



# Public Safety Committee

**Wednesday, May 3, 2023 2:30PM**

40 McMaster Street, Ballston Spa, NY

Chair: John Lant

Members:

C. Eric Butler  
Joe Grasso  
Mark Hammond - vc  
Jean Raymond  
Kevin Tollisen  
Kevin Veitch

- I. Welcome and Attendance
  
- I. Approval of the minutes of the April 5, 2023 meeting.
  
- II. Authorizing the acceptance of an Ignition Interlock Device Non-installer Enforcement Program Grant from the New York State Division of Criminal Justice Services and amending the 2023 County budget in relation thereto – Sue Costanzo, Probation
  
- III. Authorizing transfer of funds from the Animal Shelter Trust Fund, and amending the 2023 County budget in relation thereto – Penny Heritage, Animal Shelter
  
- IV. Authorizing an agreement with the Waterford-Halfmoon Union Free School District for the provision of a School Resource Officer and amending the 2023 budget in relation thereto – Michael Zurlo, Sheriff
  
- V. Authorizing an agreement with Emergency Power Systems, LLC for preventative maintenance services for the emergency stand-by generators at the County’s Public Safety radio towers – Andre Delvaux, Emergency Services
  
- VI. Proclaiming May 21-27, 2023, as “National Emergency Medical Services” Week in Saratoga County – Andre Delvaux, Emergency Services
  
- VII. Other Business
  
- VIII. Adjournment



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michelle Granger, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Tracy Goodson, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Probation Department

**DATE:** April 21, 2023

**COMMITTEE:** Public Safety



1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Ignition Interlock Non-Installer Enforcement Program

3. Specific Details on what the resolution will authorize:

Authorize the approval of the County to participate in the Ignition Interlock Device Non-Installer Enforcement Program to cover eligible Ignition Interlock enforcement overtime costs up to \$35,000.00.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted **Yes**

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted Yes

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.31-4389	Other Public Safety	\$35,000

Expense

Account Number	Account Name	Amount
A.31.000-6810	Overtime	\$17,500
A.30.000-6810	Overtime	\$17,500

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted See above
- b. Budget year impacted 2023
- c. Details

The funds will be used to cover overtime expenses related to the enforcement of the Ignition Interlock Device Non-Installer Program.

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office  
Consulted

8. Is a grant being accepted:  YES or  NO

a. Source of grant funding:

Federal

b. Agency granting funds:

New York State Division of Criminal Justice Services

c. Amount of grant:

Up to \$35,000.00

d. Purpose grant will be used for:

Overtime costs for enforcement

e. Equipment and/or services being purchased with the grant:

N/A

f. Time period grant covers:

May 29, 2023-September 15, 2023

g. Amount of county matching funds:

N/A

h. Administrative fee to County:

N/A

9. Supporting Documentation:

Marked-up previous resolution

No Markup, per consultation with County Attorney

Information summary memo

Copy of proposal or estimate

Copy of grant award notification and information

Other \_\_\_\_\_

10. Remarks:



**Division of Criminal  
Justice Services**

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**ROBERT M. MACCARONE**  
Deputy Commissioner and Director

March 30, 2023

Ms. Sue Costanzo, Director  
Saratoga County Probation Department  
Saratoga County Public Safety Facility  
6012 County Farm Road  
Ballston Spa, NY 12020-1207

Dear Director Costanzo:

I am pleased to inform you that your jurisdiction is eligible to receive funding under the Ignition Interlock Device Non-Installer Enforcement Program (IIDEP) to cover your jurisdiction's eligible Ignition Interlock enforcement overtime costs up to \$35,000. This funding is provided by a federal Governor's Traffic Safety Committee grant and will be administered by the NYS Division of Criminal Justice Services (DCJS). This funding is for the time period of May 29, 2023 through September 15, 2023. Please note that this funding will not cover costs incurred after September 15, 2023 or after the \$35,000 award has been reimbursed.

During 2022, 28,717 people were arrested for misdemeanor or felony Driving While Intoxicated (DWI) crimes in New York State, and as of December 31, 2022, 13,970 individuals were under probation supervision for DWI. As you are aware, all individuals convicted of DWI are required, as a condition of sentence, to install and maintain an Ignition Interlock Device in any vehicles they own or operate. Individuals who continue to operate without an IID installed not only are violating the conditions of their sentence, but also committing a new offense pursuant to Vehicle and Traffic Law. Accordingly, the IID Non-Installer Enforcement Program is intended to promote compliance with the aforementioned IID requirements of Leandra's Law through collaborative enforcement activities, and increased public awareness.

Saratoga County was selected to participate in the IID Non-Installer Enforcement Program following review of data provided by the DCJS Office of Justice Research and Performance (OJRP) including the number of DWI arrests, DWI convictions, IID's ordered by the courts and installed, and the number of VTL §1198 infractions recorded by the Department of Motor Vehicles (DMV).

These federal funds require that a time keeping system be in place to document employee overtime expenses and that records can be produced and provided when requested by DCJS. As part of the state's efforts to streamline and improve payments to localities, this funding will be provided through reimbursement vouchers rather than a contract.

The County should compile all the data for participating law enforcement agencies and submit one voucher per county. Reimbursement is dependent on the timely submission of the required IIDEP Detailed Itemization of Personal Service Expenditures form and Claim for Payment. The IIDEP itemization and the claim for payment forms are due no later than September 15, 2023 and should be sent to the following address:

NYS Division of Criminal Justice Services (DCJS)  
Finance Office, 10th Floor  
80 South Swan Street  
Albany, New York 12210

Should you have any programmatic questions please contact Michele Melendez, DCJS Office of Probation and Correction Alternatives at [Michele.Melendez@dcjs.ny.gov](mailto:Michele.Melendez@dcjs.ny.gov) or (518) 457-7277. Please direct any questions regarding payment to the DCJS Finance Office at [holly.stefaniak@dcjs.ny.gov](mailto:holly.stefaniak@dcjs.ny.gov) or (518) 485-0916. Thank you for your continued work on this important initiative.

Very truly yours,



Robert Maccarone  
Deputy Commissioner and Director

cc: Rossana Rosado, DCJS, Commissioner  
Brad Stevens, DCJS Director of Financial Services  
Gary Govel, DCJS, OPCA  
Michele Melendez, DCJS, OPCA



~~11/15/22~~

# SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION ~~318-2022~~

Butler

Raymond

Grasso

Introduced by Public Safety: Supervisors Lant, ~~Barrett~~, Hammond, ~~Lawler~~, Ostrander, K. Veitch and Wright ~~Tollisen~~

## Ignition Interlock Device Non-Installer Enforcement Program Grant

AUTHORIZING THE ACCEPTANCE OF A ~~COUNTY PRETRIAL SERVICES GRANT~~ FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES

WHEREAS, pursuant to Resolution 110-2022, this Board authorized the approval of our current Alternatives to Incarceration (ATI) Performance-Based Service Plan through June 30, 2023, and the acceptance of funding from the NYS Division of Criminal Justice Services' Office of Probation and Correctional Alternatives; and

## The Ignition Interlock Device Non-Installer Enforcement Program

WHEREAS, the NYS Division of Criminal Justice Services has allocated additional funding for ~~County Pretrial Services~~ in the amount of ~~\$400,280~~ for the period of ~~April 1, 2022~~ through ~~March 31, 2023~~; and

September 15, 2023

up to \$35,000

May 29, 2023

WHEREAS, acceptance of the ~~County Pretrial Services~~ grant from the State Division of Criminal Justice Services' Office of Probation and Correctional Alternatives requires this Board's approval; now, therefore, be it

## Ignition Interlock Device Non-Installer Enforcement Program

RESOLVED, that the Chairman of the Board is authorized to execute all necessary documents and agreements with New York State Division of Criminal Justice Services' Office of Probation and Correctional Alternatives for the acceptance of the ~~County Pretrial Services~~ grant in the amount of ~~\$400,280~~ for the period ~~April 1, 2022~~ through ~~March 31, 2023~~; and it is further

up to \$35,000

May 29, 2023

September 15, 2023

RESOLVED, that the form and content of such documents shall be subject to the approval of the County Attorney; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

November 15, 2022 Regular Meeting  
Motion to Adopt: Supervisor Hammond  
Second: Supervisor Butler



AYES (194440): Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Jean Raymond (1333), Michael Smith (3525), Kevin Tollisen (25662), Mark Hammond (17130), Thomas Richardson (5163), Scott Ostrander (18800), Theodore Kusnierz (16202), Sandra Winney (2075), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), Edward D. Kinowski (9022), John Lant (17361).

NOES ( 0 ):

ABSENT (41069): Eric Connolly (11831), Kevin Veitch (8004), Arthur M. Wright (1976), Willard H. Peck (5242), Thomas N. Wood, III (5808), John Lawler (8208)



# SARATOGA COUNTY

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Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Tracy Goodson, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Animal Shelter

**DATE:** 4.24.23

**COMMITTEE:** Public Safety



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing Transfer of Funds from the Animal Shelter Trust Fund and Amending Budget

3. Specific Details on what the resolution will authorize:

Authorizing Transfer of Funds from the Animal Shelter Trust Fund and Amending the Budget in Relation Thereto for the purchase and/or installation of Vinyl Fencing, Kennel Covers and Surgical Lights

County Attorney's Office  
Consulted Yes

4. Is a Budget Amendment needed:  YES or  NO  
If yes, budget lines and impact must be provided.  
Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
Consulted Yes

Please see attachments for impacted budget lines.  
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.35-1554	Donations	\$49,557

Expense

Account Number	Account Name	Amount
A.35.000.7094	Building Components	\$49,557

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

The budget will be amended to accept these funds and authorize the related expenses

- a. G/L line impacted
- b. Budget year impacted 2023
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

No

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation RFQ

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

Facilities Maintenance Agreement

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

Siena Fence Jeremy Lawrence (518) 877-4360 jeremy@sienafence.com

e. Is the vendor/contractor an LLC, PLLC, or partnership: LLC

f. State of vendor/contractor organization: NY

g. Commencement date of contract term: Contract pending- commencement date TBD

h. Termination of contract date: Contract pending- project completion by Dec. 31, 2023

i. Contract renewal date and term: N/A

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

Yes

County Administrator's Office  
Consulted **Yes**

8. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Agency granting funds:
  - c. Amount of grant:
  - d. Purpose grant will be used for:
  - e. Equipment and/or services being purchased with the grant:
  - f. Time period grant covers:
  - g. Amount of county matching funds:
  - h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

Resolution 145-07 established the Animal Shelter Trust Fund to receive funds from donors as gifts for the benefit and use of the Saratoga County Animal Shelter

Resolution 254-2017 authorizes annual disbursements from the Animal Shelter Trust Fund commencing with the County of Saratoga's 2019 fiscal year, of up to 80% of the donations received by the Fund in the prior fiscal year

Summary of project cost, documentation (attached)

### Cost Summary of Projects

Vinyl fencing	\$22,900	3 quotes- DPW drafting Facilities Maintenance Agreement- Siena Fence
Kennel Covers	\$14,800	1 quote- Spartan Machine Shop
Surgical Lights	<u>\$ 7,352</u>	1 quote- MWI Animal Health (does not include freight charges)
	\$45,052	
10% cont.	<u>\$ 4,505</u>	
	\$49,557	

Customer Quote Copy		
Quote Number	Quote Date	Customer Number
264256	03/10/2023	59195
Sales Rep		
Hladik, Scott		
shladik@mwianimalhealth.com		

**Quote For:**

SARATOGA COUNTY ANIMAL SHELTER  
 SARATOGA COUNTY ANIMAL SHELTER  
 KRISTIN ST DENIS DVM  
 6010 COUNTY FARM RD  
 BALLSTON SPA, NY 12020-2251

- \* **This quote is good from 03/10/2023 to 04/09/2023.**
- \* **Subject to manufacturer price increases.**
- \* **Additional accessories or parts may be required.**

MWI Equipment Phone: (800) 824-3703  
 MWI Equipment Online: <https://equipment.mwiah.com/>  
 Prepared By: Hladik, Scott

Item	Description	Manufacturer	Qty	Price	Total
063763	Surgical Lights: MI1000 LED 30" Ceiling Rod Only	Medical Illumination	2	\$216.25	\$432.50
091550	Surgical Lights: MI1000 LED Single Ceiling (in stock)	Medical Illumination	2	\$3,459.67	\$6,919.34

<b>Quote Total:</b>	<b>\$7,351.84</b>
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This quote does not include sales tax or freight charges on drop ship items.



# Spartan Machine Shop LLC

Veteran Owned & Operated  
Kevin Bearce  
788 Swaggertown Road  
Charlton, NY 12302  
518-703-4516 Day 518-322-5042 Evening  
kevinbearce@gmail.com

**Saratoga County Animal Shelter**

**6010 County Farm Road Ballston Spa, NY 12020**

**Interior Dog kennel tops**

**Date 4-14-23**

<b>Qty.</b>	<b>Item Description</b>	<b>Unit Price</b>	<b>Price</b>
<b>6</b>	<b>Two 5'x6' black powder coated Euro style panel with mounting hardware and labor installed in interior kennel. This will cover one 6'X10' kennel.</b>	<b>\$800.00</b>	<b>\$4,800.00</b>
<b>50</b>	<b>5'x6' black powder coated Euro style panels delivered to client</b>	<b>\$200.00</b>	<b>\$10,000.00</b>
		Tax Exempt	
			<b>14,800.00</b>

Quote is good for 60 days.

From time of order placed allow 4 to 6 weeks delivery and installation.

Authorized Signature \_\_\_\_\_

Thank you for the opportunity to bid for your business.

Sincerely,

Kevin Bearce



# SARATOGA COUNTY DPW QUOTE FORM

DEPARTMENT: DPW \_\_\_\_\_

DATE \_\_\_\_\_

PROJECT: \_\_\_\_\_

	VENDOR	CONTACT	PHONE	FAX
1	Siena Fence Clifton Park NY	Greg Hoefler	518.877.4362	
2	Bruce Fence Cohoes, NY	Will Vroman	518.783.8792	
3	Asfsco Fence Queensbury, NY	Charlie Ford	518.792.7076	
4		NAME :		
		E-mail :		

QTY.	UNIT	ITEM	VENDOR	UNIT PRICE	UNIT PRICE	UNIT PRICE	UNIT PRICE
			QUOTE DATE	1	2	3	4
			EST. DELIVERY				
				4/6/23	3/22/23	3/30/23	
346	ft	removal of fence by the ft		\$347.00	\$1,477.00	\$4,575.00	
1	ls	Supply and install fence only		\$22,553.00	\$24,196.00	\$21,815.00	
1	ls	Remove fence, supply and install new		\$22,900.00	\$25,673.00	\$26,390.00	
<b>TOTALS</b>							

BIDS TAKEN BY: shelter

PURCHASE APPROVED BY:  DATE:  CHARGE TO ACCOUNT :

PURCHASE MADE BY:  DATE:

note:



# Siena Fence Co. Inc.

PO Box 4893 Clifton Park, New York 12065 (518) 877-4362 fax: (518) 877-3316

## PROPOSAL

Part I of II

**SUBMITTED TO:**

SARATOGA CO. ANIMAL SHELTER  
6010 COUNTY FARM RD  
BALLSTON SPA NY 12020

**WORK TO BE PERFORMED AT:**

SAME

**VINYL FENCE - AREA 1:** FURNISH AND INSTALL 231 +/- LINEAR FT. OF 5' HIGH, "ESTATE", WHITE VINYL PRIVACY FENCE. ALL POSTS TO BE 5" X 5" WITH FLAT CAPS AND BE INSTALLED IN CONCRETE FOOTINGS. INCLUDED IS (1) 4' WIDE, SINGLE SWING GATE AND (1) 8' WIDE, DOUBLE DRIVE GATE WITH HARDWARE.

**VINYL FENCE - AREA 2:** FURNISH AND INSTALL 116 +/- LINEAR FT. OF 5' HIGH, "ESTATE", WHITE VINYL PRIVACY FENCE. ALL POSTS TO BE 5" X 5" WITH FLAT CAPS AND BE INSTALLED IN CONCRETE FOOTINGS. INCLUDED IS (1) 4' WIDE, SINGLE SWING GATE WITH HARDWARE.

**TOTAL INSTALLED: \$22,900.00**

**TAKE DOWN AND HAUL AWAY EXISTING FENCE AS NEEDED.**

**DURING DIGGING WE WILL TAKE PRECAUTION TO AVOID UNDERGROUND UTILITIES INCLUDING SPRINKLER LINES, SEPTIC TANKS, ETC. WE CANNOT FORESEE ALL POSSIBILITIES AND THEREFORE CANNOT BE RESPONSIBLE FOR ANY DAMAGE THAT MAY OCCUR DUE TO DIGGING.**

**EXCLUDED:** GRADING, CLEARING, CORE DRILLING, BUILDING PERMITS, LOCATION OF PRIVATE UNDERGROUND UTILITIES, SNOW REMOVAL, TREE REMOVAL, SURVEY OR STAKEOUT OF PROPERTY LINES.  
**PLEASE NOTE: ALL GATES WILL SWING OUT UNLESS OTHERWISE SPECIFIED BY CUSTOMER**

**TERMS: A 50% DEPOSIT IS DUE UPON ACCEPTANCE, BALANCE IS DUE AT COMPLETION.**

**PROPOSAL TERMS ARE VALID FOR 10 BUSINESS DAYS**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written change order, and will become an extra charge over and above the estimate. Customer is responsible for the location of all private underground utilities, all necessary building permits, tax exempt certificates, location of property lines and clearing not included in the estimate. Proposal subject to terms & conditions.

**Submitted By:** \_\_\_\_\_

Seth Yates

**A TWO YEAR WORKMANSHIP WARRANTY IS INCLUDED IN ADDITION TO ANY MANUFACTURERS WARRANTY ON MATERIALS.**

**Date:** \_\_\_\_\_

## ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. SIENA FENCE CO., INC. IS AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENTS WILL BE MADE AS OUTLINED ABOVE.

**Accepted By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Abreu, Peter

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**From:** Penelope A. Heritage  
**Sent:** Thursday, April 6, 2023 3:46 PM  
**To:** Abreu, Peter  
**Subject:** Fw: FENCE QUOTE

FYI

Penny Heritage  
Director  
**Saratoga County Animal Shelter**  
6010 County Farm Road  
Ballston Spa, NY 12020  
518-885-4113  
[SaratogaCountyAnimalShelter.com](http://SaratogaCountyAnimalShelter.com)  
[Facebook.com/SCAS12/](https://Facebook.com/SCAS12/)

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**From:** Jeremy Lawrence <jeremy@sienafence.com>  
**Sent:** Thursday, April 6, 2023 12:52 PM  
**To:** Penelope A. Heritage <PHeritage@saratogacountyny.gov>  
**Subject:** RE: FENCE QUOTE

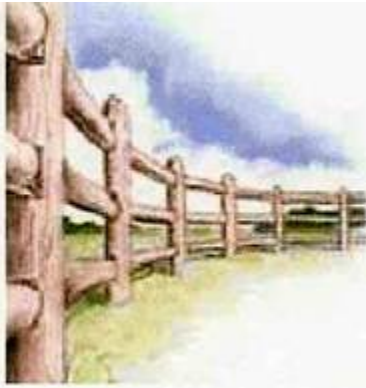
CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Penny

We carry \$1.00 per foot for removal.

Thank you,

*Jeremy Lawrence*  
Office Manager - [jeremy@sienafence.com](mailto:jeremy@sienafence.com)



Siena Fence Co., Inc.  
Direct# 518-509-3802

 Please consider the environment before printing this e-mail

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**From:** Greg Hofer <greg@sienafence.com>  
**Sent:** Friday, March 31, 2023 8:43 AM  
**To:** Jeremy Lawrence <jeremy@sienafence.com>  
**Subject:** FW: FENCE QUOTE

Greg Hofer  
**Siena Fence Co., Inc.**

202 Ushers Road  
PO Box 4893  
Clifton Park, NY 12065  
[www.sienafence.com](http://www.sienafence.com)

(518) 877-4362  
(518) 877-3316 fax

---

**From:** Penelope A. Heritage <[PHeritage@saratogacountyny.gov](mailto:PHeritage@saratogacountyny.gov)>  
**Sent:** Friday, March 31, 2023 8:40 AM  
**To:** Greg Hofer <[greg@sienafence.com](mailto:greg@sienafence.com)>  
**Subject:** Fw: FENCE QUOTE

 **This email comes from outside the organization.**

Do not click links or open attachments unless it is an email you expected to receive.

Hi Greg,

If the County removes and disposes of the chainlink fence, what would the deduction be? Could you send a revised quote showing either option?

Thanks,  
Penny

Penny Heritage  
Director  
**Saratoga County Animal Shelter**  
6010 County Farm Road  
Ballston Spa, NY 12020  
518-885-4113  
[SaratogaCountyAnimalShelter.com](http://SaratogaCountyAnimalShelter.com)  
[Facebook.com/SCAS12/](https://Facebook.com/SCAS12/)

---

**From:** Greg Hoefler <[greg@sienafence.com](mailto:greg@sienafence.com)>  
**Sent:** Wednesday, March 22, 2023 11:01 AM  
**To:** Penelope A. Heritage <[PHeritage@saratogacountyny.gov](mailto:PHeritage@saratogacountyny.gov)>  
**Subject:** FENCE QUOTE

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The pricing on this quote is still valid. Just sign the quote and send over the tax exempt, purchase order.

Thanks,

**Greg Hoefler**  
**Siena Fence Co., Inc.**

202 Ushers Road  
PO Box 4893  
Clifton Park, NY 12065  
[www.sienafence.com](http://www.sienafence.com)

(518) 877-4362  
(518) 877-3316 fax

CONFIDENTIALITY NOTICE -- This email is intended only for the person(s) named in the message header. Unless otherwise indicated, it contains information that is confidential, privileged and/or exempt from disclosure under applicable law. If you have received this message in error, please notify the sender of the error and delete the message. This message (including any attachments) may contain confidential, proprietary, privileged and/or private information. The information is intended to be for the use of the individual or entity designated above. If you are not the intended recipient of this message, please notify the sender immediately, and delete the message and any attachments. Any disclosure, reproduction, distribution or other use of this message or any attachments by an individual or entity other than the intended recipient is prohibited. Thank you.

# BRUCE FENCE CO. INC.

3 Miles North of Latham Traffic Circle on Route 9

RESIDENTIAL ● INDUSTRIAL

1161 NEW LOUDON RD.  
COHOES, NEW YORK 12047  
518-783-8792(P) 783-0107(F)  
www.brucefence.com

Saratoga County Animal Shelter

Owner's Name

3-22-23

Date

Job Number

6010 County Farm Road

Address

Same

Installation Address

Ballston Spa, NY 12020 518-424-8028

Phone

UFPO#

Nearest Cross Street

Attn: Penny

Re: Replacing chain link fence with PVC

Furnish and install:

Approximately 346 lineal feet of 5' high solid T&G PVC fence with two 4' wide gates and one 8' wide double drive gate.

Price includes prevailing wage rates.

Sales tax not included. Proper exempt certificate required with order.

### QUALIFICATIONS OF BIDS AS FOLLOWS:

All clearing, grading and layout of fence lines to be done by others.

All excavation spoils to be cast along fence lines.

All work shall be completed in 1 mobilization.

Additional mobilizations, \$500.00 each.

This quote is valid for 30 days from above date.

In consideration, the Owner agrees to pay Bruce Fence Co., Inc. the sum of **\$24,196.00**

Dollars, pursuant to the following payment schedule: Net-30 with PO

This contract is subject to the terms and covenants and conditions on the reverse side hereof, and is not binding upon Bruce Fence Co., Inc. until accepted.

\*\*\*\*\*

BRUCE FENCE CO. INC.

(Owner)

By Will Vroman  
Will Vroman

By \_\_\_\_\_

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction - see the attached Notice of Cancellation form for an explanation of this right.

# BRUCE FENCE CO. INC.

3 Miles North of Latham Traffic Circle on Route 9

RESIDENTIAL ● INDUSTRIAL

1161 NEW LOUDON RD.  
COHOES, NEW YORK 12047  
518-783-8792(P) 783-0107(F)  
www.brucefence.com

Saratoga County Animal Shelter

Owner's Name

3-22-23

Date

Job Number

6010 County Farm Road

Address

Same

Installation Address

Ballston Spa, NY 12020 518-424-8028

Phone

UFPO#

Nearest Cross Street

Attn: Penny

Re: Replacing chain link fence with PVC

Furnish and install:

Approximately 346 lineal feet of 5' high solid T&G PVC fence with two 4' wide gates and one 8' wide double drive gate. Price includes removal and disposal of existing chain link fence.

Price includes prevailing wage rates.

Sales tax not included. Proper exempt certificate required with order.

#### QUALIFICATIONS OF BIDS AS FOLLOWS:

- All clearing, grading and layout of fence lines to be done by others.
- All excavation spoils to be cast along fence lines.
- All work shall be completed in 1 mobilization.
- Additional mobilizations, \$500.00 each.
- This quote is valid for 30 days from above date.

In consideration, the Owner agrees to pay Bruce Fence Co., Inc. the sum of **\$25,673.00** Dollars, pursuant to the following payment schedule: Net-30 with PO

This contract is subject to the terms and covenants and conditions on the reverse side hereof, and is not binding upon Bruce Fence Co., Inc. until accepted.

\*\*\*\*\*

BRUCE FENCE CO. INC.

(Owner)

By 

By \_\_\_\_\_

Will Vroman

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction - see the attached Notice of Cancellation form for an explanation of this right.



# AFSCO FENCE SUPPLY CO., INC.

34 BIG BOOM ROAD  
QUEENSBURY, NY 12804  
(518) 792-7076 Fax: (518) 798-5836

November 28, 2022

We propose, subject to acceptance, to sell and/or install the materials enumerated below:  
Title to materials remains with AFSCO Fence until paid in full.

Name: **Saratoga County Animal Shelter** **SAME**  
**6010 County Farm Rd** **Ship To:**  
**Ballston Spa, NY 12020**  
**ATTN: Penny Heritage (518) 424-8028**

This contract is subject to terms, covenants, and conditions on part II of Proposal  
**PROPOSAL (Part I of II)**

## Vinyl Fence System:

AFSCO to-

Furnish and install +/-340' lineal ft. of 5' high vinyl privacy fence (Style: Dogwood Home Series by ActiveYards; Color: White) as per site visit. Included in the footage is (1) ea. 8' double drive gate and (2) ea. 4' walk gates, with standard gate hardware. Fence to be installed on 5" square system posts with pyramid style accent caps. All posts are to be installed in concrete foundations. These panels include GlideLock and SolarGaurd Technologies.


Total Installed: \$21,815.00 plus tax or exempt cert. Initial Here: \_\_\_\_\_

Remove existing chain link fence: \$4,575.00 plus tax or exempt cert. Initial Here: \_\_\_\_\_

Install 16'x16'x16' triangular shade canopy: \$175/per canopy. Initial Here: \_\_\_\_\_

Notes Proposals good for up to 10 days from the date of the quoted price.

Exclusions: Grounding of fence. Clearing, grading, core-drilling, permits or variances of any kind, survey or stakeout of property lines, and the location of all private underground utilities.

PROPOSED BY:  \_\_\_\_\_  
Charlie Ford; Project Manager

DATE: 11/28/22

ACCEPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_



## TERMS, COVENANTS AND CONDITIONS (Proposal part II of II)

### TERMS:

As specified on the reverse side hereof, and/or 10 days net from date of invoice. Interest at the rate of 2% per month will be charged on all past due accounts except where the maximum is permissible by law is lower, then at such amount. All payments received prior to completion will be deposited within 10 business days into AFSCO Fence Supply Company's account at First Niagara Bank.

### EXTRAS

In consideration of the price herein quoted, the owner agrees that the fence lines will be properly marked by him, by stakes or otherwise. The price herein named does not contemplate the encountering of rock or swampy conditions, or boulders larger than the hole to be dug. If these conditions are encountered, and if it is necessary to drill for the setting of the posts, or to furnish extra large or deep foundations for the post, or to perform any extra labor such as clearing the lines, ect., an extra charge will be made to cover the additional expense involved.

### Delays

Contracts, which include installation, are taken on the condition that the entire work is installed without interruption. If it is necessary to make more than one trip to complete the installation due to changes or delays on the part of the owner, an extra charge will be made to cover the additional expenses involved. In the event of any undue delay caused by any party other than AFSCO Fence Supply Co., Inc., then AFSCO shall have the right to pass along any increase in cost resulting therefrom.

### Measurements

Complete and accurate measurements of the fence line lines and gate openings, together with a diagram, are to be furnished by the owner unless other arrangements are made at the time of signing of this contract.

### Changes

No changes in measurements, location of lines, or conditions will be allowed except at prices mutually agreed upon in writing, at the time those changes are made.

### General

All agreements are contingent upon the absence of strikes, lockouts, riots, fires, accidents, illness, acts of God, floods, war, insurrection, embargo restrictions, carrier delays, weather delays, or failure to receive raw materials deliveries, or by other causes, whether of the like or different nature beyond our control.

The owner warrants that the work to be done by AFSCO Fence will be done on lands of the owner or on lands that the owner has legal right to contract with AFSCO Fence for such work to be performed. The owner further agrees to defend, hold harmless and indemnify AFSCO Fence for any and all claims or damages of whatever kind arising from the location of the work to be performed.

The owner further agrees, warrants and guarantees that the owner shall obtain any and all permits, licenses or other necessary approvals from any and all government bodies or agencies.

Owner agrees to indemnify & hold harmless AFSCO Fence Supply Co., Inc. against any & all claims relating to damage of private utilities (electrical lines, gas lines, plumbing lines, sprinkler lines, drainage lines, etc...). If a private utility line is encountered during fence installation, AFSCO Fence will immediately notify owner. Repairs to damaged private utility lines are the responsibility of owner.

All materials, supplies and products, including work completed and installed, remain the property of AFSCO Fence until full payment of this contract is made to AFSCO Fence. Acceptance of notes is not deemed to be payments of any part of the contract until such actual payments are made. Prices quoted herein are subject to change without notice until such time as both parties accept the proposal.

AFSCO Fence guarantees that if a defect arises in fence construction, due to faulty workmanship, within two years of its installation, AFSCO Fence will, upon notice from the owner, correct this defect at no cost to the owner. This guarantee is in lieu of all other guarantees or warranties, whether expressed or implied, of whatever kind. The owner agrees to pay an interest charge of 2% per month on any balance more than 30 days past due, and further agrees to pay reasonable attorney fees, limited to 33 1/3% of the balance due, in the event AFSCO Fence employs an attorney to collect any overdue balance.

This agreement may not be modified, except in writing, and any mutually agreed modifications shall become a part of the contract and subject to all of the terms and conditions.

This agreement shall be constructed under the laws of the State of New York, and the owner and AFSCO Fence Supply Co., Inc., agree that any legal action which shall arise from the work performed under this contract shall be brought in a court of competent jurisdiction in the State of New York regardless of the work or the domicile or residence of the Owner.

### BUYER'S RIGHT to CANCEL

You may cancel this transaction, without any penalty or obligation, within three business days from the contract date. If you cancel, you must make available to the seller, at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale. If you do not make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, you will remain liable for performance of all obligations under this contract. To cancel this transaction, mail or deliver a signed, written notice or telegram of cancellation to AFSCO Fence Supply Co., Inc., at the address on this contract.



## PRIVATE UNDERGROUND UTILITY SIGN OFF SHEET

Customer Name : Saratoga County Animal Shelter Date : 11/28/22

Site Location : 6010 County Farm Rd., Ballston Spa, NY. 12020

AFSCO believes in promoting an easier, safer digging environment on all of our job sites. As a result, AFSCO Fence contacts Dig Safely NY (UFPO) prior to performing any excavation on your job site. AFSCO adheres to digging legally within the constraints and limitations set forth by State law. We believe that through our compliance in following safe and responsible protocol, we will prevent damages and protect both parties' interests. Furthermore, we expect our customers to agree to locate private utilities not located by Dig Safely NY. I, the customer, and or customer representative, understand and agree that it is my sole responsibility to locate and identify with markings, all private underground utilities in the areas of excavation directly affected by the installation of my fence. I understand and agree that I am to have said utilities clearly marked prior to the installation of my fence. Should said private utilities not be identified and marked by the date of installation, AFSCO reserves the right to reschedule any fence installation until said locate is performed by customer and or customer representative and are subject to mobilization fees for each mobilization. Furthermore, AFSCO is free from all liability and responsibility to repair or pay for repair of private utility lines incorrectly marked and or not marked. I, the customer, and or customer representative, will need to locate and mark the following private underground utilities (CHECK ALL THAT APPLY).

Electric\*\*  Sprinkler  Pool lines

Water  Gas  Other\*

No private underground utilities on property

\*Description of other private utilities

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**\*\*National Grid underground electrical lines are considered customer owned equipment from the top of the electrical pole to the house. As a result, National Grid will not locate buried underground electrical when a request for a line locate is placed. In view of this, National Grid underground electrical lines are considered private utilities and are included in above group.**

Should you require a location of a private utility please reference the following link for a list of private locators throughout New York State.

[http://www.digsafelynewyork.com/res/private\\_locators.asp](http://www.digsafelynewyork.com/res/private_locators.asp)

I have read, understood, and accept the above terms (check here) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Print name \_\_\_\_\_

Thank you for making your job site a safer and easier digging environment!



AFSCO gladly calls Dig Safely New York before we dig!

Dig Safely New York: 1-800-962-7962

4/20/21



# SARATOGA COUNTY BOARD OF SUPERVISORS

RESOLUTION 129 - 2021 <sup>2023</sup>  
Lant, Butler, Grasso, Hammond, Raymond, Tollisen,

Introduced by Supervisors Lant, Allen, Connolly, Lucia, Raymond, Schopf and Smith <sup>K. Veitch</sup>

## AUTHORIZING TRANSFER OF FUNDS FROM THE ANIMAL SHELTER TRUST FUND, AND AMENDING THE 2021 COUNTY BUDGET IN RELATION THERETO

<sup>2023</sup>

WHEREAS, Resolution 145-07 of this Board established the Animal Shelter Trust Fund to receive funds received from donors as gifts for the benefit and use of the Saratoga County Animal Shelter; and

WHEREAS, Resolution 254-2017 authorized annual disbursements from the Animal Shelter Trust Fund, commencing with the County's 2019 fiscal year, of up to 80% of the donations received by the Fund in the prior fiscal year; and

WHEREAS, Resolution 211-2020 adopted revisions for the administration of the Animal Shelter Trust and Agency Fund to authorize, due to COVID-19 related delays, disbursements from the Animal Shelter Trust Fund in 2021 equaling up to 80% of the combined donations received by the Animal Shelter Trust Fund in 2019 and 2020 to facilitate the completion of larger projects at the Animal Shelter; and

<sup>\$ 49,557</sup>

WHEREAS, our Public Safety Committee and the Director of the Animal Shelter have recommended that \$155,187 in Animal Shelter Trust Fund donations be transferred to the Animal Shelter to pay for the construction of a pre-engineered covered building animal shelter ~~run-in~~; now, therefore, be it <sup>Vinyl fencing, Kennel covers, and surgical lights</sup>

RESOLVED, that the Saratoga County Treasurer is hereby authorized to disburse the sum of ~~\$155,187~~ from the Animal Shelter Trust Fund to pay for construction costs related to a new <sup>Vinyl fencing,</sup> pre-engineered covered building animal shelter ~~run-in~~; and, be it further <sup>Kennel covers, and surgical lights</sup>

<sup>\$ 49,557</sup>

RESOLVED, that the <sup>2023</sup> 2021 Saratoga County Budget is amended as follows:

### ANIMAL SHELTER:

#### Appropriations:

Increase Acct. #A.35.000-7094 Building Components	\$ 77,593.50	<sup>\$ 49,557</sup>
<del>Increase Acct. #A.35.000-7098 Professional Services</del>	<del>\$ 77,593.50</del>	
	<del>-\$155,187.00</del>	

#### Revenues:

Increase Acct. #A.35-1554 Donations	\$155,187.00	<sup>\$ 49,557</sup>
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<sup>2023</sup> BUDGET IMPACT STATEMENT: None. An amendment to the 2021 budget will be required for transfer of funds from the Animal Shelter Trust Fund.



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michelle Granger, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Tracy Goodson, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Sheriff's Office



**DATE:** 04/10/2023

**COMMITTEE:** Public Safety



This column must be completed prior to submission of the request.

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Authorizing an agreement with the Waterford-Halfmoon Union Free School District for the provision of a School Resource Officer

3. Specific Details on what the resolution will authorize:

This resolution will authorize the Chairman of the Board to execute a contract with the Waterford-Halfmoon Union Free School District for the provision of one School Resource Officer by the Sheriff's Office as previously authorized by Resolution 200-2021 and amended by Resolution 259-2022 and amend the budget thereto.  
At the request of the District, the Resource Officer is to start at the school for the remainder of the 2022-2023 school year, with an effective date of 04/17/2023. The District will reimburse the County on a pro-rated basis for 2.5 months left in the current school year ending June 30, 2023. The form and content of the contract to be approved by the Sheriff and County Attorney.

County Attorney's Office  
Consulted Yes

4. Is a Budget Amendment needed:  YES or  NO  
 If yes, budget lines and impact must be provided.  
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
 Consulted Yes

Please see attachments for impacted budget lines.  
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
A.30-2263	SRO Reimbursement	\$15,712.47

Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Increase A-0599.B Appropriated Fund Balance-Budgetary	<input type="checkbox"/>
Amount: \$15,712.47	

5. Identify Budget Impact (**Required**):

Other

- a. G/L line impacted **see above**
- b. Budget year impacted **2023**
- c. Details

The budget will be amended to accept these funds and increase Fund Balance by \$15,712.47

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date 04/17/2023

Salary and grade 56,360.00

b. Is a new employee being hired?  Y  N

Effective date of employment TBD

Salary and grade 56,360.00

Appointed position: NO

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted

Yes

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

N/A

8. Is a grant being accepted:  YES or  NO

- a. Source of grant funding:
  
- b. Agency granting funds:
  
- c. Amount of grant:
  
- d. Purpose grant will be used for:
  
- e. Equipment and/or services being purchased with the grant:
  
- f. Time period grant covers:
  
- g. Amount of county matching funds:
  
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

School districts pay 75% of the annual cost of salary, benefits, and equipment for each Deputy Sheriff provided as an SRO. For the 22/23 school year the total cost reimbursed by each district per SRO is \$75,419.87. These are one year contracts with provisions for two one-year renewals through June 2024.

Proposed contract language mirrors expiring contracts with the exception of salary increases consistent with the current collective bargaining agreement for Deputy Sheriffs and minor language changes regarding uniforms, training/personnel records, and services to be provided when school is not in session.

This contract is for the remainder of the 22/23 school year (4/17/23-6/30/23), reimbursement will be prorated. Waterford-Halfmoon intends to continue with a Sheriff SRO in the 23/24 school year and will be added to the annual SRO resolution in August.

Certain sections of the contracts refer to specific staffing levels and staffing schedules that should not be shared or discussed in a public forum if possible for safety and security reasons pertaining to the schools.





8/16/22

## SARATOGA COUNTY BOARD OF SUPERVISORS

### RESOLUTION 259 - 2022

Introduced by Public Safety: Supervisors Lant, Barrett, Hammond, Lawler, Ostrander, K. Veitch and Wright

#### AUTHORIZING AMENDED AGREEMENTS FOR THE PROVISION OF SCHOOL RESOURCE OFFICERS TO LOCAL SCHOOL DISTRICTS, AND AMENDING THE 2022 COUNTY BUDGET IN RELATION THERETO

*2023*

**WHEREAS**, pursuant to Resolutions 156-2018, 167-2018, 187-2020 and 200-2021, this Board authorized the execution of agreements with the following school districts for the provision of School Resource Officer services: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Schuylerville Central School District, South Glens Falls Central School District, Stillwater Central School District, Shenendehowa Central School District, and Saratoga Springs City School District for the assignment of Saratoga County Sheriff's Department Road Patrol Deputies as School Resource Officers; and

*Add Watford-Hartford Union Free School District.*

**WHEREAS**, pursuant to resolution 200-2021, the Sheriff's Office agreements with the districts were to provide School Resource Officers for the academic year, September through June; and

**WHEREAS**, at the request of the districts it has been proposed that each of the ~~2022-~~ 2023 School Resource Officer agreements be amended to twelve (12) months to enable the Sheriff to provide the School Resource Officers during the summer months; and

**WHEREAS**, the Sheriff wishes to renew each agreement to provide up to thirteen (13) <sup>14</sup> Road Patrol Deputies to the ten (10) school districts subject to each school district agreeing to be responsible for, and to pay to the County the sum of ~~\$75,419.87~~ per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and *\$76,096.00*

**WHEREAS**, as School Resource Officers, the duties of the assigned Deputies will include, but not be limited to: maintaining a presence on the assigned school campus directed towards protecting the safety and well-being of students and school staff; reducing disorder and student crime; assisting school personnel with truancy related issues; teaching and/or making classroom presentations to students and school personnel on such issues as violence prevention, substance abuse prevention, social conflict resolution, and school safety; responding to life or safety threatening emergencies; and

**WHEREAS**, our Public Safety Committee and the Sheriff have recommended the acceptance of the proposal to amend the agreements with each of the following school districts for a term of twelve (12) months from September 1 to August 31, commencing with the 2022-2023 school year, subject to renewal for up to two additional terms of twelve (12) months each, for the provision of Road Patrol Deputy Sheriffs to serve as School Resource Officers: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Saratoga Springs City School District, Schuylerville Central School District, Shenendehowa Central School District, South Glens Falls Central School District and Stillwater Central School District, *\$76,096.00* at a cost to be paid by each school district of ~~\$75,419.87~~ per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; now, therefore, be it *ADD WHUFSD*

**RESOLVED**, that the Chair of the Board and the Sheriff are hereby authorized to execute an amended agreement with each of the following school districts for a term of twelve (12) months from September 1<sup>st</sup> to August 31<sup>st</sup>, commencing with the 2022-2023 school year, subject to renewal for up to two additional terms of twelve (12) months each, for the provision of Road Patrol Deputy Sheriffs to serve as School Resource Officer: Ballston Spa Central School District, Burnt Hills-Ballston Lake Central School District, Corinth Central School District, Galway Central School District, Mechanicville City School District, Saratoga Springs City School District, Schuylerville Central School District, Shenendehowa Central School District, South Glens Falls Central School District and Stillwater Central School District, at a cost to be paid by each school district of ~~\$75,419.87~~ per assigned Deputy Sheriff serving in the capacity of School Resource Officer for the 2022-2023 school year to cover the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy; and be it further *ADD WHUFSD* *\$76,096.00*

**RESOLVED**, that each of the foregoing agreements with said school districts shall provide that upon the request of the school district and the approval of the Saratoga County Sheriff, Saratoga County Sheriff's Department Road Patrol Deputies shall be authorized to provide overtime security services at school activities and events outside of normal school hours at an additional cost to the school district of \$50.00 per hour for a minimum of two (2) hours per school activity/event; and, be it further

**RESOLVED**, that contract costs for any renewal period for the 2023-2024 or 2024-2025 school years shall be the school district's approximate pro-rata share of the County's employee, transportation, equipment and patrol car costs for each assigned Deputy, as calculated by the Saratoga County Sheriff by no later than June 1 prior to the commencement of that school year; and be it further

**RESOLVED**, that the form and content of such agreements shall be subject to the approval of the County Attorney, and it is further

23

**RESOLVED**, that the 2022<sup>23</sup> Saratoga County Budget is amended as follows:

UNDER SHERIFF'S OFFICE:

Increase Appropriations:

Acct.: #A.30.000-6810 - Overtime \$68,800

Increase Revenues:

Acct.: #A.30.2263 - SRO Reimbursements \$68,800

; and it is further

**RESOLVED**, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.

August 16, 2022 Regular Meeting

Motion to Adopt: Supervisor(s): Butler

Second: Supervisors(s): Gaston

AYES (211783): Eric Connolly (11831), Joseph Grasso (4328), Philip C. Barrett (19014.5), Jonathon Schopf (19014.5), Eric Butler (6500), Diana Edwards (819), Michael Smith (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Mark Hammond (17130), Scott Ostrander (18800), Theodore Kusnierz (16202), Willard H. Peck (5242), Sandra Winney (2075), Thomas N. Wood, III (5808), Tara N. Gaston (14245.5), Matthew E. Veitch (14245.5), John Lant (17361).

NOES (0):

ABSENT (23726): Jean Raymond (1333), Thomas Richardson (5163), Edward D. Kinowski (9022), John Lawler (8208).



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michelle Granger, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Office of Emergency Management

**DATE:** 04/26/2023

**COMMITTEE:** Public Safety

1. Is a Resolution Required:

2. Proposed Resolution Title:

Authorize the Chairman of the Board of Supervisors to execute an agreement with Emergency Power Systems, LLC of Rochester, New York to provide quarterly preventative maintenance services for the emergency stand-by generators at the County's Public Safety 800 MHz radio towers.

3. Specific Details on what the resolution will authorize:

Preventative Maintenance Services for the Emergency Stand-by Generators at the County's Public Safety Radio Towers. This is a two-year contract with option to renew for one additional one-year term at a cost of \$16,400.00 per year plus any additional costs for emergency site visits and repair.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted Yes

4. Is a Budget Amendment needed:  YES or  NO  
If yes, budget lines and impact must be provided.  
Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
Consulted Yes

Please see attachments for impacted budget lines.  
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
----------------	--------------	--------

Expense

Account Number	Account Name	Amount
----------------	--------------	--------

Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact. Funds are included in the Department Budget

- a. G/L line impacted A.36.000.8293
- b. Budget year impacted 2023
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation **BID**

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

Generator PM - 23-EGPM-1

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

Emergency Power Systems LLC  
Curt Snyder  
300 Mile Crossing Blvd  
Rochester, New York 14624

e. Is the vendor/contractor an LLC, PLLC, or partnership: **LLC**

f. State of vendor/contractor organization: **New York**

g. Commencement date of contract term: **05/01/2023**

h. Termination of contract date: **04/30/2024**

i. Contract renewal date and term: **05/01/2024 / (optional) one-year term**

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted  
Yes

Purchasing Office Consulted  
Yes

County Administrator's Office  
Consulted **Yes**

8. Is a grant being accepted:  YES or  NO
- a. Source of grant funding:
  - b. Agency granting funds:
  - c. Amount of grant:
  - d. Purpose grant will be used for:
  - e. Equipment and/or services being purchased with the grant:
  - f. Time period grant covers:
  - g. Amount of county matching funds:
  - h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

5/19/20



# SARATOGA COUNTY BOARD OF SUPERVISORS

## RESOLUTION 95 - 2020

Introduced by Supervisors ~~Peck, Lant, Lawler, O'Connor, Raymond, Veitch and Wright~~ *Butler, Grasso, Hammond, Tollisen*

**AUTHORIZING THE CHAIRMAN TO ENTER INTO AN AGREEMENT WITH CUMMINS, INC. FOR PREVENTIVE MAINTENANCE SERVICES FOR THE EMERGENCY STAND-BY GENERATORS AT THE COUNTY'S PUBLIC SAFETY RADIO TOWERS**

*Emergency Power Systems, LLC.*

WHEREAS, our Office of Emergency Services and Purchasing Department issued a Request for Bids for quarterly preventive maintenance services for the emergency stand-by generators at the County's Public Safety 800 MHz radio towers; and

WHEREAS, our Public Safety Committee and the Commissioner of the Office of Emergency Services have recommended that the bid of ~~Cummins, Inc.~~, the lowest bid received, be accepted; now, therefore, be it

*Emergency Power Systems, LLC.*

RESOLVED, that the Chair of the Board is hereby authorized to execute an agreement with ~~Cummins, Inc.~~ of ~~Albany, New York~~ to provide quarterly preventive maintenance services for the emergency stand-by generators at the County's Public Safety 800 MHz radio towers for a term of two years commencing May 1, 2020 and continuing through April 30, 2022 with the option to renew for an additional term of one (1) year upon written agreement of both parties, at a cost of ~~\$19,924.82~~ per year, plus the following additional costs for any emergency site visits: i) ~~\$120 per hour for any visits during the hours of 7:00 a.m. to 3:30 p.m. Monday through Friday;~~ ii) ~~\$145 per hour for 3:30 p.m. through 7:00 a.m. Monday through Friday and all day Saturday;~~ iii) ~~\$290 per hour on New Year's Day, Christmas-Eve and day, Memorial Day, Labor Day, Thanksgiving and the Friday after Thanksgiving;~~ and iv) ~~\$1.00 per mile for travel for any emergency service calls;~~ and be it further

RESOLVED, that the form and content of such agreement shall be subject to the approval of the County Attorney.

BUDGET IMPACT STATEMENT: No budget impact.

*Emergency Power Systems, LLC of Rochester New York \$16,400.00 year*

*Billing rate \$165.00  
Billing rate (overtime) \$277.50  
Billing rate (Holidays) \$330.00  
Billing rate (other) \$330.00 / Sundays  
Mileage rate: Port to Port Hourly rate  
other: \$120.00 mobilization fee for non-pm service calls.*



**PROPOSAL**  
**\*\*\* (BID RESPONSE FORM) \*\*\***

Emergency Power Systems LLC agrees to furnish Generator Preventive Maintenance  
(firm name)

and Emergency Service to Saratoga County, as called for in specification 23-EGPM-1.

INDIVIDUAL SITE PER PM VISIT ..... \$ 410.00

**EMERGENCY RESPONSE BILLING INFORMATION:**

Please provide billing schedule to address emergency visits. At a minimum, we would anticipate the following information. For rates that are not applicable please state N/A or similar clarification:

Anticipated Response Time: 2 hours

Billing Rate: (regular) \$165.00

Billing Rate: (overtime) \$247.50

Billing Rate: (holidays) \$330.00

Billing Rate: (other) \$330.00/Sundays

Minimum Hours Billed: N/A

Mileage Rate: Port to Port Hourly Rate

Other: \$120.00 Mobilization fee for Non-PM service calls

Saratoga County, through its Purchasing Department, reserves the right to reject parts of any or all bids.

DATE 04/03/2023

SIGNATURE 

NAME & TITLE Curt Snyder - Account Manager

COMPANY Emergency Power Systems LLC

ADDRESS 300 Mile Crossing Blvd

Rochester NY 14624

TELEPHONE 585-464-6333

FAX 585-464-6334

E-MAIL snyderc@starktech.com



# SARATOGA COUNTY PURCHASING DEPARTMENT

Central Stores – Central Printing – Central Mail  
50 WEST HIGH STREET \* BALLSTON SPA, NY 12020  
Telephone: (518) 885-2210  
Fax: (518) 885-2220

**JOHN T. WARMT**  
Director

April 12, 2023

Curt Snyder, Account Manager  
Emergency Power Systems, LLC  
300 Mile Crossing Blvd.  
Rochester, NY 14624

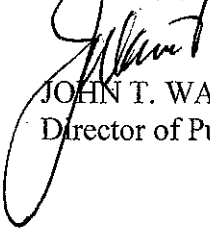
Dear Mr. Snyder:

This is to inform you that your company, Emergency Power Systems, LLC has been awarded the bid to furnish Generator Preventive Maintenance, specification 23-EGPM-1, at your individual site per PM price of \$410.00. This award is pending the execution of a Contract.

The contract period is for two (2) years beginning May 1, 2023 through April 30, 2025 with the option to renew for an additional one (1) year upon written agreement of both parties. A copy of the Prevailing Wage Schedule is attached.

If you have any questions, please contact my office.

Very truly yours,

  
JOHN T. WARMT  
Director of Purchasing

attachment

cc: A. Delvaux, Emergency Services Director  
D. Plummer, County Auditor



# SARATOGA COUNTY

## AGENDA ITEM REQUEST FORM

**TO:** Steve Bulger, County Administrator  
Ridge Harris, Deputy County Administrator  
Michelle Granger, County Attorney  
Therese Connolly, Clerk of the Board  
Stephanie Hodgson, Director of Budget

**CC:** John Warmt, Director of Purchasing  
Jason Kemper, Director of Planning and Economic Development  
Bridget Rider, Deputy Clerk of the Board  
Matt Rose, Management Analyst  
Clare Giammusso, County Attorney's Office  
Audra Hedden, County Administrator's Office

**DEPARTMENT:** Office of Emergency Management



**DATE:** 04/26/2023

**COMMITTEE:** Public Safety



1. Is a Resolution Required:

Yes, Proclamation/Honorary Resolution

2. Proposed Resolution Title:

Proclaiming May 21 - 27, 2023 as National Emergency Medical Services Week in Saratoga County

3. Specific Details on what the resolution will authorize:

Authorize the Chairman of the Board of Supervisors to issue a proclamation in recognition of National Emergency Medical Services Week in Saratoga County, May 21 - 27, 2023.

This column must be completed prior to submission of the request.

County Attorney's Office  
Consulted Yes

4. Is a Budget Amendment needed:  YES or  NO  
If yes, budget lines and impact must be provided.  
Any budget amendments must have equal and offsetting entries.

County Administrator's Office  
Consulted Yes

- Please see attachments for impacted budget lines.  
(Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount
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Expense

Account Number	Account Name	Amount
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Fund Balance (if applicable): (Increase = additional revenue, Decrease = additional expenses)

Amount:

5. Identify Budget Impact (**Required**):

No Budget Impact

- a. G/L line impacted
- b. Budget year impacted
- c. Details

6. Are there Amendments to the Compensation Schedule?

YES or  NO (If yes, provide details)

a. Is a new position being created?  Y  N

Effective date

Salary and grade

b. Is a new employee being hired?  Y  N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification?  Y  N

Is this position currently vacant?  Y  N

Is this position in the current year compensation plan?  Y  N

Human Resources Consulted  
Yes

7. Does this item require the awarding of a contract:  Y  N

a. Type of Solicitation

b. Specification # (BID/RFP/RFQ/OTHER CONTRACT #)

c. If a sole source, appropriate documentation, including an updated letter, has been submitted and approved by Purchasing Department?  Y  N  N/A

d. Vendor information (including contact name):

e. Is the vendor/contractor an LLC, PLLC, or partnership:

f. State of vendor/contractor organization:

g. Commencement date of contract term:

h. Termination of contract date:

i. Contract renewal date and term:

k. Is this a renewal agreement:  Y  N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted  
Yes

County Administrator's Office  
Consulted Yes

8. Is a grant being accepted:  YES or  NO

- a. Source of grant funding:
- b. Agency granting funds:
- c. Amount of grant:
- d. Purpose grant will be used for:
- e. Equipment and/or services being purchased with the grant:
- f. Time period grant covers:
- g. Amount of county matching funds:
- h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Information summary memo
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other \_\_\_\_\_

10. Remarks:

In 1974, President Gerald Ford authorized EMS Week to celebrate EMS practitioners and the important work they do in our nation's communities. Since 1992, EMS Week has moved to the month of May.

EMS Week Proclamation To designate the Week of May <sup>21-27, 2023</sup> ~~16-22, 2021~~, as Emergency Medical Services Week

WHEREAS, In 1974, President Gerald Ford authorized EMS Week to celebrate EMS practitioners and the important work they do in our nation's communities. Since 1992, EMS Week has moved to the month of May.

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now, <sup>therefore, be it</sup>

~~THEREFORE, I [name, title, city, state] in recognition of this event do hereby proclaim the week of May 16-22, 2021, as EMERGENCY MEDICAL SERVICES WEEK~~

~~With the EMS Strong theme, THIS IS EMS: Caring for Our Communities, I encourage the community to observe this week with appropriate programs, ceremonies, and activities~~

RESOLVED, that the Saratoga County Board of Supervisors proudly proclaims May 21-27, 2023 to be "Emergency Medical Services Week" in the County of Saratoga, and encourages all residents to join in honoring our emergency medical service teams and employees who, by their faithful and loyal devotion to their responsibilities, have rendered dedicated service to the community, while remembering those emergency medical service providers who have made the ultimate sacrifice, as well as those who continue to face the daily challenges in providing out of hospital care.