

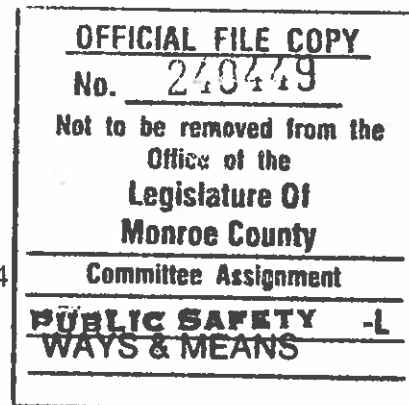


Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

December 6, 2024



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

Subject: Authorize a Contract with Ron Smith & Associates, Inc. for Fingerprinting Accreditation

Honorable Legislators:

This matter is being referred to Your Honorable Body at the request of Sheriff Todd K. Baxter.

I recommend that Your Honorable Body authorize a contract with Ron Smith & Associates, Inc. for fingerprinting accreditation in an amount not to exceed \$180,000 for the period of January 15, 2025 through January 14, 2028.

Under this agreement, Ron Smith & Associates, Inc. will assist the Monroe County Sheriff's Office ("MCSO") to achieve fingerprinting accreditation over the next three years by establishing policies, procedures, and processes that need to be developed and/or reviewed (e.g. quality and training manuals, document control processes, and laboratory information management systems), oversee training programs and records, provide accredited proficiency testing, and provide overall guidance as needed with services both on-site and off-site with a terminal goal of getting MCSO accredited by September 2026. This agreement will satisfy the requirement under New York State Law that police agencies which examine and analyze fingerprints become accredited no later than September 1, 2026.

A Request for Proposals was issued for these services, with Ron Smith & Associates, Inc. selected as the most qualified for this project.

The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract, and any amendments thereto, with Ron Smith & Associates, Inc., 9335 Hwy 19 North, Collinsville, Mississippi 39325, for fingerprinting accreditation in an amount not to exceed \$180,000 for the period of January 15, 2025 through January 14, 2028.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(26) (“routine or continuing agency administration and management, not included 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 Office of the Sheriff, trust fund 9620, Jail Commissary. 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 Ron Smith & Associates, Inc., nor any of its principal officers, owe any delinquent Monroe County property taxes. The principal officers of the firm are:

Jon S. Byrd, Chief Executive Officer
Heather McNeil, Board President
Christopher Ryan Smith, Board Vice President
Matt Smith, Board Secretary & Treasurer

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