



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

March 7, 2025

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No.	250067
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: Amend Resolution 364 of 2023 to Increase and Extend the Contract with Vargas Associates, Inc. for Professional Design Services for the Department of Human Services Space Utilization Project

Honorable Legislators:

I recommend that Your Honorable Body amend Resolution 364 of 2023 to increase the contract with Vargas Associates, Inc. ("Vargas") from the amount of \$112,050 to the amount of \$132,050 for professional design services for the Department of Human Services Space Utilization Project, and to extend the time period through December 31, 2025, with the option to renew for one (1) year, at no additional cost.

The original contract term was until December 31, 2024, with the intent that decisions on the relocation, consolidation, distribution and allocation of space for Department of Human Services ("DHS") and other constituent-based services would be completed. However, the size and complexity of DHS, combined with the limited availability of suitable space, has caused this project to extend past the original contract term. The recommended increase accounts for the review and assessment of potential commercial space.

The specific legislative action required is to amend Resolution 364 of 2023 to increase the contract with Vargas Associates, Inc. from the amount of \$112,050 to the amount of \$132,050 for professional design services for the Department of Human Services Space Utilization Project, and to extend the contract through December 31, 2025, with the option to renew for one (1) year, at no additional cost.

This action is a Type II Action pursuant to 6 NYCRR § 617.5(c)(27) ("conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action") and is not subject to further review under the State Environmental Quality Review Act.

Funding for this contract is included in the 2025 operating budget of the Department of Human Services, general fund 9001, funds center 5101010000 Central Administration. 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 Vargas Associates, Inc., nor any of its principal officers, owe any delinquent Monroe County property taxes. The principal officers of the firm are:

Christine M. Vargas, President
Fina Santiago, Vice President

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

AJB:db