



Office of the County Executive

MONROE COUNTY, NEW YORK

Cheryl Dinolfo
County Executive

January 6, 2017

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No. <u>170004</u>
Not to be removed from the Office of the Legislature Of Monroe County
Committee Assignment
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WAYS & MEANS

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

Subject: Authorize a Contract with Dossier Systems, Inc. for a Fleet and Equipment Maintenance Management Software Solution

Honorable Legislators:

This matter is being referred to Your Honorable Body at the request of Sheriff Patrick M. O'Flynn.

I recommend that Your Honorable Body authorize a contract with Dossier Systems, Inc., for a Fleet and Equipment Maintenance Management Software Solution, in the amount of \$63,568, for the period of February 1, 2017 through January 31, 2020, with the option to renew for two (2) additional one-year terms, with each additional term in an annual amount not to exceed \$20,000.

Dossier Systems, Inc. will provide a joint software solution to the Sheriff's Office and the Department of Environmental Services for a countywide fleet management system to include repair work orders, automating preventive maintenance, labor management, parts and inventory management, fuel transactions, and interface with current SAP accounting systems.

A request for proposals was issued for this contract and Dossier Systems, Inc. was selected as the most qualified to provide this service.

The specific legislative action required is to authorize the County Executive, or her designee, to execute a contract, and any amendments thereto, with Dossier Systems, Inc., 6 Terri Lane, Suite 700, Burlington, New Jersey 08016, for a Fleet and Equipment Maintenance Management Software Solution, in the amount of \$63,568, for the period of February 1, 2017 through January 31, 2020, with the option to renew for two (2) additional one-year terms, with each additional term in an annual amount not to exceed \$20,000.

Environmental assessments were completed for this action and it was determined that there would be no significant effect on the environment.

Funding for this contract is included in the 2017 operating budget of the Sheriff's Office, general fund 9001, funds center 3806020000, Information Services, and the 2017 operating budget of the Department of Environmental Services, internal services fund 9020, funds center 8675010000, Fleet Maintenance. 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 Dossier Systems, Inc., nor any of its principal officers, owe any delinquent Monroe County Property taxes. The principal officers of the firm are:

Jack Boetefuer, Chief Executive Officer
Robert Hausler, Vice President of Marketing and Technology

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

Sincerely,


Cheryl Dinolfo
Monroe County Executive

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