



# ONEIDA COUNTY BOARD OF LEGISLATORS

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

Gerald J. Fiorini  
Chairman  
(315) 798-5900

Mikale Billard  
Clerk  
(315) 798-5404

George Joseph  
Majority Leader

Philip M. Sacco  
Minority Leader

## EXPEDITED COMMUNICATIONS FOR DISTRIBUTION August 3, 2018

(Correspondence relating to upcoming legislation, appointments, petitions, etc.)

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## ONEIDA COUNTY DEPARTMENT OF LAW

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

ANTHONY J. PICENTE JR.  
COUNTY EXECUTIVE

PETER M. RAYHILL  
COUNTY ATTORNEY

August 1, 2018

FN 20 18 - 103

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

HEALTH & HUMAN SERVICES

WAYS & MEANS

**Re: Transfer of Legal Function of the Department of Social Services to the Law Department**

Honorable Members:

As a follow up to the County Executive's March 14, 2018 letter requesting a transfer of functions to consolidate legal service throughout the County under the Law Department, please be advised that in a review of the budget items to be transferred, it was discovered that there is an additional Paralegal Assistant position in the Department of Social Services that will need to be transferred. As such, if you are agreeable to this transfer, it would result in the County Attorney becoming the appointing authority for the Chief Social Services Attorney, 7 Assistant County Attorneys, 8 Paralegal Assistants, a Senior Administrative Assistant, a Principal Office Specialist, and a Clerk for purposes of Civil Service Law.

Thank you for the Board's kind attention to this matter. Should you have any questions or concerns, please do not hesitate to contact me.

Very truly yours,

Amanda Lynn Cortese  
Special Assistant County Attorney





Undersheriff Robert Swenszkowski  
Chief Deputy Jonathan G. Owens

Chief Deputy Gregory Pflieger  
Chief Deputy Joseph A. Lisi

*Sheriff Robert M. Maciol*

July 30, 2018

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

2018-233  
replacement letter

Dear County Executive Picente:

The Sheriff's Office is requesting approval of an Agreement with Camden Central School District for the 2018-2019 school year. This Agreement will pay for four (4) part-time Special Patrol Officers to be utilized within the Camden school facilities to increase law enforcement presence, to decrease the number of incidences at the district, and to ensure building safety and security measures are in place and being followed by students, staff, parents, and other visitors. The total amount of this Agreement is \$89,035.00 (\$28.50 per hour x 2 officers on duty per day x 7 hours per day x 185 school days, plus uniform costs). The District will reimburse the County for 50% of the hourly costs of the SPOs in the amount of \$36,907.50. The County will be responsible for the remaining 50% of the hourly costs and equipment expenses for each SPO (approximately \$3805.00 per officer) through the Community Safety Initiative.

We request that this agreement be made a template for future potential SPO contracts with the following school districts: Westmoreland, Sauquoit Valley, Clinton, Holland Patent, and Whitesboro.

If you find the enclosed contract acceptable, I am requesting that you forward the same to the Board of Legislators for consideration at their next meeting. I would like to thank you for your time and diligent attention to this matter in advance. If you have any questions, require clarification or seek additional information from me in order to help you make a decision regarding my request, please do not hesitate to contact me at any point in time.

Sincerely,

Robert M. Maciol  
Sheriff





**ONEIDA COUNTY DEPARTMENT OF LAW**

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

**ANTHONY J. PICENTE JR.**  
COUNTY EXECUTIVE

**PETER M. RAYHILL**  
COUNTY ATTORNEY

FN 20 18-270

July 11, 2018

HEALTH & HUMAN SERVICES

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

WAYS & MEANS

**Re: Local Law to amend Section 1008 of the Oneida County Administrative Code**


Dear County Executive Picente:

Section 1008 of the Oneida County Administrative Code provides for the appointment of an attorney by the Commissioner of Social Services. In order to further your initiative to consolidate legal services within Oneida County government by transferring the legal function of the Department of Social Services to the Department of Law, I recommend that Section 1008 of the Oneida County Administrative Code be removed.

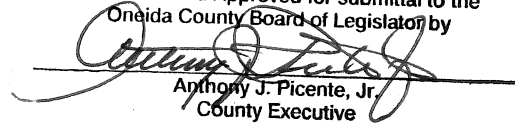
To that end, enclosed, please find a proposed Local Law Amending the Oneida County Administrative Code that proposes to amend Article X of the same by removing Section 1008 in its entirety. If this recommendation meets with your approval, please forward the same to the Board of Legislators for their consideration and action.

Should you have any questions or concerns, or should you require any additional information, please advise.

Respectfully,

  
Peter M. Rayhill  
County Attorney

Cc: Colleen Fahy-Box  
John Herbowy, Esq.

Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by  
  
Anthony J. Picente, Jr.  
County Executive  
Date 7-11-18

Enclosure

**INTRODUCTORY  
NO.**

**F.N. 2018-**

**BOARD OF COUNTY LEGISLATORS  
ONEIDA COUNTY**

**RESOLUTION NO.**

**INTRODUCED BY:**

**2ND BY:**

**LOCAL LAW INTRO. \_\_\_\_ OF 2018**

**LOCAL LAW NO. \_\_\_\_ OF 2018**

**A LOCAL LAW AMENDING THE ONEIDA COUNTY ADMINISTRATIVE CODE**

BE IT ENACTED BY THE BOARD OF COUNTY LEGISLATORS OF THE COUNTY OF ONEIDA, STATE OF NEW YORK, AS FOLLOWS:

1. That Article X of the Oneida County Administrative Code shall be amended by removal of Section 1008 in its entirety.
2. This Local Law shall take effect immediately upon filing with the Secretary of State in accordance with Sections 20, 21 and 27 of the New York State Municipal Home Rule Law.

APPROVED:                      Ways & Means Committee                      (       )

DATED:

Adopted by the following vote:  
AYES    NAYS    ABSENT



**ONEIDA COUNTY DEPARTMENT OF PERSONNEL**

County Office Building 800 Park Avenue Utica, New York 13501-2986  
Phone: (315) 798-5725 Fax: (315) 798-6490 Email: personnel@ocgov.net  
Web site: www.ocgov.net

July 16, 2018

FN 20 18-271

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

**PUBLIC SAFETY**

**WAYS & MEANS**

Dear County Executive Picente:

Attached for your review and approval is correspondence from Sheriff Robert M. Maciol, requesting that the starting salary for the appointment of Joseph Lisi as Undersheriff, effective September 1, 2018, be Grade 45M, Step 6 at \$86,561.

The Sheriff is requesting that the starting salary for Joseph Lisi be Grade 45M, Step 6 at \$86,561 so that the new Undersheriff's salary is slightly more than that of current Chief Deputies.

If you agree with the Sheriff's request, please forward this to the Board of Legislators for their action.

Sincerely,

John P. Talerico  
Commissioner of Personnel

Copy: Sheriff  
County Attorney  
Budget

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

Anthony J. Picente, Jr.  
County Executive

Date 7-16-18



Undersheriff Robert Swenszkowski  
Chief Deputy Jonathan G. Owens

Chief Deputy Gregory Pflieger  
Chief Deputy Joseph A. Lisi

*Sheriff Robert M. Maciol*

July 13, 2018

John P. Talerico  
Commissioner of Personnel  
800 Park Ave.  
Utica, NY 13501

Re: Salary Request

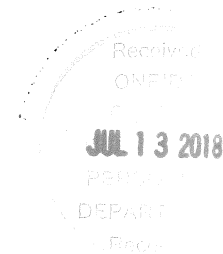
Dear Commissioner:

As you may know the Undersheriff is retiring as of August 30, 2018. It is my intent to appoint Joseph Lisi to the position of Undersheriff effective September 1, 2018. At this time I am requesting his salary as Undersheriff to start at \$86,561 (45M Step 6). I have previously discussed this with the County Executive and he does support this request. My basis for this request is so that the salary for the position of Undersheriff is slightly more than the salaries of the current Chief Deputies.

If you require any further information, please do not hesitate to contact me.

Sincerely,

Robert M. Maciol  
Sheriff





Anthony J. Picente Jr.  
County Executive



AnneMarie Ambrose  
Director

## ONEIDA COUNTY DEPARTMENT OF CENTRAL SERVICES

Oneida County Office Building ♦800 Park Avenue ♦Utica, New York 13501  
May 15, 2018

The Honorable Anthony J. Picente, Jr.  
Oneida County Executive  
800 Park Avenue  
Utica NY 13501

FN 20 18-272

### WAYS & MEANS

Subject: IT and Network Engineering Services Contract Renewal Recommendation – Integrated Strategic Systems, INC. (ISSYS)

Dear Mr. Picente,

Oneida County Central Services has utilized Integrated Strategic Systems, Inc. (ISSYS) since 2013 for IT and Network Engineering support. The services that ISSYS has provided have proven to be invaluable in augmenting our existing staff in high level network engineering, enterprise desktop management, and more recently needed, database programming.

Central Services has issued a competitive Request for Proposals (RFP) (RFP 2018-222) and has received 4 vendor replies, respectively. Please see the attached matrix with comparison weights.

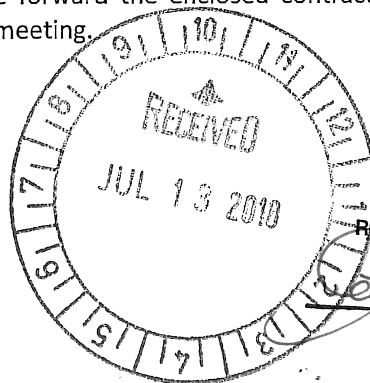
We felt that ISSYS offered the most complete, cost effective solution to meet our needs. ISSYS has replied that they will not raise the contractual price of \$78 per hour for 4 of the 5 service categories that we requested. This is in comparison to the other respondents who ranged from \$100-\$200 per hour, respectively. That, combined with the fact that we will not disrupt the continuity of service that we already experience with ISSYS shows us that ISSYS is still the competitive leader with providing Oneida County with the most complete technical support contract.

The current ISSYS contract expires on April 30, 2018 and we respectfully request approval of a new three-year contract, with 2 one-year renewal options, with ISSYS, Inc. The contract will include hourly rates for an unspecified level of support so the total value of this contract is unknown at this time. We have increased our current budget for this project at approximately \$232,000 for 2018.

If you agree with my request, please forward the enclosed contract to the Board of Legislators for consideration at their next scheduled meeting.

Respectfully submitted,

*AnneMarie Ambrose*  
AnneMarie Ambrose  
Director, Central Services



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

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

Date 7/13/18

Attachments:

1. Comparison matrix
2. Proposed Contract
3. Current Proposal

<b>Oneida Co. Department:</b> <u>Central Services</u>	Competing Proposal	<u>  X  </u>
	Only Respondent	_____
	Sole Source	_____
	Other	_____

**Oneida County Board of Legislators**

**Name of Proposing Organization:** Integrated Strategic Systems Inc.  
6925 Todd Way  
Liverpool, NY 13088

**Title of Activity or Service:** Oneida County IT and Network  
Engineering Services Renewal

**Proposed Dates of Operation:** May 1, 2018 – April 30, 2021

**Client Population/Number to be Served:** All users connected to the County Network

**Summary Statements:**

1. **Narrative Description of Proposed Services:** IT support, engineering and database programming.
2. **Program/Service Objectives and Outcomes:** Secure and stable network connections, email, desktop support and programming.
3. **Program Design and Staffing:** ISSYS will draw on the skillsets of all company resources to provide effective support.

**Total Funding Requested:** \$232,000.00      **Account #:** 1610.493 plus Capital Accounts

**Oneida County Dept. Funding Recommendation:** \$232,000.00

**Proposed Funding Sources (Federal \$/State \$/County \$):** County

**Cost per Client Served:** Approximately \$124 per network user.

**Past Performance Data:** ISSYS has provided excellent support since 2012.

**O.C. Departmental Staff Comments:** Recommend contract approval based on attractive rate and outstanding past performance.



**ONEIDA COUNTY BOARD OF ELECTIONS**

**Union Station ♦ 321 Main St. ♦ 3<sup>rd</sup> Floor  
Utica, New York 13501  
Fax: (315) 798-6412**

**Anthony J. Picente Jr.  
County Executive**

**Michael F. Galimo II  
Democratic Commissioner  
(315) 798-5761**

**Rose M. Grimaldi  
Republican Commissioner  
(315) 798-5763**

July 16, 2018

Oneida County Executive Anthony J. Picente, Jr.  
Oneida County Office Building  
800 Park Avenue – 9<sup>th</sup> Floor  
Utica, NY 13501

FN 20 18-273

**WAYS & MEANS**

RE: Dominion Voting Systems Warranty Renewal

Dear Mr. Picente:

We are writing to you today to advise you that we need to renew the service warranty Oneida County has with Dominion Voting Systems Corporation. Dominion has recently been renewed by the New York State Office of General Services as the approved vendor for warranty services for the Voting Machines and Software that the Board of Elections uses. Enclosed please find a warranty renewal Agreement, the State Contract documentation and a quote that we have received from Dominion Voting Systems Corporation for a renewal of the warranty for our EMS Systems , voting machines and scanners. The term is for three years beginning September 1, 2018, with an annual payment of \$54,221.15, for a total of \$162,663.75.

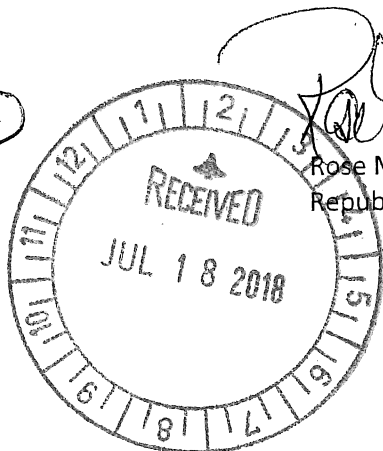
The current warranty will expire on August 31, 2018. Therefore, **time is of the essence** and we respectfully request that if the enclosed meets with your approval, this matter be forwarded to the Oneida County Board of Legislators for consideration at its August 8, 2018 meeting.

Should you have any questions or would like to discuss this matter, please feel free to contact us.

Thank you for you anticipated cooperation.

Sincerely,

Michael F. Galimo, II  
Democratic Commissioner



Rose Marie Grimaldi  
Republican Commissioner

Attachments

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

Anthony J. Picente, Jr.  
County Executive

Date 7-18-18

Oneida Co. Department: Board of Elections

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other X (OGS Contract)

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name & Address of Vendor:** Dominion Voting Systems Corp.  
215 Spadina Ave.  
Suite 200  
Toronto, ON M5T2C7

**Title of Activity or Service:** Warranty for Voting Machines & Software

**Proposed Dates of Operation:** 9/1/2018 to 8/31/2021

**Client Population/Number to be Served:** Oneida County

**Summary Statements**

- 1) **Narrative Description of Proposed Services:** Warranty renewal through NYS OGS contract with Dominion for the maintenance and support of Oneida County's electronic voting systems.
- 2) **Program/Service Objectives and Outcomes:** N/A
- 3) **Program Design and Staffing:** N/A

**Total Funding Requested:** \$162,663.75                      **Account #A1450.492**

**Oneida County Dept. Funding Recommendation:** \$162,663.75

**Proposed Funding Sources (Federal \$/ State \$/County \$):** County

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:** The NYS Office of General Services has an active contract with Dominion to provide these services to all voting machine systems throughout New York State.



**ONEIDA COUNTY BOARD OF ELECTIONS**

Union Station ♦ 321 Main St. ♦ 3<sup>rd</sup> Floor  
Utica, New York 13501  
Fax: (315) 798-6412

**Anthony J. Picente Jr.**  
County Executive

**Michael F. Galimo II**  
Democratic Commissioner  
(315) 798-5761

**Rose M. Grimaldi**  
Republican Commissioner  
(315) 798-5763

*July 16.*  
~~June 28, 2018~~

FN 20 18-274

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

**WAYS & MEANS**

Dear County Executive Picente:


The attached agreement between Oneida County and the Utica City School District will provide election equipment and related supplies and services for a Special Election to be held on August 14, 2018. The school district has requested assistance from the Oneida County Board of Elections similar to the assistance provided for its regular school elections.

The revenue to the County pursuant to this agreement is expected to be \$3,250.00.

Should you have any questions or concerns, please do not hesitate to contact either of us. If there are no objections, since time is of the essence, please forward to the Board of Legislators for consideration at their next meeting. Upon their consideration, we would ask for your approval by way of signature.

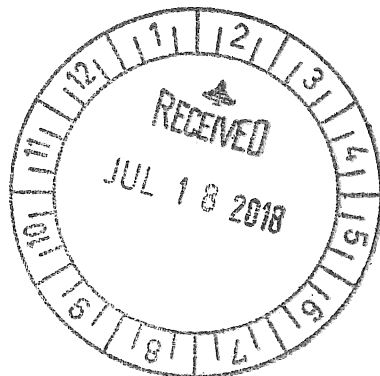
Thank you for your attention to this matter.

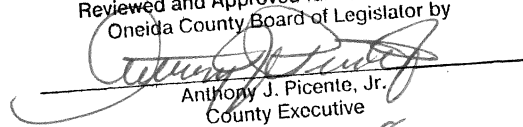
Sincerely,

  
Michael F. Galimo, II  
Democratic Commissioner

  
Rose Marie Grimaldi  
Republican Commissioner

Attachments



Reviewed and Approved for submittal to the  
Oneida County Board of Legislators by  
  
Anthony J. Picente, Jr.  
County Executive  
Date 7-18-18

**Oneida Co. Department:** Board of Elections

<b>Competing Proposal</b>	_____
<b>Only Respondent</b>	_____
<b>Sole Source RFP</b>	_____
<b>Other</b>	<u>  X  </u>

**ONEIDA COUNTY BOARD OF LEGISLATORS**

**Name & Address of Vendor:** Utica City School District  
106 Memorial Parkway  
Utica, New York 13502

**Title of Activity or Service:** Temporary Use Agreement

**Proposed Dates of Operation:** August 14, 2018

**Client Population/Number to be served:** N/A

**Summary Statements**

- 1) Narrative Description of Proposed Services:** Temporary Use Agreement between the Oneida County Board of Elections and the Utica City School District for goods and/or services to be provided for a Special Election to be held on August 14, 2018.
- 2) Program/Service Objectives and Outcomes:** N/A
- 3) Program Design and Staffing:** N/A

**Total Funding Requested:** \$3,250.00 (\$650.00 per poll site)

**Revenue Account #A2215**

**Oneida County Dept. Funding Recommendation:** \$3,250.00 (REVENUE)

**Proposed Funding Sources (Federal \$/ State \$/County \$):** The School District

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comment:** The goods and services are paid for by the district to the County.

**Anthony J. Picente Jr.**  
County Executive

**Colleen Fahy-Box**  
Commissioner



**ONEIDA COUNTY DEPARTMENT OF SOCIAL SERVICES**

County Office Building 800 Park Avenue Utica, NY 13501  
Telephone (315) 798-5523 Fax (315) 793-6044

June 11, 2018

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

FN 20 18 - 275  
~~205~~

HEALTH & HUMAN SERVICES

Dear Mr. Picente:

**WAYS & MEANS**

Attached for your review and approval is a Purchase of Service Agreement between Oneida County, through its Department of Social Services, and Upstate Cerebral Palsy, Inc.

This agreement with Upstate Cerebral Palsy, Inc. is for two Disability Services Specialists that provide services to Family Assistance and Safety Net recipients with disabilities.

The Disability Services Specialists work with a number of community employers to engage clients in approved work activities that will assist in achieving required work participation hours, while seeking employment and self-sufficiency.

The term of this agreement runs from September 1, 2018 through August 31, 2021. This service went out to RFP and Upstate Cerebral Palsy, Inc. was the sole responder. The agreement has a cost of \$325,869.00 for the duration of this agreement and is 100% reimbursed by federal funds with no local share.

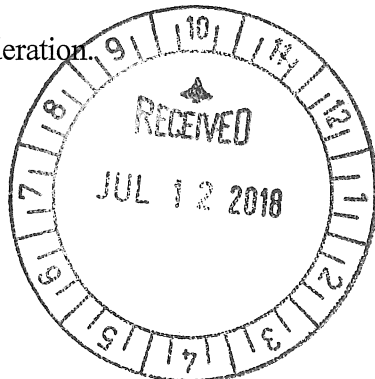
I am respectfully requesting the approval of this agreement between Oneida County, through its Department of Social Services, and Upstate Cerebral Palsy, Inc. If you agree, please forward the same to the Board of Legislators for consideration at their next meeting.

Thank you for your consideration.

Sincerely,

*Colleen Fahy-Box*

Colleen Fahy-Box  
Commissioner



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

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

Date 7/12/18

CFB/vlc  
attachment

# 23103  
5/17/18

Oneida Co. Department Social Services

Competing Proposal \_\_\_\_\_  
Only Respondent   X    
Sole Source \_\_\_\_\_

**Oneida County Board of Legislators**  
**Contract Summary**

**Name of Proposing Organization:**

Upstate Cerebral Palsy, Inc.  
1020 Mary Street  
Utica, New York 13501

**Title of Activity or Services:** Disability Services Specialists

**Proposed Dates of Operations:** September 1, 2018 through August 31, 2021

**Client Population/Number to be Served:** This program serves Family Assistance and Safety Net recipients with documented disabilities who need assistance to participate in approved Work Activities and placement in the competitive job market.

**SUMMARY STATEMENTS**

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

Disability Services Specialists will assist the Department in identifying and referring appropriate Family Assistance (FA) and Safety Net (SN) recipients to the program, have expertise in working with individuals with disabilities, possess a thorough understanding of the Social Services system regulations and confidentiality requirements, and have the knowledge of resources in the community that can assist this population in becoming employment ready.

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

- This program will engage and monitor treatment activities that will assist clients in gaining participation hours while trying to become employable.
- It shall establish employability status for each client and provide an explanation for determination, re-determinations shall be made as needed.
- It shall refer appropriate Family Assistance and Safety Net recipients to programs to assist with obtaining SSI/SSD benefits.

**3). Program Design and Staffing Level -**

(2) Disability Service Specialists



**Total Funding Requested:** \$325,869.00

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

**Mandated or Non-mandated:** Mandated

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

<b>Federal</b>	100 %	\$325,869.00
<b>State</b>	0 %	\$ 0
<b>County</b>	0 %	\$ 0

**Cost Per Client Served:**

**Past performance Served:**

**O.C. Department Staff Comments:** The Disability Services Specialists is a vital link in the total plan of bringing Family Assistances and Safety Net recipients from dependency to self-sufficiency. This contract is 100% reimbursed through federal funds. This contract went out to RFP and the contractor was the sole responder.



ONEIDA COUNTY  
OFFICE OF THE COUNTY EXECUTIVE

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

July 25, 2018

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

FN 20 18-276  
**AIRPORT**  
**WAYS & MEANS**

Dear Honorable Members:

On June 14, 2018, a U.S. Army Blackhawk Helicopter taxiing to ramp during a training exercise came into direct contact with the Griffiss Airfield Traffic Control Tower. As a result of this contact the traffic control tower sustained substantial damage along with other nearby structures and equipment.

A claim has been filed to recoup the expenses incurred to repair all the damage that was sustained at the airport as a result of this accident. Griffiss is in the process of repairing all the damage and needs some additional funding to complete these repairs and ensure the safety of all the employees and clients that will be accessing the damaged areas.

I therefore request your Board approval for the following **2018** Supplemental Appropriation:


**TO:**

AA# A5620.495 Department of Aviation – Other Expenses ..... \$500,000.

This supplemental appropriation will be fully supported by:

RA# A2683 Department of Aviation – Ins. Recoveries..... \$500,000.

Respectfully submitted,

  
Anthony J. Picente, Jr.  
Oneida County Executive

CC: County Attorney,  
Comptroller  
Budget  
Commissioner of Aviation



# Griffiss International Airport



660 Hangar Road, Suite 223  
Rome, NY 13441

Telephone: 315-736-4171 / Fax: 315-736-0568

**ANTHONY J. PICENTE, JR.**  
County Executive

**CHAD LAWRENCE**  
Commissioner of Aviation

June 29, 2018

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

FN 20 18-277  
**REPORT**  
**WAYS & MEANS**

Re: Lease Agreement – Assured Information Security, Inc (AIS), - Nose Dock 784, Office 124 (100 SF), and (2125 SF) of Hangar Space.

Dear County Executive Picente,

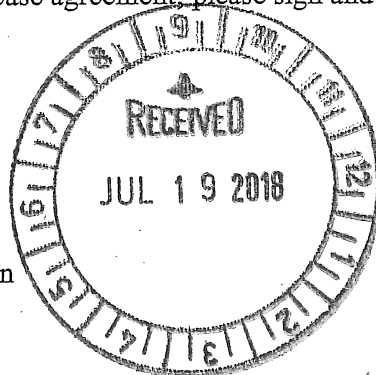
Please consider acceptance of this Lease Agreement between Griffiss International Airport and Assured Information Security Inc. 153 Brooks road, Rome NY 13441.

The lease agreement shall be for a period of one (2) years, commencing on July 1, 2018 and ending on June 30, 2020. Following the expiration of the initial term, each year for three (3) consecutive years this Lease Agreement shall automatically renew for an additional one (1) year term.

If you concur with this lease agreement, please sign and forward to the Board of Legislators for further consideration.

Sincerely,

Chad Lawrence  
Commissioner of Aviation



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

Anthony J. Picente, Jr.  
County Executive

Date 7/19/18

Oneida Co. Department: Aviation

Competing Proposal \_\_\_\_\_  
Only Respondent \_\_\_\_\_  
Sole Source RFP \_\_\_\_\_  
Other X

**ONEIDA COUNTY BOARD  
OF LEGISLATORS**

**Name of Proposing Organization:** Assured Information Security (AIS)  
153 Brooks Road  
Rome, NY 13441

**Title of Activity or Service:** Lease

**Proposed Dates of Operation:** July 1, 2018 to June 30, 2020 (Initial Term)

**Client Population/Number to be Served:**

**Summary Statements**

**1) Narrative Description of Proposed Services:** This is a lease agreement for office space in Nose Dock 784, One Office No. 124 (100 SF), plus (2125 SF) of Hangar Space. The initial lease is for two (2) years with three (3) consecutive one-year renewal options.

**2) Program/Service Objectives and Outcomes:** N/A

**3) Program Design and Staffing** N/A

**Total Funding Requested:** N/A - Revenue

**Account #**

**Oneida County Dept. Funding Recommendation:** \$24,000.00 in revenue for the Initial Term. A total of \$62,203.52 if all renewals are exercised.

**Proposed Funding Sources (Federal \$/ State \$/County \$):** N/A

**Cost Per Client Served:** N/A

**Past Performance Data:** N/A

**O.C. Department Staff Comments:**

**ONEIDA COUNTY**  
**WORKERS' COMPENSATION DEPARTMENT**

ONEIDA COUNTY OFFICE BUILDING, 800 PARK AVENUE, UTICA, NY 13501

PHONE: (315) 798-5688 FAX: (315) 798-5924

Alicia M Brown

Email: [abrown@ocgov.net](mailto:abrown@ocgov.net)

Oneida County  
Board of Legislators  
Gerald J. Fiorini, Chairman

Workers' Compensation  
Committee  
Norman Leach, Chairman

FN 20 18-278

August 1, 2018

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

**WORKERS' COMPENSATION**

**WAYS & MEANS**

Dear Chairman Fiorini:

Attached is the proposed 2019 Workers' Compensation Budget. I respectfully request that this proposed budget be referred to the Workers' Compensation and Ways and Means Committees for their consideration.

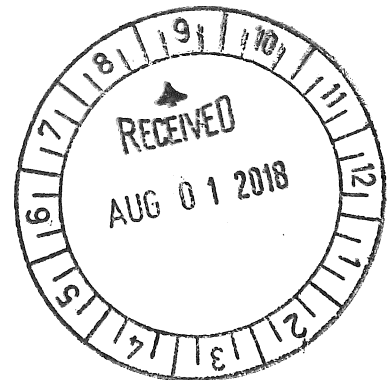
Sincerely yours,

*Norm Leach* *NLB*

Norm Leach, Chairman  
Workers' Compensation Committee

NL:AB

Att.



# ONEIDA COUNTY BOARD OF LEGISLATORS

## RESOLUTION NO.

INTRODUCED BY: Messrs. Leach, D’Onofrio  
2ND BY:

RE: APPROVAL OF THE PROPOSED BUDGET FOR THE OPERATION OF THE ONEIDA COUNTY SELF-INSURANCE PLAN FOR 2019

WHEREAS, The Oneida County Workers’ Compensation Committee has filed a budget estimate for the operation of the Oneida County Self-Insurance Plan as hereinafter set forth for the year 2019, and

WHEREAS, It is desirable to authorize the County Comptroller and the Commissioner of Finance to establish in their accounts a budget estimate for the operation of the Oneida County Self-Insurance Plan, now, therefore, be it hereby

RESOLVED, That the following budget estimate for 2019 is hereby ordered to be placed upon the books of the County Comptroller and the Commissioner of Finance, and that the County Comptroller be, and hereby is, authorized to make payments from the respective accounts as hereinafter set forth upon inspection and examination by the Workers’ Compensation Committee.

### BUDGET APPROPRIATIONS

#### PROGRAM ADMINISTRATION AND SUPPORT

S1710.109	Salaries, Fringes	\$ 87,402.00
S1710.195	Other Fees & Services	\$ 606,511.00
S1710.416	Telephone	\$ 405.00
S1710.418	Meter Postage	\$ 520.00
S1710.455	Travel & Subsistence	\$ 3425.00
S1710.491	Other Materials & Supplies	\$ 80.00
S1710.495	Other Expenses	\$ 250.00
S1990.9	Contingent Account	<u>\$ 30,000.00</u>
	<b>Total Administrative Expense</b>	<b>\$ 728,652.00</b>

S1720.410	Medical/Indemnity Payments	\$4,615,551.00
S1720.412	Insurance & Bonding	\$ 400.00
S1720.495	Other Expenses: Assess to Comp Board	<u>\$ 400,000.00</u>
	<b>Total Claims Expense</b>	<b>\$5,015,951.00</b>

**TOTAL ADMINISTRATIVE & CLAIMS EXPENSES \$5,744,603.00**

#### ESTIMATED REVENUES

S2222	Participants Assessments	\$4,977,716.00
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S2401	Interest Earnings	\$ 30,438.00
S2701	Refund of Prior Years Expenditures	\$ 16,000.00
S2705	Revenues	<u>\$ 720,449.00</u>

**TOTAL ESTIMATED REVENUES** **\$5,744,603.00**

**RESOLVED**, That the Oneida County Board of Legislators hereby approves and accepts the aforementioned budget for the operation of the Oneida County Self-Insurance Plan for 2019.

APPROVED:           Workers' Compensation Committee (August 1, 2018)  
                          Ways & Means Committee

DATED:           August 8, 2018

Adopted by the following roll call vote:  
AYES   NAYS   ABSENT

## 2019 Budget - "Other Fees and Services" Breakdown

### "Other Fees & Services" - Account S1710.195

Estimated cost for Excess Insurance Premium 2018-2019	\$ 403,059
Cost for 3 <sup>rd</sup> Party Administration 2019	\$ 163,152.00
Department of Finance annual service charge for 2019	\$ 8,300
Estimated cost for an actuarial analysis in 2019	\$ 5,000
Department of Audit & Control accounting fee for 2019	\$ 12,000
Miscellaneous expert attorney fees and other contract fees	<u>\$ 15,000</u>
<b>Total proposed "Other Fees and Services"</b>	<b><u>\$ 606,511</u></b>