



**PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021**

**NOTABLE ACCOMPLISHMENTS / EVENTS**

- Implemented automatic email notification, through PeopleSoft, to Vendors with expiring Insurance Certificates. Accomplished with IT Department using in-house custom configuration of unused data fields. Achieving a 50% response rate within the first 30 days. This process significantly reduces the time spent on manual follow-up with Vendors regarding their insurance.
- Continued distribution of PPE supplies to county departments on a bi-weekly basis
- Issued 98 Procurement Cards and processed Budget Transfers for the 2021 Budget year
- Conducted Contract Administration Training for 65 County employees
- Awarded 12 Sole Source Notices to County Non-Profit Agencies for Service Contracts
- Achieved \$21,000 in cost savings on the purchase of Dell Servers through a State Contract Mini-bid process
- Purchase Orders valued at \$48,335 issued to Rockland County Small Local Business Enterprises

**REQUISITIONS RECEIVED AND PURCHASE ORDERS PROCESSED**

| <b>REQUISITIONS APPROVED &amp; RECEIVED</b> | <b>PURCHASE ORDERS &amp; SERVICE CONTRACTS ISSUED</b> | <b>PURCHASE ORDER &amp; SERVICE CONTRACT DOLLAR VALUE</b> |
|---|---|---|
| <b>218</b>                                  | <b>619</b>  | <b>\$18,985,412</b>                                       |
| YTD :<br>218                                | YTD :<br>619  | YTD :<br>\$18,985,412                                     |

**PROCUREMENT CARD TRANSACTIONS**

| <b>TOTAL PCARD TRANSACTIONS</b> | <b>PCARD DOLLAR VALUE</b> |
|---------------------------------|---------------------------|
| <b>165</b>                      | <b>\$22,886</b>           |
| YTD:<br>165                     | YTD:<br>\$22,886          |



## PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021

### BIDS ISSUED

| BID NUMBER      | DESCRIPTION   | BUYER | ISSUED DATE |
|-----------------|---|-------|-------------|
| RFB-RC-2021-010 | Auto-Genuine (OEM) P&L for Autos & Trucks                           | RR    | 1/6/2021    |
| RFB-RC-2021-002 | Medical Laboratory Testing  | SS    | 1/6/2021    |
| RFB-RC-2021-014 | Dewatering Container Rental, Hauling & Disposal of Sewer Grit       | AMC   | 1/21/21     |
| RFB-RC-2021-011 | Microfilm-35MM RFL & 16MM-Offsite Microfilming for Archival Records | RR    | 1/22/2021   |
| RFB-RC-2021-012 | Pump – Replacement Parts for Sewage Pumps Mfg. by Morris            | AMC   | 1/22/2021   |

### RFIS/RFPS ISSUED

| RFI/RFPS NUMBER | DESCRIPTION  | BUYER | ISSUED DATE |
|-----------------|--|-------|-------------|
| RFP-RC-2021-004 | In-Service, Specialized Training Coordinator-RC Police & Public Safety Academy | RR    | 1/13/21     |

### QUOTES ISSUED

| QUOTE NUMBER    | DESCRIPTION                                       | BUYER | ISSUED DATE |
|-----------------|---|-------|-------------|
| RFQ-RC-2021-001 | Paint, Rustoleum                                  | RP    | 1/11/2021   |
| RFQ-RC-2021-002 | Disposal of Radioactive Material                  | RR    | 1/15/2021   |
| RFQ-RC-2021-003 | Traffic Cones                                     | RP    | 1/22/2021   |
| RFQ-RC-2021-006 | Mail Check Services Printing And Fulfilment (Boe) | AMC   | 1/26/21     |



**PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021**

**NYS MINI-BID ISSUED**

| <b>QUOTE NUMBER</b> | <b>DESCRIPTION</b>                       | <b>BUYER</b> | <b>ISSUED DATE</b> |
|---------------------|--|--------------|--------------------|
| MB-RFQ-RC-2021-001  | Monitors, Dell                           | KM           | 1/7/2021           |
| MB-RFQ-RC-2021-002  | SW, ForcePoint, 3 year renewal           | KM           | 1/7/2021           |
| MB-RFQ-RC-2021-003  | SW, SolarWinds DameWare Renewal          | KM           | 1/9/2021           |
| MB-RFQ-RC-2021-004  | SW-Itera                                 | KM           | 1/14/2021          |
| MB-RFQ-RC-2021-011  | SW, GovQA Renewal                        | KM           | 1/15/2021          |
| MB-RFQ-RC-2021-006  | SW, RSA Renewal                          | KM           | 1/20/2021          |
| MB-RFQ-RC-2021-007  | SW/HW-Checkpoint Maint.& Support Renewal | KM           | 1/26/2021          |
| MB-RFQ-RC-2021-009  | SW, ManageEngine                         | KM           | 1/28/2021          |

**SOLE SOURCE ISSUED**

| <b>SOLE SOURCE NUMBER</b> | <b>DESCRIPTION</b>  | <b>BUYER</b> | <b>ISSUED DATE</b> |
|---------------------------|---|--------------|--------------------|
| SSN-RC-2021-025           | Sole Source Award-to Rockland Farm Alliance for Agricultural Operations and educational programs for Environmental Resources-\$50,000   | SS           | 1/12/2021          |
| SSN-RC-2021-026           | Proposed Sole Source Award to Keep Rockland Beautiful Inc to provide fall waterways and great American cleanup campaign and Environmental Education Programs for Youth for the Department of Environmental Resources-\$52,000 | SS           | 1/14/21            |
| SSN-RC-2021-027           | Proposed Sole Source Purchase of P/M & Repair of Cornerstone Detention Products Inc. Proprietary Electronic Management Control system at the Rockland County Correctional Center (\$14,320.00)                                | KM           | 1/21/2021          |



## PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021

### BIDS OPENED

| BID NUMBER        | DESCRIPTION  | BUYER | OPENED DATE |
|-------------------|--|-------|-------------|
| RFB-RC-2021-001   | Law Enforcement, EMS, Fire and Emergency Services Equipment and Related Supplies | RR    | 1/14/2021   |
| RFB-RC-2021-003   | Bobcat Equipment-OEM Parts and Labor   | RP    | 1/21/2021   |
| RFB-RC-2021-007   | Automotive (OEM) Parts& Labor for International Trucks including Cummins Parts   | RR    | 1/21/2021   |
| RFB-RC-2021-008   | Conveyor Replacement Parts - Serpentix   | AMC   | 1/21/2021   |
| RFB-RC-2020-018-A | Flashover Simulator - FTC  | RP    | 1/28/2021   |

### QUOTES OPENED

| QUOTE NUMBER      | DESCRIPTION                                       | BUYER | OPENED DATE |
|-------------------|---|-------|-------------|
| RFQ-PRFD-2021-001 | Ice Making Machine-One Half Dice with Bin         | RR    | 1/8/2021    |
| RFQ-RC-2021-001   | Paint, Rustoleum                                  | RP    | 1/14/2021   |
| RFQ-RC-2021-002   | Disposal of Radioactive Material                  | RR    | 1/21/2021   |
| RFQ-RC-2021-003   | Traffic Cones                                     | RP    | 1/28/2021   |
| RFQ-RC-2021-006   | MAIL CHECK SERVICES PRINTING AND FULFILMENT (BOE) | AMC   | 1/29/2021   |

### NYS MINI-BID OPENED

| QUOTE NUMBER       | DESCRIPTION                     | BUYER | OPENED DATE |
|--------------------|---------------------------------|-------|-------------|
| MB-RFQ-RC-2021-001 | Monitors, Dell                  | KM    | 1/14/2021   |
| MB-RFQ-RC-2021-002 | SW, ForcePoint, 3 year renewal  | KM    | 1/14/2021   |
| MB-RFQ-RC-2021-003 | SW, SolarWinds DameWare Renewal | KM    | 1/19/2021   |
| MB-RFQ-RC-2021-004 | SW-Itera                        | KM    | 1/21/2021   |
| MB-RFQ-RC-2021-011 | SW, GovQA Renewal               | KM    | 1/22/2021   |
| MB-RFQ-RC-2021-006 | SW, RSA Renewal                 | KM    | 1/30/2021   |



## PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021

### SOLE SOURCE OPENED

| SOLE SOURCE NUMBER | DESCRIPTION  | BUYER | OPENED DATE |
|--------------------|--|-------|-------------|
| SSN-RC-2021-020    | Circle of Friends of Rockland for Adult Daycare, Cong. Meals and Transportation  | SS    | 1/7/2021    |
| SSN-RC-2021-022    | Center for Safety & Change, Inc, Safe Parents-Safe Kids Services                 | SS    | 1/7/2021    |
| SSN-RC-2021-023    | PROPOSED SOLE SOURCE PURCHASE OF GIT America Inc. Hyundai Motor Group            | SS    | 1/14/2021   |
| SSN-RC-2021-024    | PROPOSED SOLE SOURCE TRADE-IN PURCHASE OF A MAGNET FORENSICS AXIOM SYSTEM AND TR | KM    | 1/14/2021   |
| SSN-RC-2021-025    | Sole Source- Rockland Farm Alliance for Agricultural operations & Education      | SS    | 1/28/2021   |
| SSN-RC-2021-026    | Keep Rockland Beautiful Inc, to Provide Waterways, & Great American Cleanup      | SS    | 1/28/2021   |

### BIDS AWARDED

| BID NUMBER      | DESCRIPTION   | BUYER | AWARDED DATE        |
|-----------------|---|-------|---------------------|
| RFB-RC-2020-116 | Telephone Equipment Analog Digital Centrex ISDN, New and Refurbished                              | KM    | 1/4/2021            |
| RFB-RC-2020-117 | Paper-Multipurpose-Virgin and Recycled-Cooperative Bid  | SS    | 1/5/2021            |
| RFB-RC-2020-119 | PARKING LOT STRIPING  | RP    | 01/06/2021          |
| RFB-RC-2020-092 | Water-Bottle Drinking & Rental of Dispensers  | RR    | 1/7/2021 no award   |
| RFB-RC-2020-110 | Radio Equipment / Emergency Vehicle Accessories, Maint, Repair, Installation &                    | RR    | 1/7/2021            |
| RFB-RC-2020-115 | PAINTING SERVICES   | RP    | 01/08/2021          |
| RFB-RC-2020-018 | Flashover Simulator-FTC   | RP    | 1/7/2021 (no award) |
| RFB-RC-2020-018 | Automobile-Genuine (OEM) Parts and Labor for Automobiles and Trucks                               | RR    | 1/15/2021           |
| RFB-RC-2020-121 | HW, Network Security Appliances, Service & Accessories, As Specified Checkpoint or approved equal | KM    | 1/19/2021           |
| RFB-RC-2020-018 | Flashover Simulator-FTC   | RP    | 1/7/2021 (no award) |
| RFB-RC-2020-120 | Hardware, Tablet, Microsoft Surface Pro 7 and Accessories or as spec                              | KM    | 1/28/2021           |
| RFB-RC-2021-003 | BOBCAT PARTS AND LABOR  | RP    | 01/28/2021          |



## PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021

### RFPS/RFI'S AWARDED

| <b>RFP NUMBER</b> | <b>DESCRIPTION</b>   | <b>BUYER</b> | <b>AWARDED DATE</b> |
|-------------------|--|--------------|---------------------|
| RFI-RC-2021-001   | Child Advocate Center Coordinator                            | SS           | 1/13/21             |
| RFP-RC-2020-038   | Basic School Coordinator-R.C. Police & Public Safety Academy | RR           | 1/19/21             |

### QUOTES AWARDED

| <b>QUOTE NUMBER</b> | <b>DESCRIPTION</b>             | <b>BUYER</b> | <b>AWARDED DATE</b> |
|---------------------|--------------------------------|--------------|---------------------|
| RFQ-RC-2020-111     | Sundries - Personal Care Items | RR           | 1/15/2021           |
| RFQ-RC-2021-001     | Paint, Rustoleum               | RP           | 1/20/2021           |
| RFQ-RC-2021-003     | Traffic Cones                  | RP           | 1/29/2021           |

### NYS MINI-BID AWARDED

| <b>QUOTE NUMBER</b> | <b>DESCRIPTION</b>  | <b>BUYER</b> | <b>AWARDED DATE</b> |
|---------------------|---|--------------|---------------------|
| MB-RFQ-RC-2021-003  | Software Renewal, Solarwinds-Damesware As Specified IT Distributor Based Contract   | KM           | 1/25/2021           |
| MB-RFQ-RC-2021-002  | Software Renewal and Support for foreappoint Triton Web Security Gateway three years as specified IT distributor based contract | KM           | 1/25/2021           |

**PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021**

**SOLE SOURCE AWARDED**

| SOLE SOURCE NUMBER | DESCRIPTION   | BUYER | AWARDED DATE      |
|--------------------|---|-------|-------------------|
| SSN-RC-2021-018    | Proposed Sole Source Award to Meals on Wheels programs & Services Inc for the provision of Home Delivered Meals   | SS    | 1/8/21 – no award |
| SSN-RC-2021-012    | Sole Source for Big Brother/Big Sisters for Mentoring Program for Youth   | SS    | 1/8/21            |
| SSN-RC-2021-014    | Proposed Sole Source Award to VCS Inc. for Counseling & Family Services   | SS    | 1/8/21            |
| SSN-RC-2021-015    | Sole Source for Camp Venture Inc, to provide Just a Buck Employment   | SS    | 1/8/21            |
| SSN-RC-2021-013    | Proposed Sole Source Award notice to Camp Venture to Provide a Summer Camp Program for Child with & without disabilities  | SS    | 1/8/21            |
| SSN-RC-2021-021    | RODA for a Senior Center, Congregate Meals,& Transportation   | SS    | 1/8/21            |
| SSN-RC-2021-019    | Meals on Wheels for the Operation of Five Senior Centers, Meals & Transportation  | SS    | 1/8/21            |
| SSN-RC-2021-020    | Proposed Sole Source Award to Circle of Friends of Rockland for Social Adult Day Care, Congregate Meals & Transportation for the Office of the Aging  | SS    | 1/14/21           |
| SSN-RC-2021-022    | Proposed Sole Source Award to Center for Safety & Change Inc to provide Safe Parents-Safe Kids services in Rockland County for DSS  | SS    | 1/14/21           |
| SSN-RC-2021-016    | Proposed Sole Source Award to Rockland Opportunity Development Association for a Senior Center, Congregate Meals and Transportation   | RA    | 1/19/21           |
| SSN-RC-2021-017    | Proposed Sole Source Award to Centro De Amigos for Social Adult Day Care, Congregate Meals, and Transportation in the Estimated Amount up to \$60,000 4/1/20-3/31/22                                    | RA    | 1/19/21           |
| SSN-RC-2021-023    | Proposed Sole Source Purchase of GIT America Inc; Hyundai Motor Group, Automotive Service Solutions Event Data Retrieve Product Line Including Event Data Recorder and Software through Git America Inc | KM    | 1/25/21           |
| SSN-RC-2021-024    | Proposed Sole Source Trade-In purchase of a Magnet Forensics Axiom System and Training Subscription   | KM    | 1/25/21           |



**PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021**

**QUOTES/PRICE AGREEMENTS/BIDS/RFPS EXTENDED**

| <b>CONTRACT NUMBER</b> | <b>DESCRIPTION</b>  | <b>BUYER</b> | <b>DATE EXTENDED</b> |
|------------------------|---|--------------|----------------------|
| Contract 038           | Remote Cart Services  | MP           | 1/5/21               |
| RFB-RC-2020-066        | Masks – 3 Ply Ear Loop – Latex Free                                       | AMC          | 1/5/21               |
| RFB-RC-2017-116        | Moving Services   | MP           | 1/5/21               |
| RFB-RC-2018-094        | Water-Bottled Water and Rental of Dispensers                              | RR           | 1/12/21              |
| RFB-RC-2019-009        | Polymer For Centrifuges   | AMC          | 1/21/21              |
| RFB-RC-2019-008        | Chemical-Sodium Bisulfite 38%   | AMC          | 1/21/21              |
| RFB-RC-2020-015        | Struvite Control – Non-Hazardous Mineral Prevention and Removal Additives | AMC          | 1/21/21              |
| RFQ-RC-2020-019        | Flowmeter Inspection and Calibration Services                             | AMC          | 1/21/21              |

**DCE100- CONTRACTS REQUESTED BY PURCHASING DIVISION**

| <b>CONTRACT NUMBER</b> | <b>DESCRIPTION</b>             | <b>BUYER</b> | <b>DATE SENT</b> |
|------------------------|--------------------------------|--------------|------------------|
| RFI-RC-2021-001        | Child Advocate Ctr Coordinator | SS           | 1/13/21          |
| RFP-RC-2020-038        | Basic School Coordinator       | RR           | 1/13/21          |

**DCE200 - CONTRACT EXTENSIONS/AMENDMENTS REQUESTED BY PURCHASING DIVISION**

| <b>CONTRACT NUMBER</b> | <b>DESCRIPTION</b>  | <b>BUYER</b> | <b>DATE SENT</b> |
|------------------------|---|--------------|------------------|
| RFB-RC-2019-065        | Transportation of Pre-School and Early Intervention Children With Special Needs | SS           | 1/13/2021        |
| RFP-R-2017-019F        | Management Training Serv for R.C. Police & Public Safety Academy                | RR           | 1/13/21          |
| RFP-RC-2019-004        | Dropped Shipped home Delivered Refrigerated Meals                               | SS           | 1/27/2021        |





## **PURCHASING DIVISION MONTHLY PERFORMANCE FOR JANUARY 2021**

### **LEGISLATIVE RESOLUTIONS REQUESTED BY PURCHASING DIVISION**

| <b>CONTRACT NUMBER</b> | <b>DESCRIPTION</b>                                    | <b>BUYER</b> | <b>DATE SENT</b> |
|------------------------|---|--------------|------------------|
| RFB-RC-2019-009        | Polymer for Centrifuges                               | AMC          | 1/4/2021         |
| RFB-RC-2017-106        | Motors – Inspection, Overhaul and P&M Repair Services | AMC          | 1/8/2021         |
| RFB-RC-2017-031        | Pumps-Inspection, Overhaul, Rewind & Repair           | AMC          | 1/12/21          |
| RFB-RC-2019-100        | Pumps-Replacement Parts for Cornell Pumps             | AMC          | 1/13/21          |
| RFP-RC-2019-004        | Dropped Shipped home Delivered Refrigerated Meals     | SS           | 1/27/2021        |