2007, 167 smoke detectors, 162 carbon monoxide detectors, 166 fire extinguishers, 157 first aid kits, 164 cleaning products, 441 bath tub strips, coloring books, peak flow meters were given to homes in need of these items.

PREVIOUS CONTRACT YEAR: October 1, 2007 through September 30, 2008
TOTAL: \$120,105

THIS CONTRACT YEAR: October 1, 2008 through September 30, 2009
TOTAL: \$107,263

NEW RENEWAL AMENDMENT

FUNDING SOURCE: A4018.3418 \$107,263
State Funds \$ 107,263
County Dollars - Previous Grant \$ -0-
County Dollars - This Grant \$ -0-

SIGNATURE: Daniel W. Gilmore, Ph.D., Director of Environmental Health/ Supervisor-in-Charge

DATE: December 3, 2008

79.

Griffiss International Airport



592 Hangar Road, Suite 200
Rome, NY 13441
Telephone: 315-736-4171 / Fax: 315-736-0568

ANTHONY J. PICENTE, JR.
County Executive

W. VERNON GRAY, III
Commissioner of Aviation

7N2008-SS3

December 1, 2008

Anthony J. Picente, Jr.
Oneida County Executive
800 Park Ave.
Utica, NY 13501

AIRPORT

WAYS & MEANS

FAA AIP Project 3-36-0119-18-2008
Rehab.of Bldg. 782 (Design), Capt. Acct. H-333

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 AM 9:25

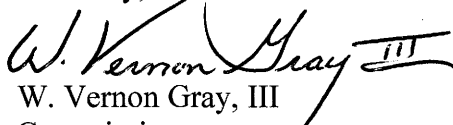
Dear County Executive Picente,

The Oneida County Board of Legislators Resolution No. 215 of 2008 provided the County Executive authorization to apply for Federal Aviation Administration Griffiss Redevelopment Grants. FAA has subsequently provided a grant for the "Rehabilitate Storage Hangar Building 782 (Design Only)". Total project is funded through the FAA's Airport Improvement and Military Airport Program for \$99,000. The Federal share is \$94,050 (95%), State share \$2,476 (2.5%) and County share \$2,475 (2.5%).

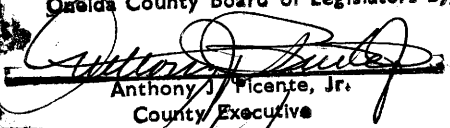
Attached is an agreement from C&S Engineers for professional design services. The design services will provide for the upgrade and improvements to Building 782 to include office space, HVAC, electrical, communication, plumbing, and fire protection systems. The fee for design services phase is \$94,737.00. An Independent Fee Estimate was performed by McFarland Johnson, Inc. determining the fee to be reasonable. The Board of Acquisition and Contracts subsequently approved this agreement on November 12, 2008.

Please consider acceptance of this agreement with C&S Engineers for professional design services at a fee of \$94,737.00. If acceptable, forward to the Oneida County Board of Legislators for their consideration and approval. Please contact me should you have any questions regarding this application. Charge Capital Project H-339. Thank you.

Sincerely,


W. Vernon Gray, III
Commissioner

wfa
Attach.

Reviewed and Approved for submittal to the
Oneida County Board of Legislators by

Anthony J. Picente, Jr.
County Executive
Date 12/8/08 80.

Oneida County Department: Aviation

Competing Proposal _____
Only Respondent _____
Sole Source RFP _____

Oneida County Board of Legislators Contract Summary

Name of Proposing Organization: C&S Engineers
Title of Activity or Service: Professional Consulting Services
Client Population/Number to be Served: N/A

Summary Statements:

1) Narrative Description of Proposed Services:

Provide Professional Design Services for the upgrade & improvements to Bldg 782.

2) Program/Service Objectives and Outcomes:

Redevelopment of Griffiss Airfield for aviation and economic development purposes.

3) Program Design and Staffing Level:

N/A

Total Funding Requested: **\$94,737.00**

Oneida County Department Funding Recommendation: **\$94,737.00**

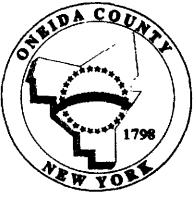
Account # **H-339**

Proposed Funding Source: Federal \$90,000.15 State \$2,368.42 County \$2,368.43

Cost Per Client Served: N/A

Past Performance Data: N/A

Oneida County Department Staff Comments: Approved by Acquisition & Contract 11/12/08.



COUNTY OF ONEIDA
OFFICE OF THE COUNTY EXECUTIVE

ANTHONY J. PICENTE JR.
County Executive
ce@ocgov.net

ONEIDA COUNTY OFFICE BUILDING
800 PARK AVENUE
UTICA, NEW YORK 13501
(315) 798-5800
FAX: (315) 798-2390
www.ocgov.net

RECEIVED
ONEIDA COUNTY LEGISLATURE
2009 DEC -9 AM 11:58

December 9, 2008

7/1/2008-554

Oneida County
Board of Legislators
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Honorable Members:

When the 2009 budget for the Snowmobile Association was proposed in November, the assumption of the Snowmobile Association was that the amount of Snowmobile Trail Aid that would be available would be about \$140,000. As it turned out, for 2009 the total amount of Snowmobile Trail Aid for Oneida County was increased to a maximum of \$276,325, or \$136,325 more than their expectations. In order to pass the total State Aid amount through to the Oneida County Snowmobile Association, a supplemental appropriation will be required.

I therefore request your Board's approval for the following 2009 supplemental appropriation:

TO:

AA# A6434.495 -- Oneida County Snowmobile Association, Other Expenses \$ 136,325.

This supplemental appropriation will be fully supported by unanticipated revenue in:

RA# A3760 - - - - State Aid, Snowmobile Trails \$ 136,325.

I, also respectfully request your Board to act on this legislation at your next Board meeting on **December 30, 2008.**

Respectfully submitted,

Anthony J. Picente, Jr.
Oneida County Executive

AJP:tbk
Attach.
CC: County Attorney
Comptroller
Budget

82



ONEIDA COUNTY BOARD OF LEGISLATORS

ONEIDA COUNTY OFFICE BUILDING • 800 PARK AVENUE • UTICA, N.Y. 13501-2977

Gerald J. Fiorini
Chairman
(315) 798-5900

Susan L. Crabtree
Clerk
(315) 798-5901

James M. D'Onofrio
Majority Leader

Michael J. Hennessy
Minority Leader

December 9, 2008

7N2008-555

Oneida County
Board of Legislators
800 Park Avenue
Utica, New York 13501

WAYS & MEANS

Honorable Members:

Legislator Les Porter, a regional member of the NYSDEC Fish & Wildlife Board has recommended and requested passage of legislation ordering a quarantine on dogs to prevent deer depredation in Oneida County.

I hereby refer this matter to the Ways & Means Committee with the request that said legislation be acted upon by the full Board of Legislators at the meeting of **December 30, 2008.**

Respectfully submitted,

Handwritten signature of Gerald J. Fiorini in cursive.

GERALD J. FIORINI
CHAIRMAN OF THE BOARD

GJF:pp

RECEIVED
ONEIDA COUNTY LEGISLATURE
2008 DEC -9 PM 12:44

83.



ONEIDA COUNTY BOARD OF LEGISLATORS

Les Porter ♦ 9692 Main St., PO Box 236 ♦ Remsen, NY 13438 ♦ 831-2191

December 9, 2008

Gerald J. Fiorini, Chairman
Oneida County Board of Legislators
800 Park Avenue
Utica, New York 13501

Dear Mr. Fiorini:

As a regional member of the NYSDEC Fish & Wildlife Board that is in the business of wildlife protection, I request that we pass a resolution to prevent deer depredation in Oneida County.

The resolution is usually presented for consideration in the beginning of the winter months and continues on through April 15th. Please consider this request and forward to committee and on to the full Board.

Sincerely,

Les Porter
Legislator, 6th District
Member, NYSDEC Fish & Wildlife Board

84.