

Goal Management: View Goal Plan

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Development Authority of North Country
 Time Frame: 4/1/2020 to 3/31/2021

FY 2021
 Status: **Pending Review**
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Goal Plan

Organization	Development Authority of North Country
Period	FY 2021
Time Frame	4/1/2020 to 3/31/2021
Status	Pending Review
Submitted By	Jan Oatman
Date Submitted	1/13/2020

Goal Summary

Projected Total Agency Budget	\$26,534,194
Projected Exempt Contracts and Expenditures	\$18,679,302
Projected Excluded Contracts and Expenditures	\$3,470,750
Available Budget for Goals	\$4,384,142
Total Goal	30.00%

Exemptions

Debt Service	\$721,047	Interest on debt
Intergovernmental Charges	\$125,050	Division of Treasury-Administrative Assessment
Intergovernmental Charges	\$630,000	Recycling rebates/incentives to Jefferson, Lewis and St. Lawrence Counties to offset costs of single stream recycling initiatives and assist with capital costs incurred for recycling equipment
Intergovernmental Charges	\$9,000	Sponsorship costs of local government conferences and expos
Intergovernmental Charges	\$700	Town of Cape Vincent reserves
Intergovernmental Charges	\$9,000	Town of Champion-right of way mowing along regional pipeline
Miscellaneous/Other	\$474,100	Insurance premiums less broker fees for Liability and Automobile insurance
OGS Centralized Services & Space Chargebacks	\$46,000	Automobile and equipment tire purchases off state contract (Goodyear). No MWBE resellers of Goodyear in the region
OGS Centralized Services & Space Chargebacks	\$258,000	Bulk gasoline and diesel fuel deliveries purchased off state contract-no MWBE fuel delivery companies in region
OGS Centralized Services & Space Chargebacks	\$74,700	IT commodity purchases off state contract including computers and peripherals-no subcontracting opportunities
OGS Centralized Services & Space Chargebacks	\$163,070	OGS leased office space in Dulles State Office Building, Watertown, NY
OGS Centralized Services & Space Chargebacks	\$29,000	Propane fuel deliveries off state contract-no MWBE propane fuel delivery companies in region
OGS Centralized Services & Space Chargebacks	\$91,250	Wright Express Fuel Credit Card program for the purchase of fuel, oil changes and other minor vehicle maintenance
Postage	\$8,500	Postage and shipping expenses-Pitney Bowes, Neopost, UPS, USPS, Federal Express
Sole Source Contracts	\$10,000	Maintenance & Repair contract and annual NYS calibration for certified truck scales -Scale Service & Supply
Sole Source Contracts	\$40,000	Maintenance and Repair Contracts / OEM parts for heavy equipment -Deere and Company, Milton Cat, Bobcat
Sole Source Contracts	\$389,144	Proprietary Maintenance Contracts for existing Telecommunications specialized equipment-Infinera Corp, Nortel, DPS Telecom, Cisco, Dell, Oracle, EXFO, Fluke Networks, UTC Associates
Sole Source Contracts	\$279,589	Proprietary software/computer technical support maintenance, licensing and software update expenses for current software programs used in Authority Divisions/Operations-Solarwinds, IV4, Enghouse Networks, NexGen, Knowbe4, Docusign, Pipelogix, Paradigm Software, SVA Consulting, Fraxion Spend Mgmt-

		eRequester, Zoho Corp, Bamboo HR, Portfol Software, RTB-OnBase, Scadatek, Win-911 Software, VHB Engineering, Waypoint Technology Group, Evo Studios.
Staff Expenses	\$11,020	125 Fees, 105 Fees, Cobra administration-Benefit Services Group
Staff Expenses	\$3,967	Disability insurance-First Unum
Staff Expenses	\$12,125	Dues, Memberships, Subscriptions to Job Related Professional Organizations/Publications-NYS Assn for Reduction, Reuse & Recycling, Rural Water Assn, Jefferson County Highway Assn, Fort Drum Regional Liaison Org, North Country Alliance Local Development Corp, NYS Economic Dev., Points North Housing Coalition, NYS Rural Housing Coalition, North Country Human Resources, Society for Human Resources, NYS Dept of Ag & Markets, NYS Assn of Solid Waste Mgmt, Solid Waste Assn of North America, Greater Watertown Chamber of Commerce, St. Lawrence County Chamber of Commerce, Lewis County Chamber of Commerce
Staff Expenses	\$943,311	Employee and Retiree health insurance premiums and prescription coverage premiums-Excellus Health Plan, Simply Prescriptions
Staff Expenses	\$15,375	Employee physicals, drug screening, on the job injuries-Occupational Medicine
Staff Expenses	\$7,080,693	Employee Wages-\$6,568,644 FICA- \$502,049 Unemployment- \$10,000
Staff Expenses	\$898,305	NYS Pension expense for employees -NYSERS
Staff Expenses	\$10,570	Parking space rental (American Legion) for employees working at the Dulles State Office Building, parking space rental for employees in the Dulles State Office Building garage, employee ID cards and other misc employee expenses
Staff Expenses	\$59,500	Staff Training & Development-Safety training, defensive driving, computer training, leadership training, professional conferences and seminars
Staff Expenses	\$49,000	Third Party Temporary Staffing/Labor-Cortech
Staff Expenses	\$230,773	Workers Compensation Insurance-The State Insurance Fund/Lovell
Taxes, Fines, Fees & Assessment	\$1,200	Credit card processing fees
Taxes, Fines, Fees & Assessment	\$10,100	Filing fees-Telecom mandatory local number portability filing fees
Taxes, Fines, Fees & Assessment	\$894,027	Host Community Benefits-Contractual obligation paid to the Town of Rodman and Watertown City School District
Taxes, Fines, Fees & Assessment	\$1,300,000	NYS DOT Right of Way Fee -Telecommunications-Fiber cable
Taxes, Fines, Fees & Assessment	\$11,000	Regulatory permit fees-SPDES, Bulk Petroleum Storage, 364 Permit, Title V, building permit fees
Taxes, Fines, Fees & Assessment	\$47,257	Trustee Fees-Comerica
Taxes, Fines, Fees & Assessment	\$7,500	Trustee Fees-The Bank of New York
Telephones	\$78,420	Landline and Cell phone expenses-Verizon, Frontier, TDS Telecom, Creg Systems, Paetec, Verizon Wireless
Travel Reimbursements	\$103,137	Employee and Board of Directors Travel Reimbursements for mileage, meals, lodging, and other relevant reimbursable expenses
Tuition Reimbursements	\$3,000	Employee tuition reimbursement-continuing education
Utilities	\$183,348	Co-location expense-Telecommunications-Frontier Citizens Comm of NY, Wholesale Carrier Services, Windstream, Level 3 Communications, TVC Albany, Windstream KDL, Cable Communications of Willsboro
Utilities	\$24,696	Conduit lease-Telecommunications-Niagara Mohawk, Verizon
Utilities	\$13,480	Internet services-Time Warner Cable Road Runner, Westelcom
Utilities	\$156,000	Natural Gas and Electricity-National Grid
Utilities	\$627,152	Offnet Circuit Lease-Telecommunications-Primelink, SLIC Networks, Cable Communications of Willsboro, Cogent Communications, Crown Point Network Technologies, Fibertech Holdings, Mohawk Networks, Northland Networks, Syracuse Metronet, Time Warner Cable, NYSERNET,.org Westelcom, Windstream KDL
Utilities	\$329,979	Pole Attachment Fees-Telecommunications-Chazy Westport Communications, TDS Edwards Telephone Co, Township Telephone Co, Frontier Communications, NYSEG, Niagara Mohawk, Verizon
Utilities	\$1,370,276	Sewage Treatment and leachate disposal-City of Watertown
Utilities	\$80,000	Underground locating services-Premier Utility Locating, Dig Safely
Utilities	\$765,941	Water Treatment and Municipal Water purchases-City of Watertown, T of Cape Vincent, V of Cape Vincent
Total Exemptions:	\$18,679,302	

Exclusions

Business Services (e.g. copying, advertising,	\$86,250	Local Multi Media for advertising, includes local newspapers, television stations,
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secretarial, janitorial)		radio, websites used for the Authority's recycling public education campaign, sponsored household hazardous waste collection events and other Authority advertising needs
Services	\$25,000	Agricultural Plastics Recycling. Costs associated with the Authority's Ag Plastics recycling program. Specialized piece of equipment. No MWBE subcontracting opportunities
Services	\$120,000	E-waste recycling and CRT disposal costs. Only a few NYS licensed, permitted e-waste recycling facilities in New York. Highly regulated. No MWBE subcontracting opportunities.
Services	\$7,500	Hard Cover Book Debinding for recycling hard books. Costs associated with the Authority's hard cover book recycling program. Specialized piece of equipment that requires OEM parts.
Services	\$350,000	Mattress Recycling- costs associated with the Authority's mattress recycling programs in Jefferson, Lewis and St. Lawrence Counties. Triad Recycling is the only NYS licensed mattress recycling center in NYS. No MWBE subcontracting opportunities
Services	\$90,000	Regional Tire Recycling program-costs associated with the recycling of tires in Jefferson, Lewis and St. Lawrence Counties. No MWBE subcontracting opportunities
Services	\$75,000	Residential Household Hazardous Waste Collection events-very limited number of qualified, licensed firms to perform this service due to required special permits, liability, insurance, licenses. Highly regulated. No MWBE subcontracting opportunities
Special Trade Contractors (e.g. plumbing, heating, surveying)	\$205,000	Emergency Restoration and Maintenance of Telecommunications Network. This contract was bid out and MWBE's were solicited. No MWBEs responded to the bid. The contract is predominantly specialized labor for emergency restoration and maintenance of a telecommunications network in the North Country and requires appropriate telecommunications personnel and equipment and the construction must conform to utility, municipality, highway department, public works, NESC, OSHA and DANC codes and specifications. Response time is critical and the contract requires a physical presence in the region, therefore these jobs do not lend themselves to subcontracting opportunities.
Special Trade Contractors (e.g. plumbing, heating, surveying)	\$300,000	Telecommunications small builds-This contract was bid out and MWBEs were solicited. No MWBEs responded to the bid. The contract is predominantly for specialized labor to provide interconnections throughout the Authority's telecommunications network to local municipalities and businesses. Individually, the projects are small but were formally bid in aggregate to obtain fixed pricing to keep costs down for the local municipalities and businesses. the labor is specialized and requires knowledge and experience with telecommunications regulations and protocol. Larger individual projects are bid separately and are not included under this contract. Due to the geographical location and uniqueness of the industry, there are not subcontracting opportunities.
Wholesale/Retail Goods (e.g. hospital supplies, office products, equipment)	\$97,000	Bulk delivery of sodium hypochlorite. -Slack Chemical. This was bid out and only 1 bid was received. This material is delivered in bulk to the Warneck pump station in Watertown for disinfection in the wastewater treatment process. Proximity to the area for delivery purposes is the limiting factor for other vendor participation in supplying this chemical. The handling and transportation of this chemical is regulated, so there are no MWBE subcontracting opportunities.
Wholesale/Retail Goods (e.g. hospital supplies, office products, equipment)	\$1,115,000	Specialized equipment (Solid Waste Management Facility) Wheel loader, hydraulic excavator, main snow blower, Cyncom camera, RC slope mower. Commodity purchases-no subcontracting opportunities.
Wholesale/Retail Goods (e.g. hospital supplies, office products, equipment)	\$1,000,000	Specialized equipment-Telecommunications. Standardized telecommunications DMDW equipment-must be able to communicate with existing equipment (Infinera)
Total Exclusions:	\$3,470,750	

Goal Details

Category	Goal Type	Projected Prime %	Projected Sub %	Projected Total %	Category Amount (\$) (must sum to Available Budget for Goals amount)
C: Commodities	MBE	9.00%	0.00%	9.00%	\$900,050
	WBE	18.00%	3.00%	21.00%	
CC: Construction Consultants	MBE	0.00%	9.00%	9.00%	\$2,923,685
	WBE	5.00%	16.00%	21.00%	
CN: Construction	MBE	0.00%	0.00%	0.00%	\$0
	WBE	0.00%	0.00%	0.00%	
SC: Services/Consultants	MBE	1.00%	8.00%	9.00%	\$560,408
	WBE	9.00%	12.00%	21.00%	

Total	MBE	1.98%	7.02%	9.00%	\$4,384,143
	WBE	8.18%	12.82%	21.00%	

Goal Plan Documents

Agency Overview	  (PDF, 85.52 KB)	Agency Overview.pdf Filename: Agency_Overview_20200113120204_8313.pdf Agency overview
Description of Procurement Strategy	  (PDF, 4.51 KB)	V. New Initiatives.pdf Filename: V._New_Initiatives_20200113120618_0031.pdf new initiatives
Boilerplate Language	  (PDF, 0.96 MB)	09.2 TEMPLATE IFB FOR COMMODITIES Last Revision 3-1-2019 Next Revision.pdf Filename: 09.2_TEMPLATE_IFB_FOR_COMMODITIES_Last_Revision_3-1-2019_Next_Revision_20200108091657_7109.pdf TEMPLATE IFB FOR COMMODITIES
	  (PDF, 1.23 MB)	09.2.1 TEMPLATE IFB FOR CONSTRUCTION Last Revision 5-16-2019 Next Revision.pdf Filename: 09.2.1_TEMPLATE_IFB_FOR_CONSTRUCTION_Last_Revision_5-16-2019_Next_Revision_20200108091743_4421.pdf TEMPLATE IFB FOR CONSTRUCTION
	  (PDF, 740.95 KB)	10.02 TEMPLATE RFP Last Revision 3-1-2019 Next Revision.pdf Filename: 10.02_TEMPLATE_RFP_Last_Revision_3-1-2019_Next_Revision_20200108091807_5950.pdf TEMPLATE RFP
	  (PDF, 290.29 KB)	APPENDIX A-STANDARD TERMS CONDITIONS MANDATORY CLAUSES Last Revision 5-22-2019 Next Revision.pdf Filename: APPENDIX_A-STANDARD_TERMS_CONDITIONS_MANDATORY_CLAUSES_Last_Revision_5-22-2019_Next_Revision_20200108091907_9618.pdf STANDARD TERMS, CONDITIONS AND MANDATORY CLAUSES
Agency M/WBE Operations / Organizational Chart	  (PDF, 314.27 KB)	II. Program Changes.pdf Filename: II._Program_Changes_20200113120340_8167.pdf Program changeas
	  (PDF, 15.77 KB)	Organizational Chart December 2019.pdf Filename: Organizational_Chart_December_2019_20200113120416_8986.pdf Organizational chart
Outreach Efforts	  (PDF, 105.39 KB)	III. Agency Specific Program Accomplishments.pdf Filename: III._Agency_Specific_Program_Accomplishments_20200113120508_5505.pdf Agency specific program accomplishments
Standardized Forms	  (PDF, 18.70 KB)	Standardized Forms.pdf Filename: Standardized_Forms_20200113120230_0508.pdf
Additional Documents	  (PDF, 211.06 KB)	I. MBE and WBE Goals.pdf Filename: I._MBE_and_WBE_Goals_20200113120648_8977.pdf MBE and WBE goals
	  (PDF, 4.19 KB)	IV. Upcoming Conferences Workshops and-or seminars.pdf Filename: IV._Upcoming_Conferences_Workshops_and-or_seminars_20200113120541_2616.pdf upcoming conferences

Additional Information

Notes

Customer Support

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