

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Contract Authorization for Pre-Paid Postage Grant and Budget Amendment for Board of Elections

Date:	10/25/2022
Submitted By:	Rachel Bledi and Kathleen Donovan
Department:	Board of Elections
Title:	Commissioners of Elections
Phone:	518-487-5070
Department Rep.	
Attending Meeting:	Rachel Bledi and Kathleen Donovan

Purpose of Request:

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☒ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed)

Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe
- ☐ Personnel
- ☒ Personnel Non-Individual
- ☒ Revenue

Increase Account/Line No.:	See attachment
Source of Funds:	See attachments

Title Change:

Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- ☐ Change Order/Contract Amendment
- ☐ Purchase (Equipment/Supplies)
- ☐ Lease (Equipment/Supplies)
- ☐ Requirements
- ☐ Professional Services
- ☐ Education/Training
- ☒ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim

☐ Release of Liability

☐ Other: (state if not listed)

Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

NYS Board of Elections

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee:

65,299.42

Scope of Services:

Reimbursement by the State Board of Elections for
unanticipated costs associated with pre-paid postage for absentee ballots.

Bond Res. No.:

Click or tap here to enter text.

Date of Adoption:

Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service:

Yes ☒ No ☐

If Mandated Cite Authority:

NYS Board of Elections

Is there a Fiscal Impact:

Yes ☒ No ☐

Anticipated in Current Budget:

Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line:

see attachment

Revenue Amount:

Click or tap here to enter text.

Appropriation Account and Line:
Appropriation Amount:

see attachment
Click or tap here to enter text.

Source of Funding – (Percentages)

Federal:

Click or tap here to enter text.

State:

100%

County:

Click or tap here to enter text.

Local:

Click or tap here to enter text.

Term

Term: (Start and end date)

07/01/2022 to 12/31/2022

Length of Contract:

6 months

Impact on Pending Litigation

If yes, explain:

Yes ☐ No ☒

Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number:

Click or tap here to enter text.

Date of Adoption:

Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

Please be advised that the Albany County Board of Elections is seeking approval of a grant with the NYS Board of Elections in the amount of \$65,299.42 to reimburse the county for expenses related to pre-paid postage for absentee ballots envelopes and associated supplies and materials. The grant expires 12/31/2022.