

CONTRACT ADMINISTRATION BOARD MEETING



Honorable Daniel P. McCoy, *County Executive*
 Honorable Thomas G. Clingan, *County Clerk*
 Honorable Shawn M. Morse, *Chairman, County Legislature*

Monday, July 8, 2013 | CEO Conference Room, 112 State Street, Room 825 | 3:00pm

Members Present	Daniel McCoy, County Executive Shawn Morse, Chair of Legislature Thomas Clingan, County Clerk
Others Present	Eugenia Condon, <i>Law</i> Scott Siegel, <i>County Executive</i> Dave Friedfel, <i>Management & Budget</i> Ashley Smith, <i>Management & Budget</i> Chandra Williams, <i>Management & Budget</i> Ralph Signoracci, <i>Legislature</i> Karen Storm, <i>Purchasing</i> John Evers, <i>General Services</i>
Meeting commenced at 3: 05PM	

Type	Cont. #	Department	Vendor	Scope of Service	Term	Amount
New	1367	A1610 – General Services Administration	Contemporary Motor Car	General Services seeks to purchase a 15 foot truck with power lift gates and an internal power generator under State Homeland Security funding. DGS is a designated partner in the County's Strategic National Stockpile and Medical Countermeasures plans managed by the County's Health Department. In the event of a large scale emergency, DGS needs this vehicle to deliver these essential items.	Three months	\$49,865.00
<p>Mr. Clingan inquired about the bidding process. Mr. Evers explained that it has gone out to bid and there was only one response. The specs were very specific and the funding was from Department of Homeland Security grant money. Mr. Clingan commented that he was surprised there was only one bid and asked whether it would be a better option to utilize the Board of Elections truck. Mr. Evers responded that the BOE truck is only a box truck. This new truck will sit idle and can only be used in the case of an emergency or natural disaster. Ms. Storm asked Mr. Evers if this price includes everything and Mr. Evers responded yes. Mr. Clingan made a motion to approve. Mr. Morse seconds. The contracts pass unanimously.</p>						
New	1395	A1620 – Building Services	NYS Industries for the Disabled, Inc.	The Contractor will be providing window cleaning services twice a year at: the Judicial Center, Court House and Family Court building. They will also provide window cleaning once a year at 112 State Street, 162 Washington Avenue, 60 South Pearl Street, 175 Green Street, 260 South Pearl Street, and 95 Tivoli Street.	Three years	\$38,500.00

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<p>Mr. Clingan asked if this was a preferred vendor. Ms. Storm commented that NYSID called and informed the County that they were interested and would do their best to stay within the 15% threshold. The cost will be \$84,380.64 for 3 years, the agenda only reflects one year. Mr. Evers commented that the Office of Court Administration requires that we clean the buildings twice per year. The contracts are currently up and we do not get reimbursed until after the work is performed. Mr. Morse asked why we cannot have our employees do the work. Mr. Evers responded that there are safety concerns and specialty equipment such as harnesses that would be needed. Ms. Condon added that we would run into issues with workers compensation and our employees do not have the proper training for this type of work. Mr. Morse explains that he would like to look into whether or not this is something that could potentially be done in house in the future. Mr. Clingan moved to approved and Mr. Morse seconds the motion. The contracts pass unanimously.</p>						
<p>Meeting concluded at 3:13PM</p>						