

CONTRACT ADMINISTRATION BOARD MEETING



Honorable Daniel P. McCoy, *County Executive*
 Honorable Bruce A. Hidley, *County Clerk*
 Honorable Shawn M. Morse, *Chairman, County Legislature*

Monday, March 24, 2014 | CEO Conference Room, 112 State Street, Room 900 | 11:00am

Members Present	Daniel McCoy, <i>County Executive</i> Bruce Hidley, <i>County Clerk</i> Shawn Morse, <i>Chairman, Legislature</i>		
	Brad Roy, <i>Sheriff's Dept.</i>	Pat Snyder, <i>Health</i>	Mike McLaughlin, <i>CEO</i>
	John Cox, <i>Sheriff's Dept.</i>	Bill Connors, <i>Probation</i>	Dave Friedfel, <i>DMB</i>
	John Rizzo, <i>Sheriff's Dept.</i>	Jen Clement, <i>Human Resources</i>	Chandra Williams, <i>DMB</i>
	Karen Storm, <i>Purchasing</i>	Evelyn Kinnah, <i>Human Resources</i>	Dave Reilly, <i>DMB</i>
	Eugenia Condon, <i>Law</i>	George Penn, <i>General Services</i>	Shanna Witherspoon, <i>DMB</i>
	Jean Donovan, <i>Minority Office</i>	Chris Quinn, <i>CIO</i>	Sarah Cantwell, <i>DMB</i>
	Randy Koniowka, <i>Chairman's Office</i>	John Evers, <i>CEO</i>	
	Joe DeAngelis, <i>Social Services</i>	Scott Siegel, <i>CEO</i>	
Meeting commenced at 11:13am.			

Cont.#	Type	Dept.	Vendor	Scope of Service	Term	Amount
Other Business: Board will review minutes from the February CAB Meeting.						
Mr. Hidley notes there are no questions with minutes. Mr. McCoy motions to approve minutes from February CAB meeting. Mr. Morse seconds the motion. The minutes are approved, unanimously						
1693	Amendment	A1230 - County Executive	Arsenal Business & Technology Partnership	The Arsenal Business & Technology Partnership will research and design a resource guide for distribution to interested clients outlining the various benefits of Albany County and the services provided by this particular provider.	1 year	\$15,000.00
Mr. Hidley explains scope of contract. Mr. Evers adds that this is an amendment because this one piece was inadvertently left out of the scope when the initial contract went through for approval. This piece was included in the RFP and the Bid. Mr. Morse motions to approve contract. Mr. McCoy seconds the motion. The contract is approved unanimously.						
1675	Renewal	A3020 - Emergency Telephone/E- 911	AK Associates (603) 432-5755	Cassidian support for the Sheriff's department and Colonie PD covered by E-911 surcharge funds.	4/1/14- 3/31/15 (ALBANY COUNTY) AND 6/1/14- 5/31/15 (COLONIE PD)	\$39,300.00
Mr. Hidley explains scope of contract. Mr. Rizzo states there are two 911 switches. This is the maintenance for the hardware and software for the switches. He adds this is a sole source service. Mr. Morse motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						

Cont.#	Type	Dept.	Vendor	Scope of Service	Term	Amount
1688	Renewal	A3110 - Sheriff	Rosen's Uniforms 434-1376	Uniforms for both Sheriff's Dept. and Correctional Facility per RFB # 2013-008	1 year renewal 4/27/14- 4/27/15	\$90,000.00
Mr. Hidley explains scope of contract. Mr. Roy adds that this is a renewal from last year's bid. Mr. Morse motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						
1674	New	A6010 - Social Services	Laboratory Corporation of America	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) and NY Family Law Statute, FCA532. Lab Corp will coordinate the collection of DNA samples from persons within Albany County and provide notarized reports summarizing genetic testing data within 14 calendar days of the collection of the specimens.	8/1/2014- 7/31/2016	\$50,000.00
Mr. Hidley explains scope of contract. Mr. De Angelis explains the RFP for this incumbent provider had reduced costs and they have been very happy with the services for the past 12 years. Mr. Morse motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						
1697	New	A4010 - Health	St. Peter's Hospital Foundation on behalf of St. Peter's Hospital- St. Peter's Hospital Laboratory	Provide laboratory services related to TB and STD examinations submitted by ACDOH as more fully outlined in RFP #2014-011. Contract may be renewed for two additional years, in two consecutive one-year intervals.	2/28/2014 - 2/28/2016	\$45,000.00
Mr. Hidley explains scope of contract. Ms. Snyder notes that this provider was the only respondent to the RFP. This is the provider they have used for many years. Mr. Morse motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						
1703	Renewal	A3140 - Probation	AUTOMON, LLC	Annual Support and Maintenance of Probation Automation System Caseload Explorer	01/15/2014 - 01/14/2015	\$24,217.63
Mr. Hidley explains scope of contract. Mr. Connors states that this vendor handles both adults and juveniles. He adds they have had this vendor for years. Mr. Hidley asks if this is standard. Mr. Conner's states yes. Mr. Morse motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						

Cont.#	Type	Dept.	Vendor	Scope of Service	Term	Amount
1702	Amendment	A1432 - Human Resources	MM Hayes Company Inc.	Professional Service Kronos Software Configuration pay rule change from Base Work Week of Thurs-Fri to Sunday-Saturday - Estimate CAB Contract # 1426	1 Year	\$875.00
<p>Mr. Hidley explains scope of contract amendment. Mr. Morse asks who's work week is changing? And have the unions been notified. Ms. Kinnah notes it's only for the Nursing Home staff, to help HR, and yes they have been working with the unions. Mr. Morse notes he votes yes as long as it's only for the Nursing Home. Mr. Hidley motions to approve contract amendment, Mr. McCoy seconds the motion. The contract is approved unanimously.</p>						
1689	New	A1610 - General Services Administration	Kone	Elevator Maintenance Contract for 112 State Street	48 months	\$79,574.25
<p>Mr. Hidley explains scope of contract. Mr. McCoy notes it's been a while since we have sent this out to bid. Mr. Penn agrees and adds the current four year contract expires in April of 2014. Mr. McCoy asks about the savings. Mr. Penn states it's \$6000.00. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved unanimously.</p>						
Meeting adjourned at 11:25am						