

City of Oswego
City Hall
Location 2nd Floor – Common Council Chamber

Agenda
Administrative Services Committee Meeting
Monday, June 4, 2018
Time: 6:30 p.m.

Roll Call: **Robert A. Corradino, Chairman**
Linda M. DeMassi
Kevin M. Hill, Jr.
Ronald G. Tesoriero, Jr.
Robert E. Wilmott

Approve minutes of May 21, 2018 committee meeting.

I. Old Business:

New Business:

Authorization:

1. Kevin Hill, Vice President of the Common Council, is requesting funding for the Summer Concert Series marketing proposal. Funds would come from the General Fund Contingent A.1990.0460. Attachment
2. Robert Corradino, President of the Common Council, request to hire the Bonadio Group of Pittsford, NY to do an IT assessment of the City's technology infrastructure which will include the phones systems to provide recommendations of improving it. Funds would be transferred from the General Contingent Account A.1990.0460. Attachment
3. Robert Corradino has a request on behalf of the Promotion and Tourism Advisory Board to purchase 2,000 Collapsible Foam Can Holders with the Oswego Logo. Promotion and Tourism Advisory Board received three quotes from 4Imprint @ \$1,690.00, Crestline @ \$1,926.10 and ImageNow @ \$1,360.00 and they would like to go with the low bid from ImageNow. There are no funds for this purchase, therefore Robert Corradino is requesting a transfer of funds from the General Contingent Account A.1990.0460 in the amount of \$1,360.00 to Tourism Account A.6475.0460. Attachment
4. Engineering Office requests approval of Change Order No. 3 decreasing the construction contract with W.D. Malone Trucking & Excavating for the Sanitary Sewer Rehabilitation- Area 2 Final Quantity Summary in the amount of \$110,969.81 for the actual unit price pay item quantities versus the original contract estimates. Attachment
5. The Wastewater Department is requesting permission for Chris Losurdo, Greg Crouse and Veryl Briglin to travel to SUNY Morrisville Environmental Training Center for the attached courses.
6. Camden Group, Inc., currently provides the City of Oswego Wastewater Department a Superintendent, two Chief Operators and a part time Laboratory Manager, which meets the requirements of the City of Oswego and NYSDEC. The City of Oswego is looking to expand the agreement to add the services of a full time Laboratory Supervisor/Technician in the amount of \$15,000 each.

7. Thomas Kells, DPW Commissioner, received a request from Mayor Barlow to authorize the Chamberlain to pay Camden Group the sum of \$16,150.00 from Contracted Services, A.8320.440, for the preparation of an Engineering Report for the proposed modifications to the Chlorine feed system at the Water Treatment Plant. Attachment
8. Mayor William J. Barlow, Jr., requests permission to sign a participation agreement between the City of Oswego and the Northeast Regional Council of Carpenters. Attachment
9. Ken Scherrible, President of the Camden Group and consultant to the City of Oswego is requesting a transfer to fund immediate equipment and inspection concerns at the Water Treatment Plant and associated pump stations.
10. Kevin Caraccioli, City Attorney, and Tom Kells, DPW Commissioner, seek approval to enter into an Agreement with the State of New York, Parks, Recreation and Historic Preservation for an public utility easement over lands located on the grounds of Fort Ontario. Attachment
11. Nancy Sterio, Personnel Director, is requesting to travel to the NYS Public Employers Labor Relations Association (NYSPELRA) Annual Conference in Saratoga Springs, New York held July, 17, 2018 through July 20, 2018. Attachment
12. Deborah Coad, City Chamberlain, requests authorization for Joanne Woodard and herself to travel to the 63rd Annual New York State Conference of Mayors Fall Training School in Lake Placid, New York, September 23-28, 2018. Attachment