

Economic Development & Planning Committee



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, February 28, 2023 at 9 a.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego

COMMITTEE MEMBERS:

Tim Stahl, Chair	Legislator, 20 th District
Mary Ellen Chesbro, Vice Chair	Legislator, 10 th District
Edward Gilson	Legislator, 3 rd District
Roy Reehil	Legislator, 5 th District
Paul House	Legislator, 8 th District
Noelle Salmonsén	Legislator, 21 st District
Marie Schadt	Legislator, 19 th District

CALL TO ORDER:

- Pledge of Allegiance

APPROVAL OF MINUTES:

- Approval of Minutes for the Economic Development and Planning Committee's regular meeting on January 31, 2023

RESOLUTIONS:

- EP-1** Resolution Authorizing Budget Modification Department of Community Development – Housing Office
- EP-2** Resolution Authorizing Budget Modification Department of Community Development – Office of Planning and Community Development
- EP-3** Resolution Fixing Time and Place for Public Hearing to Discuss the Implementation and Administration of the Oswego County CDBG 864CVHR34-21 Housing Activities
- EP-4** Resolution Authorizing the County of Oswego to Utilize Program Delivery and Administration Funds Received from the Implementation of the CDBG Project No. 864CVHR 34-21 and CDBG Farmworker Housing Project No. 864CVHR102-2022 to be Used to Support the CDBG Program Income Housing (PLOAN) Fund
- EP-5** Resolution Awarding Professional Services Contract – RFP22-CDTP-011 – Tourism

COMMITTEE REVIEW & DECISIONS:

- BID22-CDPT-001 Visitor Guide 13

REPORTING DEPARTMENTS:

Soil and Water Department Updates
Operation Oswego County Update

ADJOURNMENT:

RESOLUTION NO.

March 9, 2023

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION
DEPARTMENT OF COMMUNITY DEVELOPMENT, HOUSING OFFICE**

By Legislator Tim Stahl:

WHEREAS, there is a current need within the Office of Housing Assistance to move funds within their existing budget to accommodate a short term need for additional hours, and

WHEREAS, no funds beyond those already to this office are required for this action, then therefore be it, and it is hereby

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary to access these funds, and be it also

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315)349-8279

Daniel Breitweg
Deputy Director

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Allocate funds for additional hours in the Housing Assistance office.

PURPOSE: To modify the department budget in order to compensate employees for additional hours required to complete their regular duties while faced with a vacancy and state mandated training.

SUMMARY: Under regular circumstances, the Housing Assistance office has but four employees. Purely by coincidence, they had a resignation at the same time that the NYS agency that governs their program, mandated three consecutive weeks of full-time training. This leaves the program manager with only one-hour of regular work time to also fulfill all of her other duties. While an extra 5 hours/week will not be sufficient to keep her program running, she has agreed to use comp time for anything beyond that.

This action will establish an "extra hours" line in that budget and fund it with dollars (\$800.00) available within their existing budget. No new money is being requested for this action.

FISCAL IMPACT: None at this time.

RECOMMENDED ACTION: The committee on Economic Development & Planning committee, in concert with the Committee on Finance and Personnel, recommends that the Oswego County Legislature authorize this action.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER		ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT		
A8610	545500	OPR			Recovered Funds	(\$800.00)
			A8610	514300	Additional Hours	\$ 800.00
					Accept & Disburse Grant Funds	
					TOTAL AMOUNT	-

COMMITTEE SIGNATURES DATE

_____ COUNTY TREASURER DATE

_____ PERSONNEL DIRECTOR DATE

_____ COUNTY ADMINISTRATOR DATE

_____ DEPARTMENT HEAD DATE

RESOLUTION NO.

March 9, 2023

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION
DEPARTMENT OF COMMUNITY DEVELOPMENT, OFFICE OF PLANNING
AND COMMUNITY DEVELOPMENT**

By Legislator Tim Stahl:

WHEREAS, there is a current need within the Office of Planning and Community Development to move funds within their existing budget to accommodate a short term need for additional hours, and

WHEREAS, no funds beyond those already allocated to this office are required for this action, then therefore be it and it is hereby

RESOLVED, that the Chairman of the Legislature be and is hereby authorized to execute any and all documents that may be necessary to access these funds, and be it also

RESOLVED, that the County Treasurer be, and he hereby is, authorized to transfer the funds from and to the accounts as shown on the attached budget modification request, and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
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Daniel Breitweg
Deputy Director

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

- SUBJECT:** Transfer funds for additional hours in the Planning & Community Development office.
- PURPOSE:** To modify the department budget in order to compensate employees for additional hours required to complete their regular duties while faced with the lack of a Mobility Manager.
- SUMMARY:** Under regular circumstances, the Planning & Community Development office would have the assistance of a mobility manager to help coordinate public transportation matters. The company that used to provide those services has decided not to do so and we are left with mandated activities and no one, other than existing staff, to handle these items on top of their regular responsibilities.
- This action will transfer funds (\$1,000) from within our approved budget into the "extra hours" line in that budget. No new money is being requested for this action.
- FISCAL IMPACT:** None at this time.
- RECOMMENDED ACTION:** The committee on Economic Development & Planning committee, in concert with the Committee on Finance and Personnel, recommends that the Oswego County Legislature authorize this action.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER		ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT		
A8020	427700	CCIN			Canal Corridor Initiative - Nestle	(\$1,000.00)
			A8020	514300	Additional Hours	\$ 1,000.00
					Accept & Disburse Grant Funds	
					TOTAL AMOUNT	-

COMMITTEE SIGNATURES _____ DATE _____

_____ COUNTY TREASURER DATE _____

_____ PERSONNEL DIRECTOR DATE _____

_____ COUNTY ADMINISTRATOR DATE _____

_____ DEPARTMENT HEAD DATE _____

RESOLUTION NO.

March 9, 2023

**RESOLUTION FIXING TIME AND PLACE FOR PUBLIC HEARING TO DISCUSS
THE IMPLEMENTATION AND ADMINISTRATION OF THE OSWEGO COUNTY
CDBG 864CVHR34-21 HOUSING ACTIVITIES**

By Legislator Tim Stahl:

WHEREAS, the County of Oswego applied to the NYS Office of Community Renewal for CDBG Covid Cares Act funding to be used for housing activities to improve living conditions for vulnerable populations and

WHEREAS, on November 10, 2021, Oswego County entered into a contract with the Office of Community Renewal, Albany, NY to administer the CDBG Grant for \$1,006,840 Project No. 864CVHR34-21 and

WHEREAS, Oswego County has entered into subrecipient agreements with three Not-For-Profit agencies to provide funds to purchase air purifying units, generators, roof repair and landlord apartment repairs to support increasing of safe, sanitary and affordable housing in Oswego County and

WHEREAS, a public hearing is required in connection therewith,

NOW UPON, the recommendation of the Economic Development & Planning Committee of this body, be it

RESOLVED, that the Oswego County Legislature shall hold a Public Hearing on the implementation of the CDBG Grant Program known as 864CVHR34-21 Housing Activities on April 13, 2023 at 7:00 o'clock, in the evening of said day at the Oswego County Legislative Chambers, County Office Building, 46 East Bridge St. Oswego, NY 13126, and be it further

RESOLVED, that copies of the application and annual reports are available in the Office of the Clerk of the County Legislature and at Oswego County Dept. of CD, Tourism and Planning for review; and it is further

RESOLVED, that the Clerk of the Oswego County Legislature cause notice of such Public Hearing to be published in the Official Newspapers of the County and post the same as required by law.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

Daniel Breitweg
Deputy Director

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

David R. Turner
Director

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126
TELEPHONE (315) 349-8292
FAX (315)349-8279

INFORMATIONAL MEMORANDUM

DATE: February 13, 2023

SUBJECT: NYS Office of Community Renewal Community Development Block Grant (CDBG) – 864CVHR34-21 and setting of a Public Hearing for April 13, 2023, at 7:00 pm at the Oswego County Legislative Meeting

PURPOSE: This public hearing is a requirement of the CDBG grant funding. At this public hearing, information will be provided about the implementation of the grant program and the status of the four (4) funded activities.

Activity #1 – Purchase and distribution of Air purifiers and generators for 13 Congregate Care living facilities and three daycare centers

Activity #2 – Purchase and distribution of air purifiers and generators for two affordable housing complexes, owned or managed by the Oswego Housing Development Council Inc., (OHDC). A total of 36 apartments are being served. Also \$50,000 has been allocated to OHDC to address a necessary roof repair for the Redfield School house apartments, an affordable housing complex located in Redfield, NY

Activity #3 – Roof replacement for 24 East Oneida St. Oswego, NY, a transitional living shelter for homeless men.

Activity #4 – Apartment renovations for landlords willing to commit to renting to government subsidized tenants. The county has completed 6 of the 7 apartment units.

FISCAL IMPACT: The County is receiving administration money to be in compliance with all the requirements of the NYS CDBG program.

RECOMMENDED ACTION: The Economic Development & Planning Committee recommends that the legislature authorize a public hearing on April 13, 2023, to discuss the Oswego County CDBG 864CVHR34-21 program status and performance of the implementation of this grant to date.

LEGAL NOTICE - OSWEGO COUNTY ---Notice of Public Hearing

Oswego County will hold a public hearing on April 13th at 7:00 pm in the Oswego County Legislative Chambers located at 46 East Bridge St., for the purpose of hearing public comments on the Oswego County CVHR86434-21, Community Development Block Grant Housing Activities program.

The CDBG program is administered by the New York State Office of Community Renewal (OCR) and provides resources to eligible local governments for housing, economic development, public facilities, public infrastructure, and planning activities, with the principal purpose of benefitting low/moderate income persons. The hearing will provide further information about the progress of the ongoing CDBG project. Comments related to the effectiveness of administration of the CDBG project will also be received at this time. The hearing is being conducted pursuant to Section 570.486, Subpart I of the CFR and in compliance with the requirements of the Housing and Community Development Act of 1974, as amended.

The location of the hearing, 46 East Bridge St. Oswego, NY is accessible to persons with disabilities. If special accommodations are needed for persons with disabilities,, those with hearing impairments, or those in need of translation from English, those individuals should contact Donna Scanlon at the Oswego County Department of Community Development, Tourism and Planning (315)349-8292, donna.scanlon@oswegocounty.com at least one week in advance of the hearing date to allow for necessary arrangements. Written comments may also be submitted to Donna Scanlon until, April 12, 2023.

RESOLUTION NO.

March 9, 2023

RESOLUTION AUTHORIZING THE COUNTY OF OSWEGO TO UTILIZE PROGRAM DELIVERY AND ADMINISTRATIVE FUNDS RECEIVED FROM THE IMPLEMENTATION OF THE CDBG PROJECT NO. 864CVHR 34-21 AND CDBG FARMWORKER HOUSING PROJECT NO. 864CVHR102-2022 TO BE USED TO SUPPORT THE CDBG PROGRAM INCOME HOUSING (PLOAN) Fund

By Legislator Tim Stahl:

WHEREAS, The State of New York has made available for various related activities under the NYS Office of Community Renewal CDBG -COVID funds for program years 2020-2023 and

WHEREAS, Oswego County has successfully secured \$1,006,840 in CDBG grant funds for four housing activities that directly benefit the residents of Oswego County and

WHEREAS, Oswego County has also successfully secured \$600,000 in CDBG Farmworker safety grant funds to address housing needs for H2A and Migrant workers and

WHEREAS, \$46,445 of administration and program delivery funds from the CDBG program known as 864CVHR 34-21, have been allocated to Oswego County if the grant implementation is completed and

WHEREAS, \$14,000 of administration funds will be received from the CDBG Farmworker Safety grant known as 864CVHR102-2022 and

WHEREAS, the Oswego County CDBG Program Income Housing Fund will not be able to generate additional funds to support the CDBG housing grant/loan program for income eligible households with critical housing needs that left unattended could be hazardous to the health of the inhabitants or that could force families to be evicted until necessary repairs are made and

WHEREAS, the Oswego County CDBG Program Income Housing Fund was developed to assist homeowners whose income is less than 80% of median secure funds to do critical repairs such as septic system, lead based paint removal and drinking water quality updates and

WHEREAS, Oswego County residents are able to address critical housing needs and assist in maintaining Oswego County's housing stock.

RESOLVED, that the Oswego County Legislature authorizes and supports the use of Administrative and Program Delivery funds received from the CDBG grants identified as 864CVHR34-21 (Covid Housing Activities) and 864CVHR102-2022 (COVID Farmworker Safety) and

RESOLVED, that a budget modification be approved to increase appropriate budget lines for the CDBG Program Income Housing Fund (Ploan) by \$60,445 to accept the administration and program delivery funds when received.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126
TELEPHONE (315) 349-8292
FAX (315)349-8279

Daniel Breitweg
Deputy Director

Donna B. Scanton
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

DATE: March 23, 2022

SUBJECT: Resolution to allow funds received from the administration of the CDBG Grant programs identified as 864CVHR34-21 and 864CVHR102-2022

PURPOSE: Authorize and support the use of the funds received from administering CDBG grant programs to fund the Oswego County CDBG Program Income Housing (Ploan) fund. This fund was set up to respond to low-moderate income (80% of median) homeowners critical housing repairs, that if not addressed could be a safety issue or result in being evicted. The maximum grant or loan amount to any homeowner is \$4,990. Currently 95% of the funds are committed in this account.

FISCAL IMPACT: There is no direct fiscal impact to Oswego County as the funds will be provided by a CDBG, that are currently being administered.

RECOMMENDED ACTION: The Economic Development & Planning Committee recommends that the legislature approve the resolution that allows for a total of \$60,445 of CDBG 864CVHR 34-21 and CDBG 864CVHR 102-22 to be provided to the account known as the CDBG Program Income Housing (Ploan) fund.

RESOLUTION NO.

March 9, 2023

**RESOLUTION AWARDING PROFESSIONAL SERVICES CONTRACT –
RFP 22-CDTP-011 – TOURISM WEBSITE**

By Legislator Tim Stahl

WHEREAS the County issued a request for proposal for design firms or marketing agencies to build a new Tourism Website; and

WHEREAS, in accordance with Oswego County Purchasing Policy, the Oswego County Purchasing Department solicited Requests for Proposals (RFP 22-CDTP-011) from multiple qualified firms to build a new Tourism Website; and

WHEREAS, the Oswego County Community Development Planning and Tourism Department and Oswego County Purchasing Department have reviewed the proposals received and determined the proposal from The Zimmerman Agency, 1821 Miccosukee Commons Drive, Tallahassee, FL 32308, meets the County's needs.

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the Economic Development and Planning Committee that the County of Oswego awards the professional service contract for building a new Tourism Website to The Zimmerman Agency of Tallahassee, FL 32308, not to exceed the cost of \$54,000 for the initial development and \$1,300/month for future ongoing hosting/maintenance of the website and be it further

RESOLVED that a certified copy of this resolution delivered to the Treasurer and Purchasing Director shall be their authority to affect the procurement of services.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



OSWEGO COUNTY PURCHASING

46 E Bridge Street, Oswego NY 13126
 Phone (315)326-6050 Fax (315)342-2468
 Email: Purchasing@oswegocounty.Com

RFP 22-CDTP-011 – TOURISM WEBSITE

Name of Company	Location	Evaluation Rating	Fees	Required Documentation PRCS/PIS/SHC/NCC/RFC
Civic Plus	302 S 4 th Street, Suite 500 Manhattan, KS 66502	60%	A = \$9,998.25 B = \$5,700.00	X X X X N/A
Fuselab Creative	1751 Pinnacle Drive, Suite 600 #7 McLean, VA 22102	53%	A = \$80,986 B = \$12,960	X X X X N/A
Juicebox	516 3 rd Street, Suite 202 DeMoines, IA 50309	78.5%	A = \$42,650 B = \$780. Yearly	X X X X N/A
Lake Placid Advertisers Workshop DBA workshop	44 Hadjis Way, Lake Placid, NY 12946	59%	A = \$141,493 B = \$138,761 (3 Years)	X X X X N/A
Louder Design, Inc.	8912 Spence CT, N Richland Hills, TX 76182	76%	A = \$37,500 B = \$6,000/Yearly	X X X X X
Neumeric Technologies Corp.	590 Enterprise Drive, Lewis Center, OH 43035	51%	A = \$103,600. B = \$10,620.	X X X X X
Paul J. Cowley Associates, Inc.	PO Box 11066, Syracuse, NY 13218	52%	A = \$42,000-49,000 B = \$3,250/Yearly	X X X X N/A
RBK Advertising + Design	291 Broadway, 7 th Floor New York, NY 10007	50.5%	A = \$35,000-50,000 B = \$1k-2k/Monthly	X X X X N/A
Simpleview LLC.	8950 N. Oracle Rd., Tuscon, AZ 85704	90.5%	A = \$49,750 B = \$23,250/Yearly	X X X X N/A

RFP 22-CDTP-011 TOURISM WEBSITE (continued)

Name of Company	Location	Evaluation Rating	Fees	Required Documentation PRCS/PIS/SHC/NCC/RFC
Stephen Donnelly & Associates	33 S. Washington Street, Binghamton, NY 13903	57%	A = \$14,375 – \$19,700 B = \$500/Yearly	X X X X X
Sweans Technologies, Inc.	501 Silverside Rd., Suite 105 Wilmington, DE 19809	45%	A = \$11,249 B = \$4,464	X X X X X
We Us Them Inc.	1791 Barrington Street, Suite 402 Halifax, NS Canada B3J 3K9	59.5%	A = \$62,900 B = \$11,800/Yearly	X X X X N/A
Weblinx, Inc.	165 Kirkland Circle, Oswego, IL 60543	34%	A = \$40,000 B = \$5,050	X X N/A X N/A
Zimmerman Agency	1821 Miccosukee Commons Drive Tallahassee, FL 32308	89%	A = \$54,000 B = \$1,300/Monthly	X X X X N/A

SHC=Sexual Harassment Certification; PRCS=Proposer Reply Cover Sheet; PIS=Proposer Information Sheet; NCC=Non-Collusion Certification; RFC= Resolution for Corporations

A = Initial Development, B = Future Ongoing hosting/ maintenance

RFP 22-CDTP-011 TOURISM WEBSITE (continued)

Solicitation Process: RFP 22-CDTP-011 was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County Purchasing website on October 20, 2022. It was also sent directly to the following vendors:

- Adjacent
- Helen and Gertrude
- Congruent
- Dixon Schwabl
- Cowley and Associates
- 76West
- Trampoline
- Revize
- Paperkite
- Chirello Advertising
- StepOne
- Simpleview
- Digital Hyve
- Workshop
- Break the Ice Media
- Brandmint
- Advokate
- Mannix Marketing
- Fisher Mears
- ABC Creative
- Chad Lapa

Number of Responses: Fourteen (14)

Proposals Reviewed By: Daniel Breitweg, David Owens

Evaluation Summary: The Evaluation committee reviewed all fourteen (14) proposals. They decided to hold personal interviews with the top three (3) finalists. The interview Committee consisted of David Turner, David Owens, Daniels Breitweg. The Interview Committee recommends awarding the contract to The Zimmerman Agency.

Recommended Actions: Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Purchasing Department recommends awarding the contract.

Schedule A

Evaluation Comparison
RFP 22-CDTP-011 Tourism Website

Total Points	Evaluation Criteria	Civic Plus		FuseLab		Juicebox		Lake Placid Advert Workshop		Louder Design		Neumeric Technologies		Paul J Cowley	
		D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.
35	Evaluator Experience & Strategy	5	25	15	24	30	28	30	20	25	31	10	12	5	25
20	Technical Capabilities	10	16	15	9	15	15	15	16	20	17	20	10	5	16
20	Project Outline and Approach	18	15	5	9	20	14	10	13	5	16	18	10	18	13
5	Business & Organization	2	4	2	2	3	3	4	3	5	3	0	2	2	2
20	Cost	10	15	15	10	15	14	0	7	18	12	10	10	5	13
100	Total Points	45	75	52	54	83	74	59	59	73	79	58	44	35	69
Rating per Evaluation		60		53		78.5		59		76		51		52	

Total Points	Evaluation Criteria	RBK		Simpleview		Stephan Donnelly		Sweans		We Us Them		Weblinx		Zimmerman Agency	
		D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.	D.O.	D.B.
35	Evaluator Experience & Strategy	5	33	35	34	15	29	10	21	5	25	5	12	35	33
20	Technical Capabilities	5	15	20	17	5	14	15	8	15	14	10	10	18	18
20	Project Outline and Approach	10	13	20	16	5	14	5	13	15	14	15	3	18	15
5	Business & Organization	0	3	3	4	2	2	2	3	0	3	2	1	5	4
20	Cost	5	12	15	17	18	10	5	8	15	13	5	5	15	17
100	Total Points	25	76	93	88	45	69	37	53	50	69	37	31	91	87
Rating per Evaluation		50.5		90.5		57.0		45.0		59.5		34.0		89.0	

D.O. = David Owens
D.B. = Daniel Breitweg



OSWEGO COUNTY PURCHASING
46 East Bridge Street, Oswego, NY 13126
Phone (315) 326-6051
Email: Purchasing@oswegocounty.com

TO: Economic Development and Planning
FROM: Holly F. Carpenter, Purchasing Director
DATE: February 28, 2023
RE: BID Report

1. BID 23-CDTP-001 VISTOR GUIDE

Funding Source: Operating Budget.

Solicitation Process: BID 23-CDTP-001 VISTOR GUIDE was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on January 4, 2023. It was also sent directly to the following vendors:

- SEE ATTACHED SHEET

Number of responses: Three (3)

Who, by title, evaluated the bid/proposal: David Owens with Oswego County Tourism Department has evaluated the bid received and recommends approval to Freeport Press.

Name of Company	Location	Proposed Price	Required Documentation SHC/VRCS/VIS/NCC/RFC/				
FREEPORT PRESS	2127 Reiser Ave SE New Philadelphia OH 44663	\$64,383.00	X	X	X	X	X
PGS PRINT INC.	67 Mulcahy Blvd. Rochester NY 14624	\$79,795.96		X	X	X	X
PGS PRINTING & GRAPHIC SERVICES LLC	536 Merrick RD Lynbrook NY 11563	\$97,358.00	X	X	X	X	X

SHC=Sexual Harassment Certification; VRCS=Vendor Reply Cover Sheet; VIS=Vendor Information Sheet; NCC=Non-collusion Certification; RFC=Resolution for Corporations

Evaluation: Freeport Press was the lowest bidder. There is no objection to the bidder.

Recommended Action: The Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Committee is requested to affirm an award to the low bidder.



COUNTY OF
OSWEGO
DEPARTMENT
OF
PURCHASING
BID
COMPUTATION

Opened: JANUARY 18, 2023
Department: CDTP BID: 23-CDPT-001

PGS PRINT INC ROCHESTER	PGS PRINTING LYNBROOK	FREEPORT PRESS		
\$79,795.96	\$97,358.00	\$64,383.00		
TOTAL COST				



OSWEGO COUNTY PURCHASING
46 East Bridge Street, Oswego, NY 13126
Phone (315) 326-6051
Email: Purchasing@oswegocounty.com

TO: Economic Development and Planning
FROM: Holly F. Carpenter, Purchasing Director
DATE: January 23, 2023
RE: BID Report

1. BID 23-CDTP-001 VISTOR GUIDE

Funding Source: Operating Budget.

Solicitation Process: **BID 23-CDTP-001 VISTOR GUIDE** was publicly advertised in the official newspaper, on Bidnet, and on the Oswego County website on January 4, 2023. It was also sent directly to the following vendors:

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BID 23-CDTP-001

VISTOR GUIDE

SOLICITATION LIST

Enterprise Sales

Gotham Color

Allen Press

PROforma-Boathouse printing

PGS Print

FreePort Press

Cooley Group

ACLS

Villanti and Sons

Alcom

Upstate Printing

Oswego Printing

Port City Copy

Speedway Press

Dupli Envelope and Graphics

QMC Group

Phoenix Graphics

Studley Printing

Henderson Printing

PGS Printing & Graphic