

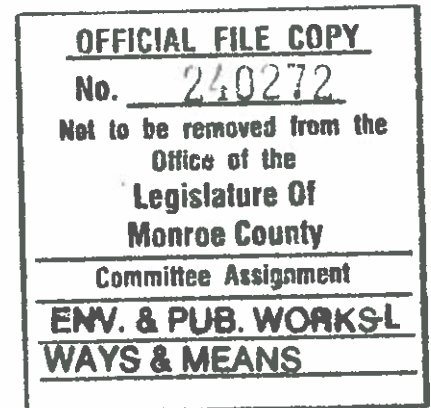


Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

August 9, 2024



To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with ICC Community Development Solutions, LLC for a NYS Uniform Code Enforcement Software Solution

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with ICC Community Development Solutions, LLC for a NYS Uniform Code Enforcement Software Solution in the amount of \$64,645 for the period of July 1, 2024 through December 31, 2025, with the option to renew for three (3) additional one year terms, with each additional term in an annual amount not to exceed \$25,000.

ICC Community Development Solutions, LLC will provide a software solution to the Department of Environmental Services ("DES") for the administration of the NYS Uniform Code in accordance with Local Law No. 1 of 2024, as adopted by Your Honorable Body. The New York State Department of State has specific and rigid record keeping, program review, and reporting requirements that will be effectively maintained with this software solution. The software will allow DES's Code Enforcement Officers to issue, monitor, and archive documents such as building permits, operating permits, annual inspections, and condition assessments.

A request for proposals was issued for this contract and ICC Community Development Solutions, LLC was selected as the most qualified to provide this service.

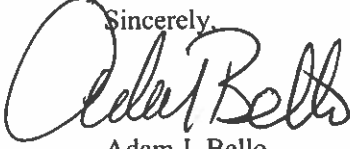
The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract, and any amendments thereto, with ICC Community Development Solutions, LLC, 781 Elmgrove Road, Rochester, New York 14624, for a NYS Uniform Code Enforcement Software Solution in the amount of \$64,645 for the period of July 1, 2024 through December 31, 2025, with the option to renew for three (3) additional one-year terms, with each additional term in an annual amount not to exceed \$25,000.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(25) ("official acts of a ministerial nature involving no exercise of discretion, including building permits and historic preservation permits where issuance is predicated solely on the applicant's compliance or noncompliance with the relevant local building or preservation code(s)") and (26) ("routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment") and is not subject to further review under the State Environmental Quality Review Act.

Funding for this contract is included in the 2024 operating budget of the Department of Environmental Services, general fund 9001, funds center 8301010000, Engineering Administration.

The records in the Office of the Monroe County Treasury have indicated that neither ICC Community Development Solutions, LLC, nor its principal officer, Daniel S. Foster, General Manager, owe any delinquent Monroe County Property taxes.

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,

Adam J. Bello
Monroe County Executive

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