CONTRACTS

1) Executed Contract between Barnstable County (Cape Cod Commission) and Coastal Engineering Company in the amount of $24,500.00 for Operation and Maintenance of Ground Pump and Treatment System at the Barnstable County Fire Training Academy, execution from November 3, 2015 – November 2, 2016.

2) Executed Contract between Barnstable County (Cape Cod Commission) and KenMark in the amount of $338.00 for Maintenance on Savin C9120 Copier, execution from November 1, 2015 – October 31, 2016.

3) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and Cleo Bell in the amount of $1,512.00 for Contract work with Grant-funded Out-of-School Nutrition Education Program, execution from October 1, 2015 – December 30, 2015.

4) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and Samantha Peters in the amount of $450 for Contract work with 4H after-school programs, execution from October 26, 2015 – June 30, 2016.

5) Executed Grant Agreement between Barnstable County (Resource Development Office - AmeriCorps) and the Massachusetts Service Alliance in the amount of $4,500.00 for AmeriCorps MLK Day Service 2016 Project, execution from November 1, 2015 – February 29, 2016.

6) Executed 5th Contract Amendment between Barnstable County (Cape Light Compact) and Energy Federation, Inc. in the amount of $12,000.00 for Residential Upstream Energy Efficient Heating / Ventilation and Air Conditioning Services, execution from January 1, 2015 – December 31, 2015.

7) Executed Contract between Barnstable County (Cape Cod Cooperative Extension) and the Town of Orleans in the amount of $7,500.00 for Wildfire Grant Extension for Kent’s Point Conservation Area, execution from September 22, 2014 – June 1, 2016.

8) Executed Contract between Barnstable County (Resource Development Office - AmeriCorps) and South Shore YMCA in the amount of $900.00 for use of facility for AmeriCorps Winter Member Retreat, execution from February 24, 2016 – February 26, 2016.

9) Executed Contract between Barnstable County (Commissioners Office) and the Edward J. Collins, Jr. Center for Public Management in the amount of $5,000.00 for continuing County Administrator Recruitment.

PREPAY REQUESTS
10) Approved the Prepayment Request from Barnstable County (IT Department) in the amount of $4,452.00 to SHI for one year subscription for the County’s Freshdesk / Help Desk Software.

11) Approved the Prepayment Request from Barnstable County (Resource Development Office) in the amount of $700.00 to the Winstead Inn / Braddock, Inc. for facility use for two RDO day meetings/trainings, February 22, 2016 – February 23, 2016.

12) Approved the Prepayment Request from Barnstable County (Finance Department) in the amount of $5,787.33 to Tyler Technologies for Yearly MUNIS Operating System Database Administrative Support contract.

13) Approved the Prepayment Request from Barnstable County (Finance Department) in the amount of $1,413.00 to Travelers to secure Bond Policy #106393148 for Mary McIsaac for the period of October 1, 2015 – October 6, 2015.

14) Approved the Prepayment Request from Barnstable County (Resource Development Office) in the amount of $2,363.90 to G Green Designs for materials for the AmeriCorps Bourne house.

15) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of $338.00 to KenMark Office Systems for the annual maintenance contract for Savin C9120 copier (serial #V9725800409) for period of November 1, 2015 – October 31, 2016.

16) Approved the Prepayment Request from Barnstable County (Department of Human Services Home Program) in the amount of $75.00 to Citizens Housing and Planning Association for HOME Program Specialist, Michelle Springer’s Membership fee for the period of November 2015 – November 2016.

17) Approved the Prepayment Request from Barnstable County (Commissioners Office) in the amount of $434.00 to the Sheraton Hotel for Commissioner Leo Cakounes’ two night hotel accommodation while attending the Massachusetts Municipal Association (MMA) 2016 Annual Meeting and Trade Show, January 21, 2016 – January 22, 2016.

18) Approved the Prepayment Request from Barnstable County (Commissioners Office) in the amount of $414.00 to the Sheraton Hotel for Commissioner Mary Pat Flynn’s two night hotel accommodation while attending the Massachusetts Municipal Association (MMA) 2016 Annual Meeting and Trade Show, January 21, 2016 – January 22, 2016.

19) Approved the Prepayment Request from Barnstable County (Commissioners Office) in the amount of $414.00 to the Sheraton Hotel for Commissioner Sheila Lyons’ two night hotel accommodation while attending the Massachusetts Municipal Association (MMA) 2016 Annual Meeting and Trade Show, January 21, 2016 – January 22, 2016.

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20) Approved the Prepayment Request from Barnstable County (Cape Cod Cooperative Extension) in the amount of $500.00 to Stop & Shop for gift cards to support the grant-funded Family Nutrition Program.

21) Approved the Prepayment Request from Barnstable County (Department of Health & Environment) in the amount of $575.00 to Cape Cod Trailer Storage, Inc. for the annual rental fee for the Alternative Septic System Test Center’s storage trailer from October 5, 2015 – October 3, 2016.

22) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of $400.00 to SHI for the annual Tableau Software maintenance renewal for the period of November 10, 2015 – November 9, 2016.

23) Approved the Prepayment Request from Barnstable County (Cape Light Compact) in the amount of $274.24 to the Lightkeeper’s Inn for hotel accommodations for Todd Rogers, Workshop Instructor, while conducting the Be Energy Efficient Smart Workshop, December 3, 2015 – December 4, 2015.

24) Approved the Prepayment Request from Barnstable County (Cape Light Compact) in the amount of $274.24 to the Lightkeeper’s Inn for hotel accommodations for Christine Twombly, Energy Education Staff, while conducting the Be Energy Efficient Smart Workshop, December 3, 2015 – December 4, 2015.

25) Approved the Prepayment Request from Barnstable County (Cape Light Compact) in the amount of $329.10 to the Lightkeeper’s Inn for hotel accommodations for Debbie Fitton, Energy Education Coordinator, while conducting the Be Energy Efficient Smart Workshop, December 3, 2015 – December 4, 2015.

26) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of $475.00 to Tealeaf Academy for the registration fee for Shawn Goulet, GIS Analyst for the Introduction to Ruby and Web Development course.

27) Approved the Prepayment Request from Barnstable County (Department of Health & Environment) in the amount of $553.00 to Medicare for Provider Enrollment Medicare Application fee.

28) Approved the Prepayment Request from Barnstable County (Cape Cod Commission) in the amount of $1,250.00 to Clark Labs for the TerrSet Software License for Heather Cormier, GIS Analyst.

29) Approved the Prepayment Request from Barnstable County (IT Department) in the amount of $4,920.00 to SHI for Annual Maintenance of the County’s VEEAM Software for October 4, 2015 – October 4, 2016.

30) Approved the Prepayment Request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of $900.00 to the South Shore YMCA for the use of Camp Burgess for the AmeriCorps Member Winter Retreat, February 24, 2016 – February 26, 2016.
TRANSERS

31) Approved the Transfer Request from Barnstable County (Children's Cove) in the amount of $296.00 from account 0013203-5369 to account 0013205-5559 for purchase of Adobe Acrobat Pro.
32) Approved the Transfer Request from Barnstable County (Assembly of Delegates) in the amount of $277.00 from account 0011302-5295 to account 0011305-5599 to put toward purchase of the Assembly of Delegates new copier.
33) Approved the Transfer Request from Barnstable County (Department of Health & Environment) in the amount of $1,000.00 from 0013033-5399 to 0013034-5499 to cover miscellaneous charges (i.e. PHN Enrollment Fee).
34) Approved the Transfer Request from Barnstable County (Department of Health & Environment) in the amount of $600.00 from 0013033-5399 to 0013032-5294 to cover shipping / freight expenses.
35) Approved the Transfer Request from Barnstable County (Resource Development Office) in the amount of $4,500.00 from 0011104-5498 to 0011102-5299-0086 (in the amount of $350.00), 0011103-5320-0086 (in the amount of $2,000.00) and 0011103-5399-0086 (in the amount of $2,150.00) for New AmeriCorps MLK Day Grant Fund Project 0086 for Matching Grant Fund 2129.

OUT-OF-STATE TRAVEL

36) Approved the Out-of-State Travel request from Barnstable County (IT Department) for William Traverse, BCIT Director in the amount of $190.00 to attend the Regional Broadband Summit in Portland, ME.
37) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Diane Murphy, Fisheries & Aquaculture Specialist, to be covered by Sea Grant to attend Vibrio Workshop in at University of Connecticut, Groton, CT, November 17, 2015 – November 18, 2015.

PERSONNEL

38) Approved the Intent to Fill Vacancy Request from Barnstable County (Resource Development Office) for the Resource Development Officer position, effective November 4, 2015.
39) Approved the Intent to Fill Vacancy Request from Barnstable County (Cape Cod Commission) for the Regulatory Officer II position, effective November 3, 2015.
40) Approved the Intent to Fill Vacancy Request from Barnstable County (Cape Light Compact) for the Residential & Commercial Program Analyst position, effective November 2, 2015.
41) Approved the Employment Termination Request from Barnstable County (Cape Light Compact) to terminate the employment for Vicki Marchant, C & I Analyst, effective December 18, 2015.
42) Approved the Employment Termination Request from Barnstable County (Cape Cod Commission) to terminate the employment for Elizabeth Perry, Regulatory Officer II, effective January 4, 2016.

43) Approved the Intent to Fill Vacancy Request from Barnstable County (Children's Cove) for the Community Education and Outreach Coordinator position, effective November 8, 2015.

44) Approved the Intent to Fill Vacancy Request from Barnstable County (Department of Health & Environment) for the General Laboratory Support Assistant position, effective December 7, 2015.

OTHER

45) Approved the request from Barnstable County (Department of Health & Environment) to declare the HP DeskJet 990CSE Printer surplus.