

Judiciary Committee

TUESDAY, AUGUST 1, 2023

INDEX OF RESOLUTIONS:		
COMMITTEE	RESOLUTION	TITLE
C/J/B/R	G/4	<p>RESOLUTION AUTHORIZING TO PIGGY-BACK ON A CO-OPERATIVE BID FOR THE PURPOSE OF PURCHASING EMPLOYEE UNIFORMS - OFFICE OF THE RENSSELAER COUNTY SHERIFF</p> <p>Motion Made By:                      Secoded By:                      Moved:</p> <p>Notes:</p>
C/J/B/R	G/13	<p>RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT AWARD FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES AND AMENDING THE 2023 RENSSELAER COUNTY ADOPTED BUDGET - DEPARTMENT OF PROBATION</p> <p>Motion Made By:                      Secoded By:                      Moved:</p> <p>Notes:</p>
C/J/B/R	G/16	<p>RESOLUTION AUTHORIZING AMENDMENT OF AGREEMENT WITH NEW YORK STATE DEFENDERS ASSOCIATION, INC. - CONFLICT DEFENDER</p> <p>Motion Made By:                      Secoded By:                      Moved:</p> <p>Notes:</p>
J/B/R	G/18	<p>RESOLUTION AMENDING THE 2023 RENSSELAER COUNTY ADOPTED BUDGET - DEPARTMENT OF PROBATION</p> <p>Motion Made By:                      Secoded By:                      Moved:</p> <p>Notes:</p>

J/B/R	G/38 LF	RESOLUTION AUTHORIZING THE PURCHASE OF FOUR (4) PATROL VEHICLES - OFFICE OF THE RENSSELAER COUNTY SHERIFF
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# RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Loveridge, Grant, Weaver, Maloney

Sent To: Contracts & Agreements

Committee

Date August 8, 2023

Resolution No. G/4

**RESOLUTION AUTHORIZING TO PIGGY-BACK ON A CO-OPERATIVE BID FOR THE PURPOSE  
OF PURCHASING EMPLOYEE UNIFORMS - OFFICE OF THE RENSSELAER  
COUNTY SHERIFF**

**WHEREAS**, This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

**WHEREAS**, The 2023 Rensselaer County Sheriff's Department budget provides an appropriation for the purpose of providing uniforms (appropriation codes A.3110.04570 and A.3150.04570 Uniforms); and

**WHEREAS**, The current contract for providing uniforms to the Sheriff and Correctional Facility employees expires on August 31, 2023; and

**WHEREAS**, Albany County awarded Cooperative Bid #2022-110 Sheriff and Correctional Uniforms to Wicked Smart, LLC. The Rensselaer County Sheriff's Department wishes to piggy-back onto this bid; and

**WHEREAS**, The start and end dates of such contract, the source of funding of the same, the total amount to be expended over the life of the same will not exceed budgetary limits, and the name and address of the contracting parties are as follows:

<u>CONTRACT DESCRIPTION/DATES</u>	<u>VENDOR/ADDRESS</u>	<u>APPROPRIATION CODES</u>	<u>ESTIMATED AMOUNT OF CONTRACT</u>
RFB 2022-110 Sheriff and Correctional Uniforms (9/1/23-12/15/2023)	Wicked Smart, LLC 700 Fifth Avenue Watervliet, NY 12189	A.3110.04570 A.3150.04570	\$140,000.00 (Annually)

**WHEREAS**, At the end of the initial one-year bid period of 12/16/2022 - 12/15/2023, upon mutual agreement of the County and the Vendor, the agreement may be renewed for 2 additional years, in 2 consecutive one-year intervals. Renewal of multiple item bid awards shall be contingent upon renewal of all items and partial renewals shall not be accepted by the County; now, therefore, be it

**RESOLVED**, That the Rensselaer County Executive, or his designee, is authorized to sign for the above referenced agreement, subject to the approval as to form by the Rensselaer County Attorney.

**Resolution ADOPTED by the following vote:**

**Ayes:**

**Nays:**

**Abstain:**

**August 8, 2023**

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Clerk of the Legislature

Sent to County Executive \_\_\_\_\_

Received from County Executive \_\_\_\_\_

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Clerk of the Legislature



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Executive Action

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_  
Veto Message Attached and Returned to Clerk

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County Executive

# RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Loveridge, Grant, Weaver, Maloney

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Sent To: Contracts & Agreements

Committee

Date August 8, 2023

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Resolution No. G/13

**RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT AWARD FROM THE NEW YORK STATE  
DIVISION OF CRIMINAL JUSTICE SERVICES AND AMENDING THE 2023 RENSSELAER  
COUNTY ADOPTED BUDGET - DEPARTMENT OF PROBATION**

**WHEREAS,** This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

**WHEREAS,** The Rensselaer County Department of Probation has been awarded a grant from the New York State Division of Criminal Justice Services for the Gun Involved Violence Elimination (GIVE) Partnership in the amount of \$238,906.00 for the period of July 1, 2023 through June 30, 2024; and

**WHEREAS,** Of the total grant award, \$118,917.00 will be allocated within the 2023 Rensselaer County Adopted Budget, and the remainder will be allocated within the Department's 2024 budget; and

**WHEREAS,** The primary focus of this grant will be to continue to reduce gun involved violent crime, to develop criminal intelligence, and to further implement a joint crime reduction strategy with GIVE Partnerships; and

**WHEREAS,** The grant award will provide for program expenses including salary and fringe benefits for a Probation Officer (Field Intelligence Officer), other Probation Officers' overtime, personnel expenses related to cognitive behavioral interventions and related expenditures, support programs targeting areas of most risk toward violent crime, and training; now, therefore, be it

**RESOLVED,** That any positions, programs, expenditures, and/or agreements or contracts authorized or established pursuant to this resolution shall terminate and cease upon discontinuance of said funding; and, be it further

**RESOLVED,** That the Rensselaer County Executive, or his designee, is authorized to sign the above-referenced agreement, subject to the approval as to form by the Rensselaer County Attorney; and, be it further

**RESOLVED,** That the 2023 Rensselaer County Adopted Budget shall be and hereby is amended as follows:

**GENERAL FUND REVENUE**

<b><u>CODE</u></b>	<b><u>PRESENT</u></b>	<b><u>CHANGE</u></b>	<b><u>REVISED</u></b>
A.3140.33109 .GIVEPROB.2023.33109 Probation - GIVE Partnership Grant	\$ 0.00	\$118,917.00	\$118,917.00

**GENERAL FUND APPROPRIATIONS**

<b><u>CODE</u></b>	<b><u>PRESENT</u></b>	<b><u>CHANGE</u></b>	<b><u>REVISED</u></b>
A.3140 Department of Probation			
.01007.GIVEPROB .2023.01007 Overtime	\$ 0.00	\$ 47,000.00	\$ 47,000.00
.01007.GIVEPROB .2023.01007 Probation Officer	\$ 0.00	\$ 33,201.00	\$ 33,201.00
.01007.GIVEPROB .2023.01007 On-call Stipend	\$ 0.00	\$ 500.00	\$ 500.00
.04450.GIVEPROB .2023.04450 Rental - Equipment/Maintenance	\$ 0.00	\$ 3,500.00	\$ 3,500.00
.04540.GIVEPROB .2023.04540 Publications	\$ 0.00	\$ 1,044.00	\$ 1,044.00
.04560.GIVEPROB .2023.04560 Training	\$ 0.00	\$ 3,433.00	\$ 3,433.00
.04700.GIVEPROB .2023.04700 Program Expenditures	\$ 0.00	\$ 15,000.00	\$ 15,000.00

**GENERAL FUND APPROPRIATIONS**

<u>CODE</u>	<u>PRESENT</u>	<u>CHANGE</u>	<u>REVISED</u>
.08008.GIVEPROB .2023.08008 Employee Benefits	\$ 0.00	\$ <u>15,239.00</u>	\$ 15,239.00

Total Appropriations: \$118,917.00

Resolution ADOPTED by the following vote:

Ayes:

Nays:

Abstain:

August 8, 2023

\_\_\_\_\_  
Clerk of the Legislature

Sent to County Executive \_\_\_\_\_

Received from County Executive \_\_\_\_\_

\_\_\_\_\_  
Clerk of the Legislature



\_\_\_\_\_  
Executive Action

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_  
Veto Message Attached and Returned to Clerk

\_\_\_\_\_  
County Executive

LEGISLATIVE FISCAL IMPACT STATEMENT



Type of Legislation: Local Law: \_\_\_\_\_ G Resolution: x  
Resolution: \_\_\_\_\_

Title of Legislation: **RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT  
AWARD FROM THE NEW YORK STATE DIVISION OF CRIMINAL JUSTICE  
SERVICES AND AMENDING THE 2023 ADOPTED RENSSELAER COUNTY  
BUDGET - DEPARTMENT OF PROBATION**

Requested by: Probation  
Sponsor(s): \_\_\_\_\_

1) Projected cost of proposed legislation, if any current year \$118,917.00.  
2024- \$119,989.00

2) Method of financing – note all that apply (federal funding, state funding, bonding, tax  
levy, etc.): GIVE Grant

a) For federal funding: amount \$0 and length of time federal funding is available. Is  
it available for ongoing expenses? Yes \_\_\_ or No X

For state funding: amount \$238,906.00  
b) and length of time state funding is available 12 months. Is it available for ongoing  
expenses? Yes \_\_\_ or No x

c) If bonded, state amount of total indebtedness this legislation will create and  
projected interest cost over the course of borrowing:  
Principal \$ 0  
Total projected interest costs \$ 0

d) Tax levy impact for current year \$ 0 and ongoing \$ 0

e) Other (please explain) \$ 0

3Is this expense or program mandated? Yes \_\_\_\_\_ No x

4Length of expense or project (one time only, ongoing, etc.): \_\_\_\_\_

5 Justification for the appropriation/expenditure requested. Include any revenue this will produce  
or any expense that will be avoided: The GIVE funding will be used to pay for FIO Salary and  
fringe, probation officer overtime, training and travel, wellness speakers, and various program  
expenditures (CBI and Vocational training).

Linda McMahon, Probation Department Head





# Division of Criminal Justice Services

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**YVONNE TURNER**  
Director of Funding

## Grant Award Notice

Grantee/Contractor: <b>Troy City Police Department</b>	Date: <b>June 9, 2023</b>
Program Name: <b>GIVE (2023-24)</b>	Award Amount: <b>\$548,107.00<sup>1</sup></b>
Signatory Name and Title: <b>Chief Dan Dewolf</b>	Term Dates: <b>7/1/23 – 6/30/24</b>
Email: <b>daniel.dewolf@troyny.gov</b>	Contract Number: <b>C485009</b>
Program Description: 2023-24 DCJS Gun Involved Violence Elimination (GIVE) Initiative	
New York State Division of Criminal Justice Services (DCJS) Commissioner Rossana Rosado is pleased to provide funding to your county and agency to support the Gun Involved Violence Elimination (GIVE) initiative. The GIVE initiative is a critical component of the State's violence prevention and reduction strategy. Thank you for your partnership to help keep New Yorkers safe. Please find attached the approved budget for the funded agencies within your county. If you have any programmatic questions, please contact Raymond Neves in the DCJS Office of Public Safety (OPS) at (518) 402-8455 or Raymond.Neves@dcjs.ny.gov.	
<b>Grant Questions</b>	
<b>PRIMARY CONTACT</b> <b>Katie Nardolillo</b> Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 457-6030 Email: Katie.Nardolillo@dcjs.ny.gov	<b>SECONDARY CONTACT</b> <b>Dave Martin</b> Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 485-9607 Email: David.Martin@dcjs.ny.gov

Thank you for all the work you do to protect the public and keep our communities safe. We look forward to continuing to work with you in our shared public safety mission.

Attachment: Instruction Sheet, GMS Application Manual

<sup>[1]</sup> The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.



DISTRICT ATTORNEY'S OFFICE BUDGET		Awarded Budget
PERSONNEL		
Job Title / Position		
Aggravated Assault/Violent/Gun Crime Prosecutor		\$83,000
Aggravated Assault/Violent/Gun Crime Prosecutor (new)		\$65,000
Special Investigator (currant)		\$40,787
Special Investigator (new)		\$71,602
Non-Fatal Shootings Prosecutor (52% of full salary)		\$41,000
Non-Fatal Shootings Prosecutor (52% of full salary)		\$41,000
Non-Fatal Shootings Prosecutor (16% of full salary)		\$21,000
<b>Job Title/ Position Total</b>		<b>\$363,389</b>
<b>Fringe Benefits for Positions</b>		
Aggravated Assault/Violent/Gun Crime Prosecutor		\$31,000
Aggravated Assault/Violent/Gun Crime Prosecutor (new)		\$19,500
Special Investigator (currant)		\$2,500
Special Investigator (new)		\$22,197
Non-Fatal Shootings Prosecutor (52% of full salary)		\$16,000
Non-Fatal Shootings Prosecutor (52% of full salary)		\$16,000
Non-Fatal Shootings Prosecutor (16% of full salary)		\$8,000
<b>Fringe Benefits Total</b>		<b>\$115,197</b>
<b>TOTAL PERSONNEL</b>		<b>\$478,586</b>
<b>HOT-SPOT POLICING</b>		
<b>TOTAL HOT-SPOT</b>		<b>\$0</b>
<b>FOCUSED DETERRENCE</b>		
<b>TOTAL FOCUSED DETERRENCE</b>		<b>\$0</b>
<b>CPTED</b>		
<b>TOTAL CPTED</b>		<b>\$0</b>
<b>COMMUNITY /YOUTH ENGAGEMENT</b>		
<b>TOTAL COMMUNITY /YOUTH ENGAGEMENT</b>		<b>\$0</b>
<b>NON-FATAL SHOOTING</b>		
Non-Fatal Shootings Prosecutor		\$0
Non-Fatal Shootings Prosecutor		\$0
Non-Fatal Shootings Prosecutor		\$0
Fringe		\$0
<b>TOTAL NON-FATAL SHOOTING</b>		<b>\$0</b>
<b>ALTERNATIVE RESPONSES</b>		
<b>TOTAL ALTERNATIVE RESPONSES</b>		<b>\$0</b>
<b>TRAVEL&amp; TRAINING</b>		
<b>TOTAL TRAVEL &amp; TRAINING</b>		<b>\$0</b>
<b>DISTRICT ATTORNEY'S OFFICE TOTAL</b>		<b>\$478,586</b>

<b>SHERIFF'S OFFICE BUDGET</b>		
<b>PERSONNEL</b>		<b>Awarded Budget</b>
<b>Job Title / Position</b>		
<b>Job Title/ Position Total</b>		<b>\$0</b>
<b>Fringe Benefits for Positions</b>		
<b>Fringe Benefits Total</b>		<b>\$0</b>
<b>TOTAL PERSONNEL</b>		<b>\$0</b>
<b>HOT-SPOT POLICING</b>		
	Overtime Details with Parole - "hot people" home visits	\$20,000
<b>TOTAL HOT-SPOT</b>		<b>\$20,000</b>
<b>FOCUSED DETERRENCE</b>		
<b>TOTAL FOCUSED DETERRENCE</b>		<b>\$0</b>
<b>CPTED</b>		
<b>TOTAL CPTED</b>		<b>\$0</b>
<b>COMMUNITY /YOUTH ENGAGEMENT</b>		
<b>TOTAL COMMUNITY /YOUTH ENGAGEMENT</b>		<b>\$0</b>
<b>ALTERNATIVE RESPONSES</b>		
<b>TOTAL ALTERNATIVE RESPONSES</b>		<b>\$0</b>
<b>TRAVEL &amp; TRAINING</b>		
<b>TOTAL TRAVEL &amp; TRAINING</b>		<b>\$0</b>
<b>SHERIFF'S OFFICE TOTAL</b>		<b>\$20,000</b>

<b>COUNTY PROBATION BUDGET</b>		
<b>PERSONNEL</b>		<b>Awarded Budget</b>
<b>Job Title / Position</b>		
	FIO Position	\$67,137
	Stipend On-Call	\$1,000
	<b>Job Title/ Position Total</b>	<b>\$68,137</b>
<b>Fringe Benefits for Positions</b>		
	FIO Position	\$30,816
	Stipend On-Call	\$0
	<b>Fringe Benefits Total</b>	<b>\$30,816</b>
	<b>TOTAL PERSONNEL</b>	<b>\$98,953</b>
<b>HOT-SPOT POLICING</b>		
	GIVE Details focused on "Hot Spots" and pillars of Procedural Justice	\$54,000
	GPS after-hours monitoring stipend	\$5,000
	GPS Monitoring equipment	\$7,000
	Cognitive Behavioral interventions	\$25,000
	Vocational Ready Set Work	\$10,000
	CBI and Vocational Expenditures	\$2,087
	Wellness Program	\$5,000
	<b>TOTAL HOT SPOT</b>	<b>\$108,087</b>
<b>FOCUSED DETERRENCE</b>		
	<b>TOTAL FOCUSED DETERRENCE</b>	<b>\$0</b>
<b>CPTED</b>		
	<b>TOTAL CPTED</b>	<b>\$0</b>
<b>COMMUNITY /YOUTH ENGAGEMENT</b>		
	Community Outreach - Support Programs targetting "Hot Spot" areas	\$30,000
	<b>TOTAL COMMUNITY /YOUTH ENGAGEMENT</b>	<b>\$30,000</b>
<b>ALTERNATIVE RESPONSES</b>		
	<b>TOTAL ALTERNATIVE RESPONSES</b>	<b>\$0</b>
<b>TRAVEL &amp; TRAINING</b>		
	DCJS/GIVE related trainings	\$1,866
	<b>TOTAL TRAVEL &amp; TRAINING</b>	<b>\$1,866</b>
	<b>COUNTY PROBATION TOTAL</b>	<b>\$238,906</b>
	<b>COUNTY GRAND TOTAL -</b>	<b>\$1,285,599</b>



# Division of Criminal Justice Services

**KATHY HOCHUL**  
Governor

**ROSSANA ROSADO**  
Commissioner

**YVONNE TURNER**  
Director of Funding

## Grant Award Notice

Grantee/Contractor: <b>Rensselaer County Probation Department</b>	Date: <b>June 9, 2023</b>
Program Name: <b>GIVE (2023-24)</b>	Award Amount: <b>\$238,906.00<sup>1</sup></b>
Signatory Name and Title: <b>Director Linda McMahon</b>	Term Dates: <b>7/1/23 – 6/30/24</b>
Email: <b>lmcmahon@rensko.com</b>	Contract Number: <b>C484991</b>
Program Description: 2023-24 DCJS Gun Involved Violence Elimination (GIVE) Initiative	
New York State Division of Criminal Justice Services (DCJS) Commissioner Rossana Rosado is pleased to provide funding to your county and agency to support the Gun Involved Violence Elimination (GIVE) initiative. The GIVE initiative is a critical component of the State's violence prevention and reduction strategy. Thank you for your partnership to help keep New Yorkers safe. Please find attached the approved budget for the funded agencies within your county. If you have any programmatic questions, please contact Raymond Neves in the DCJS Office of Public Safety (OPS) at (518) 402-8455 or Raymond.Neves@dcjs.ny.gov.	
<b>Grant Questions</b>	
<b>PRIMARY CONTACT</b> <b>Katie Nardolillo</b> Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 457-6030 Email: Katie.Nardolillo@dcjs.ny.gov	<b>SECONDARY CONTACT</b> <b>Dave Martin</b> Public Safety Grants Representative NYS Division of Criminal Justice Services Office of Program Development and Funding Phone: (518) 485-9607 Email: David.Martin@dcjs.ny.gov

Thank you for all the work you do to protect the public and keep our communities safe. We look forward to continuing to work with you in our shared public safety mission.

Attachment: Instruction Sheet, GMS Application Manual

<sup>[1]</sup> The award amount listed above is contingent upon the completion and submission (as applicable) of all contractual obligations as well as approval by the NYS Division of Budget and execution of the grant contract by the NYS Office of the State Comptroller.

# RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Loveridge, Grant, Weaver, Maloney

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Sent To: Contracts & Agreements

Committee

Date August 8, 2023

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Resolution No. G/16

## RESOLUTION AUTHORIZING AMENDMENT OF AGREEMENT WITH NEW YORK STATE DEFENDERS ASSOCIATION, INC. - CONFLICT DEFENDER

**WHEREAS,** This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

**WHEREAS,** Public Defender Case Management System ("PDCMS") services are necessary services for the competent, effective, ethical, and efficient legal representation of indigent persons by the Conflict Defender's Office ("Department"); and

**WHEREAS,** The present contract with New York State Defenders Association, Inc. ("NYDA") does not include "Cloud" services that would allow attorneys and support staff to have real time remote access to our case management system, including inter alia, case files, calendars, and conflict checks; and

**WHEREAS,** Real time remote access to the case management system, including inter alia, case files, calendars, and conflict checks, is essential to the competent, effective, ethical, and efficient legal representation of indigent persons by the Conflict Defender's Office; and,

**WHEREAS,** The Agreement with NYSDA must be amended to authorize the conversion of the existing Legacy PDCMS to PDCMS Cloud and to authorize the maintenance and software support service fees and license fees necessary for the conversion, support and maintenance of the Legacy PDCMS and PDCMS Cloud as set forth in the Amendment to Public Defense Case Management System Agreements Between Rensselaer County Conflict Defender Office and New York State Defenders Association, Inc.; and,

**WHEREAS,** The purchase by the Department of the aforementioned equipment will be entirely funded with grant monies from NYS under appropriation codes A.1174.04350 and A.1174.02400 ; and

WHEREAS, The contract description, vendor, source of funding of the same, the total amount to be expended over the life of the of the same, which shall not exceed budgeted appropriations are as follows:

<u>CONTRACT DESCRIPTION AND DATES</u>	<u>VENDOR</u>	<u>APPROPRIATION CODE</u>	<u>AMOUNT OF CONTRACT</u>
PDCMS Cloud 8/1/23 - 7/31/24	NYS Defenders Association 194 Washington Avenue Albany, NY 12210	A.1174.02400 (HH.D1Y5) A.1174.04350 (UQI.D1Y4)	\$14,855

; now, therefore, be it

RESOLVED, That the Rensselaer County Executive, or his designee, is authorized to sign the above-referenced amended agreement subject to the approval as to form by the Rensselaer County Attorney.

Resolution ADOPTED by the following vote:

Ayes:

Nays:

Abstain:

August 8, 2023

Clerk of the Legislature

Sent to County Executive \_\_\_\_\_

Received from County Executive \_\_\_\_\_

Clerk of the Legislature



Executive Action

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_  
Veto Message Attached and Returned to Clerk

County Executive



# LEGISLATIVE FISCAL IMPACT STATEMENT

Type of Legislation: Local Law: \_\_\_\_\_ G Resolution: \_\_\_\_\_ P Resolution: \_\_\_\_\_

Title of Legislation: **RESOLUTION AUTHORIZING AMENDMENT OF AGREEMENT WITH NEW YORK STATE DEFENDERS ASSOCIATION, INC. - CONFLICT DEFENDER'S OFFICE**  
Requested by: **Sandra J. McCarthy, Conflict Defender**

Sponsor(s): \_\_\_\_\_

## FISCAL IMPACT

1) Projected cost of proposed legislation, if any:

**\$14,855.00 (8/1/2023-7/31/2024) year one of amended contract.**

2) Method of financing – note all that apply (federal funding, state funding, bonding, tax levy, etc.): **A.1174.02400 HH.D1Y5 and A.1174.04350 UQI.D1Y4. Please note that this funding is included in the Statewide Expansion (HH) grant and that grant will continue to pay the annual maintenance;**

a) For federal funding: amount \$ \_\_\_\_\_ and length of time federal funding is available \_\_\_\_\_. Is it available for ongoing expenses? Yes \_\_\_\_\_ or No \_\_\_\_\_

b) For state funding: amount and length of time state funding is available: **The Statewide Expansion (HH) grant includes \$48,400 for cloud storage.** Is it available for ongoing expenses? Yes  X  or No \_\_\_\_\_

c) If bonded, state amount of total indebtedness this legislation will create and projected interest cost over the course of borrowing:  
Principal \$ \_\_\_\_\_  
Total projected interest costs \$ \_\_\_\_\_

d) Tax levy impact for current year: **\$ 0.00** and ongoing **\$ 0.00**

e) Other (please explain) \$ \_\_\_\_\_

3) Is this expense or program mandated? Yes \_\_\_\_\_ No  X

4) Length of expense or project (one time only, ongoing, etc.): **Annual maintenance, support, and licensing fees should not exceed \$10,000 and can be paid entirely through grant funding.**

5) Justification for the appropriation/expenditure requested. Include any revenue this will produce or any expense that will be avoided: **Case management software and support services are necessary for the competent legal representation of indigent persons by the Public Defender's Office.**

Department Head:

Sandra McCarthy

**AMENDMENT**  
**TO**  
***PUBLIC DEFENSE CASE MANAGEMENT SYSTEM™***  
**AGREEMENTS**  
**BETWEEN**  
**RENSSELAER COUNTY CONFLICT DEFENDER OFFICE**  
**AND**  
**NEW YORK STATE DEFENDERS ASSOCIATION, INC.**

THIS AMENDMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by and between Rensselaer County Conflict Defender Office, having offices located at 61 State Street, Troy, NY 12180 (“OFFICE”), and NEW YORK STATE DEFENDERS ASSOCIATION, INC., a New York not-for-profit corporation, with offices located at 194 Washington Avenue, Suite 500, Albany, New York 12210-2314 (“NYSDA).”

**WITNESSETH:**

WHEREAS, OFFICE and NYSDA are parties to a Professional Services Agreement, (the “Agreement”), and a Maintenance and Software Support Agreement, (“Attachment A”), on March 16, 2013, which is extended and/or amended each year, giving OFFICE the rights, among other things, to run and use NYSDA’s legacy *Public Defense Case Management System™* computer program (“Legacy PDCMS”), and to receive NYSDA’s software support and maintenance services in connection with its use of the Legacy PDCMS;

WHEREAS, OFFICE desires to have its Legacy PDCMS database moved from its local server (on-premises) to the cloud to be hosted by NYSDA and to retain its access to the functionality available in the Legacy PDCMS while hosted in the cloud; and

WHEREAS, NYSDA is in the process of converting the Legacy PDCMS to an online software-as-a-service (“SaaS”) application (“PDCMSCloud”, and collectively with Legacy PDCMS, “PDCMS”) and will give OFFICE access to PDCMSCloud through a SaaS subscription;

WHEREAS, OFFICE desires to subscribe to Legacy PDCMS and PDCMSCloud and to receive NYSDA’s support and maintenance services for one additional year (the “Subscription Term”).

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties hereto mutually agree as follows:

1. OFFICE understands and agrees that, following the move of its Legacy PDCMS database to the cloud, OFFICE’s license rights to use the Legacy PDCMS locally (pursuant to

Section 36 of the “Agreement”) shall terminate, and NYSDA shall no longer provide any support or maintenance services to any locally-hosted (on-premises) version of the Legacy PDCMS program.

2. Section 30 (Year 2000 Compliance) of the “Agreement” is no longer applicable, is deleted in its entirety, and hereby replaced with the following:

**“(OFFICE’S ACCESS AND DATA)”**

a. NYSDA shall provide OFFICE with commercially reasonable access to PDCMS, subject to reasonable downtime for scheduled or unscheduled maintenance. NYSDA will provide OFFICE with prior notice within a reasonable time before scheduled downtime. NYSDA will routinely backup all electronic data and information submitted by OFFICE to PDCMS in connection with its use of the PDCMS in accordance with this Agreement, including, without limitation, all OFFICE View Docs materials, and the documents and data described in Sections 32 – 34 of this “Agreement” (individually and collectively, “OFFICE Content”). NYSDA shall use industry-standard security measures to maintain OFFICE Content in confidence and to maintain OFFICE’s login information and will provide a secure method of authenticating and accessing the PDCMS by utilizing code that follows password management best practices.

b. PDCMS and all OFFICE Content, shall be hosted on a Federal Risk and Authorization Management Program (FedRAMP) cloud server employing FIPS 140-2 validated encryption in-transit services and FIPS-197 compliant encryption for data at-rest. NYSDA shall ensure the hosting services shall be performed in the United States of America, and no portion of the hosting services shall be performed outside of the US.

c. OFFICE hereby grants to NYSDA, its contractors, agents and licensees, and the contractors, agents and licensees of the foregoing, the non-exclusive right and license to access, copy, store, configure, display and transmit OFFICE Content as NYSDA deems necessary to provide the PDCMS services to OFFICE under this Agreement. OFFICE Content is the Confidential Information of OFFICE, subject to the limitations of Sections 53 and 54 of this “Agreement”.

3. A new Section 36-A is hereby added to the “Agreement”, as follows:

**“(SOFTWARE-AS-A-SERVICE)”**

- a. For the term of the Maintenance Agreement, NYSDA hereby grants to OFFICE a subscription (“**Subscription**”) to the PDCMS service for “**Authorized Users**” in accordance with the Order. Cloud server fees and NYSDA’s Legacy PDCMS hosting fees are outlined in the Fee Structure attached to this Agreement as Exhibit 1.
- b. The “Order” attached to this Agreement as Exhibit 2 sets forth OFFICE fees for the PDCMS for the Subscription Term. OFFICE shall pay such fees in full prior to the commencement of the Subscription Term and the grant of access to PDCMS to OFFICE’s authorized users.
- c. OFFICE shall provide NYSDA with a list of Authorized Users and level of access (role) requested for each Authorized User.
- d. OFFICE acknowledges and agrees that NYSDA may use third party vendors and hosting partners to provide the necessary hardware, software, networking, storage, and related technology required to provide the services.
- e. Once Legacy PDCMS is moved to the cloud, OFFICE should delete current Legacy PDCMS icons from all computers and replace them with PDCMSCloud icons or link to browser address, as PDCMS users will no longer be able to access Legacy PDCMS on their local server (on-premises). Additional log-ins will be made available for PDCMSCloud (SaaS) screens for Authorized Users at this time. Access to the Legacy PDCMS and PDCMSCloud will be limited to Authorized Users. OFFICE is responsible for notifying NYSDA when an Authorized User’s log-in should be deactivated.
- f. OFFICE shall not grant access to PDCMS to (i) another person or entity other than OFFICE’s named Authorized Users, or (ii) provide case management service to a third party. OFFICE shall notify NYSDA promptly upon becoming aware of any unauthorized access to the PDCMS or related systems.
- g. OFFICE acknowledges that NYSDA and its subcontractors exercise no control over the content of the information transmitted by OFFICE or its Authorized Users through PDCMS. OFFICE shall not unlawfully upload, post, reproduce or distribute any information, software or other material protected by copyright, or

any other intellectual property right using PDCMS.

- h. OFFICE is responsible for accuracy, quality, integrity, legality, reliability and appropriateness of all OFFICE Content. OFFICE shall not use PDCMS to: store or transmit any infringing, libelous, unlawful or tortious material; store or transmit material in violation of third-party privacy rights; to store or transmit Malicious Code; or interfere with or disrupt the integrity or performance of PDCMS or data contained in it. As used in this Agreement, the term “**Malicious Code**” means any viruses, worms, time bombs, Trojan horses or other harmful or malicious code, files, scripts, agents or programs.”
- i. NYSDA shall report to OFFICE, with all relevant details, any event that NYSDA reasonably believes represents unauthorized access to, disclosure of, use of, or damage to OFFICE content (a “**Security Breach**”).
- j. In the event of a Security Breach, NYSDA shall (a) cooperate with OFFICE to identify the cause of the breach and to identify any affected OFFICE Content; (b) assist and cooperate with OFFICE in investigating and preventing the recurrence of the Security Breach; and (c) assist and cooperate with OFFICE in any litigation or investigation against third parties that OFFICE undertakes to protect the security and integrity of OFFICE Content.
- k. At all times, NYSDA, and any third party vendors and hosting partners it utilizes to provide these services, shall (a) use industry standard information security practices for transmitting and storing OFFICE Content; (b) employ industry standard practices with respect to network security techniques, including, but not limited to, firewalls, intrusion detection, encryption, and authentication protocols, vulnerability, and patch management, and (c) ensure its host facilities maintain industry standards for security and privacy. Notwithstanding the foregoing, OFFICE acknowledges that there remains a material risk that Confidential Information and OFFICE Content stored and transmitted electronically through PDCMS may be intercepted by third parties, which risk increases if PDCMS is accessed outside the United States, and agrees to accept that risk and will not hold NYSDA, its officers, employees, contractors, agents or licensees liable for any loss, damage, or injury resulting from the interception of OFFICE Content.
- l. OFFICE shall not assign, sublicense, transfer, pledge, lease, rent or share any of its rights under this Agreement, copy, frame or mirror any content forming part of PDCMS, access or use PDCMS to build a competitive product or service, or to copy, evaluate or

monitor ideas, features, functions or graphics, or to monitor or evaluate the availability, performance or functionality of PDCMS, NYSDA's services, or for any other benchmarking or competitive purposes.

- m. OFFICE shall comply with all applicable laws and governmental rules and regulations in connection with its use of PDCMS.
- 4. References in Section 37 of the "Agreement" (Warranty) to "products" are hereby deemed to include, without limitation, all services provided to OFFICE by NYSDA and all contractors of NYSDA under the "Agreement" and "Attachment A", including the provision and hosting of PDCMS.
- 5. Section 41 of the "Agreement" is hereby amended by adding at the end of such provision the following:

In addition, and not by way of limitation of any other right or remedy available to NYSDA, NYSDA may suspend the PDCMS services and OFFICE's access to PDCMS upon the occurrence of one of the following events:

(a) if OFFICE fails to timely pay any undisputed amounts due to NYSDA in accordance with this Agreement, but only after NYSDA notifies OFFICE of such failure and nonpayment continues for fifteen (15) days after OFFICE's receipt of such notice; or

(b) immediately without prior notice if NYSDA or its hosting contractor reasonably concludes that OFFICE or its Authorized User is causing immediate and ongoing material harm to NYSDA, its contractor or agent, the PDCMS service or any related software or hardware arising out of any OFFICE conduct prohibited by Section 36-A(h). NYSDA shall advise OFFICE of the suspension under clause (b) as soon as practicable under the circumstances, and OFFICE shall cooperate with NYSDA and its contractor to diligently attempt to resolve the issue.

Suspension of the PDCMS services shall not release OFFICE of its payment obligations under this Agreement. NYSDA AND ITS CONTRACTORS AND AGENTS SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOST BUSINESS, PROFITS, DATA OR USE OF ANY SERVICE, INCURRED BY OFFICE OR ANY AUTHORIZED USER AS A RESULT OF NYSDA'S EXERCISE OF ITS SUSPENSION RIGHTS IN ACCORDANCE WITH THIS SECTION.

6. Section 3 of the Maintenance Agreement (“Attachment A” of the “Agreement”) is hereby amended as follows:
  - a. by replacing the sentence “The fee will be based upon the number of your PDCMS licenses, may be modified no more frequently than annually and will not exceed a percentage increase equivalent to the annual rate of increase in the Consumer Price Index.” with “The annual support fee will be based upon your number of Authorized Users; and
  - b. by replacing the sentence “This PDCMS Maintenance and Software Support Agreement fee shall be paid by RCDO within forty-five (45) days of invoice at the beginning of each annual maintenance period.” with “This PDCMS Maintenance and Software Support Agreement fee shall be paid by OFFICE upon receipt of the invoice at the beginning of each annual maintenance period.”

7. Section 12 of the Maintenance Agreement (“Attachment A” of the “Agreement”) is deleted and replaced in its entirety with the following:

This Agreement shall commence on the date the OFFICE begins accessing the PDCMS in the cloud and shall terminate on the first anniversary of that date unless otherwise extended for one additional year by written agreement of the parties.

8. Exhibit 3 to the Maintenance Agreement (“Attachment A” of the “Agreement”) – the PDCMS Fee Structure - is deleted in its entirety and is replaced by the attached Exhibit 1 (January 2023 PDCMS Fee Structure).
9. Except as expressly amended hereby and but for such obligations of the parties as shall have been performed, all other terms and conditions of the “Agreement” and “Attachment A” shall remain unchanged and in force.

IN WITNESS WHEREOF, the parties have hereunto executed this Amendment as of the date set forth above.

**RENSSELAER COUNTY CONFLICT DEFENDER OFFICE**

By: \_\_\_\_\_  
Sandra J. McCarthy, Esq.  
Conflict Defender

**NEW YORK STATE DEFENDERS ASSOCIATION, INC.**

By: \_\_\_\_\_  
Susan C. Bryant, Esq.  
Executive Director



**STATE OF NEW YORK )  
COUNTY OF RENSSELAER) SS:**

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_ before me, the subscriber, personally came SANDRA J. MCCARTHY to me known, who being by me duly sworn did depose and say that she is the Conflict Defender of the RENSSELAER COUNTY CONFLICT DEFENDER OFFICE, and the person described in and who executed the foregoing instrument in she executed the same as and for the act and deed of said Rensselaer County Conflict Defender Office.

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Notary Public; State of New York

**STATE OF NEW YORK )  
COUNTY OF ALBANY) SS:**

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_ before me, the subscriber, personally came **SUSAN C. BRYANT**, to me known, who being by me duly sworn did depose and say that she is the Executive Director of the New York State Defenders Association, Inc. and the person described in and who executed the foregoing instrument in the name of the New York State Defenders Association, Inc., and she duly acknowledged to me that she executed the same as and for the act and deed of said New York State Defenders Association, Inc.

---

Notary Public; State of New York

**Exhibit 1.**

**New York State Defenders Association  
January 2023 PDCMS Fee Structure**

<b>NYSDA PDCMS CLOUD HOSTING SAAS FEES</b>	<b>MONTHLY FEES</b>
Access to "legacy" PDCMS (current) in the cloud	\$ 35/Authorized User/Month
Access to PDCMSCloud (new generation software)	\$ 20/Authorized User/Month
Cloud storage for View Docs & Discovery (integrated with PDCMSCloud)	\$ 100/TB/Month
<b>ONE-TIME INTEGRATION/SET UP FEE</b>	<b>ONE-TIME FEE</b>
One-time fee to set up cloud environment for the site, migrate & integrate PDCMS database, etc.	\$ 5,000
One-time fee to migrate site's View Docs & Discovery files to the cloud and integrate with PDCMSCloud (approximately 1.5 TB)	\$ 2,500 (Depending on scope of work)
<b>SUPPORT</b>	<b>ANNUAL FEE</b>
PDCMS Maintenance and Software Support Agreement - This annual fee is based on the total number of PDCMS authorized users and includes software maintenance, bug fixes, new software releases, telephone support and remote support.	\$ 500/Authorized User/Year
<b>TRAINING</b>	
PDCMS training (remote)	\$ 750 per day
PDCMS On-Site Training – If on-site training is requested, site will also be charged travel expenses.	\$ 1,500 per day
<b>CUSTOMIZED PROGRAMMING</b>	
Special Features/Custom Requests - If site requires customized features or reports, they can be provided at an additional fee.	\$ 150.00/hr



# New York State Defenders Association, Inc.

## Public Defense Backup Center

194 Washington Ave. · Suite 500 · Albany, NY 12210-2314

Telephone (518) 465-3524

Fax (518) 465-3249

www.nysda.org

### Exhibit 2.

### ORDER for the Public Defense Case Management System (Cloud)

This Order for the Rensselaer County Conflict Defender Office, located at 61 State Street, Troy, NY 12180 is for the services outlined below for a one-year period beginning the date the PDCMS is moved to the cloud.

Description of Service	Fee	Total Fee
Access to "legacy" PDCMS in the Cloud (hosted by NYSDA) – 2 named users	\$35/user/month  (\$35 x 2 users = \$ 70/month) (\$ 70 x 12 months = \$ 840)	\$ 840.00
Monthly fee – access to PDCMSCloud – 7 named users	\$20/user/month  (\$20 x 7 users = 140/month) (\$140 x 12 months = \$ 1,680)	\$ 1,680.00
One-time fee to migrate PDCMS database to the cloud	One-time fee to set up cloud server and migrate current PDCMS database to the cloud integrated with PDCMS Legacy & PDCMSDCloud.	\$ 4,275.00
One-time fee to migrate 1.5 TB View Docs & Discovery files to the cloud	One-time fee to migrate View Docs & Discovery files and integrate with PDCMSCloud	\$ 2,200.00
Cloud storage for View Docs & Discovery files (1.5 growing to 2.5 TB)	\$100/TB/month (Amortized over one-year contract period)	\$ 2,360.00
Annual support (7 staff – named users)  This fee includes software maintenance, bug fixes, new software releases, remote training and unlimited telephone and/or remote support.	\$500/named user/year \$500 x 7 users = \$ 3,500  (This includes unlimited support calls and remote sessions for staff, including individual trainings if needed.)	\$ 3,500.00
<b>Total</b>		<b>\$ 14,855 .00</b>

**IN WITNESS WHEREOF**, the parties have duly executed this Order on the date first above written.

RENSSELAER COUNTY CONFLICT DEFENDER	NEW YORK STATE DEFENDERS ASSOCIATION, INC.
By: _____	By: _____
Name: Sandra J. McCarthy, Esq.	Name: Susan C. Bryant, Esq.
Title: Conflict Defender	Title: Executive Director



# **New York State Defenders Association, Inc.**

## ***Public Defense Backup Center***

194 Washington Ave. · Suite 500 · Albany, NY 12210-2314

Telephone (518) 465-3524

Fax (518) 465-3249

www.nysda.org

June 15, 2023

Sandra McCarthy, Esq.  
Rensselaer County Conflict Defender  
61 State Street  
Troy, NY 12180

## **PRICE ESTIMATE TO MOVE PDCMS & VIEW DOCS & DISCOVERY TO THE CLOUD**

Below is the price estimate to move the “legacy” PDCMS (currently located on your County server) to the Cloud (to be hosted by NYSDA). In this estimate, two (2) of your staff would be able to access the current “legacy” PDCMS (from anywhere) as well as the new generation, PDCMSCloud. Five (5) additional staff would be able to access PDCMSCloud, for a total of seven (7) staff.

This estimate also includes cloud storage fees for your View Docs and Discovery files. We’ve estimated these View Docs & Discovery files would need between 1.5 TB and 2.5 TB storage for this one-year contract period.

The annual support fee is also included in this estimate. Support will be based on named (authorized) users (versus concurrent users). There are also two one-time migration fees – one to migrate the PDCMS database to the cloud (and integrate it with the PDCMS Legacy and PDCMSCloud, set up your cloud server, active directory, etc.) and one to migrate your View Docs & Discovery files to the cloud and integrate. We’re able to offer your office a total of \$ 1,025 in discounts for these two migrations.

Please give me, Darlene Dollard, a call at 518-312-0195 if you have any questions or would like to discuss this further.

Description of Service	Fee	Total Annual Fees
<u>Software:</u> <b>PDCMSCloud</b> – web version of the PDCMS available from anywhere (screens & new functionality available as it's developed) (7 named users)  <b>Legacy PDCMS</b> – current version – available to 2 named users (from anywhere since it will be moved to the cloud)	Free	\$ 0.00
Monthly fee – access to “legacy” PDCMS in the Cloud (hosted by NYSDA) - 2 named users	\$35/user/month  (\$35 x 2 users = \$ 70/month) (\$ 70 x 12 months = \$ 840)	\$ 840.00
Monthly fee – access to PDCMSCloud – 7 named users	\$20/user/month  (\$20 x 7 users = 140/month) (\$140 x 12 months = \$ 1,680)	\$ 1,680.00
Cloud storage for View Docs and Discovery files (1.5 growing to 2.5 TB)	\$100/TB/month  (Amortized over one-year contract)	\$ 2,360.00
Annual Support (7 named users)	\$500/named user/year \$500 x 7 users = \$ 3,500  (Includes unlimited support calls & remote sessions for staff and individual trainings, if needed.)	\$ 3,500.00
<b>Total Annual Fees</b>		<b>\$ 8,380.00</b>

Description of Service	Fee	Total One-Time Fees
One-time fee to migrate PDCMS database to the cloud	One-time fee to set up cloud server and migrate current PDCMS database to the cloud integrated with PDCMS Legacy & PDCMSDCloud.	\$ 4,275.00  (Reduced from \$5,000 at office's request.)
One-time fee to migrate 1.5 TB View Docs & Discovery files to the cloud	One-time fee to migrate View Docs & Discovery files and integrate with PDCMSCloud	\$ 2,200.00  (Reduced from \$2,500 at office's request.)
<b>Total One-Time Fees</b>		<b>\$ 6,475.00</b>

All Services	Fees	Grand Total – Year 1
<b>Grand Total</b>	<b>Annual Fees + One-Time</b>	<b>\$ 14,855.00</b>

# RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Grant, Maloney, Weaver

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Sent To: Judiciary & Public Safety

Committee

Date August 8, 2023

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Resolution No. G/18

## RESOLUTION AMENDING THE 2023 RENSSELAER COUNTY ADOPTED BUDGET - DEPARTMENT OF PROBATION

**WHEREAS,** This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

**WHEREAS,** The Rensselaer County Department of Probation ("Department") has the need for a position which would be specifically assigned to offenders with significant and persistent mental illness; and

**WHEREAS,** The numbers and needs of the mentally ill population in Rensselaer County have increased significantly in the past few years. This increase has led the Department to pursue a more intensive and collaborative approach through probation monitoring, service referral and coordination with other county agencies and community stake holders.; and

**WHEREAS,** The Department has proposed that the above goals be accomplished by reclassifying a Probation Officer position to that of Senior Probation Officer, such reclassification was approved by the Rensselaer County Civil Service Commission. This reclassifying in staff position would allow the Department to focus efforts specifically on offenders on probation who have intensive needs including treatment, suicidality and homelessness, while also maintaining public safety; and

**WHEREAS,** The Department has proposed August 21, 2023 as the effective date of the above-noted change, such change to be funded by savings from vacant positions within the Department to date in 2023; now, therefore, be it

**RESOLVED,** That the 2023 Rensselaer County Adopted Budget shall be and is hereby amended as follows:

**GENERAL FUND APPROPRIATIONS**

<u>CODE</u>	<u>PRESENT</u>	<u>CHANGE</u>	<u>REVISED</u>
Department of Probation			
A.3140.01007	\$          0.00	(\$ 9,928.00)	(\$ 9,928.00)
Personnel Service Savings			
A.3140.01007	\$2,138,643.00	(\$64,391.00)	\$2,074,252.00
Probation Officer			
A.3140.01007	\$ 676,727.00	<u>\$ 74,319.00</u>	\$ 751,046.00
Senior Probation Officer			
Total Appropriations:		\$          0.00	

**Resolution ADOPTED by the following vote:**

**Ayes:**

**Nays:**

**Abstain:**

**August 8, 2023**

\_\_\_\_\_  
Clerk of the Legislature

\_\_\_\_\_  
Sent to County Executive

\_\_\_\_\_  
Received from County Executive

\_\_\_\_\_  
Clerk of the Legislature



\_\_\_\_\_  
Executive Action

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_  
Veto Message Attached and Returned to Clerk

\_\_\_\_\_  
County Executive



# RENSSELAER COUNTY CIVIL SERVICE COMMISSION

Steven F. McLaughlin  
County Executive

Thomas H. King, Chairman  
Brian J. Eastman, Commissioner  
Al Spain, Commissioner

## TRANSMITTAL CLASSIFICATION MEMORANDUM

TO: Rensselaer County Civil Service Commission

FROM: Linda McMahon,

DATE: 4/7/2023

SUGGESTED TITLE: Senior Probation Officer

PROPOSED SALARY: \$73,239 GRADE: 20A

HOURS PER WEEK: 35

EFFECTIVE START DATE: May 1, 2023

NUMBER OF POSITIONS: 1

THE POSITION IS FUNDED: YES  NO

FUNDED IN CURRENT BUDGET CODE: A3140 7140

FUNDED BY RESOLUTION (ATTACHED):

### TYPE OF CLASSIFICATION ACTION:

NEW POSITION

RECLASSIFICATION OF: Probation Officer

NAME OF CURRENT INCUMBENT: Robert Buckley

PREVIOUS INCUMBENT: NA

For Budget Use:

APPROVED  DISAPPROVED  TENTATIVE

Budget Director: \_\_\_\_\_

Comments:

For Civil Service Use:

Title: Senior Probation Officer - MH

Class: Competitive Salary: \$73,239 Gr: \_\_\_\_\_

\_\_\_\_ New Position: # of positions \_\_\_\_\_

Reclassification of Probation Officer

\_\_\_\_ Permanent incumbent (2x) Uniform Minutes: \_\_\_\_\_

Required: \_\_\_\_ Spec \_\_\_\_ Cert  Exam \_\_\_\_ Public Hearing



## Senior Probation Officer- Mental Health

70%

- \* Intensively Supervise Offenders sentence to Probation with severe and persistent Mental Illness. (maximum caseload of 35 Probationers)
- \* Assess Offenders to determine their risk level and prepare as well as implement a case Plan that addresses mental health needs and criminogenic needs.
- \* Meet state rule contact requirement per risk level of offender
- \* Conduct announced and unannounced residence checks
- \* Make referrals to appropriate Mental Health providers/hospital settings
- \* Communicate and collaborate with law enforcement agencies and Courts with regard to Violations of Probation and Public Safety concerns
- \* Partner with the MH Probation Officer, providing guidance and leadership in the field and When necessary in the Department

15%

- Collaborate with Rensselaer County Mental Health as well as the Mental Health Empowerment Exchange to facilitate a Probation Mental Health peer group. This group will be held twice a year for 12 weeks each session.
- Collaborate with Troy PD EDPRT Officers/ presentation at trainings
- Participate in Mental Health sub-committee meetings, Troy PD/RCMH stakeholder meetings, RCMH/DSS/Samaritan Hospital meetings.
- Participate in training and member within County "Post Vention" suicide task force

15%

- Support for Unit Supervisor/Availability in the absence of Supervisor for guidance, case assignment
- Preparation of statistical reports to be shared with County Executive, County Mental, and NYS DCJS



3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
	Kara Wohleber	Direct Supervisor

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
	N/A	

5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this position.

NAME	TITLE	LOCATION OF POSITION
Joshua Blair/Amy Glodny	Adult Supervision-	Heroin

6. What minimum qualifications do you think should be required for this position?

Education:  High School 4 years  
 College 4 years, with specialization in \_\_\_\_\_  
 Other \_\_\_\_\_ years, with specialization in \_\_\_\_\_

Experience (list amount and type):

5 Years experience as a Probation Officer/ Experience working with adults

Essential knowledge, skills and abilities:

Experience with the supervision of court mandated Probationers with severe mental health needs

Type of license or certificate required: +

7. The above statements are accurate and complete.

Date: 4/7/2023

Title: Probation Director III

Signature: Linda McMahon

**CERTIFICATE OF RENSSELAER COUNTY CIVIL SERVICE COMMISSION**

8. In accordance with the provisions of Civil Service Law (Section 22), the Rensselaer County Civil Service Commission certifies that the appropriate civil service title for the position described is:

POSITION TITLE: Senior Probation Officer

JURISDICTIONAL CLASS: Competitive

*ALIC*  
*Alison J. J...*

Date: 7/16/2023

Signature: *Ben S. G...*

**Stanton, Jeanette**

---

**From:** McMahon, Linda  
**Sent:** Tuesday, May 30, 2023 11:32 AM  
**To:** Sorriento, Irene  
**Cc:** Stanton, Jeanette; Christensen, Janice  
**Subject:** Commission meeting today

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good Morning-  
Please feel free to call me on my cell  
518-331-3452

with any questions regarding the reclassification of a Probation Officer position to a Senior Probation Officer classification in title.  
This position is specialized in nature and I believe I noted the specific extensive duties this new position would handle. There is an existing Senior Probation Officer list and contingent upon the resolution passing in legislature, we would go ahead and hire from the list.

Thanks,  
Linda

*Linda McMahon*  
Probation Director III  
Rensselaer County Probation Department  
Flanigan Square  
547 River Street  
Troy, NY 12180  
(518)- 266-7175  
[LMcMahon@RENSCO.COM](mailto:LMcMahon@RENSCO.COM)



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15

Approved

**Stanton, Jeanette**

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**From:** Stanton, Jeanette  
**Sent:** Tuesday, June 27, 2023 1:12 PM  
**To:** McMahon, Linda; Sorriento, Irene; Christensen, Janice  
**Cc:** Kempf, Carl  
**Subject:** RE: Commission meeting today

Hi Linda,

Some of the commissioners could not meet today, and it is rescheduled for July 11th at 2:00PM. I will add this to your justification portion for this along with the rest of the materials for Senior Probation Officer - Mental Health.

Thank you,

Jeanette Stanton  
Civil Service Specialist  
Rensselaer County Bureau of Human Resources  
Phone: (518)270-2943  
E-Mail: Jstanton@rensco.com

-----Original Message-----

**From:** McMahon, Linda <LMcmahon@rensco.com>  
**Sent:** Tuesday, June 27, 2023 12:46 PM  
**To:** Sorriento, Irene <ISorriento@rensco.com>; Stanton, Jeanette <JStanton@rensco.com>; Christensen, Janice <JChristensen@rensco.com>  
**Cc:** Kempf, Carl <CKempf@rensco.com>  
**Subject:** Commission meeting today

Good afternoon-

I'm assuming you're having your meeting this afternoon and I am at a conference until tomorrow. Although I never received a response as to why my proposal for a reclassification (Mental health Senior Probation officer) was tabled, I can offer the following:

We have a recently certified list of Senior PO candidates. All in zone 1 were interviewed for the possibility of 2 SPO positions - this position and a vacated position. Officer Buckley was in zone 1 and interviewed. He is already the sole probation officer handling a caseload of significantly mentally ill adults. He brings an empathy and compassion to the position that is simply special and essential for this job. This reclassification would allow further partnership with law enforcement and treatment providers as the needs of this population have increased and become more evident.

I can be reached at 518-331-3452 in the event that there are further questions regarding this request.

Respectfully,  
Linda McMahon

Sent from my iPhone

## PROBATION OFFICER RE-CLASSIFICATION

In 2014 with the assistance of Rensselaer County Mental Health, the Probation Department was able to develop a Probation Officer caseload specifically serving Adult Probationers with mental health needs and substance abuse diagnosis. The involved Officer worked in conjunction with treatment providers to assist the Probationer in achieving their best behavioral health and lifestyle and remaining arrest free.

Much has been learned about both the substance abuse and mental health populations in our community. With the influx of opioids, our County developed a coalition to combat the gradual escalation of overdoses, both non-fatal and fatal, and develop preventive programs for all to utilize Narcan. In July 2018, the Probation Department re—classified a Probation Officer position to a Senior Probation Officer one, dedicated to Adult Probationers presenting with substance abuse disorder with the drug of choice being opioids. This more aggressive approach to the provision of treatment and supervision of our Probationers with severe substance abuse disorder benefited the County and their battle with these addictions. To date, the Senior Officer works closely with both County and Troy City drug task forces, facilitates a peer mentoring group and co-chairs the law enforcement component of the County Heroin coalition.

As we have all observed, our mental health population has also significantly increased in Rensselaer County. The pandemic brought a lapse in services, an increase in clinical depression/suicidality and the soaring number of homeless on the streets. Because of bail reform many of our distressed citizens are not observing any meaningful intervention. Recently our community hospital reported a wait list of over 300 for admission. In our department the current mental health caseload fails to encompass much of this population. Officers reported more than 50% of their caseload has at least one mental health diagnosis.

At this time, I am proposing reclassifying a Probation Officer position to Senior Probation Officer status specifically, to supervise offenders with severe and persistent mental illness, as well as take on a leadership role in the unit and collaborate with other law enforcement, involved Courts, and treatment provider agencies. The goal of this Officer is to link Adult Probationers with services in the community in an effort to assist them in becoming and remaining stable in the community.

Specialized duties include:

- \*maintain a maximum caseload of 35 Probationers and would perform the mandated functions unique to this position. Act in a partnership capacity, guiding and supporting the Probation Officer who also has a specialized caseload of this nature
- \* assess the offenders, determining their risk level and prepare a case plans that address criminogenic and mental health needs.
- \*conduct announced and unannounced residence checks.

\*Provide field support to the Unit supervisor and be available to Department members who need support with mental health population

\*responsible for keeping statistics to be shared with Rensselaer County Mental Health.

\* collaborate with our County Mental Health as well as the Mental Health Empowerment Exchange to facilitate a Probation Mental Health peer group. This group will be held twice a year for 12 weeks each session.

\*Leadership role at EDPRT trainings- presentation at the training.

\* Participate in Mental Health sub-committee meetings, Troy PD/RCMH stakeholders' meetings, RCMH/DSS and Samaritan Hospital meetings

\*Trained and participate in the County "Post Vention" suicide team.

## LEGISLATIVE FISCAL IMPACT STATEMENT

Type of Legislation: Local Law: \_\_\_\_\_ G Resolution:   x   P Resolution: \_\_\_\_\_

Title of Legislation: **RESOLUTION AMENDING THE 2023 ADOPTED RENSSELAER COUNTY BUDGET  
- DEPARTMENT OF PROBATION**

Requested by:   Probation  

Sponsor(s): \_\_\_\_\_

### FISCAL IMPACT

- 1) Projected cost of proposed legislation, if any \$ 0 (personnel savings) current year difference of transition from grade 17A to grade 20A plus related salary and benefits \$ **9928.00** ongoing expenses per year.
- 2) Method of financing – note all that apply (federal funding, state funding, bonding, tax levy, etc.): \_\_\_\_\_
  - a) For federal funding: amount \$ 0 and length of time federal funding is available \_\_\_\_\_. Is it available for ongoing expenses? Yes \_\_\_\_\_ or No \_\_\_\_\_
  - b) For state funding: amount \$ 0 and length of time state funding is available \_\_\_\_\_. Is it available for ongoing expenses? Yes    or No   x
  - c) If bonded, state amount of total indebtedness this legislation will create and projected interest cost over the course of borrowing:  
Principal \$ 0  
Total projected interest costs \$ 0
  - d) Tax levy impact for current year \$ 0 and ongoing \$1092..00
  - e) Other (please explain) \$ 0
- 3) Is this expense or program mandated? Yes \_\_\_\_\_ No   x
- 4) Length of expense or project (one time only, ongoing, etc.): ongoing X one time only
- 5) Justification for the appropriation/expenditure requested. Include any revenue this will produce or any expense that will be avoided: These funds will be utilized to reclassify a current PO position create a Senior PO position that focuses on the intense needs of the significantly mental ill adult population on Probation. The duties of this reclassified probation department position are equivalent to a Senior probation officer position. The Department has achieved personnel savings with in its budget to accommodate for this adjustment.

6)

Linda McMahon, Probation Department Head



# RENSSELAER COUNTY LEGISLATURE

Introduced by Legislator(s) Hoffman

Sent To: Judiciary

Committee

Date August 8, 2023

Resolution No. G/38

## RESOLUTION AUTHORIZING THE PURCHASE OF FOUR (4) PATROL VEHICLES - OFFICE OF THE RENSSELAER COUNTY SHERIFF

**WHEREAS**, This Resolution is filed with the Rensselaer County Legislature by the Rensselaer County Executive; and

**WHEREAS**, The Rensselaer County Sheriff's Office seeks to purchase four (4) Ford Utility Police Interceptor vehicles, which will replace existing vehicles without enlarging the Sheriff's current fleet of vehicles; and

**WHEREAS**, The Sheriff's Office has budgeted \$288,300.00 within the 2023 Sheriff's Highway Patrol budget, appropriation account A.3110.02300 (Automobile); and

**WHEREAS**, The Rensselaer County Sheriff's Office had solicited (Mini-Bid #8530) and received bids for the purpose of purchasing Ford Utility Police Interceptor vehicles, which was awarded to Nye Automotive Group; and

**WHEREAS**, Nye Automotive Group placed an additional order of four (4) units for the Rensselaer County Sheriff's Office in an agreement to take advantage of needed patrol vehicles, lower cost, and to avoid supply chain issues; and

**WHEREAS**, The purchase of these vehicles will cost \$175,484.00 through New York State contract number PC68947 through Nye Automotive Group, Inc., 1479 Genesee Street, Oneida, New York 13421; and

**WHEREAS**, The County Fleet Manager has received and approved the department's purchase request pursuant to the County Vehicle Usage and Drivers Policy; now, therefore, be it

**RESOLVED**, That the Rensselaer County Executive, or his designee as the case may be, shall be and hereby is authorized and empowered to execute the above purchase.

**Resolution ADOPTED by the following vote:**

**Ayes:**

**Nays:**

**Abstain:**

**August 8, 2023**

Clerk of the Legislature

Sent to County Executive \_\_\_\_\_

Received from County Executive \_\_\_\_\_

Clerk of the Legislature



Executive Action

Approved \_\_\_\_\_ Date \_\_\_\_\_

Disapproved \_\_\_\_\_  
Veto Message Attached and Returned to Clerk

County Executive

# LEGISLATIVE FISCAL IMPACT STATEMENT

Type of Legislation: Local Law: \_\_\_\_\_ G Resolution:  P Resolution: \_\_\_\_\_

Title of Legislation: Purchase of Patrol Cars – Sheriff’s Dept

Requested by: Sheriff’s Department

Sponsor(s): Capt. Derek Pyle

## FISCAL IMPACT

- 1) Projected cost of proposed legislation, if any: \$175,484.00 current year  
Ongoing expenses for gas and maintenance
- 2) Method of financing – note all that apply (federal funding, state funding, bonding, tax levy, etc.): \_\_\_\_\_
  - a) For federal funding: amount \$ \_\_\_\_\_ and length of time federal funding is available \_\_\_\_\_. Is it available for ongoing expenses? Yes \_\_\_\_\_ or No \_\_\_\_\_
  - b) For state funding: amount \$ \_\_\_\_\_ and length of time state funding is available \_\_\_\_\_. Is it available for ongoing expenses? Yes \_\_\_\_\_ or No \_\_\_\_\_
  - c) If bonded, state amount of total indebtedness this legislation will create and projected interest cost over the course of borrowing:  
Principal \$ \_\_\_\_\_  
Total projected interest costs \$ \_\_\_\_\_
  - d) Tax levy impact for current year \$ 175,484.00 and ongoing gas and routine maintenance charges
  - e) Other (please explain) \$ \_\_\_\_\_
- 3) Is this expense or program mandated? Yes \_\_\_\_\_ No
- 4) Length of expense or project (one time only, ongoing, etc.): Ongoing.
- 5) Justification for the appropriation/expenditure requested. Include any revenue this will produce or any expense that will be avoided:

Purchased required for replacement of aged vehicles as needed for the successful daily operation of the Highway Patrol. Continued operation of aged vehicles will result in greater maintenance costs and increased risk for deputies.

Department Head

\_\_\_\_\_



# NYE Automotive Group Fleet Department

## Bid / Quote Submission

For Business / Organization: Rensselaer County - Sheriff			Fleet ID:	QL471
Contact Info:	Sgt. Justin Walraed	518-898-6957	jwalraed@renesco.com	
Address:	4000 Main St.	Troy	NY	12180

Quote Number: NYE-RENSELAER-51023A		Date Submitted: 5/10/2023	
QTY.	VEHICLE	PRICING INFORMATION	
1	2023 Ford Utility Police Interceptor Explorer	MSRP:	\$48,570.00
		DISCOUNTS:	(\$4,721.50)
		PURCHASE PRICE: <i>Not incl. tax &amp; fees</i>	<b>\$43,848.50</b>
Aftermarket Products & Accessories	NONE	Add:	\$0.00
Trade-In Vehicle	NONE	Subtract:	\$0.00
Tax & Fees	Subtotal	Subtotal:	\$43,848.50
	EXEMPT	Sales Tax:	\$0.00
	WAIVED	Documentation Fee:	\$0.00
	Required By NYS Law	NYS Inspection:	\$10.00
	Required By NYS Law	NYS Tire Tax:	\$12.50
	Client Will Title	NYS Title:	\$0.00
	Client Will Register	*NYS Registration:	\$0.00
<small>*Note: NYS Registration fee amounts are "To Be Determined" and, when filed by the dealer, will not be owed until paperwork is filed &amp; completed at DMV via COD unless other arrangements are made.</small>		<b>TOTAL:</b>	<b>\$43,871.00</b>
		<small>incl. aftermarkets, tax &amp; fees</small>	


Vehicle Description:							
Year	2023	Trim	Interceptor 500A Package	Engine	3.3L V6	Front	Cloth
Make	Ford	Exterior	Agate Black	Fuel	Gas	Rear	Vinyl
Model	Explorer (K8A)	Interior	Ebony	Drive	AWD	XX	xxxxxxx

Options included in quote (in addition to standard vehicle features):			
Hidden Door Plunger / Rear Inoperable	Aux Climate Control	Red/White Cargo Dome Light	Courtesy Lamp Disable (Dark Car)
Police Engine Idle Feature	Driver Side LED Whelen Spot Lamp	Power Heated Mirrors	Keyed Alike Key Code B
Grill Wiring (Lamp/Siren/Speaker)	Ground Straps	OBD II Splitter	Cargo Vault
Perimeter Alert	xxxxxxx	xxxxxxx	xxxxxxx

**Additional Notes & Comments:**

Price is Per Vehicle and Includes delivery to Rensselaer County. Quote includes NYEDealer Discount and Government Price Concession. Payments must be made within 30 days of your receipt of invoice. NYE will assess a late fee equal to 1% of the invoice if not paid within 30 days of vehicle delivery and your receipt of invoice. You will also be held responsible for additional charges incurred due to other negligence out of our control.

*Please note that quotes are based upon availability and may expire.*

Quote Authorized By:		<b>THANK YOU!!!</b>
NYE Automotive Group 1479 Genesee Street Oneida, NY 13421	Office: (315) 363-0600 Cell: (315) 886-1980 mdisalvo@nyeauto.com	Your Fleet Sales Contact: <b>Matt DiSalvo</b>
By signing below, you hereby accept this quote and wish to proceed with this sale		
Signature:	Date:	
Print Name:	Title:	

Rensselaer County Sheriff's Office  
2022 Ford Interceptor Utility Marked Patrol Vehicle Specifications

**2023 Ford Interceptor Utility Specifications      K8A**

**Equipment Package**

**99B/44U 3.3L Direct-Injection V6 FFV AWD**

UM	Exterior Agate Black
43D	Dark Car Feature
549	Heated Side Mirrors/Power Mirrors
52P	Hidden Door lock plungers with Inoperable Rear Door Controls
59B	Keyed Alike, Group 1284X
68E	Noise Suppression Bonds
51T	LED Spot Lamp, Whelen
63V	Trunk/Cargo Vault
60A	Grill Wire Prep
47A	Police engine idle feature
68B	Police perimeter alert
17T	Dome light in cargo area
91B	OBD II splitter

**NOTES:**

Some part numbers may change due to the 2023 model year changes

Or comparable equipment subject to approval or rejection

Photos of current units available upon request

**CONTRACTOR INFORMATION**  
**Nye Automotive Group**

CONTRACTOR/COMPANY INFORMATION	
Company Name:	Nye Automotive Group
Address:	1479 Genesee St. Oneida, NY 13421
Company Website:	www.nyeauto.com
Federal ID #:	160929949
NYS Vendor ID #:	1000003388
Contract Administrator Name:	Matt DiSalvo
Title:	Fleet & Commercial Sales Manager
Email:	mdisalvo@nyeauto.com
Phone:	315-363-0600
Toll Free Phone:	N/A
Normal Business Days/Hours	M-F 8am – 5pm

EMERGENCIES	
Contact Name:	Matt DiSalvo
Title:	Fleet & Commercial Sales Manager
Email:	mdisalvo@nyeauto.com
Phone:	315-363-0600
Cell Phone:	315-886-1980

**PAYMENT/ORDERING INFORMATION**

Does Contractor offer a prompt payment discount for payments made in less than 30 days after receipt of a proper invoice? If yes, please detail the additional discounts by providing the percentage of discounts and the specific number of days within which payment must be made for the discounts to apply (for example: 2% / 15 days; 1% / 20 days).	No
Does Contractor accept the NYS Purchasing Card (see Appendix B, Purchasing Card) at no additional charge, for orders up to and including \$50,000?	No
If Contractor requires a minimum and/or maximum purchase amount for orders placed using the NYS Purchasing Card, please indicate those minimum and maximum amounts. If there is no minimum or maximum, enter "N/A".	N/A
If Contractor offers an additional discount for purchases made with the NYS Purchasing Card, enter here (%).	N/A

**NYS MINIMUM DISCOUNTS**

The Contractor is an authorized Dealer of the following Single OEM Vehicle(s) and/or Chassis Make(s)/Model(s) and shall offer them at the NYS Minimum Discount(s) listed below, or a greater discount, for purchases under the Contract.

<b>Make</b>	<b>Model</b>	<b>NYS Minimum Discount</b>
Ford	All Models	1%
Toyota	All Models	1%
GMC	All Models	1%
Buick	All Models	1%
Chevrolet	All Models	1%
Jeep	All Models	1%
Chrysler	All Models	1%
Dodge	All Models	1%
Ram	All Models	1%
Volkswagen	All Models	1%

**BODIES OFFERED**

The Contractor is an authorized Dealer of the Body OEM Product Line(s) and Body Types listed below and May offer them for purchases under the Contract.

<b>Body OEM Product Line(s) Offered</b>	<b>Body Types Offered</b>
N/A	N/A

## Carroll, Daniel

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**From:** Carroll, Daniel  
**Sent:** Monday, July 31, 2023 1:01 PM  
**To:** Carroll, Daniel  
**Subject:** FW: Quote for 4 vehicles for the Rensselaer County Sheriff's Office

**From:** Matt Disalvo [mailto:[mdisalvo@nyeauto.com](mailto:mdisalvo@nyeauto.com)]  
**Sent:** Wednesday, May 10, 2023 11:35 AM  
**To:** Walraed, Justin  
**Cc:** St. Germain, Mark  
**Subject:** Re: Quote for 4 vehicles for the Rensselaer County Sheriff's Office

Good morning Justin, thank you for reaching out! We placed the additional order for 4 units for you along with the 5 units we have a PO for already. The 4 additional are in production currently. They match the specs of the previous 5 units exactly, and match the spec sheet you sent me with the addition of Aux Climate Control (which were on the previous 5 units).

On an email from Sgt. St. Germain dated Friday Sept. 12th, 2022, we were asked to order these 4 units and assume we should be all set for you to provide us a PO for them.

Please advise. Thank you!

**-Matt DiSalvo**  
*Fleet, Government & Commercial Sales Manager*



**Nye Automotive Group**  
1479 Genesee Street  
Oneida, NY 13421

Mobile: (315) 886-1980  
Office Direct: (315) 367-1504  
Office Main: (315) 363-0600  
Fax: (315) 363-5334

Email: [mdisalvo@nyeauto.com](mailto:mdisalvo@nyeauto.com)  
Website: [www.nyeauto.com](http://www.nyeauto.com)

On Wed, May 10, 2023 at 10:12 AM Walraed, Justin <[JWalraed@rensko.com](mailto:JWalraed@rensko.com)> wrote:

Good Moring,

As per the conversation with Sgt. St.Germian on February 6, 2023 regarding the accusation of 4 vehicles, I have submitted a build out specs we are requesting. Can you please provide a quote for the attached spec sheet for the 4 patrol units we wish to purchase.



SERGEANT J. WALRAED #2020

Rensselaer County Sheriff's Office  
4000 MAIN STREET  
TROY, NEW YORK 12180  
Office: (518) 266-2961  
Cell: (518) 898-6957

[jwalraed@rensko.com](mailto:jwalraed@rensko.com)

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This Email has been scanned for all viruses by Barracuda. For more information on a proactive anti-virus service working around the clock, around the globe, visit <http://www.barracudanetworks.com>

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# Office of General Services

Corning Tower, Empire State Plaza, Albany, NY 12242 | <http://ogs.ny.gov/procurement> | [customer.services@ogs.ny.gov](mailto:customer.services@ogs.ny.gov) | 518-474-6717

## Contract Award Notification

<b>Title</b>	:	<b>Group 40440 Vehicles, Class 1-8 (Statewide)</b> <b>Classification Code(s): 25 and 46</b>
<b>Award Number</b>	:	<b><u>23166</u></b>
<b>Contract Period</b>	:	<b>November 14, 2019 to November 13, 2029</b>
<b>Bid Opening Date</b>	:	<b>September 3, 2019</b>
<b>Date of Issue</b>	:	<b>November 14, 2019 (Revised July 06, 2023)</b>
<b>Specification Reference</b>	:	<b>As Incorporated In The Contract</b>
<b>Contractor Information</b>	:	<b>Appears on Page 2 of this Award</b>

### Address Inquiries To:

State Agencies & Vendors		Political Subdivisions & Others	
<b>Name</b>	: Carol Neelis	Procurement Services	
<b>Title</b>	: Contract Management Specialist 1	Customer Services	
<b>Phone</b>	: 518-474-3695	<b>Phone</b>	: 518-474-6717
<b>E-mail</b>	: <a href="mailto:Carol.neelis@ogs.ny.gov">Carol.neelis@ogs.ny.gov</a>	<b>E-mail</b>	: <a href="mailto:customer.services@ogs.ny.gov">customer.services@ogs.ny.gov</a>

**Procurement Services values your input.**  
**Complete and return "Contract Performance Report" at end of document.**

### Description

This award includes backdrop Contracts for the acquisition (purchase or lease) of new Single OEM Vehicles, Chassis and Bodies in the following Classes of Vehicles: Class 1 (1 to 6,000 lbs. GVWR), Class 2 (6,001 to 10,000 lbs. GVWR), Class 3 (10,001 to 14,000 lbs. GVWR.), Class 4 (14,001 to 16,000 lbs. GVWR), Class 5 (16,001 to 19,500 lbs. GVWR), Class 6 (19,501 to 26,000 lbs. GVWR), Class 7 (26,001 to 33,000 lbs. GVWR), and Class 8 (33,001 lbs. GVWR & Over), as well as related Options and Aftermarket Components as defined in Contract Scope.

PR # 23166

CONTRACT #	CONTRACTOR	FED.IDENT.#	NYS VENDOR#	
PC68994	SB	Mangino Chevrolet, Inc.	20-1561990	1000016576
PC69202	SB	McFadden Ford, Inc. DBA Ed Shults Ford Lincoln	16-0738012	1000039506
PC68988		Metro Ford Sales, Inc.	14-1619871	1000006901
PC68968	SB	Metzger Gear, Inc.	52-2155556	1100043397
PC69422	SB	Mike Basil Motors, Inc. DBA Basil Toyota	16-1610781	1100235093
PC68946		Navistar Inc.	36-1264810	1000031410
PC70081		Nielsen Nissan, Inc.	85-3051410	1100286945
PC68943		Nielsen Ford of Morristown, Inc.	88-2667434	1100278967
PC69848		Nielsen of Morristown, Inc. DBA Nielsen Chrysler Dodge Jeep Ram	88-2643075	1100280583
PC69143	SB	North Shore Chevrolet LLC DBA Chevrolet of Smithtown	27-2208712	1100057985
PC68947		Nye Automotive Group Inc.	16-0929949	1000003388
PC68969	SB	Otis Ford, Inc.	11-2145771	1100186694
PC68948	SB	Parker Chevrolet, Inc.	14-1546919	1100008403
PC68970	SB	Robert Green Auto & Truck, Inc.	14-1504690	1000013855
PC68986	SB	Riley Ford, Inc.	14-1464509	1000013794
PC68949	SB	RR Charlebois, Inc.	03-0312976	1100162055
PC69491	SB	Sawyer Chrysler Dodge, Inc. DBA Sawyer Motors	14-1730394	1100229794
PC69148	SB	Schultz Ford Lincoln, Inc.	13-1730338	1000006097
PC69492		Scorpio Motors LLC DBA Greenwich Ford	86-2135447	1100263134
PC68950	SB	Shepard Bros., Inc	16-1147478	1000015441
PC69144	SB	South Shore Autoplex LLC DBA South Shore Chrysler Dodge Jeep Ram	81-5279161	1100242938
PC68965	SB	Southside Trailer Service Inc.	16-1021936	1000007688
PC70068	SB	Specialty Hearse & Ambulance Sales Corp. DBA Specialty Vehicles	11-2049044	1100082179
PC69216	SB	Towne Ford, Inc.	16-1471173	1100128854
PC68966		Tracey Road Equipment, Inc.	16-1058204	1000007710
PC68995	SB	Trius, Inc.	11-1904714	1000023920
PC69388	SB	Utica Mack, Inc.	15-0576128	1000014695
PC68951	SB	Valley Fab & Equipment, Inc.	16-1541913	1000029443
PC68952		Van Bortel Chevrolet Inc.	46-1298708	1100096950
PC68953		Van Bortel Ford Inc.	16-1609363	1000008473
PC68967		Websmart Chevrolet, LLC	82-5282222	1100217994
PC70050		Whitmoyer Buick-Chevrolet, Inc.	23-2187550	1100246599
PC69160		Whitmoyer Ford, Inc.	25-1669706	1100246602
PC68984	SB	W.N.Y. Bus Parts, Inc. DBA Gorman Enterprises	16-1171292	1000015495



**Office of General Services  
Procurement Services**

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# Contractor Information Summary

Updated: July 06, 2023

## Group 40440 – VEHICLES, CLASS 1 – 8 (STATEWIDE)

**Award Number:** 23166      **Contract Period:** November 14, 2019 - November 13, 2029

OGS CONTRACT NUMBER	CONTRACTOR INFORMATION		CONTRACT SPECIFICS
PC68946	<b>Navistar, Inc.</b> 399 Albany Shaker Rd. Suite 202 Loudonville, NY 12211	Federal ID: 36-1264810 NYS Vendor ID: 1000031410	<u>Contact and Product Information</u>
PC69843	<b>Nielsen Ford of Morristown Inc.</b> 170 Ridgedale Ave. Morristown, NJ 07960	Federal ID: 88-2667434 NYS Vendor ID: 1100278967	<u>Contact and Product Information</u>
PC69848	<b>Nielsen of Morristown, Inc.</b> <b>DBA Nielsen Chrysler Dodge Jeep Ram</b> 200 Ridgedale Ave. Morristown, NJ 07960	Federal ID: 88-2643075 NYS Vendor ID: 1100280583	<u>Contact and Product Information</u>
PC70081	<b>Nielsen Nissan, Inc.</b> 59 Route 206 Stanhope, NJ 07874	Federal ID: 85-3051410 NYS Vendor ID: 1100286945	<u>Contact and Product Information</u>
PC69143 SB	<b>North Shore Chevrolet LLC</b> <b>DBA Chevrolet of Smithtown</b> 920 Middle Country Rd. Saint James, NY 11780	Federal ID: 27-2208712 NYS Vendor ID: 1100057985	<u>Contact and Product Information</u>  OFFERS LEASING
PC68947	<b>Nye Automotive Group, Inc.</b> 1479 Genesee St. Oneida, NY 13421	Federal ID: 16-0929949 NYS Vendor ID: 1000003388	<u>Contact and Product Information</u>
PC68969 SB	<b>Otis Ford, Inc.</b> 32 Montauk Highway PO Box 1553 Quogue, NY 11959	Federal ID: 11-2145771 NYS Vendor ID: 1100186694	<u>Contact and Product Information</u>
PC68948 SB	<b>Parker Chevrolet, Inc.</b> PO Box 308 622 State Rte. 11 Champlain, NY 12919	Federal ID: 14-1546919 NYS Vendor ID: 1100008403	<u>Contact and Product Information</u>
PC68986 SB	<b>Riley Ford, Inc.</b> 9693 Route 9 PO Box 457 Chazy, NY 12921	Federal ID: 14-1464509 NYS Vendor ID: 1000013794	<u>Contact and Product Information</u>



## **Carroll, Daniel**

---

**From:** Walraed, Justin  
**Sent:** Monday, July 31, 2023 10:18 AM  
**To:** Carroll, Daniel  
**Subject:** FW: 2023 patrol vehicle requests spec sheet Rensselaer County Sheriff's Office.

---

**From:** Joshua Halse [mailto:jhalse@depaulaford.com]  
**Sent:** Wednesday, May 17, 2023 2:04 PM  
**To:** Walraed, Justin  
**Subject:** RE: 2023 patrol vehicle requests spec sheet Rensselaer County Sheriff's Office.

Justin,

At this time we are unable to fulfil the request

Joshua Halse  
Depaula Ford

---

**From:** Walraed, Justin <JWalraed@rensko.com>  
**Sent:** Wednesday, May 17, 2023 11:07 AM  
**To:** Joshua Halse <jhalse@depaulaford.com>  
**Subject:** FW: 2023 patrol vehicle requests spec sheet Rensselaer County Sheriff's Office.

Josh,  
Just checking in on the vehicle quotes.

---

**From:** Walraed, Justin  
**Sent:** Wednesday, May 10, 2023 12:24 PM  
**To:** 'jhalse@depaulaford.com'  
**Subject:** 2023 patrol vehicle requests spec sheet Rensselaer County Sheriff's Office.

Josh,

Can you please give us a quote for 4 of the attached spec patrol units, in the event you are not able to fulfill the order can you please send a letter stating such.

## Carroll, Daniel

---

**From:** Walraed, Justin  
**Sent:** Monday, July 31, 2023 10:18 AM  
**To:** Carroll, Daniel  
**Subject:** FW: FLEET ORDER

---

**From:** Krystin Strand [mailto:krystins@wallysautogroup.com]  
**Sent:** Thursday, May 11, 2023 12:00 PM  
**To:** Walraed, Justin  
**Subject:** Re: FLEET ORDER

Hello Justin

This is Krystin with Wally's Ford of East Greenbush, following up in regards to your fleet order request. At this time, we are unable to accommodate the Rensselaer Sheriffs office's request.

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**From:** Walraed, Justin <JWalraed@renesco.com>  
**Sent:** Wednesday, May 10, 2023 12:32 PM  
**To:** Krystin Strand <krystins@wallysautogroup.com>  
**Subject:** RE: FLEET ORDER

Krystin,

Can you please give us a quote for 4 of the attached spec patrol units, in the event you are not able to fulfill the order can you please send a letter stating such.

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**From:** Krystin Strand [mailto:krystins@wallysautogroup.com]  
**Sent:** Wednesday, May 10, 2023 12:32 PM  
**To:** Walraed, Justin  
**Subject:** FLEET ORDER

Please send you build sheet here Justin so I can best assist!

Krystin Strand  
518-818-2000 ext 110  
Wally's Ford

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