



# County of Albany

112 State Street  
Albany, NY 12207

## Legislation Text

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**File #:** TMP-1842, **Version:** 1

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### REQUEST FOR LEGISLATIVE ACTION

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

Authorization for Early Separation Payout

Date: 8/18/2020  
Submitted By: David Reilly  
Department: Management & Budget  
Title: Deputy Commissioner  
Phone: 447-7034  
Department Rep.  
Attending Meeting: David Reilly/Michael McLaughlin

**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.: Click or tap here to enter text.

Source of Funds: Click or tap here to enter text.

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):

Click or tap here to enter text.

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.

Scope of Services: Click or tap here to enter text.

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: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐

Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.  
Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line: To be determined  
Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.  
State: Click or tap here to enter text.  
County: Click or tap here to enter text.  
Local: 100

Term

Term: (Start and end date) Click or tap here to enter text.  
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation Yes ☐ No ☒  
If yes, explain: 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)

The COVID-19 pandemic has created an uncertain economic environment both globally and locally. One of the strategies developed by the County Executive and the Department of Management and Budget to prepare for the anticipated financial difficulties is to create an Early Separation Payment (ESP) to be offered to full time County Employees, granting a \$15,000 one-time payment to employees who have signed up for the program and leave their position by 12/15/2020. Employees who request inclusion in this program will have their request vetted by their department head as well as the Departments of Management and Budget and Human Resources. If it is determined that the department can do without funding this position in 2021 or giving up a similarly funded position(s) then the applicant will be included and a contract will be signed.

We are requesting authorization to proceed with this program at this time and will come back for a budget amendment to fund the payouts later in the year, once the exact number of accepted applications have been processed. We anticipate this budget amendment will be accomplished through the utilization of underutilized lines from various departments from which the accepted applications come. This authorization request is for an amount not to exceed 50 employees total, for a cost of up to \$750,000. While the total impacts to both 2020 costs as well as 2021 saving will not be known until the positions are approved we estimate that this will save the County at least three million dollars in 2021 between salary and fringe benefits. Should demand for the program exceed this 50 employee threshold and there is a desire to expand the program, we will return to the Legislature for authorization to do so.