

May 15, 2003

GOVERNMENT AFFAIRS
COMMITTEE
REPORT NO. 4

ALL MEMBERS PRESENT EXCEPT LEGISLATOR DeBENEDETTI.

1. RESOLVED, that the following item is hereby received, filed & referred to the PUBLIC SAFETY COMMITTEE.

Item Page -2003 (Intro. 8-9)
a. **SMITH:** Calling for a Discussion on the Issuance of Warrants to Absentee Landlords.
(4-0) Legislator DeBenedetti absent.

2. RESOLVED, that the following items are hereby received and filed.

Item Page -2003 (Comm. 7D-1)
a. **COUNTY ATTORNEY:** Transmittal of New Claims Against Erie County.
(4-0) Legislator DeBenedetti absent.

Item Page -2003 (Comm. 7D-3)
b. **COUNTY ATTORNEY:** Proposed Rule 2.03 – Use of Telephonic and/or
Videoconferencing.
(4-0) Legislator DeBenedetti absent.

Item Page -2003 (Comm. 7D-8)
c. **COUNTY ATTORNEY:** Notice of Claim.
(4-0) Legislator DeBenedetti absent.

Item Page -2003 (Comm. 9D-6)
d. **COUNTY ATTORNEY:** Transmittal of New Claim Against Erie County.
(4-0) Legislator DeBenedetti absent.

Item Page -2003 (Comm. 9E-8)
e. **DeBENEDETTI:** Letter to Director of Fleet Operations Re: 1st Quarter Report.
(4-0) Legislator DeBenedetti absent.

3. Item Page -2003 (Comm. 8E-6)
COUNTY EXECUTIVE & COMPTROLLER

WHEREAS, the Erie County Comptroller in consultation with Lumsden & McCormick, LLP, and the Center for Governmental Research, Inc. has identified an opportunity to increase efficiency regarding the procurement of high volume, low cost items and the corresponding processing of vendor payments through the utilization of a purchasing card program, and

WHEREAS, a Request For Proposal (RFP) to contract for a purchasing card program for Erie County was issued, and

WHEREAS, an RFP evaluation committee made up of representatives of the Erie County Comptroller's Office, the Division of Budget, Management & Finance, and Lumsden & McCormick, LLP, reviewed the responses to the RFP and requested vendor presentations, and

WHEREAS, based on the responses and vendor presentations, the RFP evaluation committee identified HSBC Bank USA, as the vendor to implement a pilot purchasing card program, and

WHEREAS, a pilot purchasing card program was established with seven (7) County departments, beginning 10/1/02 and is scheduled to end 5/30/03, and

WHEREAS, the pilot purchasing card program was successful in establishing the allowable uses of the purchasing card and the settlement process with HSBC Bank USA, and

WHEREAS, the County now wants to phase in all County departments for the use of a purchasing card to achieve the full benefits of the efficiencies that can be realized in the procurement process as well as the payment process, and

WHEREAS, there is no negative fiscal impact with all banking fees to be waived and the potential earnings from volume rebate of .50% for net annual card purchases that meet the volume threshold of \$5 to \$7.5 million, and a .65% rebate for net annual purchases of \$7.5 million and greater;

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive be authorized and is hereby directed to execute a contract for a purchasing card program for Erie County with HSBC Bank USA, and be it further

RESOLVED, that certified copies of this resolution shall be forwarded to the Erie County Executive, Erie County Comptroller, Director of Budget, Management & Finance and the Purchasing Director.

(4-0) Legislator DeBenedetti absent.

4. Item Page -2003 (Comm. 8E-22)

COUNTY EXECUTIVE

WHEREAS, the County Clerk Auto Bureau, as part of its duties, conducts transactions for customers which occasionally require making change for cash paid over by the customers, and

WHEREAS, the amount of funds that is available for change at the Buffalo Branch of the Auto Bureau, currently \$1,900, is set by legislative resolution, and

WHEREAS, due to an expansion in the number of customer service work stations, the County Clerk has requested that the change fund be increased,

NOW, THEREFORE, BE IT

RESOLVED, that the change fund for the Buffalo Branch of the Erie County Auto Bureau is hereby set at \$2,500, effective immediately, and be it further

RESOLVED, that certified copies of this resolution be sent to the County Executive, the County Clerk, the County Comptroller, and the Director of Budget, Management and Finance. (4-0) Legislator DeBenedetti absent.

5. Item Page -2003 (Comm. 9E-67)

COUNTY EXECUTIVE

WHEREAS, the District Attorney through the Multi-Jurisdictional Program Grant provides needed services to the residents of Erie County, and

WHEREAS, the Erie County Legislature has already approved the District Attorney's Grant Budgets in Book B for 2002, and

WHEREAS, all grant accounts need to be closed out on the Erie County's general ledger,

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby provide authorization to reallocate funds within the Multi-Jurisdictional Program Grant to properly close out the grant as of March 31, 2003, to be adjusted as follows:

MULTI-JURISDICTIONAL PROGRAM GRANT – Project #619
April 1, 2002 – March 31, 2003

<u>Revenue</u>	<u>ORIGINAL</u>	<u>CHANGE</u>	<u>FINAL</u>
Acct. 627 State Aid	\$ 256,071	\$ - 0 -	\$ 256,071
Acct. 686 1400 Interfund DA	69,942	- 0 -	69,942
Total Revenue	<u>\$ 326,013</u>	<u>\$ - 0 -</u>	<u>\$ 326,013</u>

<u>Appropriation</u>	<u>ORIGINAL</u>	<u>CHANGE</u>	<u>FINAL</u>
Acct. 800 Personal Services	\$ 262,639	\$ (12,625)	250,014
Acct. 801 Overtime	- 0 -	260	260
Acct. 803 M/C Salary Adj.	(11,388)	- 0 -	(11,388)
Acct. 805 Fringe Benefits	52,762	12,365	65,127
Acct. 810 Office Supplies	2,000	- 0 -	2,000
Acct. 821 Dues & Fees	13,000	- 0 -	13,000
Acct. 825 Out of Area Travel	2,000	- 0 -	2,000
Acct. 826 Other Expenses	5,000	- 0 -	5,000
Total Appropriations	<u>\$ 326,013</u>	<u>\$ - 0 -</u>	<u>\$ 326,013</u>

and be it further

RESOLVED, that certified copies of this resolution be forwarded to the Erie County District Attorney, the Erie County Comptroller and the Director of Budget, Management and Finance.
(4-0) Legislator DeBenedetti absent.

STEVEN P. McCARVILLE
CHAIRMAN