



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

December 6, 2024

OFFICIAL FILE COPY	
No.	<u>240444</u>
Not to be removed from the Office of the Legislature Of Monroe County	
Committee Assignment	
HUMAN SERVICES	-L
WAYS & MEANS	

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

Subject: Authorize a Contract with Nelson Engineering, PLLC to Provide Professional Sanitation Consultant Services for the Monroe County Department of Public Health

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with Nelson Engineering, PLLC in an amount not to exceed \$35,776 to provide professional sanitation consultant services for the Monroe County Department of Public Health for the period of January 1, 2025 through December 31, 2025, with the option to renew for two (2) additional one-year terms in an amount not to exceed \$35,776 per year.

This vendor will provide sanitation plan engineering review and approval services including, but not limited to, plan design review and approval; calculations; pump sizing review; review and issuance of completed works and technical consultation work for the Monroe County Department of Public Health.

A Request for Proposals was issued for this contract and Nelson Engineering, PLLC 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 Nelson Engineering, PLLC, 21 Meadowlark Drive, Fairport, New York 14450, to provide professional sanitation consultant services for the Monroe County Department of Public Health in an amount not to exceed \$35,776 for the period of January 1, 2025 through December 31, 2025, with the option to renew for two (2) additional one-year terms in an amount not to exceed \$35,776 per year.

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 proposed 2025 operating budget of the Department of Public Health, general fund 9001, funds center 5806020000, Environmental Health Engineering, and will be requested in future years' budgets. No additional net County support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated that neither Nelson Engineering, PLLC, nor its principal officer, Gregory M. Nelson, P.E., Owner, 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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