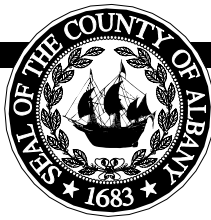


CONTRACT ADMINISTRATION BOARD MEETING MINUTES



Honorable Michael G. Breslin, *County Executive*
Honorable Thomas G. Clingan, *County Clerk*
Honorable Daniel P. McCoy, *Chairman, County Legislature*

Wednesday, March 22, 2010 | 9:00 AM | CEO Conference Room, 112 State Street, Suite 200

Members Present: Michael Breslin, *County Executive*
Daniel P. McCoy, *Chairman, County Legislature*

Others Present:
John Mc Phillips, *Children, Youth & Families*
Eugenia Condon, *Law*
Karry Culihan, *Law*
Karen Storm, *Purchasing*
William Conboy, *Legislative Majority Counsel*
John Rodat, *Management and Budget*
Tom Leitz, *Management and Budget*
Rose Duhan, *Management and Budget*
Michael Franchini, *County Executive's Office*
Tom Coffey, *Residential Health Care Facility*
Rick Reed, *Health*
Matt Campbell, *Sheriff's Office*
Ralph Scarano, *Aging*
Vince Popolizio, *General Services*
Tony Mantello, *General Services*
Gary Kulzer, *Social Services*
Steven Giordano, *Mental Health*

The meeting commenced at 9:25 AM

TYPE: NEW
Contract Number: 10-3020-0002
Requesting Department: Sheriff/E911
Vendor: HITECH Systems
Scope of Services: Safety net CAD maintenance for countywide CAD system covered by E911 surcharge (requisition #10-30200017)
Term: 04/01/2010 - 03/31/2011
Amount: \$88,505.54

Mr. Campbell stated that this was a new contract for the countywide CAD system and safety net CAD maintenance. Mr. Campbell continued that this was a sole source contract. Mr. McCoy asked if there was sole source documentation. Mr. Campbell responded that there was a letter being drafted by the Law Department. Ms. Storm noted that both the codes and computer software are proprietary to HITECH. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-5130-0001
Requesting Department: Public Works
Vendor: Albany Dodge
Scope of Services: Purchase of OEM (Original Equipment Manufacturer) Dodge/Chrysler parts
Term: One year with two – one year renewal options
Amount: \$10,000.00

Mr. Franchini stated that this was a new contract for the purchase of original equipment manufacturer Dodge/Chrysler parts. Mr. Franchini noted that through this contract they were receiving a 25% discount on the products. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-5142-0002
Requesting Department: Public Works
Vendor: Chemung Supply Corporation
Scope of Services: Cutting edges and shoes for our plows and wings for snow removal on highways
Term: 01/01/2010 – 12/31/2010
Amount: \$20,000.00

Mr. Franchini stated that this was a new contract for cutting edges and shoes for snow plows and wings for snow removal on the county highways. Mr. Franchini noted that there were five bids and that Chemung supply was the lowest bidder. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-6020-0007
Requesting Department: Residential Health Care Facility
Vendor: Guerman Ermolenko, MD
Scope of Services: Provide consultative psychiatric services to residents of nursing home
Term: 04/01/2010 – 03/31/2012
Amount: \$80,000.00

Mr. Coffey stated that this was a new contract with Dr. Ermolenko to provide consultative psychiatric services to residents of the nursing home. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-4010-0011
Requesting Department: Health
Vendor: Christine Compton
Scope of Services: Provide licensed physicians services at a rate of \$65 hourly. (Ref contract # 09-4010-0017)
Term: 03/29/2010 – 08/09/2010
Amount: \$35,035.00

Mr. Reed stated that this was a new contract with Dr. Compton for licensed physicians' services. Mr. Reed continued that the CAB previously approved the request which allowed the Department of Health to contract Dr. Compton until March 28, 2010. Mr. Reed stated the Department is requesting an additional contract to go to August 9, 2010. Mr. Reed noted that the contractor shall provide physician services required by the Department for H1N1 pandemic influenza planning and response, public health emergency preparedness duties, mandatory STD clinical services, rabies post exposure. Mr. McCoy asked if we bid this contract out. Ms. Storm

replied no, that physicians are an exemption to the policy. Mr. McCoy asked if he could be sent a copy of the procurement policy. Ms. Strom agreed. Mr. Breslin asked if this was funded by a federal grant. Mr. Reed responded it was, 60% was a federal grant and 30% was a state grant. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: AMEND
Contract Number: 10-4310-0001
Requesting Department: Mental Health
Vendor: National Center on Addiction & Substance Abuse (CASA)
Scope of Services: We request to extend the term of contract 09-4221-001 from 12/31/2009 to 12/31/2010. We will collaborate with CASA research team to develop and implement QI plans for MATS program and estimate fiscal burden of county-funded services
Term: 07/01/2008 – 12/31/2010
Amount: \$65,000.00

Mr. Giordano stated that this was an amendment to an existing contract 09-4221-001 with CASA. Mr. Giordano stated that this was the second amendment to the original contract and would extend the end date to December 31, 2010. Mr. Giordano continued that the contract will reimburse the Mental Health Department up to \$65,000 for salaries and fringe for all three staff members for time spent on this project. Mr. Giordano also noted that Albany County was selected out of 23 other counties to have this contract. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-6010-0018
Requesting Department: Social Services
Vendor: Laboratory Corporation of America
Scope of Services: Lab Corp will provide genetic testing on-site at family court for the purpose of establishing paternity pursuant to Social Services Regulation 111K Social Services Law NY Family Law Statutes, FCA532 and also afford internet access to DSS re: test status
Term: 08/01/2010 – 07/31/2012
Amount: \$60,000.00

Mr. Kulzer stated that this was a new contract with Lab Corp to provide genetic testing on-site at family court for the purpose of establishing paternity pursuant to Social Services regulations. Mr. Kulzer continued that this was not the lowest bidder but the incumbent was very good and provided more services than the second choice. Mr. Kulzer noted a key factor with Lab Corp was that they were locally available where the others were not. Mr. McCoy confirmed that there were multiple bidders. Mr. Kulzer replied that there were. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: RENEWAL
Contract Number: 10-6772-0006
Requesting Department: Aging
Vendor: The Research Foundation of SUNY
Scope of Services: Recruit and train volunteers from local counties and agencies to help carry out two health programs: Chronic Disease a self management program which meets weekly for six weeks and Active Choices which is telephone and support assistance program
Term: 08/01/2009 – 07/31/2010
Amount: \$58,385.00

Mr. Scarano stated that this was the 4th and final renewal contract (grant) with the SUNY Research Foundation to recruit and retain volunteers from local counties and agencies to carry out two health programs, Chronic Disease and Active Choices. Mr. Scarano noted that the Department of Aging does over see the site to ensure the parameters of the grant are met. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-7310-0024
Requesting Department: DCYF/Youth Bureau
Vendor: Equinox Inc., House for youth
Scope of Services: Runaway and homeless youth program
Term: 01/01/2010 – 12/31/2010
Amount: \$39,198.00

Mr. McPhillips stated that this was a new contract with Equinox for runaway and homeless youth program. Mr. McPhillips continued that the program provides 24 hour a day, seven day a week crisis intervention services to runaway and homeless youth ages 13-17 through an 18 bed short term emergency shelter residence. Mr. McPhillips continued that NYSOCFS allocates Runaway and homeless Youth Act (RHYA) funding to local municipalities who have approved RHYA programs. Mr. McPhillips noted that the amounts are predetermined by NYSOCFS and this year's allocation represents a significant decrease due to budget cuts at the state level. Mr. Breslin asked if there were other providers for these services or a state contract. Mr. McPhillips noted that there were other providers but this was the Youth Boards recommendation. Mr. Breslin motioned to take this and the contract (10-7310-0025) below up together. The Board agreed. Mr. Breslin motioned to approve the contracts (10-7310-0024 & 10-7310-0025). Mr. McCoy seconded the motion. The contracts were unanimously approved.

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TYPE: NEW
Contract Number: 10-7310-0025
Requesting Department: DCYF/Youth Bureau
Vendor: Equinox Inc., Independent living program
Scope of Services: Runaway and homeless youth program
Term: 01/01/2010 – 12/31/2010
Amount: \$46,000.00

See above for contract dialog.
Mr. Breslin motioned to take this and the contract (10-7310-0025) below up together. The Board agreed. Mr. Breslin motioned to approve the contracts (10-7310-0024 & 10-7310-0025). Mr. McCoy seconded the motion. The contracts were unanimously approved.

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TYPE: NEW
Contract Number: 10-1610-0001
Requesting Department: General Services
Vendor: General Mechanical Systems
Scope of Services: Coil replacement for 13th floor air handlers at 112 State St
Term: N/A
Amount: \$32,500.00

Mr. Popolizio stated that this was a new contract with General Mechanical Systems for coil replacement on the 13th floor air handlers here at 112 State Street. Mr. Popolizio noted that General Mechanical was the lowest bidder of all received. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-1620-0003
Requesting Department: General Services
Vendor: Kone Inc
Scope of Services: Elevator Maintenance Contract for the County Office Building - 112 State St. 4-Yr. Term at \$21,665.80 per year
Term: 05/01/2010 – 04/31/2014
Amount: \$86,663.20

Mr. Popolizio stated that this was a new contract with Kone for elevator maintenance for the County office building here at 112 State St. Mr. Popolizio continued that this was a 4 year contract and that the per year cost was about \$21,665.00 Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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TYPE: NEW
Contract Number: 10-1420-0001
Requesting Department: Law
Vendor: The Compass Company Consultants, LLC
Scope of Services: Provide insurance consulting services in connection with the County's liability claims
Term: April 1, 2010 – March 31, 2011
Amount: \$35,000.00

Ms. Condon stated that this was a new contract with the Compass Company Consultants for insurance consulting services in connection with the County's liability claims. Ms. Condon continued that this was the lowest bidder and a new company for this contract. Mr. Breslin motioned to approve the contract. Mr. McCoy seconded the motion. The contract was unanimously approved.

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The minutes from the February 2010 and the emergency March 10<sup>th</sup> 2010 CAB meeting were approved. The Contract Administration Board meeting adjourned at 9:45 AM.

Minutes submitted by J.L. Drowne, *Management and Budget*.

