



Law & Finance Committee

Wednesday, November 13, 2024 4PM
40 McMaster Street, Ballston Spa, NY

Chair: Matthew Veitch

Members: C. Eric Butler, Joe Grasso, John Lant,
Scott Ostrander VC, Kevin Tollisen, Kevin Veitch

Agenda

Welcome and Attendance

Approval of the minutes from October 9, 2024

HEALTH & HUMAN SERVICES

- Authorizing an agreement with Presentation Concepts Corporation for an audiovisual system upgrade for the Department of Health.
(Daniel Kuhles, Commissioner of Health)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Amending Resolution 296-2021, authorizing amendments to Mental Health agreements to include a state funded stipend for supported housing beds, and amending the 2024 County budget in relation thereto.
(Megan Johnson, Acting Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds and authorize the related expenses.
- Authorizing the transfer of funds to the Mental Health and Addiction Services Department to pay for expenses related to patient services and amending the 2024 County Budget in relation thereto.
(Megan Johnson, Acting Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and decrease fund balance by \$123,044.
- Authorizing an agreement with Televoxx, Inc. for an automated appointment management system.
(Megan Johnson, Acting Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

- Amending an agreement with TenEleven Group, Inc. to integrate the automated appointment management system.
(Megan Johnson, Acting Commissioner of Mental Health & Addiction Services)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Accepting New York State Shelter Arrears Eviction Forestallment Program funds from the New York State Office of Temporary and Disability Assistance and amending the 2024 County budget in relation thereto.
(Patrick Maxwell, Commissioner of Social Services)
BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize the related expenses, and increase fund balance by \$17,117.
- Accepting a Code Blue Allocation from the New York State Office of Temporary and Disability Assistance, and authorizing an agreement with Shelters of Saratoga Inc. for the operation of a Code Blue Shelter.
(Patrick Maxwell, Commissioner of Social Services)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Accepting a Behavioral Health Consultation Grant from the New York State Office of Children and Family Services and amending an agreement with ECS Psychological Services, P.C.
(Patrick Maxwell, Commissioner of Social Services)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Renewing an agreement with Together For Youth, Inc. for the operation of the Enhanced Stepping Stones Program.
(Patrick Maxwell, Commissioner of Social Services)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

PUBLIC WORKS

- Authorizing intermunicipal agreements with the Towns of Clifton Park, Corinth and Moreau and the City of Saratoga Springs for recyclable collection management.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Amending an agreement with Prime Highway Contractors, LLC for additional construction services for the County Route 4 over Beecher Creek Bridge replacement project in the Town of Edinburg.
(Chad Cooke, Commissioner of Public Works)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

HUMAN RESOURCES & INSURANCE

- Amending the County's Policy and Procedure Manual to revise the Freedom of Information Policy.
(Scot Chamberlain, Director of Human Resources)
BUDGET IMPACT STATEMENT: No budget impact.
- Authorizing an agreement with BSN Sports, LLC for the creation and management of an online store offering customized County branded apparel.
(Steve Bulger, County Administrator)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

PUBLIC SAFETY

- Authorizing intermunicipal agreements with participating municipalities for 2025 Saratoga County Animal Shelter services.
(Kelly Devall, Animal Shelter Director)
BUDGET IMPACT STATEMENT: No budget impact.
- Amending Resolution 157-2024 to incorporate the 2022 contract amendment with Dr. Kristin St. Denis for professional veterinary services.
(Kelly Devall, Animal Shelter Director)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing an agreement with the Town of Clifton Park for Law Enforcement Services in 2025.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing an agreement with the Town of Halfmoon for Law Enforcement Services in 2025.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing an agreement with the Town of Wilton for Law Enforcement Services in 2025.
(Michael Zurlo, County Sheriff)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

ECONOMIC DEVELOPMENT

- Designating the Saratoga Convention & Tourism Bureau, also known as Discover Saratoga, as the County's Tourism Promotion Agency and authorizing the Saratoga Convention & Tourism Bureau to apply for an "I Love New York" Grant for 2025.
(Steve Bulger, County Administrator)
BUDGET IMPACT STATEMENT: No budget impact.

- Authorizing the transfer of funds from the Economic Development Grant Reserve Fund and amending the 2024 County Budget in relation thereto.
(Jason Kemper, Director of Planning & Economic Development)
BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and reduce the Economic Development Grant Reserve by \$753.63.

TRAILS & OPEN SPACE

- Authorizing the transfer of funds from the County Trails Development Reserve and amending the 2024 County budget in relation thereto.
(Jason Kemper, Director of Planning & Economic Development)
BUDGET IMPACT STATEMENT: The budget will be amended to increase expenses and reduce the County Trails Development Reserve by \$20,000.00.

REAL PROPERTY TAX

- Approving the 2025 Tax Bill Flyer in accordance with Local Law No. 1 of 2012 establishing truth in taxation in Saratoga County.
(Steve Bulger, County Administrator)
BUDGET IMPACT STATEMENT: No budget impact.

LAW & FINANCE

- Amending an agreement with Environmental Design and Research, Landscape Architecture Engineering and Environmental Services, D.P.C. for additional geotechnical and survey work related to the South Broadway Sewer Extension project.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing a change order with Gross Electric, Inc. for additional electrical work at Saratoga County Sewer Districts Ace Pump Station.
(Dan Rourke, Executive Director of Sewer District)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing an agreement with William Scotsman, Inc. for the purchase of a modular office unit.
(Steve Bulger, County Administrator)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Accepting an American Battlefield Protection Program grant from the National Park Service for Implementation of the Turning Point @ 250 Phase 1 Project and amending the 2024 county budget in relation thereto.
(Steve Bulger, County Administrator)
BUDGET IMPACT STATEMENT: The budget will be amended to accept these funds, authorize related expenses and decrease fund balance by \$200,000.

- Adopting a Local Law amending Local Law No. 3 of 2006 as Amended by Local Law No. 1 of 2023 to provide an extension of the tax exemption for volunteer firefighters, volunteer ambulance workers, and un-remarried spouses of volunteer firefighters and volunteer ambulance workers killed in the line of duty.
(Chairman Barrett)
BUDGET IMPACT STATEMENT: No budget impact.
- Amending an agreement with Bartlett, Pontiff, Stewart & Rhodes. PC. for professional legal services.
(George Conway, County Attorney)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.
- Authorizing the payment of a one-time stipend of \$20 per day to early voting Election Inspectors.
(Cassandra Bagramian, Joe Suhrada, Commissioner of Elections.)
BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the Department budget.
- Adopting the 2025 County Budget (TO BE TABLED).
(Steve Bulger, County Administrator)
- Appropriating amounts finally set forth in the 2025 Saratoga County Budget. (TO BE TABLED).
(Steve Bulger, County Administrator)
- Setting December 3, 2024, at 4:30 pm in the County Board Room as the date, time, and place for the public hearing on the 2025 tentative Saratoga County Budget as amended.
(Steve Bulger, County Administrator)

CHAIRMAN'S ITEM

- Appointing a member to the County Fire Advisory Board.
(Chairman Barrett)
BUDGET IMPACT STATEMENT: No budget impact.

OTHER BUSINESS

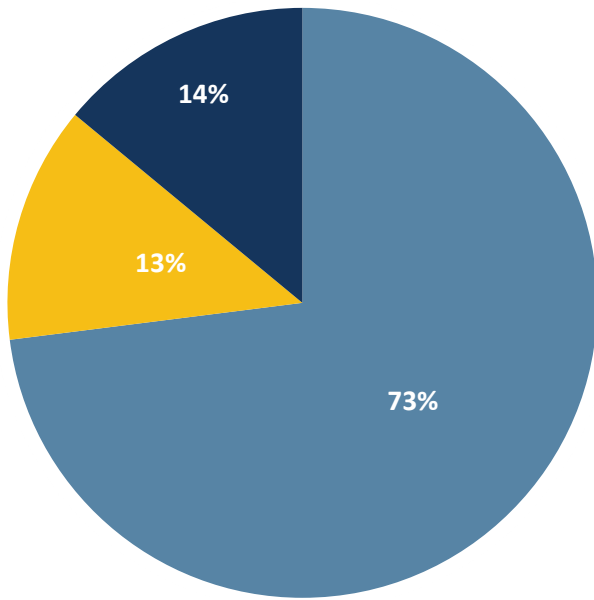
- **Setting agenda for Board Meeting Scheduled For November 19, 2024**

ADJOURNMENT



PROPERTY TAX BREAKDOWN

The following chart represents where your tax dollars go, based on the average annual residential tax bill in Saratoga County.



- **Local 13%**
- **County 14%**
- **School 73%**

UNFUNDED MANDATES

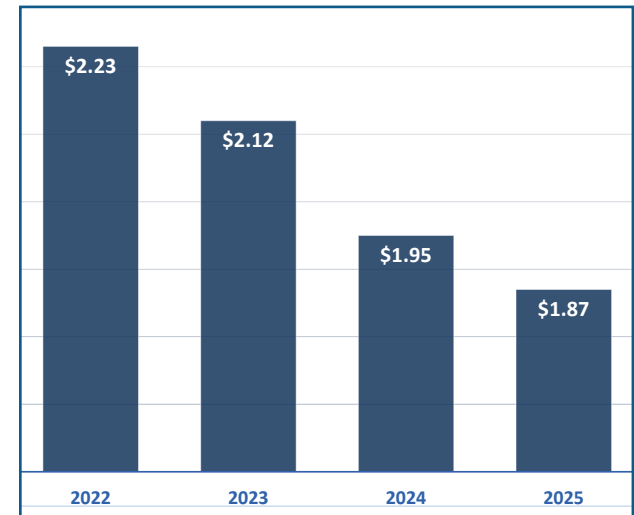
Unfunded mandates are New York State and federal laws, regulations, or rules that impose obligations on county government without including the funding or resources required for compliance. Unfunded mandates shift the financial burden to the local taxpayer.

In 2025, unfunded state and federal mandates will cost Saratoga County more than \$80 million- this is more than the county’s share of the property tax levy. Meaning, 100% of the County property tax levy will pay for these unfunded mandates.

This notice is provided to you in accordance with Saratoga County Local Law 1 of 2012.

The intent of this law is to ensure citizens receive accurate information about their County property tax bill and the County budget annually.

PROPERTY TAX RATE PER \$1,000 OF ASSESSED VALUE



The property tax rate will be reduced again in 2025. This reduction maintains Saratoga County’s standing as having the lowest property tax rate of all upstate counties.

For more information, visit the Real Property Tax Service Agency page at SaratogaCountyNY.gov.

SARATOGA COUNTY ELECTED OFFICIALS QUICK REFERENCE GUIDE

COUNTY ELECTED OFFICIALS:

County Sheriff
Michael Zurlo

County Clerk
Craig A. Hayner

District Attorney
Karen Heggen

County Treasurer
JoAnn Kupferman

County Coroner
Susan Hayes-Masa

County Coroner
David DeCelle

Learn more about
your county government &
view career opportunities at
www.SaratogaCountyNY.gov



**SARATOGA
COUNTY**

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2025 SARATOGA COUNTY BOARD OF SUPERVISORS:

Town of Ballston
Supervisor Eric Connolly

Town of Charlton
Supervisor Joseph Grasso

Town of Clifton Park
Supervisor Phil Barrett

Town of Clifton Park
Supervisor Angela Thompson

Town of Corinth
Supervisor C. Eric Butler

Town of Day
Supervisor Harry Brennan

Town of Edinburg
Supervisor Robert D. Anderson

Town of Galway
Supervisor JD Arnold

Town of Greenfield
Supervisor Kevin Veitch

Town of Hadley
Supervisor Arthur Wright

Town of Halfmoon
Supervisor Kevin Tollisen

Town of Malta
Supervisor Cynthia C. Young

City of Mechanicville
Supervisor Thomas Richardson

Town of Milton
Supervisor Scott Ostrander

Town of Moreau
Supervisor Jesse A. Fish, Jr.

Town of Northumberland
Supervisor Willard Peck

Town of Providence
Supervisor Sandra Winney

Town of Saratoga
Supervisor Ian Murray

City of Saratoga Springs
Supervisor Michele Madigan

City of Saratoga Springs
Supervisor Matthew Veitch

Town of Stillwater
Supervisor Edward Kinowski

Town of Waterford
Supervisor David F. Ball

Town of Wilton
Supervisor John Lant

Saratoga County Board of Supervisors
40 McMaster Street
Ballston Spa, NY 12020
518.885.2240



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Sewer District #1

DATE: 11/1/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

Authorizing a Contract amendment with Environmental Design and Research, Landscape Architecture Engineering and Environmental Services, D.P.C, for additional geotechnical and survey work related to teh South Broadway Sewer Extension project

3. Specific Details on what the resolution will authorize:

The original contract had a \$20,000 allowance for geotech and survey work along rte 9. The total cost for geotech and survey came in at \$60,100. An initial 10% amendment was signed by the executive director for \$18,425. This resolution would authorize an additional \$21,648 for a total contract cost of \$224,625.

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. Funds are included in the Department Budget

- a. G/L line impacted **ES.81.812-7098**
- b. Budget year impacted **2024**
- c. Details

Funds will be transferred from 813-7098 to 812-7098 for this additional work.

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

Purchasing Office Consulted

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):

Gross Electric

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

f. State of vendor/contractor organization: NY

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:

Human Resources 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:



October 15, 2024

Mr. Dan Rourke, PE
Executive Director
Saratoga County Sewer District No. 1
PO Box 550
Mechanicville, NY 12118

**RE: Engineering Services - Amendment Request 2
Spa Park Pump Station Upgrades
Saratoga County Sewer District No. 1
Saratoga County, New York
EDR Project No. 24017**

Dear Mr. Rourke:

EDR is pleased to submit this amendment to our Engineering Services contract for the Spa Pump Station project. As recently discussed, the engineering services contract includes an allowance for performing final survey in support of the South Broadway Sewer Extension. EDR has solicited proposals from preferred providers of these services. Upon review, the total fee to provide final survey exceeds the authorized contract amount; therefore, an amendment to the Engineering Services contract is necessary to increase the fee. This request is for a contract fee increase of \$21,648 to the authorized engineering services contract amount in order to perform final field survey effort.

Scope of Services

The scope of the work to be performed would be for the necessary final field survey in support of providing bid ready design documents for the South Broad Sewer Extension. Therefore, EDR requests an amendment to increase the contract by \$21,648.

If authorized, the contract amount will be increased from \$202,977 to \$224,625.

Please let us know if any further information is required to process an amendment to the Engineering Services contract. If this amendment is authorized to proceed, please execute where shown and provide a copy to this office.

Sincerely,

Michael E. Tamblin, PE
Principal

Dan Rourke, PE

cc: Charles Prior, PE, EDR

Date



BOARD OF SUPERVISORS

12/19/2023

RESOLUTION 352 - 2023

Introduced by Law and Finance: Supervisors Schopf, Barrett, Edwards, Grasso, Lant, Tollisen and M. Veitch

AUTHORIZING AN AMMENDED AGREEMENT WITH ENVIRONMENTAL DESIGN AND RESEARCH, LANDSCAPE ARCHITECTURE ENGINEERING AND ENVIRONMENTAL SERVICES D.P.C. FOR DESIGN SERVICES RELATIVE TO PLANNED IMPROVEMENTS TO SARATOGA COUNTY SEWER DISTRICT NO.1'S SPA PARK STATION AND SOUTH BROADWAY SEWER EXTENSION DESIGN

WHEREAS, Saratoga County Sewer District No. 1's Spa Park Pump Station is in need of upgrades; and

WHEREAS, the Saratoga County Sewer District Commission has solicited proposals for engineering services for the Sewer District's Spa Park Pump Station upgrade project; and

WHEREAS, the Saratoga County Sewer District Commission, the Executive Director, and the City of Saratoga Springs agreed that extending County owned sewer infrastructure south on Route 9 could improve existing environmental conditions; and

WHEREAS, the design work associated with the extension was included in the request for proposals; THE PEOPosals INCLUDED A **20,000** ALLOWANCE FOR ADDITIONAL PRILIMINARY DESIGN; THE ADDITONAL COST OF SAID DESIGN WORK IS **40,100**; AND THIS RESOLUTION WILL AITHOIZE THE ADDITIONAL **\$21,648** and

WHEREAS, our Law and Finance Committee, the Saratoga County Sewer District No. 1 Sewer Commission and the Executive Director of the Sewer District have recommended that the THE CONTRACT WITH Environmental Design and Research, Landscape Architecture Engineering and Environmental Services D.P.C., BE AMENDED in the amount of **\$21,648**, for ADDITIONAL engineering services for the Saratoga County Sewer District's SOUTH BROADWAY SEWER project; now, therefore, be it

RESOLVED, that the Chair of the Board is authorized to execute a contract AMENDMENT with Environmental Design and Research, Landscape Architecture Engineering and Environmental Services D.P.C. of Saratoga Springs, New York to provide ADDITIONAL engineering services for the Saratoga County Sewer District No.1's sOUTH BROADWAY SEWER EXTENSION project, at aN ADDITONAL cost not to exceed **\$21,648** AND TOTAL CONTRACT COST OF **\$224,625** and it is further

RESOLVED, that this Resolution shall take effect immediately, be subject to the approval of the County Attorney; and it is further



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Sewer District #1

DATE: 11/1/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Amendment

2. Proposed Resolution Title:

Authorizing a Change Order with Gross Electric, Inc for additional electrical work at Saratoga County Sewer Districts Ace Pump Station

3. Specific Details on what the resolution will authorize:

An increase in contract value by \$37,867 for additional electrical work to upgrade the Ace Pump Station, not included in the original bid documents. The total contract will increase to \$215,644.

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
----------------	--------------	--------

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 **ES.81.812-7092**
- b. Budget year impacted **2024**
- c. Details

Savings from other projects (SSPS upgrade for example) will be utilized to fund this additional cost.

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

Purchasing Office Consulted

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):

Gross Electric

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

f. State of vendor/contractor organization: NY

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:

Human Resources 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:



BOARD OF SUPERVISORS

RESOLUTION XX – 2024

Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch

AUTHORIZING A CHANGE ORDER WITH *GROSS ELECTRIC, INC* FOR CONSTRUCTION SERVICES FOR THE SARATOGA COUNTY SEWER DISTRICT'S NO. 1 ACE PUMP STATION UPGRADE

WHEREAS, pursuant to Resolution 140 – 2023, this Board approved upgrades to Saratoga County Sewer District's No. 1 (hereinafter "the District") ACE PUMP STATION, (hereinafter "the Project") to properly CONVEY WASTEWATER

WHEREAS, the Executive Director of Saratoga County Sewer District No. 1 solicited proposals for the ELECTRICAL construction services associated with the Project,

WHEREAS, pursuant to Resolution 140 – 2023, the Board of Supervisors approved the award of a contract to GROSS ELECTRIC INC associated with ELECTRICAL construction services for the Project at a cost of \$177,777; and

WHEREAS, GROSS ELECTRIC, INC has submitted a proposal to provide additional ELECTRICAL construction services associated with the Project, at an additional cost not to exceed \$37,867, be it

RESOLVED, that the Chair of the Board of Supervisors is hereby authorized to execute a contract change order for GROSS ELECTRIC, INC inclusive of additional ELECTRICAL construction services associated with Saratoga County Sewer District No. 1's ACE PUMP STATION UPGRADE, at an additional cost not to exceed \$37,867; and be it further

RESOLVED, that the form and content of the change order shall be subject to the approval of the County Attorney; and be it further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.

September 17, 2024 Regular Meeting

Motion to Adopt: Supervisor Ball

Second: Supervisor K. Veitch

AYES (199,077.50): Joseph Grasso (4328), Philip C. Barrett (19014.5), Angela Thompson (19014.5), C. Eric Butler (6500), Diana Edwards (819), James D. Arnold (3525), Kevin Veitch (8004), Arthur M. Wright (1976), Kevin Tollisen (25662), Cynthia Young (17130), Thomas Richardson (5163), Scott Ostrander (18800), Jesse Fish (16202), Willard H. Peck (5242), Sandra Winney (2075), Ian Murray (5808), Matthew E. Veitch (14245.5), David Ball (8208), John Lant (17361)

NOES (0):

ABSENT (36,431.50): Eric Connolly (11831), Jean Raymond (1333), Michele Madigan (14245.5), Edward D. Kinowski (9022)

SARATOGA COUNTY CONSTRUCTION CHANGE DIRECTIVE

OWNER
ENGINEER/ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT: (Name, address) Pump Station Upgrades Ace Pump Station
75 Northern Pines Road
Gansevoort, NY 12831
DIRECTIVE NO: 23-SDACE-1 Change in Conditions-2
DATE: 11/20/2023
ENG./ARCH. PROJECT NO.: N/a
CONTRACT DATE: 8-30-2023
CONTRACT FOR: Electrical (No. 2)

TO CONTRACTOR:
(Name, address)
Gross Electric, Inc.
27 Silver Circle
Queensbury, NY 12804

You are hereby directed to make the following change(s) in this Contract:
Changes in Contract Conditions and Contract Completion Date. SEE ATTACHMENT.

PROPOSED ADJUSTMENTS

- 1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
 Lump Sum (increase) ~~(decrease)~~ of \$ 37,867.00
 Unit Price of \$ 0 per _____
 As provided in Saratoga County Document A201
- 2. The Contract Time is proposed to (be adjusted) ~~(remain unchanged)~~. The proposed adjustment, if any, is (an increase of 92 days) ~~(a decrease of 0 days)~~.

When signed by the Owner and Engineer/Architect and received by the contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Jeffrey A. Ferguson
Digitally signed by Jeffrey A. Ferguson
DN: cn=Jeffrey A. Ferguson, o=The Environmental Design Partnership, email=jeff@edp.com

ENGINEER/ARCHITECT
The Environmental Design Partnership, LLP
Address
900 Rt. 146, Clifton Park, NY 12065

OWNER
Saratoga County Sewer District
Address
40 McMaster Street, Ballston Spa NY 12020

BY: Jeffrey A. Ferguson
DATE: 09/05/2024

BY: _____
DATE: _____

Signature by the Contractor indicates the Contractor's agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this Construction Change Directive.
Contractor Address: Gross Electric, Inc.
27 Silver Circle
Queensbury, NY 12804
BY: [Signature] - Kyle Gross, Vice President
DATE: 09/06/2024

SARATOGA COUNTY CONSTRUCTION CHANGE DIRECTIVE ATTACHMENT

PROJECT: (Name, address) Pump Station Upgrades Ace Pump Station 75 Northern Pines Road Gansevoort, NY 12831	DIRECTIVE NO: DATE: ENG./ARCH. PROJECT NO.: CONTRACT DATE: CONTRACT FOR:	23-SDACE-1 Change in Conditions-2 11/20/2023 N/a 8-30-2023 Electrical (No. 2)
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TO CONTRACTOR:
(Name, address)
Gross Electric, Inc.
27 Silver Circle
Queensbury, NY 12804

You are hereby directed to make the following change(s) in this Contract:

Time and material costs pertaining to three changes in Contract Conditions:

1. Error on Sheet 15, Detail 2/EE-001, Single Line Diagram (New Service) showing hot sequenced meter arrangement contrary to National Grid Specifications requiring cold sequenced meter arrangement. Field reconfigure conduits and conductors for power entrance into breaker enclosure then to meter and back to breaker enclosure, including necessary relocation of meter enclosure and sealing of cabinet penetrations that had been assembled on & in cabinet at Contractor's shop per plan.
2. Error on Sheet 15, Detail 2/EE-001, Single Line Diagram (New Service) calling for 3#2, #6 G 1-1/4" C (wire gauge & conduit size) for each pump where 3" conduit is actually required. Error also affects Change Directive 1 causing a junction box size increase. Remove junctions box and conduits and gas seals from junction box to wet well and replace with larger sized material.
3. Error on Sheet 18, Detail 1/EE-500, Electrical Panel Enclosure Detail, Section B-B Back View shows Encapsulated 12kVA [transformer] with Breakers next to a [presumed] 48" wide Pump Control Panel. Actual PCP width is 72" which leaves no room for transformer with breakers unit on panel back. Remove transformer with breakers unit from panel back, install channel struts on panelboard end and remount transformer/ breaker unit on struts.

Increase Contract Completion Date by 92 Days.



Proposed Change Order

Gross Electric, Inc.

27 Silver Circle
Queensbury, New York 12804

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225 ACE Pump Station
Project #: 2023-225
Client PCO #:

Client Address:

Work Description

Scope of Work:

- 1) Remove Transformer load center and move to the other side of the shed
- 2) Remove old pipe and wire
- 3) Repipe conduit feeds to lights and outlets
- 4) Reterminate all wiring to and from Transformer load center
- 5) Pull out old sure power circuit to generator and pull in larger wire

Clarifications:

- 1) Sales Tax not included



Proposed Change Order

Gross Electric, Inc.
 27 Silver Circle
 Queensbury, New York 12804

Client Address:

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Itemized Description

Description	Qty	Net Price U	Total Mat. \$	Labor U	Total Hours
1"Conduit - LFMC Steel Gray	15.000	337.00 C	50.55	0.000 C	0.000
1"Conduit - RMC Galvanized 10' Lengths	40.000	498.21 C	199.28	0.000 C	0.000
#12 BlackWire THHN / T90 - Copper	60.000	190.00 M	11.40	0.000 M	0.000
#12 BlueWire THHN / T90 - Copper	60.000	190.00 M	11.40	0.000 M	0.000
#12 GreenWire THHN / T90 - Copper	60.000	190.00 M	11.40	0.000 M	0.000
#12 WhiteWire THHN / T90 - Copper	120.000	190.00 M	22.80	0.000 M	0.000
#8 BlackWire THHN / T90 - Copper	150.000	522.64 M	78.40	0.000 M	0.000
#8 BrownWire THHN / T90 - Copper	60.000	522.64 M	31.36	0.000 M	0.000
#8 GreenWire THHN / T90 - Copper	210.000	522.64 M	109.75	0.000 M	0.000
#8 OrangeWire THHN / T90 - Copper	60.000	522.64 M	31.36	0.000 M	0.000
#8 WhiteWire THHN / T90 - Copper	150.000	522.64 M	78.40	0.000 M	0.000
LABOR	112.000	0.00 E	0.00	0.000 E	0.000
40A Single Pole QOB Breaker	1.000	35.09 E	35.09	0.000 E	0.000
Totals	1,098.000		671.19		0.000



Proposed Change Order

Gross Electric, Inc.
 27 Silver Circle
 Queensbury, New York 12804

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Client Address:

Summary

Extension Materials	%	Total			
Database Material		671.19			
Material Adjustment		67.12			
Total Extension Material Cost		738.31			
Material Markup	10.00	73.83			
Total Extension Material			812.14		
Labor	Hours	Rate	Sub Total	%	Total
Field Labor					
L236 FOREMAN 10% (3-7)	40.000	124.21	4,968.40		
L236 JOURNEYMAN	72.000	116.02	8,353.44		
Total Field Labor					13,321.84
Indirect Labor					
L236 PROJECT MANAGER	11.200	133.52	1,495.42		
Total Indirect Labor					1,495.42
Total Labor Cost					14,817.26
Total Labor					14,817.26
Sub Total 1					15,629.40
Sub Total 2					15,629.40
Final Adj				-0.003	-0.40
Total Adjustments					-0.40
Total					15,629.00

Contractor Certification

Name:	
Date:	
Signature:	
I hereby certify that this quotation is complete and accurate based on the information provided	



Proposed Change Order

Gross Electric, Inc.
27 Silver Circle
Queensbury, New York 12804

Client Address:

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Client Acceptance

PCO #:	3
Final Amount:	\$ 15,629.00
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work

GROSS ELECTRIC, INC.

16135

27 SILVER CIRCLE
QUEENSBURY, NY 12804

QUALITY & SAFETY #1

PHONE: 518-792-0216

FAX: 518-743-1865

JOB #	WK. ENDING	JOB DESCRIPTION EACH DAY Move Transformers other side of shed Remove old piping - wire conduit Re-pipe ground feeds Repair outlets Pull out storm power wire Fill in new #8 slot panel Some changes
PO #		
CUSTOMER	Ace pump.	
JOB LOCATION:	EXIT 16	

DATE	MON	TUES	WED	THUR	FRI	SAT	SUN	TOTAL		
NAME:								ST	OT	DT
Steve Mohr	8	8	8	8	8	-	-	40	-	-
Jordan Carras	8	8	8	8	-	-	-	32	-	-
Josh Snow	8	8	8	8	8	-	-	40	-	-

EQUIPMENT	MON	TUES	WED	THUR	FRI	SAT	SUN			
TYPE										

MATERIALS	MATERIALS
40' 1" Rigid Conduit	60' Blue, Black #12 THHN
1 40AMP. Single pole GCB Breaker	60' Green #12 THHN
60' #8 Brown, Orange THWN-2	120' White #12 THHN
60' #8 Green	150' #8 white, Green, Black THHN
15' 1" Seal Tight.	

JOB DESCRIPTION:
Ace Pump Station changes.

SUPERVISOR SIGNATURE _____ DATE _____ CUSTOMER SIGNATURE _____ DATE _____

Steve Mohr

White - Office Yellow - Customer Copy



Proposed Change Order

Gross Electric, Inc.

27 Silver Circle
Queensbury, New York 12804

Client Address:

Contract Name: ACE Pump Station

Contract #: 2023-225

Project Name: 2023-225 ACE Pump Station

Project #: 2023-225

Client PCO #:

Work Description

Scope of Work:

- 1) Reconfigure rigid conduits, reinstall 500MCM cable for cold sequence metering application
- 2) Demo 1-1/2" Conduit, Install 3" for Pump Pits
- 3) Relocate 15KVA Transformer to side of building

Clarifications:

- 1) Sales Tax not included



Proposed Change Order

Gross Electric, Inc.
 27 Silver Circle
 Queensbury, New York 12804

Client Address:

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Itemized Description

Description	Qty	Net Price U	Total Mat. \$	Labor U	Total Hours
3"Conduit - PVC 80 10' Lengths	20.000	497.00 C	99.40	0.000 C	0.000
3/4"Conduit - RMC Galvanized 10' Lengths	8.000	299.58 C	23.97	0.000 C	0.000
1"Conduit - RMC Galvanized 10' Lengths	10.000	474.54 C	47.45	0.000 C	0.000
3"Female Adapter - PVC Socket to Threaded	4.000	263.41 C	10.54	0.000 C	0.000
#10 BlackWire THHN / T90 - Copper	48.000	280.00 M	13.44	0.000 M	0.000
#6 GreenWire THHN / T90 - Copper	8.000	800.00 M	6.40	0.000 M	0.000
#3 GreenWire THHN / T90 - Copper	25.000	1,502.27 M	37.56	0.000 M	0.000
#500 BrownWire THHN / T90 - Copper	20.000	9,734.76 M	194.70	0.000 M	0.000
#500 OrangeWire THHN / T90 - Copper	20.000	9,734.76 M	194.70	0.000 M	0.000
#500 YellowWire THHN / T90 - Copper	20.000	9,734.76 M	194.70	0.000 M	0.000
5/16-18 x 1-1/2"Hex Head Bolt - Stainless Steel 304	11.000	58.90 C	6.48	0.000 C	0.000
1-5/8" D1-5/8" W Channel w/ Slotted Holes - Stainless Steel 304 12 Gauge 10' Lengths	25.000	1,345.20 C	336.30	0.000 C	0.000
LABOR	76.000	0.00 E	0.00	1.000 E	76.000
4" LR Condulet	1.000	726.00 E	726.00	0.000 E	0.000
NEMA 3R KO Seals	2.000	32.21 E	64.42	0.000 E	0.000
500MCM Compression Lugs	8.000	51.89 E	415.12	0.000 E	0.000
3" PVC Coated Rigid Conduit	20.000	5,500.00 C	1,100.00	0.000 E	0.000
3" PVC Coated Rigid 90°	4.000	27,279.19 C	1,091.17	0.000 E	0.000
3" PVC Coated Meyers Hub	2.000	392.37 E	784.74	0.000 E	0.000
3" PVC Coated Rigid Coupling	4.000	89.09 E	356.36	0.000 E	0.000
24x18x6 NEMA 4X Box	1.000	690.09 E	690.09	0.000 E	0.000
3" PVC Coated Rigid Sealoff	2.000	1,845.00 E	3,690.00	0.000 E	0.000
Totals	339.000		10,083.52		76.000



Proposed Change Order

Gross Electric, Inc.
 27 Silver Circle
 Queensbury, New York 12804

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Client Address:

Summary

Extension Materials	%	Total			
Database Material		10,083.54			
Material Adjustment		1,008.35			
Total Extension Material Cost		11,091.89			
Material Markup	10.00	1,109.19			
Total Extension Material			12,201.08		
Labor	Hours	Rate	Sub Total	%	Total
Field Labor					
L236 FOREMAN 10% (3-7)	25.080	124.21	3,115.19		
L236 JOURNEYMAN	50.920	116.02	5,907.74		
Total Field Labor					9,022.93
Indirect Labor					
L236 PROJECT MANAGER	7.600	133.52	1,014.75		
Total Indirect Labor					1,014.75
Total Labor Cost					10,037.68
Total Labor					10,037.68
Sub Total 1					22,238.76
Sub Total 2					22,238.76
Final Adj				-0.003	-0.76
Total Adjustments					-0.76
Total					22,238.00

Contractor Certification

Name:	_____
Date:	_____
Signature:	_____
I hereby certify that this quotation is complete and accurate based on the information provided	



Proposed Change Order

Gross Electric, Inc.
27 Silver Circle
Queensbury, New York 12804

Client Address:

Contract Name: ACE Pump Station
Contract #: 2023-225
Project Name: 2023-225
Project #: 2023-225 ACE Pump Station
Client PCO #:

Client Acceptance

PCO #:	2
Final Amount:	\$ 22,238.00
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____

I hereby accept this quotation and authorize the contractor to complete the above described work

GROSS ELECTRIC, INC.

16129

27 SILVER CIRCLE
QUEENSBURY, NY 12804

QUALITY & SAFETY #1

PHONE: 518-792-0216
FAX: 518-743-1865

JOB # 23340 WK. ENDING 3/19/24

JOB DESCRIPTION EACH DAY

PO #
CUSTOMER ACE PUMP
STATION
JOB LOCATION:
75 NORTHERN PINES RD
GANSEVOORT, NY

Reconfigure Rigid Conduits
*Reinstall 500mcm
Cable for Cold Sequence*
Metering Application

DATE	3/11	3/12	3/13	3/14	3/15			TOTAL		
NAME:	MON	TUES	WED	THUR	FRI	SAT	SUN	ST	OT	DT
<u>Jimmy Christie</u>			8	8	8			24		
<u>Kory Chase</u>			8	8	8			24		

EQUIPMENT										
TYPE	MON	TUES	WED	THUR	FRI	SAT	SUN			

MATERIALS
20ft 500mcm (BROWN, ORANGE, Yellow)
25ft #3AWG Green
1 MALLEABLE IRON "LR" CONDULET
2 NEMA 3R KO SEALS
8 500MCM COMPRESSION LUGS

MATERIALS

JOB DESCRIPTION: Rework conduit and 500mcm wire to change
From Hot-Sequence to Cold Sequencing Metering Arrangement

[Signature] 3/24/2024
SUPERVISOR SIGNATURE DATE

CUSTOMER SIGNATURE DATE

GROSS ELECTRIC, INC.

16131

27 SILVER CIRCLE
QUEENSBURY, NY 12804

QUALITY & SAFETY #1

PHONE: 518-792-0216
FAX: 518-743-1865

JOB # 23340 WK. ENDING 3/15/24

JOB DESCRIPTION EACH DAY

PO #
CUSTOMER
ACE PUMP STATION
JOB LOCATION:
75 NORTHERN PINES RD
GARSEVORT NY

RELOCATE 15KVA
Transformer to side of
Building

	DATE	MON	TUES	WED	THUR	FRI	SAT	SUN	TOTAL		
NAME:									ST	OT	DT
Jimmy Christie	3/11	6									
Kory Chase		6									

EQUIPMENT	MON	TUES	WED	THUR	FRI	SAT	SUN	ST	OT	DT
TYPE	MON	TUES	WED	THUR	FRI	SAT	SUN			

MATERIALS

(25ft) Stainless Strut
 (11) 5/16" x 1 1/2 Stainless Lag Bolts
 (8ft) 3/4" Rigid Conduit
 (8ft) #6AWG Green
 (6ft) 1" RGS Conduit
 (45ft) #10 THHN

MATERIALS

JOB DESCRIPTION: Relocate 15KVA Transformer and panel to side of canopy to make room for pump control panel

AAA
3/15/24

SUPERVISOR SIGNATURE
DATE
CUSTOMER SIGNATURE
DATE

GROSS ELECTRIC, INC.

16130

27 SILVER CIRCLE
QUEENSBURY, NY 12804

QUALITY & SAFETY #1

PHONE: 518-792-0216
FAX: 518-743-1865

JOB # 23340 WK. ENDING 3/25/24

JOB DESCRIPTION EACH DAY

PO #
CUSTOMER
ACE DUMP STATION

JOB LOCATION:
**75 NORTHERN PINES RD
GANSEVOORT, NY**

DEMO 1 1/2" C, INSTALL
3" C FOR PIT PUMPS

DATE								TOTAL		
NAME:	MON	TUES	WED	THUR	FRI	SAT	SUN	ST	OT	DT
Jimmy Christie				8						
Kerf Chase				8						

EQUIPMENT										
TYPE	MON	TUES	WED	THUR	FRI	SAT	SUN			

MATERIALS	MATERIALS
20ft 3" PVC COATED RIGID	(1) 6" x 18" x 24" NEMA 4X BOX
(4) 3" PVC COATED RIGID 90's	
(2) 3" PVC COATED RIGID MEYERS HUBS	
(4) 3" PVC COATED RIGID COUPLINGS	
(2) 3" PVC COATED RIGID SEALOFFS	
20ft SCH80 PVC (3")	
(4) SCH80 PVC (3") Female Adapters	

JOB DESCRIPTION: DEMO 1 1/2" C FROM JBOX TO PUMP PIT. REPLACE WITH 3" C

[Signature]
3/22/24



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Department of Public Works

DATE: 10/17/24

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Authorizing the purchase of the Family Court modular office unit.

3. Specific Details on what the resolution will authorize:

Authorizing the purchase of the Family Court modular office unit at a cost of \$70,300.

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.50.000-8627
- b. Budget year impacted 2024
- 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 #)

24-PWUOT-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):

Williams Scotsman, Inc. (Chris Markellos)
1620 Route 9
Clifton Park, NY 12065

e. Is the vendor/contractor an LLC, PLLC, or partnership: No

f. State of vendor/contractor organization: NY

g. Commencement date of contract term: N/A

h. Termination of contract date: N/A

i. Contract renewal date and term: N/A

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Human Resources Consulted

Purchasing 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 vendor bid

10. Remarks:

COUNTY OF SARATOGA
REQUEST FOR BIDS
USED OFFICE TRAILER
24-PWUOT-1



Opening October 29, 2024 @ 11:00 a.m.

SARATOGA COUNTY DEPARTMENT OF CENTRAL SERVICES
JOHN T. WARMT, DIRECTOR OF PURCHASING
50 WEST HIGH STREET
BALLSTON SPA, NEW YORK 12020

PROPOSAL

***** (BID RESPONSE FORM) *****

Willscot

_____ agrees to furnish one Used Office Trailer

(firm name)

to the Saratoga County Department of Public Works, as called for in specification 24-PWUOT-1.

ITEM	BID PRICE
64x24 Modular Office Trailer with a entrance canopy, ADA/IBC ramp with switchbacks, skirting, insulation, window and door security, data hub, Cubicles, L-Desk privacy shields, heating and A/C.	\$70,300
Delivery charges, to include all fees associated with the delivery and installation, blocking and leveling, tie downs, etc. to Ballston Spa, NY	
FREIGHT	
TOTAL	\$70,300

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

Saratoga County will reject any bid that does not have a signed Statement of Required Disclosures, Representations, and Certificates that includes the Non-Collusive Bidding Certificate, a Certificate of Compliance with the Iranian Divestment Act, and a Certificate for the Prevention of Sexual Harassment, and binds the bidder to their proposal (attached).

VENDOR INFORMATION
FOR THE COUNTY OF SARATOGA

Please complete the following information which is necessary in order for Saratoga County to track vendor applicant information and the County's purchasing process.

Business Name Willscot

Address 1620 Route 9 Clifton Park NY 12065

Business Type (Sole Proprietorship, Corporation, LLC, etc.) Corporation

Is your business a Disadvantaged Business Enterprise (DBE)? Yes No

Is your business a Minority and Women-Owned Business Enterprise (MWBE)? Yes No

Does your business have a small business status? Yes No

Any other business status, please provide information: _____

Provide the name of the Certifying Entity (ties): Willscot

Have you conducted business with the County before? Yes No

If the answer to the above question is NO, please provide your Federal ID Number and attach a copy of your W-9 Form. FEIN #: 52-0665775

How did you discover this Bid opportunity? County

Do you use the Empire State Municipal Purchasing Group Website (BidNet)? Yes No

If Yes, do you find it useful (explain) or if No, why? No-paid subscriber service

Completing the above information does not change your chances of being awarded a contract. The information collected will NOT be sold and will not be used to contact you.

Thank you.



STATEMENT OF REQUIRED DISCLOSURES, REPRESENTATIONS AND CERTIFICATIONS

Note: ALL Sections on the following pages must be completed and this Statement must be SIGNED (see Instructions to Bidders for Electronic Signature Requirement)

Name of the Reporting Entity:

Willscot

Address: 1620 Route 9 Clifton Park, NY 12065

Remit to Address if different from above:

PO Box 91975 Chicago IL 60693-1975

FID No.: 52-0665775

Name of Individual Completing this form: Christopher Markellos

Title/Position: Territory Sales Manager

Telephone Number: (518) 417-4222

Fax Number:

EMAIL address: christopher.markellos@willscot.com

EMAIL address (for Purchase Orders to be emailed, this is mandatory):

christopher.markellos@willscot.com

SIGNATORY FIRST & LASTNAME: Christopher Markellos

SIGNATORY TITLE: Territory Sales Manager

Section A. AFFIDAVIT OF NON-COLLUSION
(This form must be included with bid package and initialed)

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, bidder or potential bidder.
2. Neither the price(s), nor the amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to bid opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary bid.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by any firm or person to refrain from bidding or to submit a complementary bid on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary bid, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.

The person signing this bid, under the penalties of perjury, affirms the truth thereof.

INITIAL: CDM

Section B. COMPLIANCE WITH IRAN DIVESTMENT ACT

Pursuant to General Municipal Law §103-g, which generally prohibits the County of Saratoga from entering into contracts with persons engaged in investment activities in the energy sector of Iran, the bidder/proposer submits the following certification:

[Please Check One]

BIDDER'S CERTIFICATION

- By submission of this bid or proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief, that each bidder/proposer is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law.
- I am unable to certify that my name and the name of the bidder/proposer does not appear on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law. I have attached a signed statement setting forth in detail why I cannot so certify.

The undersigned, being duly sworn, says (a) I am duly authorized to execute this Certification and (b) I hereby certify, under penalty of perjury, that the forgoing Certification is in all respects true and accurate.

INITIAL: CDM

Section C. COMPLIANCE FOR THE PREVENTION OF SEXUAL HARASSMENT

Pursuant to State Finance Law §139-l of the State of New York, effective January 1, 2019, where competitive bidding is required for certain public contracts, every bid must contain the following statement affirming that the bidder has implemented a written policy addressing sexual harassment prevention and that the bidder provides annual sexual harassment prevention training, which statement must be signed by the bidder and affirmed by such bidder under the penalty of perjury:

[Please Check One]

BIDDER'S CERTIFICATION

- By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of section two hundred one-g of the labor law.
- I am unable to certify that I, or my employer, have implemented a written policy addressing sexual harassment prevention in the workplace. The reason(s) why neither I nor my employer can make such certification is/are: _____

INITIAL: CDM

Section D. SIGNATURE

I hereby acknowledge and understand that by signing this form either electronically or by hand that I have read and understand the bid documents including the Instructions to Bidders, the General Terms and Conditions, the Specifications, and the Proposal Page, and that the pricing offered on the proposal pages will be held firm for the time period provided for in the bid documents.

Print Name: Christopher Markellos
Name of person responsible for this solicitation.

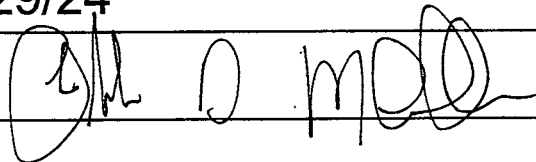
I acknowledge the receipt of 0 addendum(s)

Email Address: christopher.markellos@willscot.com

Direct Phone Number: 518-417-4222

Fax Number: _____

Date: 10/29/24

SIGNATURE: 

NOTE: This is not a guarantee of Purchase, The County of Saratoga will issue an authorized Purchase Order after the bid has been awarded.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: County Administrator

DATE: 11/4/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Grant Acceptance

2. Proposed Resolution Title:

Authorizing the Acceptance of an American Battlefield Protection Program Grant for Implementation of the Turning Point @ 250 Project

3. Specific Details on what the resolution will authorize:

This will authorize the acceptance of a \$200,000 grant through the American Battlefield Protection Program Battlefield Implementation Grant to be used to implement new technologies in the interpretation of the Battles of Saratoga at specific sites in the Town of Saratoga and the Village of Schuylerville. It will further authorize the required matching funds of \$200,000 in order to accept this grant.

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.14-4089	Federal Aid Other	\$200,000

Expense

Account Number	Account Name	Amount
A-14-114-7112	250th Revolution Commission	\$400,000

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

Decrease A-0599.B Appropriated Fund Balance-Budgetary

Amount: \$200,000

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

Other

- G/L line impacted **see above**
- Budget year impacted **2024**
- Details

The budget will be amended to accept these funds, authorize the related expenses, and decrease fund balance by \$200,000.

Unspent funds will be rolled over into 2025 budget

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

Purchasing Office Consulted

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:

Human Resources Consulted

8. Is a grant being accepted: YES or NO

a. Source of grant funding:

Federal

b. Agency granting funds:

National Park Service

c. Amount of grant:

\$200,000

d. Purpose grant will be used for:

Implementation of new interpretives integrating technology

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

Consultants and interpretives

f. Time period grant covers:

Now through December 31, 2026

g. Amount of county matching funds:

\$200,000

h. Administrative fee to County:

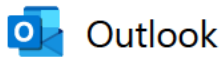
\$0

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:

Please see attached award notification.



BIG Grant Application for - The Turning Point @ 250 Phase 1 Implementation Project

From NPS Battlefields <abpp@nps.gov>

Date Thu 9/19/2024 12:38 PM

To Lauren Roberts <lroberts@saratogacountyny.gov>

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.

Congratulations!

I am pleased to inform you that the National Park Service (NPS) has selected the County of Saratoga for a Fiscal Year 2024 Battlefield Interpretation Grant. Our interdisciplinary panel of reviewers Identified "The Turning Point @ 250 Phase 1 Implementation" as one of the outstanding projects meriting funding. Your federal award amount is **\$200,000.00**.

Here is a link to the announcement, which the National Park Service made today:

[National Park Service Awards \\$9.5 Million to Enhance Revolutionary War and Civil War Battlefield Preservation and Interpretation Projects - Office of Communications \(U.S. National Park Service\) \(nps.gov\)](#)

NPS ABPP staff will reach out to you during the month of November to schedule a virtual meeting and review the draft terms and conditions of your award, as well as discuss any adjustments that you may need to make to your project schedule. **Please respond to this email with your availability on Tuesday November 5, and Wednesday November 6, 2024. We will follow-up with a time for this meeting on one of these dates based on your availability.** Your award will be released once we finalize these terms and conditions.

If you have any questions about this award, or if you would like us to share a summary of the feedback on your application received from our interdisciplinary merit review panel, please contact Joshua Ammam, Grants Management Specialist at joshua_ammam@nps.gov or by phone at (202) 354-2037.

Joshua Ammam
American Battlefield Protection Program
National Park Service
1849 C Street NW, Mail Stop 7228
Washington, DC 20240



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Chairman's Item

DATE: 10/23/2024

COMMITTEE: Law & Finance



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

County Attorney's Office
Consulted Yes

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

ADOPTING A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 2006 AS AMENDED BY LOCAL LAW NO. 1 OF 2023 TO PROVIDE AN EXTENSION OF THE TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS, VOLUNTEER AMBULANCE WORKERS, AND UN-REMARIED SPOUSES OF VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS KILLED IN THE LINE OF DUTY

3. Specific Details on what the resolution will authorize:

A new Local Law to authorize the County to offer a real property tax exemption to certain volunteer firefighters or ambulance workers who live in Saratoga County but who serve in a neighboring municipality.

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

- 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

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:

Human Resources Consulted
N/A

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:

Public Hearing scheduled for November 13, 2024 at 4:25pm

STATE OF NEW YORK

2862--A

Cal. No. 86

2023-2024 Regular Sessions

IN SENATE

January 25, 2023

Introduced by Sens. MARTINEZ, ASHBY, BORRELLO, COONEY, HARCKHAM, HELMING, HINCHEY, MATTERA, RHOADS, WEBER -- read twice and ordered printed, and when printed to be committed to the Committee on Local Government -- recommitted to the Committee on Local Government in accordance with Senate Rule 6, sec. 8 -- reported favorably from said committee, ordered to first and second report, ordered to a third reading, passed by Senate and delivered to the Assembly, recalled, vote reconsidered, restored to third reading, amended and ordered reprinted, retaining its place in the order of third reading

AN ACT to amend the real property tax law, in relation to volunteer firefighter and ambulance worker benefits

The People of the State of New York, represented in Senate and Assembly, do enact as follows:

1 Section 1. The real property tax law is amended by adding a new
2 section 466-1 to read as follows:

3 § 466-1. Extension of benefits. Any governing body of a city, village,
4 town, county, or school district that has provided a real property tax
5 exemption to volunteer firefighters and volunteer ambulance workers
6 serving the municipality in which they reside as authorized by this
7 chapter, notwithstanding any provision of this title to the contrary, is
8 hereby authorized to adopt a local law or resolution to extend such real
9 property tax exemption to any volunteer firefighter or volunteer ambu-
10 lance worker who provides such volunteer services to a neighboring city,
11 village, town, county, or school district.

12 § 2. This act shall take effect immediately.

EXPLANATION--Matter in italics (underscored) is new; matter in brackets
[-] is old law to be omitted.

LBD02305-03-4



BOARD OF SUPERVISORS

11/19/2024

RESOLUTION XXX - 2024

Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch

ADOPTING A LOCAL LAW A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 2006 AS AMENDED BY LOCAL LAW NO. 1 OF 2023 TO PROVIDE AN EXTENSION OF THE TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS, VOLUNTEER AMBULANCE WORKERS, AND UN-REMARRIED SPOUSES OF VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS KILLED IN THE LINE OF DUTY

WHEREAS, Resolution 262-2024 introduced and presented a proposed Local Law identified as Introductory No. 3, Print No. 1 of 2024, to this Board of Supervisors and scheduled a public hearing thereon for November 13, 2024 at 4:25P.M. in the Meeting Room of the Saratoga County Board of Supervisors, 40 McMaster Street, Ballston Spa, New York; and

WHEREAS, notice of that public hearing was duly published and posted as required by law; and

WHEREAS, the scheduled public hearing was held and all persons desiring to be heard have been heard by this Board; now, therefore, be it

RESOLVED, that this Board of Supervisors, on this 19th day of November, 2024 hereby adopts a Local Law identified as Introductory No. 3, Print No. 1 of 2024, as set forth in the annexed Schedule A; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.

INTRODUCTORY NO. 3

PRINT NO. 1

INTRODUCED BY SUPERVISORS: M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen,
K. Veitch

COUNTY OF SARATOGA

LOCAL LAW - 2024

A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 2006 AS AMENDED BY LOCAL LAW NO. 1 OF 2023 TO PROVIDE AN EXTENSION OF THE TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS, VOLUNTEER AMBULANCE WORKERS, AND UN-REMARIED SPOUSES OF VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS KILLED IN THE LINE OF DUTY

BE IT ENACTED by the Saratoga County Board of Supervisors as follows:

SECTION 1. Title. This Local Law shall be known as “A LOCAL LAW AMENDING LOCAL LAW NO. 3 OF 2006 AS AMENDED BY LOCAL LAW NO. 1 OF 2023 TO PROVIDE AN EXTENSION OF THE TAX EXEMPTION FOR VOLUNTEER FIREFIGHTERS, VOLUNTEER AMBULANCE WORKERS, AND UN-REMARIED SPOUSES OF VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE WORKERS KILLED IN THE LINE OF DUTY”

SECTION 2. That subdivision (a) of Section 2 of Local Law No. 3 of 2006 as amended by Local Law No. 1 of 2023 be amended to read as follows:

- (a) Real property owned by an individual who has been an enrolled member of an incorporated volunteer fire company, fire department or incorporated voluntary ambulance service which provides service in the Town of Clifton Park or to a neighboring city, village, town, county or school district and who resides in real property in the Town of Clifton Park shall be exempt from taxation to the extent of 10% of the assessed value of such property for Town, Highway and Special District tax purposes.

SECTION 3. This Local Law shall become effective as provided in Municipal Home Rule Law § 27.

EXPLANATION – Matter that is underscored is new; matter in brackets [-] is old law to be replaced.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: County Attorney

DATE: 10/24/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Contract Approval

2. Proposed Resolution Title:

Amending an agreement with Bartlett Pontiff, et al. for legal services

3. Specific Details on what the resolution will authorize:

Increasing a minor contract with Barlett Pontiff, et al. Initially set at \$15,000 for specilized litigation services for the County Attorney's Office. We are looking to increase to a major contract at \$35,000.00. The minor contract limit has been exceeded after payment of the August invoice.

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

County Attorney's Office
Consulted

SEK: *KK* 11/4

GPC:

AFS: *AB*

PK

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.20.992-8110- Attorney's Fees
- b. Budget year impacted 2024
- c. Details

Intially, 992-8110 was not budgeted for in 2024, Rolled over funding from 2023 has covered additional attorney's fees under this contract as well as other minor/major contracts for outside counsel. We are looking to increase the expense line to cover the estimated fees for this amended contract. We will do an internal budget transfer from 6000 unused salaries, to cover the outside counsel costs incurred due to under staffing.

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:
- 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 Copy of current minor contract

10. Remarks: *Draft contract with County Attorney's office.*

ALAN R. RHODES
PHILIP C. MCINTIRE
J. LAWRENCE PALTROWITZ
MALCOLM B. O'HARA
PATRICIA E. WATKINS
MARK E. CERASANO
BRUCE O. LIPINSKI
JONATHAN C. LAPPER
JAMES R. BURKETT
STEFANIE DILALLO BITTER
KARLA WILLIAMS BUETTNER
JOHN D. WRIGET
ALEXANDRA C. ROZELL

BARTLETT, PONTIFF, STEWART & RHODES, P.C.
ATTORNEYS AT LAW
P.O. BOX 2168
ONE WASHINGTON STREET
GLENNS FALLS, NEW YORK 12801-2168

TELEPHONE (518) 832-6440
FAX (518) 824-1040
EMAIL jlp@bpsrlaw.com
WEBSITE www.bpsrlaw.com

JEFFREY B. SHAPIRO
MATTHEW J. MCAULIFFE
ALEXANDRA D. FINOCCHIO
BENJAMIN R. PRATT, JR.
OF COUNSEL
ROBERT S. MCMILLEN
RETIRED
RICHARD J. BARTLETT
1926-2015
PAUL E. PONTIFF
1930-2021
ROBERT S. STEWART
1932-2001

SERVICE BY E-MAIL, FAX OR OTHER FORMS OF ELECTRONIC COMMUNICATION
NOT ACCEPTED

October 24, 2024

George P. Conway, County Attorney
Saratoga County
40 McMaster Street
Ballston Spa, New York 12020

Re: Brendan Beardsley, et al v. County of Saratoga

Dear George:

I am pleased that Saratoga County would still like to continue to retain our law firm to represent the County in connection with the above-referenced litigation. This engagement letter is intended to explain the scope of the services we have agreed to perform, the fees to be charged together with our billing practices, and the County's rights with regard to any disputed fees.

We are engaged to continue to provide legal services to Saratoga County in connection with the lawsuit commenced by Brendan Beardsley, et al. We have not been retained to advise Saratoga County in other matters or other areas of law, except for certain ongoing matters for which we have entered into separate engagement letters. We will act only in connection with this matter in accordance with the terms contained herein unless otherwise instructed by you.

We will bill Saratoga County on a periodic basis at hourly rates for the services which we will perform as well as for any costs or disbursements which we may incur on Saratoga County's behalf in connection with our representation. Our current discounted hourly rates for Saratoga County are \$250 per hour for principal's time; \$225 per hour for associate's time and \$115 per hour for paralegals' time. Out of pocket costs and disbursements may include items such as filing fees, fees for obtaining records or documents, printing costs, mileage and travel related expenses, overnight delivery postage, and photocopying by any third party vendor. For significant disbursements we may require payment directly from Saratoga County to the vendor. Any amount not paid within thirty (30) days of the billing date will be subject to a late charge of .75 of 1% per month.

George P. Conway, County Attorney
Saratoga County

Page 2

While we seek to avoid any fee disputes with our clients, and rarely have such disputes, in the event such a dispute does arise, you are advised that Saratoga County has the right, at its election, to seek arbitration to resolve the fee dispute. In such event, we shall advise you in writing by certified mail that Saratoga County has 30 days from receipt of such notice in which to elect to resolve the dispute by arbitration, and we shall enclose a copy of the arbitration rules and a form for requesting arbitration. The decision resulting from arbitration is binding upon both Saratoga County and this firm.

Please sign on the appropriate line below and return one signed original to me.

We look forward to the opportunity to continue to represent Saratoga County in this matter.

Sincerely,

BARTLETT, PONTIFF, STEWART
& RHODES, P.C.

BY: 

J. Lawrence Paltrowitz

Direct Line: (518) 832-6443

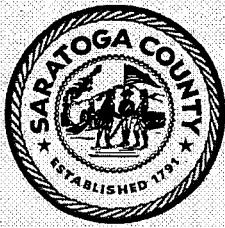
Direct E-mail: jlp@bpsrlaw.com

I have read and understand the terms of
the above letter, have received a copy and
accept all of its terms.

Saratoga County

BY: _____

#794494



BOARD OF SUPERVISORS

11/19/2024

RESOLUTION Draft X – 2024

Introduced by Law and Finance: Supervisors M. Veitch, Edwards, Grasso, Lant, Ostrander, Tollisen, and K. Veitch

AMENDING AN AGREEMENT WITH BARTLETT, PONTIFF, STEWART & RHODES, P.C. FOR PROFESSIONAL LEGAL SERVICES

WHEREAS, Saratoga County retains outside counsel for legal services in relation to on-going litigation in connection with B. Beardsley, et al v County of Saratoga and thus entered into a minor contract on February 14th, 2024 with Bartlett, Pontiff, Stewart & Rhodes, P.C. for professional legal services as agreed upon by the County Attorney's Office (hereinafter "the County"); and

WHEREAS, the professional legal services rendered by Bartlett, Pontiff, Stewart & Rhodes, P.C. since February 14th, 2024, have exceeded the minor contract limit of \$15,000, and it is necessary for the County to enter into an amended agreement with Bartlett, Pontiff, Stewart & Rhodes, P.C. to increase the contract's limit to a not to exceed amount of \$35,000; and

WHEREAS, Bartlett, Pontiff, Stewart & Rhodes, P.C. has submitted a Letter of Engagement, dated October 24th, 2024, summarizing the provision of professional legal services pertaining to on-going litigation in connection with B. Beardsley, et al v County of Saratoga at an hourly rate of \$250 for principal's time, an hourly rate of \$225 for associates, and an hourly rate of \$115 for paralegals; and

WHEREAS, the Law and Finance Committee and the County Attorney have recommended that the County enter into an amended agreement with Bartlett, Pontiff, Stewart & Rhodes, P.C., to provide professional legal services in relation to on-going litigation in connection with B. Beardsley, et al v County of Saratoga as authorized by the County, at an hourly rate of \$250 for principal's time, an hourly rate of \$225 for associates, and an hourly rate of \$115 for paralegals, increasing the contract's limit to a not to exceed amount of \$35,000; now, therefore, be it

RESOLVED, that the Chair of the Board of Supervisors is hereby authorized to execute an amended agreement with Bartlett, Pontiff, Stewart & Rhodes, P.C., to provide professional legal services in relation to on-going litigation in connection with B. Beardsley, et al v County of Saratoga as authorized by the County, at an hourly rate of \$250 for principal's time, an hourly rate of \$225 for associates, and an hourly rate of \$115 for paralegals, increasing the contract's limit to a not to exceed amount of \$35,000; and be it further

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

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No budget impact. Funds are included in the department budget.



**OFFICE OF THE
COUNTY ATTORNEY**

GEORGE P. CONWAY, ESQ., COUNTY ATTORNEY

518.884.4770

SARATOGACOUNTYNY.GOV

40 MC MASTER ST, BALLSTON SPA, NY 12020

Assistant Attorneys
Michelle W. Granger, Esq.
Laura M. Kruegler, Esq.
Jacqueline C. Lombardo, Esq.
Ann Flower E. Stitt, Esq.

SERVICE BY EMAIL NOT ACCEPTED

MEMORANDUM

DATE: February 12, 2024

TO: George Conway
County Attorney

FROM: George Conway
Saratoga County Attorney's Office

SUBJECT: Vendor Name : **Bartlett, Pontiff, Stewart & Rhodes, P.C.**
Vendor Address : One Washington St, Glens Falls, NY 12801
Vendor I.D. # : 14-1622136
Contract Amount : NTE \$15,000 Per Res. 204-2015
Contract Period : through the end of litigation
Contract I.D. # : N/A
Purpose of agreement : Beardsley

Attached, please find one fully executed copy of the above referenced contract, which has been executed by the County Administrator on February 14, 2024.

Please send this contract to the above-named vendor.

cc: Clerk, Board of Supervisors, w/enclosure
County Auditor, without enclosure
County Administrator, without enclosure

MINOR CONTRACT LESS THAN \$15,000

THIS AGREEMENT, made the 14th day of February, 2024,
BY AND BETWEEN,

COUNTY OF SARATOGA, a municipal corporation duly organized under the laws of the State of New York, with offices at 40 McMaster Street, Ballston Spa, New York 12020, (COUNTY),

-and-

Bartlett, Pontiff, Stewart & Rhodes, P.C., with an office address at One Washington Street (P.O. Box 2168) Glens Falls, New York 12801, (CONTRACTOR),

RECITALS:

WHEREAS, a Request for Minor Contract, a copy of which is attached hereto, has been approved by the County Administrator; and

WHEREAS, the CONTRACTOR will perform the requested services for the approved amount;

NOW, THEREFORE, the parties agree that:

1. TERM OF AGREEMENT: The term of this Agreement shall commence on the date of the signing of this Agreement and shall continue through the end of litigation.
2. SERVICES: CONTRACTOR will provide special counsel relating to the litigation involving Beardsley et al v. County of Saratoga, as provided in the Proposal dated January 12, 2024, prepared by CONTRACTOR, and attached hereto.
3. CONTRACT SUM AND PAYMENT: The COUNTY shall pay CONTRACTOR for its services an amount of \$250.00 per hour for principal attorneys, \$225 per hour for associate attorneys and \$115.00 per hour for paralegals, not to exceed \$15,000, upon submission of a properly documented voucher.
4. FUNDING: Intentionally Omitted.
5. COMPLIANCE WITH LAWS: The CONTRACTOR shall comply with all applicable laws, ordinances and regulations, including nondiscrimination and labor laws. The COUNTY and CONTRACTOR agree that for the duration of this Agreement and any renewal term(s) thereof, they will not discriminate against any employee, applicant for employment, or person requesting services in connection with this agreement, because of

race, creed, color, national origin, disability, age, sex, marital status, sexual orientation, or source of payment.

6. **CONFLICTS OF INTEREST:** The CONTRACTOR shall not employ any official or employee of the COUNTY in connection with this project and shall adhere to the Code of Ethics of the COUNTY.

7. **INDEMNIFICATION:** At all times, CONTRACTOR shall indemnify and save harmless the COUNTY from and against any and all claims and demands whatsoever, including costs, litigation expenses, counsel fees and liabilities in connection therewith arising out of injury to or death of any person whomsoever or damage to any property of any kind by whomsoever, caused in whole or in part, directly or indirectly, by the acts or omissions of the CONTRACTOR, any person, employed by the CONTRACTOR, its contractors, subcontractors, materialmen, or any person directly or indirectly employed by them or any of them, while engaged in the work hereunder. This clause shall not be construed to limit, or otherwise impair, other rights or obligations of indemnity which exist in law or equity for the COUNTY's benefit.

8. **INSURANCE REQUIREMENTS:** CONTRACTOR shall provide the COUNTY with proof of general liability insurance by a company authorized to do business in the State of New York. The policy's minimum coverage shall be \$1,000,000/single injury and \$1,000,000/property damage and shall be subject to the approval of the County Attorney. The CONTRACTOR may utilize umbrella/excess coverage to achieve the limits required hereunder. The certificate holder must be listed as the COUNTY OF SARATOGA, 40 McMaster Street, Ballston Spa, New York 12020. This insurance certificate must also name the COUNTY OF SARATOGA as additional insured and the CONTRACTOR shall provide the COUNTY with proof of such insurance in the form of an Additional Insured Endorsement Rider or other proof acceptable to the COUNTY. In the event that any policy furnished or carried pursuant to this Agreement is scheduled to expire on a date prior to the expiration of the term of this Agreement, CONTRACTOR shall deliver to the COUNTY a certificate or certificates of insurance evidencing renewal of such policy or policies not less than fifteen (15) days prior to such expiration date, and the CONTRACTOR shall promptly pay or cause to be paid all premiums due thereon. The above insurance is not, and shall not be construed as, a limitation upon CONTRACTOR's obligation to indemnify the COUNTY.

9. **WORKERS' COMPENSATION INSURANCE REQUIREMENT:** This Agreement shall be void and of no effect unless throughout the term of this Agreement CONTRACTOR, in compliance with the provisions of the Workers' Compensation Law, shall secure compensation for the benefit of, and keep insured during the life of this Agreement, such employees as are required to be insured according to law. Proof of such Workers' Compensation Insurance coverage shall be provided to the COUNTY.

10. **INSURANCE CANCELLATION NOTICE:** In the event that CONTRACTOR receives notice of cancellation any insurance policy carried pursuant to this Agreement, CONTRACTOR shall immediately provide the COUNTY with written notice of such

cancellation by no later than the next business day of the COUNTY. In the event of such insurance policy cancellation, CONTRACTOR shall provide the COUNTY with proof of equivalent policy and limit replacement insurance satisfying the insurance requirements herein within two (2) COUNTY business days of the CONTRACTOR's receipt of notice of cancellation of insurance. Any failure by CONTRACTOR to comply with the insurance requirements of this Agreement in a timely manner shall constitute a breach of this Agreement, and the COUNTY may, at its option, terminate this Agreement upon written notice to the CONTRACTOR.

11. **DEFENSE AND INDEMNIFICATION:** The CONTRACTOR waives any right to bring action against the COUNTY for any damage to the property of the CONTRACTOR arising out of the alleged negligence of the COUNTY, its agents, servants and employees. The CONTRACTOR agrees that any policy of insurance insuring its property, shall contain a waiver of subrogation rights for any property loss suffered by reason of the alleged negligence or other unlawful act by COUNTY, its agents, servants and employees.

12. **REPORTS:** Intentionally Omitted.

13. **MODIFICATION:** This Agreement constitutes the complete understanding of the parties. No modification of any provision thereof shall be valid unless in writing signed by both parties.

14. **ASSIGNMENT AND TRANSFER:** The CONTRACTOR shall not assign or transfer any interest herein without the COUNTY's prior written consent. All of the terms, covenants and agreements herein contained shall be binding upon and shall inure to the benefit of successors and assigns of the respective parties hereto.

15. **DEFAULT:** The occurrence of any of the following shall be considered an Event of Default:

- a. **Non-Payment:** The failure by the COUNTY to make any of the payments required pursuant to this Agreement when due.
- b. **Failure to Perform:** The failure of the CONTRACTOR to perform the Services outlined in Section 2 of this Agreement.
- c. **Other Failure to Perform:** The failure by either COUNTY or CONTRACTOR to perform and/or comply with any term, covenant, or condition required under this Agreement.

16. **REMEDIES:** In the Event of Default under this Agreement, the non-defaulting party may take such legal action as may be appropriate under the circumstances, including injunctive relief, declaratory judgment, or monetary damages for such default. No such action or proceeding shall be commenced until the defaulting party has been given written notice thereof by the non-defaulting party and thirty (30) days have elapsed since receipt of such notice, and the defaulting party has not proceeded to cure the default. Any default by

a party in providing the insurance required pursuant to this Agreement shall be subject to the remedies and requirements set forth in Section 7 herein.

17. **TERMINATION:** Termination for cause brought about by failure of the CONTRACTOR to perform shall be effected only if the CONTRACTOR fails to remedy or eliminate the violation within twenty (20) days of written notification thereof from the COUNTY. Termination without cause may be effectuated by either party upon sixty (60) days written notice to the other party.

18. **NOTICES:** Any notice, demand, request, consent, approval, or other communication given under or with respect to this Agreement shall be in writing and shall be personally served or sent by First Class United States mail, postage pre-paid, addressed to the other party or entity as follows:

To the COUNTY: Saratoga County Administrator
40 McMaster Street
Ballston Spa, NY 12020

With copy to: Saratoga County Attorney
40 McMaster Street
Ballston Spa, NY 12020

To the CONTRACTOR: Bartlett, Pontiff, Stewart &
Rhodes, P.C.
P.O. Box 2168
Glens Falls, NY 12801

19. **SEVERABILITY:** In the event that any provision of this Agreement shall be determined by a Court of Law to be illegal and/or unenforceable, the Agreement, to the extent the Courts have determined practical, shall continue in full force and effect between the parties as if the said illegal or unenforceable provision were not continued a part thereof.

20. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement among the parties regarding the subject matter hereof, and supersedes all prior agreements (written or oral) which may have related to the subject matter hereof.

-SIGNATURE PAGE TO FOLLOW-

IN WITNESS WHEREOF, the parties have hereunto signed this agreement on the day and year appearing opposite their respective signatures.

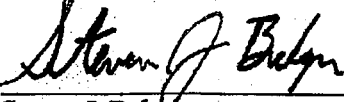
APPROVED AS TO
FORM AND CONTENT:

By:


County Attorney

COUNTY OF SARATOGA

By:

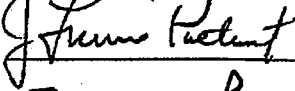

Steven J. Bulger,
County Administrator
Pursuant to Resolution: 204-2015

Date:

2/14/2024

Bartlett, Pontiff, Stewart &
Rhodes, P.C.

By:


J. Lawrence Prosser (name)

President (title)

14-1622136

Federal EIN

Date:

2/9/24



County of Saratoga
REQUEST FOR MINOR CONTRACT
 (maximum \$15,000 for services rendered after October 20, 2015)
 (Updated 02/2023)

TO: COUNTY ADMINISTRATOR

DATE: 2/8/24

I hereby request approval for the following described minor contract (please attach to this Request any written proposal or quote received on company letterhead)

AMOUNT: \$250 / \$225 / \$116 NTE \$15,000

TERM: Through end of litigation

VENDOR: Bartlett, Pontiff, Stewart & Rhodes, P.C.
 (Identify exact business entity, whether corporation, LLC, partnership, d/b/a, etc. List both entities of a d/b/a.)

ADDRESS: One Washington St. PO Box 2168
Glens Falls, NY 12801

Purchasing Department Consulted

Required Backup Attached

SERVICES TO BE PROVIDED TO COUNTY:
 Legal representation for *Beardsley v County of Saratoga*

REASON FOR REQUEST:
 Need outside counsel for litigation

BUDGET ACCOUNT TO BE USED: A.20.162.8190

OTHER COMMENTS:

IF WAIVER OF INSURANCE REQUESTED, PLEASE EXPLAIN:

DEPARTMENT: County Attorney

[Signature]
 (SIGNATURE OF DEPARTMENT HEAD)

APPROVED: 2/8/2024
 Date

[Signature]
 COUNTY ADMINISTRATOR

THIS REQUEST IS PART OF THE AGREEMENT AND MUST REMAIN ATTACHED

DECLARATIONS

THIS IS A CLAIMS-MADE POLICY. PLEASE READ THE POLICY CAREFULLY.

LAWYERS PROFESSIONAL LIABILITY POLICY

Notice: This professional liability coverage is provided on a claims-made basis; therefore, this policy provides no coverage for claims arising out of incidents, occurrences or alleged wrongful acts which took place prior to the retroactive date stated in the policy. This policy covers only claims actually made or incidents reported against you while the policy remains in effect. All coverage under this policy ceases upon termination of this policy, except for the automatic extended reporting period of 60 days or an extended reporting period of 12, 24, 36, 60, 84 months or unlimited time that you may choose to purchase. Unless the extended reporting period coverage is for an unlimited time period, potential coverage gaps may arise upon expiration of the extended reporting period.

During the first several years of the claims-made relationship, claims-made rates are comparatively lower than occurrence rates. You can expect substantial annual premium increases, independent of overall rate level increases, until the claims-made relationship reaches maturity.

Policy Number	Coverage is provided by:	Agency	Agency Code
LHS-H826728-01	HANOVER INSURANCE COMPANY 440 LINCOLN STREET WORCESTER, MA 01653	Arthur J Gallagher	5502450

Issue Date: 5/25/2023

Change Description: RENEWAL

Item 1. Named Insured and Address:

BARTLETT PONTIFF STEWART & RHODES PC
ONE WASHINGTON STREET PO BOX 2168
GLENS FALLS, NY, 12801

Item 2. Policy Period:

Inception Date: 5/30/2023
Expiration Date: 5/30/2024
Endorsement Effective Date:
12:01 A.M. Standard Time at the address of the Named Insured as stated herein

Item 3. LIMIT OF LIABILITY:

- a. \$2,000,000 for each Claim; not to exceed
- b. \$2,000,000 for all Claims in the Aggregate
- c. Claims Expenses Inside the Limits or
 Claims Expenses Outside the Limits or
 50% Claims Expenses Outside the Limits

Item 4. DEDUCTIBLE: \$25,000 Per Claim

Item 5. RETROACTIVE DATE: FPA

Item 6. PREMIUM FOR THE POLICY PERIOD:

Annual Premium: ~~XXXXXXX~~
Revised Annual Premium:
Additional/Return Premium:
Total Premium: ~~XXXXXXX~~

Item 8. Forms attached at Issue:

401-1268 (08-12) U.S. Treasury Department's Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders
913-0001NY (03-13) Lawyers Professional Liability Policy
913-0036NY Crisis Event Defense Coverage Endorsement
913-0048NY (03-14) First Dollar Defense with No Sublimit Endorsement
913-0054NY Network or Information Security Breach Variable Supplementary Payment Endorsement
913-0057 Reimbursement of Loss for Income Endorsement
913-0091 (03-11) Claim Reporting Guidelines
913-0095NY (07-10) New York – ERP Policy Holder Notice
SIG-0001 (11-17) Corporate Signature Page

Item 9. Forms attached by Endorsement:

Item 10. Producer Name and Address:

Arthur J Gallagher
30 Century Hill Drive Suite 200
Latham, NY 12110

**INFORMATION REGARDING THE
OPTIONAL EXTENDED REPORTING PERIOD ENDORSEMENT**

The enclosed policy provides coverage for claims reported to the company after the retroactive date, during the policy period and any subsequent renewal of this policy or any extended reporting period. Except for the extended reporting period, there is no coverage for claims reported after termination of coverage.

Subject to the policy's terms and conditions, your firm and/or each of the individual firm members may purchase an Extended Reporting Period Endorsement, also known as "tail coverage," that will extend the time for reporting claims arising out of professional services rendered while the policy was still in effect although the policy may have been cancelled or non-renewed, or when a firm member leaves the firm or the practice of law. An unlimited extended reporting period avoids any coverage gaps that may otherwise occur.

In the event this policy is terminated on the next anniversary date, the premium charged for this endorsement is expressed as a percentage of your policy's annual premium.

Extended Reporting Period	Factor
12 Months	0.900
24 Months	1.500
36 Months	1.750
60 Months	2.000
84 Months	2.500
Unlimited	3.000

Please contact your agent or customer service representative with any questions.

ALAN R. RHODES
PHILIP C. MCINTIRE
J. LAWRENCE PATROWITZ
MALCOLM B. O'HARA
PATRICIA E. WATKINS
MARK E. CERASANO
BRUCE O. LIPINSKI
PAULA NADEAU BERUBE
JONATHAN C. LAEPER
JAMES R. BURKETT
STEFANIE DiLALLO BITTER
KARLA WILLIAMS BUETTNER
JOHN D. WRIGHT

BARTLETT, PONTIFF, STEWART & RHODES, P.C.
ATTORNEYS AT LAW
P.O. BOX 2168
ONE WASHINGTON STREET
GLENS FALLS, NEW YORK 12801-2168

TELEPHONE (518) 832-6440
FAX (518) 824-1040
EMAIL jlp@bpsrlaw.com
WEBSITE www.bpsrlaw.com

GREGORY J. TRESI
ALEXANDRA C. ROZELL
JEFFREY B. SHAPIRO
MATTHEW J. McAULIFFE
BENJAMIN R. PRATT, JR.
OF COUNSEL
ROBERT S. McMILLEN
RETIRED
RICHARD J. BARTLETT
1926-2015
PAUL E. PONTIFF
1930-2021
ROBERT S. STEWART
1932-2001

SERVICE BY E-MAIL, FAX OR OTHER FORMS OF ELECTRONIC COMMUNICATION NOT
ACCEPTED

January 12, 2024

George P. Conway, County Attorney
Saratoga County
40 McMaster Street
Ballston Spa, New York 12020

Re: Brendan Beardsley, et al v. County of Saratoga

Dear George:

I am pleased that Saratoga County has retained our law firm to represent the County in connection with the above-referenced litigation. This engagement letter is intended to explain the scope of the services we have agreed to perform, the fees to be charged together with our billing practices, and the County's rights with regard to any disputed fees.

We are engaged to provide legal services to Saratoga County in connection with the lawsuit commenced by Brendan Beardsley, et al. We have not been retained to advise Saratoga County in other matters or other areas of law, except for certain ongoing matters for which we have entered into separate engagement letters. We will act only in connection with this matter in accordance with the terms contained herein unless otherwise instructed by you.

We will bill Saratoga County on a periodic basis at hourly rates for the services which we will perform as well as for any costs or disbursements which we may incur on Saratoga County's behalf in connection with our representation. Our current discounted hourly rates for Saratoga County are \$250 per hour for principal's time; \$225 per hour for associate's time and \$115 per hour for paralegals' time. Out of pocket costs and disbursements may include items such as filing fees, fees for obtaining records or documents, printing costs, mileage and travel related expenses, overnight delivery postage, and photocopying by any third party vendor. For significant disbursements we may require payment directly from Saratoga County to the vendor. Any amount not paid within thirty (30) days of the billing date will be subject to a late charge of .75 of 1% per month.

George P. Conway, County Attorney
Saratoga County

Page 2

While we seek to avoid any fee disputes with our clients, and rarely have such disputes, in the event such a dispute does arise, you are advised that Saratoga County has the right, at its election, to seek arbitration to resolve the fee dispute. In such event, we shall advise you in writing by certified mail that Saratoga County has 30 days from receipt of such notice in which to elect to resolve the dispute by arbitration, and we shall enclose a copy of the arbitration rules and a form for requesting arbitration. The decision resulting from arbitration is binding upon both Saratoga County and this firm.

Please sign on the appropriate line below and return one signed original to me.

We look forward to the opportunity to represent Saratoga County in this matter.

Sincerely,

BARTLETT, PONTIFF, STEWART
& RHODES, P.C.

BY: 

J. Lawrence Paltowitz

Direct Line: (518) 832-6443

Direct E-mail: jlp@bpsrlaw.com

I have read and understand the terms of
the above letter, have received a copy and
accept all of its terms.

Saratoga County

BY: _____

#794494



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Board of Elections

DATE: 11/8/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

AUTHORIZING THE PAYMENT OF A ONE-TIME STIPEND OF
\$20 PER DAY TO EARLY VOTING ELECTION INSPECTORS

3. Specific Details on what the resolution will authorize:

Due to the unprecedented turnout for the 2024 Presidential Election and the desire of many voters to avoid long lines on Election Day, Saratoga County six early voting polling sites experienced a substantial increase in the number of voters participating in voting. Our early voting locations opened one hour early on Friday, November 1, Saturday, November 2 and Sunday, November 3, 2024 to accommodate voters.

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

County Attorney's Office
Consulted

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
A.22.000-8190	Other Professional Services	\$3300.00

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.22.000-8190

b. Budget year impacted 2024

c. Details

50 people per day x 3 day's x \$20 = \$3000. The County Administrator asked to add an additional 10% to this so we are requesting \$3300.00

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

Purchasing Office Consulted

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:

Human Resources Consulted

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:

Payment based on workers who worked in addition to the normal 8 hour work day.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: County Administrator

DATE: 11/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Adopting the 2025 Saratoga County Budget (To Be Tabled)

3. Specific Details on what the resolution will authorize:

This resolution will adopt the 2025 Budget at a Special Board Meeting following review by Supervisors at the Law & Finance Meeting and the Budget Workshop.

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

- 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

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:

Human Resources Consulted
N/A

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:



BOARD OF SUPERVISORS

12/13/2023

RESOLUTION 315—~~2023~~ XXX-2024

Introduced by Law & Finance: Supervisors M. Veitch, Ostrander, Grasso, Lant, Tollisen, K. Veitch

ADOPTING THE 2025 SARATOGA COUNTY BUDGET

BE IT RESOLVED, that the tentative 2025 Saratoga County Budget, submitted by the Budget Officer on November 7, 2023, with amendments, if any, be, and the same hereby is, adopted; and, be it further

RESOLVED, that this Resolution shall take effect immediately.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: County Administrator

DATE: 11/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Appropriating Amounts Finally Set Forth in the 2025 Saratoga County Budget (To Be Tabled)

3. Specific Details on what the resolution will authorize:

This resolution will appropriate the amounts in the 2025 budget, once adopted.

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

- 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

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:

Human Resources Consulted
N/A

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:



BOARD OF SUPERVISORS

12/13/2023

RESOLUTION XXX-2024

Introduced by Law & Finance: Supervisors M. Veitch, Ostrander, Grasso, Lant, Tollisen, K. Veitch.

APPROPRIATING AMOUNTS FINALLY SET FORTH IN THE 2025 SARATOGA COUNTY BUDGET

WHEREAS, Resolution ~~344-2022~~ adopts, with certain amendments, the revised tentative 2025 Budget previously submitted by the Budget Officer; now, therefore, be it

RESOLVED, that the several amounts specified in the tentative 2025 Saratoga County Budget, with amendments, if any, be inserted by the Clerk of this Board in the column entitled "Adopted", and that the total amounts as listed under each department heading be carried into the column entitled "Total": and it is further

RESOLVED, that, effective January 1, 2025, these total amounts are appropriated for the objects and purposes specified in the now-adopted 2025 Budget for the County of Saratoga; and it is further

RESOLVED, that this Resolution shall take effect immediately.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: County Administrator

DATE: 11/6/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Setting December 3, 2024 for a Public Hearing on the Revised Tentative 2024 Saratoga County Budget.

3. Specific Details on what the resolution will authorize:

This sets the public hearing for the 2024 Saratoga County budget for December 3, 2024 at 4:30 pm.

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
----------------	--------------	--------

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

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:

Human Resources Consulted
N/A

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:



BOARD OF SUPERVISORS

11/21/2023

RESOLUTION 314—~~2023~~—XXX-2024

Introduced by Law & Finance: Supervisors M. Veitch, Ostrander, Grasso, Lant, Tollisen, K. Veitch

SETTING DECEMBER 3, 2024 FOR A PUBLIC HEARING ON THE REVISED TENTATIVE 2025 SARATOGA COUNTY BUDGET

WHEREAS, the Budget Officer timely submitted the tentative 2025 Budget on November 6, 2024 to this Board; and

WHEREAS, pursuant to Local Law 1-50, our Law and Finance Committee reviewed *and revised* the tentative Budget on November 7, 2024; and

WHEREAS, on November 13, 2024 the entire Board reviewed *and made revisions* to the tentative Budget during the scheduled Budget Workshop; and

WHEREAS, County Law Section 359 requires the Board to conduct a public hearing on the revised tentative budget before its adoption; now, therefore, be it

RESOLVED, that this Board of Supervisors shall hold a public hearing on the revised tentative 2024 Saratoga County Budget on December 3, 2024 at 4:30 P.M. at the Saratoga County Board of Supervisors Chambers, 40 McMaster Street, Ballston Spa, New York 12020; and it is further

RESOLVED, that the Clerk of this Board give the required notice of this hearing by publication in designated newspapers including: *The Saratogian*, *The Daily Gazette*, and *Saratoga Today*; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.



SARATOGA COUNTY AGENDA ITEM REQUEST

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

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

DEPARTMENT: Chairman's Item

DATE: 11/5/2024

COMMITTEE: Law & Finance

1. Is a Resolution Required:

Yes, Other

2. Proposed Resolution Title:

Appointing a Member to the County Fire Advisory Board

3. Specific Details on what the resolution will authorize:

County Law Section 225-a allows the Board of Supervisors to create the County Fire Advisory Board. This resolution would appointment one member to represent the Town of Moreau for a term to expire December 31, 2024.

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

- G/L line impacted
- Budget year impacted
- 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

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:

Human Resources Consulted

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:



BOARD OF SUPERVISORS

1/3/2024

RESOLUTION XXX - 2024

Introduced by Law & Finance: Supervisors M. Veitch, Grasso, Lant, Ostrander, Tollisen, K. Veitch

APPOINTING A MEMBER TO THE COUNTY FIRE ADVISORY BOARD

WHEREAS, pursuant to County Law §225-a, the Board of Supervisors created the County Fire Advisory Board; and

WHEREAS, the terms of the present board members have expired and the seat was vacant; now, therefore, be it

RESOLVED, that the following individual be appointed as a member of the County Fire Advisory Board for terms expiring on December 31, 2024:

MUNICIPALITY
Town of Moreau

NAME AND ADDRESS
Tyler Corlew
10 Jackson Road
South Glens Falls, NY 12803

; and it is further

RESOLVED, that this Resolution shall take effect immediately.

BUDGET IMPACT STATEMENT: No Budget Impact.