

PUBLIC SAFETY COMMITTEE  
January 12, 2021 3:30 p.m.

AGENDA

- I. Welcome and Attendance
- II. Approval of the minutes of the December 2, 2020 meeting
- III. Appointment of a Vice-Chair
- IV. Amending Resolution 284-2019 Town of Halfmoon 2020 Law Enforcement Contract – Michael Zurlo, Sheriff
- V. Town of Halfmoon 2021 Law Enforcement Contract – Michael Zurlo, Sheriff
- VI. Accepting Aid to Prosecution Grant – Karen Heggen, District Attorney
- VII. District Attorney Salary Aid Program Grant - Karen Heggen, District Attorney
- VIII. NMS Labs agreement for 2021 – Susan Hayes-Masa, Coroner
- IX. Agreement with Tim Godlewski for Morgue Assistant cases – Susan Hayes-Masa, Coroner
- X. Re-allocation of grant funds associated with the Statewide Interoperable Communications Grants SI14, SI16, SI17, SI18 and SI19 in the amount of \$808,871.53 to the 2021 budget – Carl Zeilman, Emergency Services
- XI. Other Business
- XII. Adjournment

Chair: John Lant

Members:

Preston Allen  
Eric Connolly  
Dick Lucia  
Jean Raymond  
Jon Schopf  
Mike Smith

Due to public health and safety concerns related to COVID-19, there is limited capacity in the Boardrooms. The public will have an opportunity to hear the meeting live via an audio signal using this call-number and access code:

Dial: 1-978-990-5145

Access Code: 1840389



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

*In addition to informing the Clerk of the Board that you have agenda items for an upcoming committee meeting a pre-resolution memorandum, attached to an email, should be sent to the County Administrator, Management Analyst, and County Attorney at least 5 days before the committee meets, but in no case less than 2 days before the meeting*

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Sheriff Michael H. Zurlo

**DATE:** 12/28/2020

**Committee:** Public Safety

1. Budget Amendments: No

2. Amendments to the Compensation Schedule: No

3. Details on what the resolution will authorize: Amends Resolution 284-2019 authorizing a continuation of an annual contract for law enforcement services with the Town of Halfmoon from \$221,898.59 to \$221,850.00. Form and content of the contract to be approved by the Sheriff and County Attorney.

4. Vendors/contractors Selected: . n/a

- a. Less desirable alternatives: n/a
- b. Were bids/proposals solicited: n/a
- c. Was the contractor selected the lowest bid or proposal: n/a
- d. Was the contract awarded on the best value methodology: n/a
- e. Is the vendor/contractor a sole source: n/a
- g. Commencement date of contract term: n/a
- h. Termination of contract date: n/a
- i. Contract renewal and term: n/a
- j. Contact information:
- k. Is the vendor/contractor an LLS, PLLC or partnership: n/a
- l. State of vendor/contractor organization: n/a
- m. Time element and why: n/a
- n. Other remarks:

5. Is this an annual housekeeping resolution: No

- a. What were the terms of the prior resolution: annual rate of \$221,898.59
- b. Are the terms changing: yes
- c. What is the reason for the change in terms: Correction to the rate agreed to and paid by the Town of Halfmoon for 2020.



## SARATOGA COUNTY

6. Is a new position being created: **No**

- a. Effective date n/a
- b. Salary and grade: n/a

7. Is a new employee being hired: **No**

- a. Full name of the new employee including suffixes:
- d. City/Town of residence:
- e. Effective date of employment
- f. Salary and grade
- g. Appointed position:
- h. Term:

8. Is a grant being accepted: **No**

- a. Source of grant funding: n/a
- b. Amount of grant: n/a
- c. Purpose grant will be used for: n/a
- d. Equipment and/or services being purchased with the grant: n/a
- e. Time period grant covers: n/a

9. Remarks:

This resolution seeks to amend Resolution 284-2019 authorizing a contract for specialized law enforcement services provided to the Town of Halfmoon for one year. The rate for 2020 is corrected to \$221,850.00 as agreed to and paid by the Town of Halfmoon.



# **SARATOGA COUNTY**

## **PRE-RESOLUTION MEMORANDUM**

*In addition to informing the Clerk of the Board that you have agenda items for an upcoming committee meeting a pre-resolution memorandum, attached to an email, should be sent to the County Administrator, Management Analyst, and County Attorney at least 5 days before the committee meets, but in no case less than 2 days before the meeting*

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Sheriff Michael H. Zurlo

**DATE:** 12/28/2020

**Committee:** Public Safety

1. Budget Amendments: None – Included in 2021 budget
2. Amendments to the Compensation Schedule: No
3. Details on what the resolution will authorize: Authorize the Chairman of the Board to enter into a contract on behalf of the Sheriff to provide specialized law enforcement services to the Town of Halfmoon. Form and content of the contract to be approved by the Sheriff and County Attorney.
4. Vendors/contractors Selected: . n/a
  - a. Less desirable alternatives: n/a
  - b. Were bids/proposals solicited: n/a
  - c. Was the contractor selected the lowest bid or proposal: n/a
  - d. Was the contract awarded on the best value methodology: n/a
  - e. Is the vendor/contractor a sole source: n/a
  - g. Commencement date of contract term: n/a
  - h. Termination of contract date: n/a
  - i. Contract renewal and term: n/a
  - j. Contact information:
  - k. Is the vendor/contractor an LLS, PLLC or partnership: n/a
  - l. State of vendor/contractor organization: n/a
  - m. Time element and why: n/a
  - n. Other remarks:
5. Is this an annual housekeeping resolution: Yes
  - a. What were the terms of the prior resolution: 12-month contract for \$221,850.00
  - b. Are the terms changing: yes
  - c. What is the reason for the change in terms: Negotiated rate increase



## SARATOGA COUNTY

6. Is a new position being created: **No**

- a. Effective date n/a
- b. Salary and grade: n/a

7. Is a new employee being hired: No

- a. Full name of the new employee including suffixes:
- d. City/Town of residence:
- e. Effective date of employment
- f. Salary and grade
- g. Appointed position:
- h. Term:

8. Is a grant being accepted: No

- a. Source of grant funding: n/a
- b. Amount of grant: n/a
- c. Purpose grant will be used for: n/a
- d. Equipment and/or services being purchased with the grant: n/a
- e. Time period grant covers: n/a

9. Remarks:

This is an annual resolution to renew a contract for specialized law enforcement services provided to the Town of Halfmoon for one year. The rate for 2020 was \$221,850.00. The negotiated rate for 2021 will be increased to \$226,336.56.



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Karen A. Heggen

**DATE:** 12/21/2020

**Committee:** Public Safety

1. Budget Amendments: No Change in Budget
2. Amendments to the Compensation Schedule: None
3. Details on what the resolution will authorize:

### **Resolution accepting the Aid to Prosecution Grant from the Division of Criminal Justice Services**

4. Vendors/contractors Selected:
  - a. Less desirable alternatives:
  - b. Were bids/proposals solicited:
  - c. Was the contractor selected the lowest bid or proposal:
  - d. Was the contract awarded on the best value methodology:
  - e. Is the vendor/contractor a sole source:
  - g. Commencement date of contract term:
  - h. Termination of contract date:
  - i. Contract renewal and term:
  - j. Contact information (names, addresses):
  - k. Is the vendor/contractor an LLS, PLLC or partnership:
  - l. State of vendor/contractor organization:
  - m. Time element and why:
  - n. Other remarks:
5. Is this an annual housekeeping resolution: Yes
  - a. What were the terms of the prior resolution: 10/01/2019 - 09/30/2020
  - b. Are the terms changing: Yes
  - c. What is the reason for the change in terms: Extension of existing contract period by six months. The new 18-month contract period of 10/1/2019-3/31/2021 has an increased award amount of \$86,730 (\$28,910 more than prior resolution); annual contracts are expected to resume for the period of 4/1/2021 through 3/31/2022.
6. Is a new position being created: No
  - a. Effective date:
  - b. Salary and grade:



## SARATOGA COUNTY

7. Is a new employee being hired: No
- a. Full name of the new employee including suffixes:
  - d. City/Town of residence:
  - e. Effective date of employment:
  - f. Salary and grade
  - g. Appointed position:
  - h. Term:
8. Is a grant being accepted: Yes
- a. Source of grant funding: Division of Criminal Justice Services
  - b. Amount of grant: \$28,910 for six-month extension of 10/1/2020-3/31/2021; \$86,730 for total contract period of 10/1/2019-3/31/2021.
  - c. Purpose grant will be used for: towards salaries
  - d. Equipment and/or services being purchased with the grant: None
  - e. Time period grant covers: October 1, 2019 - March 30, 2021
9. Remarks: This grant goes toward salaries. Funding has stayed the same as the 2018-2019 amount.



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Karen A. Heggen, District Attorney

**DATE:** 12/21/2020

**Committee:** **Public Safety**

1. Budget Amendments:
2. Amendments to the Compensation Schedule: NA
3. Details on what the resolution will authorize:

**The County will receive funding under the District Attorney Salary Aid Program for Fiscal Year 2020-2021**

4. Vendors/contractors Selected:
  - a. Less desirable alternatives:
  - b. Were bids/proposals solicited:
  - c. Was the contractor selected the lowest bid or proposal:
  - d. Was the contract awarded on the best value methodology:
  - e. Is the vendor/contractor a sole source:
  - g. Commencement date of contract term:
  - h. Termination of contract date:
  - i. Contract renewal and term:
  - j. Contact information (names, addresses):
  - k. Is the vendor/contractor an LLS, PLLC or partnership:
  - l. State of vendor/contractor organization:
  - m. Time element and why:
  - n. Other remarks:
5. Is this an annual housekeeping resolution:
  - a. What were the terms of the prior resolution:
  - b. Are the terms changing:
  - c. What is the reason for the change in terms:
6. Is a new position being created: **No**
  - a. Effective date:
  - b. Salary and grade:
7. Is a new employee being hired: No





## SARATOGA COUNTY

- a. Full name of the new employee including suffixes:
- d. City/Town of residence:
- e. Effective date of employment:
- f. Salary and grade
- g: Appointed position:
- h. Term:

8. Is a grant being accepted: Yes

- a. Source of grant funding: Division of Criminal Justice
- b. Amount of grant: \$72,189; 80% (\$57,751 paid to Saratoga County in December 2020)
- c. Purpose grant will be used for: offset salary costs for the District Attorney
- d. Equipment and/or services being purchased with the grant: none
- e. Time period grant covers: April 1, 2020 - March 31, 2021

9. Remarks: District Attorney Salary Aid Program Grant



**Division of Criminal  
Justice Services**

**ANDREW M. CUOMO**  
Governor

**MICHAEL C. GREEN**  
Executive Deputy Commissioner

**JEFFREY P. BENDER**  
Deputy Commissioner

## Grant Award Notice

December 15, 2020

The Division of Criminal Justice Services (DCJS) is pleased to advise you that your county will receive funding under the District Attorney Salary Aid Program for State Fiscal Year (SFY) 2020-21.

<b>Project Name:</b>	<b>District Attorney Salary Aid Program</b>	<b>Award Amount:</b>	<b>Please refer to the attached list for the amount your county has been awarded.</b>
<b>Budget:</b>	<b>SFY 2020-21</b>	<b>Term Dates:</b>	<b>April 1, 2020 – March 31, 2021</b>

### Additional Information:

Your 2020-21 program award is consistent with the appropriation amounts enacted for this purpose in the state budget, with 20% of the award being withheld at the direction of the Division of the Budget. This funding assistance is being provided to help offset salary costs that your county has and will incur for the period of April 1, 2020 – March 31, 2021.

To streamline processing and facilitate timely distribution of funds, the DCJS Office of Financial Services will initiate 80% of your planned payment directly to your county during the month of December with the remaining amount to be determined and authorized by the Division of the Budget.

If you have any questions on this award, please contact:

**Nadia Rockwell**  
DCJS Associate Budgeting Analyst  
NYS Division of Criminal Justice Services, Finance Office  
(518) 485-0091 or [nadia.rockwell@dcjs.ny.gov](mailto:nadia.rockwell@dcjs.ny.gov)



County	100%	80%
Albany	\$78,514.00	\$62,811.00
Allegany	\$72,189.00	\$57,751.00
Broome	\$72,189.00	\$57,751.00
Cattaraugus	\$72,189.00	\$57,751.00
Cayuga	\$73,937.00	\$59,150.00
Chautauqua	\$72,189.00	\$57,751.00
Chemung	\$72,189.00	\$57,751.00
Chenango	\$72,189.00	\$57,751.00
Clinton	\$73,612.00	\$58,890.00
Columbia	\$72,189.00	\$57,751.00
Cortland	\$72,189.00	\$57,751.00
Delaware	\$72,189.00	\$57,751.00
Dutchess	\$76,522.00	\$61,218.00
Erie	\$77,682.00	\$62,146.00
Essex	\$72,189.00	\$57,751.00
Franklin	\$72,189.00	\$57,751.00
Fulton	\$72,189.00	\$57,751.00
Genesee	\$72,189.00	\$57,751.00
Greene	\$72,189.00	\$57,751.00
Hamilton	\$0.00	\$0.00
Herkimer	\$72,189.00	\$57,751.00
Jefferson	\$72,189.00	\$57,751.00
Lewis	\$72,189.00	\$57,751.00
Livingston	\$72,189.00	\$57,751.00
Madison	\$72,189.00	\$57,751.00
Monroe	\$78,203.00	\$62,562.00
Montgomery	\$72,189.00	\$57,751.00
Nassau	\$76,793.00	\$61,434.00
Niagara	\$72,189.00	\$57,751.00
Oneida	\$72,189.00	\$57,751.00
Onondaga	\$75,685.00	\$60,548.00
Ontario	\$72,189.00	\$57,751.00
Orange	\$75,551.00	\$60,441.00
Orleans	\$72,189.00	\$57,751.00
Oswego	\$72,189.00	\$57,751.00
Otsego	\$72,189.00	\$57,751.00
Putnam	\$77,934.00	\$62,347.00
Rensselaer	\$72,189.00	\$57,751.00
Rockland	\$75,551.00	\$60,441.00
St. Lawrence	\$72,189.00	\$57,751.00
Saratoga	\$72,189.00	\$57,751.00
Schenectady	\$72,189.00	\$57,751.00
Schoharie	\$72,189.00	\$57,751.00
Schuyler	\$72,189.00	\$57,751.00
Seneca	\$72,189.00	\$57,751.00
Steuben	\$72,189.00	\$57,751.00
Suffolk	\$79,981.00	\$63,985.00
Sullivan	\$76,176.00	\$60,941.00
Tioga	\$72,189.00	\$57,751.00
Tompkins	\$73,471.00	\$58,777.00
Ulster	\$79,181.00	\$63,345.00
Warren	\$72,189.00	\$57,751.00
Washington	\$72,189.00	\$57,751.00
Wayne	\$72,189.00	\$57,751.00
Westchester	\$79,981.00	\$63,985.00
Wyoming	\$72,189.00	\$57,751.00
Yates	\$72,189.00	\$57,751.00
Bronx	\$7,974.00	\$6,379.00
Kings	\$7,974.00	\$6,379.00
Manhattan	\$7,974.00	\$6,379.00
Queens	\$7,974.00	\$6,379.00
Richmond	\$7,974.00	\$6,379.00



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Susan Hayes-Masa, Coroner

**DATE:** 12/8/2020

**Committee:** **Public Safety, Law and Finance**

1. Budget Amendments: Increase the yearly maximum for NMS and Fee increases for 2021
2. Amendments to the Compensation Schedule: [Click here to enter text.](#)
3. Details on what the resolution will authorize:

**Attached please find a copy of the 2020 fees and the increases for 2021. While most increases are nominal, there is a new test that was added, 8054B (\$562.00), which we have been utilizing throughout 2020 which replaces the Expanded Panel 8052B/U/SP (\$241.00). Resolution 31-2020 gives us a yearly maximum of \$50,000 we have exceeded that amount due to the extensive overdoses in the county.**

4. Vendors/contractors Selected: NMS Laboratories
  - a. Less desirable alternatives: [Click here to enter text.](#)
  - b. Were bids/proposals solicited: [Click here to enter text.](#)
  - c. Was the contractor selected the lowest bid or proposal: [Click here to enter text.](#)
  - d. Was the contract awarded on the best value methodology: [Click here to enter text.](#)
  - e. Is the vendor/contractor a sole source: [Click here to enter text.](#)
  - g. Commencement date of contract term: 1/1/2021
  - h. Termination of contract date: 12/31/2021
  - i. Contract renewal and term: One Year [Click here to enter text.](#)
  - j. Contact information (names, addresses): 200 Welsh Road, Horsham, PA 19044
  - k. Is the vendor/contractor an LLS, PLLC or partnership: [Click here to enter text.](#)
  - l. State of vendor/contractor organization: PA
  - m. Time element and why: [Click here to enter text.](#)
  - n. Other remarks: [Click here to enter text.](#)
5. Is this an annual housekeeping resolution: **NO**
  - a. What were the terms of the prior resolution: [Click here to enter text.](#)
  - b. Are the terms changing: Yes, see attached
  - c. What is the reason for the change in terms: Yearly fee increases and increase in yearly maximum
6. Is a new position being created: **NO**
  - a. Effective date: [Click here to enter a date.](#)
  - b. Salary and grade: [Click here to enter text.](#)



## SARATOGA COUNTY

7. Is a new employee being hired: NO

- a. Full name of the new employee including suffixes: [Click here to enter text.](#)
- d. City/Town of residence: [Click here to enter text.](#)
- e. Effective date of employment: [Click here to enter text.](#)
- f. Salary and grade [Click here to enter text.](#)
- g. Appointed position: [Click here to enter text.](#)
- h. Term: [Click here to enter text.](#)

8. Is a grant being accepted: NO

- a. Source of grant funding: [Click here to enter text.](#)
- b. Amount of grant: [Click here to enter text.](#)
- c. Purpose grant will be used for: [Click here to enter text.](#)
- d. Equipment and/or services being purchased with the grant: [Click here to enter text.](#)
- e. Time period grant covers: [Click here to enter text.](#)

9. Remarks: See attached





December 3, 2020

Susan Hayes-Masa  
Saratoga County Coroner

Dear Ms. Hayes-Masa:

First and foremost, thank you for choosing NMS Labs for your postmortem toxicology testing needs. We are pleased to provide pricing for another one-year period on the panels that would be most beneficial for your agency's postmortem casework. This includes, but is not limited to, prepaid shipping via Federal Express Standard Overnight delivery and specimen storage of six (6) months or all submitted samples. These services are designed to help you effectively manage your postmortem toxicology testing needs.

Account numbers: 20080  
Price Code: SCOC  
Pricing Effective Date: 01/01/2021  
Pricing Expiration Date: 12/31/2021

<u>Test Number</u>	<u>Test Description</u>	<u>Price per Sample</u>
8051B/U/SP	<b>Basic Postmortem Toxicology Panel - Blood, Urine, Serum/Plasma</b> Includes screening and quantitative confirmatory analysis for illicit drugs of abuse, alcohol and some therapeutic compounds	\$161.00
8051FL	<b>Basic Postmortem Toxicology Panel - Non-Routine Fluids</b>	\$321.00
8051TI	<b>Basic Postmortem Toxicology Panel - Tissue</b> Use for routine postmortem toxicology testing of tissue samples and non-routine biological fluids (gastric contents, bile, purge fluid, etc.)	\$348.00
8061B/U	<b>Postmortem Toxicology - Basic w/o Alcohol, Blood and Urine (Forensic)</b> Includes screening and quantitative confirmatory analysis for illicit drugs of Abuse and some therapeutic compounds	\$187.00
8052B/U/SP	<b>Expanded Postmortem Toxicology Panel - Blood, Urine, Serum/Plasma</b> Includes screening and quantitative confirmatory analysis for 350+ therapeutic medications, illicit drugs of abuse and alcohol	\$241.00
8052FL	<b>Expanded Postmortem Toxicology Panel - Non-Routine Fluids</b>	\$536.00
8052TI	<b>Expanded Postmortem Toxicology Panel - Tissue</b> Use for routine postmortem toxicology testing of tissue samples and non-routine biological fluids (gastric contents, bile, purge fluid, etc.)	\$589.00
8062B/U	<b>Postmortem Toxicology - Expanded w/o Alcohol, Blood (Forensic)</b> Includes screening and quantitative confirmatory analysis for 350+ therapeutic medications and illicit drugs of abuse	\$258.00
8054B	<b>Postmortem, Expanded with NPS, Blood (Forensic)</b> Includes screening and quantitative confirmatory analysis for 350+ therapeutic medications, illicit drugs of abuse and alcohol and some Novel Psychoactive Substances	\$562.00
8050U	<b>Urine Drug Screen</b> Includes screening analysis of urine for illicit drugs of abuse with confirmation testing for Opiates and 6-MAM ( <i>Can be ordered in addition to Basic or Expanded drug screens</i> )	\$ 27.00
RETURN	<b>Return</b>	\$ 0.00

Fees will be invoiced for each sample type analyzed based on the submitted analysis request. All other testing requested will be billed in accordance with the NMS Labs **Prevailing** Fee Schedule.

CLIENT ID	ACODE	ACODE_DESCRIPTION	SPECIAL PRICE	CNTTOTAL	REVTOTAL
20080	8054B	Postmortem, Expanded with NPS, Blood (Forensic)	\$546.00	86.00	\$46,830.00
20080	8050U	Postmortem, Urine Screen Add-on (6-MAM Quantif	\$26.00	78.00	\$2,018.00
20080	1919FL	Electrolytes and Glucose Panel (Vitreous), Fluid (Fo	\$95.00	54.00	\$5,100.00
20080	0170FL	Alcohol Panel, Fluid	\$131.00	21.00	\$2,727.00
20080	8051B	Postmortem, Basic, Blood (Forensic)	\$156.00	21.00	\$3,252.00
20080	8052B	Postmortem, Expanded, Blood (Forensic)	\$234.00	4.00	\$918.00
20080	7744	Special Request	\$357.00	2.00	\$1,500.00
20080	1002B	Carbon Monoxide Exposure Biouptake Screen, Bloo	\$75.00	1.00	\$75.00
20080	5654B	Carbon Monoxide Exposure Biouptake Confirmation	\$83.00	1.00	\$83.00
20080	2887B	Methemoglobin, Blood	\$165.00	1.00	\$165.00
20080	0570B	Designer Benzodiazepines, Blood	\$177.00	1.00	\$0.00
20080	2520FL	Lithium, Fluid	\$213.00	1.00	\$213.00
20080	8103B	Environmental Exposure Screen, Blood	\$640.00	1.00	\$640.00
				272.00	\$63,521.00



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

**TO:** Spencer Hellwig, County Administrator  
Chad Cooke, Deputy County Administrator  
Stephen Dorsey, Esq., County Attorney

**FROM:** Susan Hayes-Masa, Coroner

**DATE:** 12/18/2020

**Committee:** **Public Safety, Law and Finance, BOS**

1. Budget Amendments: Increase the minor contract amount for Tim Godlewski, Morgue Assistant due to excessive autopsy cases in 2020. Also make Tim Godlewski's contract a regular rather than Minor to accommodate the possibility of this happening in the future.
2. Amendments to the Compensation Schedule: For Tim Godlewski
3. Details on what the resolution will authorize: This will increase the allotted amount for the Minor Contract threshold of \$15000 due to excessive autopsy cases in 2020. It will also switch from Minor Contract to a Regular Vendor Contract due to the increase in autopsy cases in the future.
4. Vendors/contractors Selected: Tim Godlewski, Morgue Assistant
  - a. Less desirable alternatives:
  - b. Were bids/proposals solicited:
  - c. Was the contractor selected the lowest bid or proposal:
  - d. Was the contract awarded on the best value methodology:
  - e. Is the vendor/contractor a sole source: Yes
  - g. Commencement date of contract term: December 18, 2020
  - h. Termination of contract date:
  - i. Contract renewal and term:
  - j. Contact information (names, addresses): Tim Godlewski, 8 Buell Ave., Ballston Lake, NY 12019
  - k. Is the vendor/contractor an LLS, PLLC or partnership:
  - l. State of vendor/contractor organization: NY
  - m. Time element and why: Allow payment of excess amount for 2020.
  - n. Other remarks:
5. Is this an annual housekeeping resolution: N/A
  - a. What were the terms of the prior resolution: 15,000 maximum for a Minor Contract
  - b. Are the terms changing: Change from Minor Contract to Regular Vendor Contract
  - c. What is the reason for the change in terms: Due to excessive autopsy cases in the future
6. Is a new position being created: N/A
  - a. Effective date:
  - b. Salary and grade:





## SARATOGA COUNTY

7. Is a new employee being hired: N/A
- a. Full name of the new employee including suffixes:
  - d. City/Town of residence:
  - e. Effective date of employment:
  - f. Salary and grade
  - g: Appointed position:
  - h. Term:
8. Is a grant being accepted: N/A
- a. Source of grant funding:
  - b. Amount of grant:
  - c. Purpose grant will be used for:
  - d. Equipment and/or services being purchased with the grant:
  - e. Time period grant covers:
9. Remarks: Autopsy cases cannot be itemized into a dollar amount due to the unknown element surrounding this departments needs. Making Tim's contract a Regular Vendor Contract would remove the need to make additional resolution changes. If I was to estimate a dollar amount maximum for this vendor contract, if applicable I would estimate \$30,000 would be reasonable, praying we don't need that.



# SARATOGA COUNTY

## PRE-RESOLUTION MEMORANDUM

**TO:** Steve Bulger, County Administrator  
Deputy Administrator  
Hugh Burke, Esq., County Attorney

**FROM:** Carl Zeilman, Director Office of Emergency Services

**DATE:** 1/8/2021

**Committee:** **Public Safety**

1. Budget Amendments: YES

2. Amendments to the Compensation Schedule:

3. Details on what the resolution will authorize: *The County of Saratoga's Office of Emergency Services to re-allocate grant funds associated with the Statewide Interoperable Communications Grants SI14, SI16, SI17, SI18 and SI19 in the amount of \$808,871.53 to the 2021 budget.*

4. Vendors/contractors Selected:

- a. Less desirable alternatives:
- b. Were bids/proposals solicited:
- c. Was the contractor selected the lowest bid or proposal:
  
- d. Was the contract awarded on the best value methodology:
- e. Is the vendor/contractor a sole source:
- g. Commencement date of contract term:
- h. Termination of contract date:
- i. Contract renewal and term: N/A
- j. Contact information (names, addresses):
- k. Is the vendor/contractor an LLS, PLLC or partnership:
- l. State of vendor/contractor organization:
- m. Time element and why:
- n. Other remarks:

5. Is this an annual housekeeping resolution: **N/A**

- a. What were the terms of the prior resolution:
- b. Are the terms changing:
- c. What is the reason for the change in terms:



# SARATOGA COUNTY

6. Is a new position being created: **N/A**

- a. Effective date
- b. Salary and grade:

7. Is a new employee being hired: **N/A**

- a. Full name of the new employee including suffixes:
- d. City/Town of residence:
- e. Effective date of employment
- f. Salary and grade
- g. Appointed position:
- h. Term:

8. Is a grant being accepted: **NO**

- a. Source of grant funding:
- b. Amount of grant:
- c. Purpose grant will be used for
- d. Equipment and/or services being purchased with the grant:
- e. Time period grant covers:.

9. Remarks:

The budget line breakdown is as follows:

SI 14 - A.36.366-7051 \$ 186,536.56

SI 16 - A.36.366-7098 \$ 8,820.12

SI 17 - A.36.366-7051 \$ 4,719.01  
A.36.366-8160 \$ 11,660.00  
A.36.366-8190 \$ 17,570.25  
A.36.366-8520 \$ 43,650.00

SI 18 - A.36.366-7033 \$ 12,828.00  
A.36.366-7051 \$ 2,260.17  
A.36.366-8520 \$ 3,456.00  
A.36.366-8521 \$ 128.00

SI 19 - A.36.366-7033 \$ 16,060.84  
A.36-366-7051 \$ 357,335.24  
A.36.366-7070 \$ 990.20  
A.36.366-8190 \$ 67,439.00  
A.36.366-8520 \$ 75,418.14