

CONTRACT ADMINISTRATION BOARD MEETING



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

Monday, October 27, 2014 | HR Large Training Lab, 112 State Street, | 11:00am

Members Present	Bruce Hidley, <i>County Clerk</i> Daniel McCoy, <i>County Executive</i>																		
	<table border="0"> <tr> <td>John Rizzo, <i>Sheriff's Department</i></td> <td>Patrick Dillon, <i>Aging</i></td> <td>Brian Best, <i>Minority Office</i></td> </tr> <tr> <td>Tina Simmons, <i>Correctional Facility</i></td> <td>Joe DeAngelis, <i>DSS</i></td> <td>Christine Quinn, <i>DIS</i></td> </tr> <tr> <td>Jennifer Clement, <i>Human Resources</i></td> <td>Liz Hilt, <i>Homeless Travelers Aid Society</i></td> <td>Dave Friedfel, <i>DMB</i></td> </tr> <tr> <td>George Penn, <i>General Services</i></td> <td>Karen Storm, <i>Purchasing</i></td> <td>Chandra Williams, <i>DMB</i></td> </tr> <tr> <td>David Latina, <i>General Services</i></td> <td>Andrew Brisport, <i>DIS</i></td> <td>Sarah Cantwell, <i>DMB</i></td> </tr> <tr> <td>Gail Geohagen, <i>CYF</i></td> <td>Eugenia Condon, <i>Law</i></td> <td>Dave Reilly, <i>DMB</i></td> </tr> </table>	John Rizzo, <i>Sheriff's Department</i>	Patrick Dillon, <i>Aging</i>	Brian Best, <i>Minority Office</i>	Tina Simmons, <i>Correctional Facility</i>	Joe DeAngelis, <i>DSS</i>	Christine Quinn, <i>DIS</i>	Jennifer Clement, <i>Human Resources</i>	Liz Hilt, <i>Homeless Travelers Aid Society</i>	Dave Friedfel, <i>DMB</i>	George Penn, <i>General Services</i>	Karen Storm, <i>Purchasing</i>	Chandra Williams, <i>DMB</i>	David Latina, <i>General Services</i>	Andrew Brisport, <i>DIS</i>	Sarah Cantwell, <i>DMB</i>	Gail Geohagen, <i>CYF</i>	Eugenia Condon, <i>Law</i>	Dave Reilly, <i>DMB</i>
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Mr. Hidley calls the roll, he notes that Mr. McCoy is present and Mr. Morse is not in attendance. The meeting commenced at 11:05am.																			
Other Business: Board will review minutes from September and Emergency October CAB meetings.																			
Mr. Hidley notes that the Board will wait until all members are present to vote on minutes.																			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
1968	Amendment	A3150 - Correctional Facility	High Voltage Electric Service, Inc.	Remove carbon build up and recalibrate engine controls to handle building load for generators.	One Year	\$16,136.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Rizzo explains this is for unforeseen issues with the carbon burnoff. Mr. Hidley motions to approve contract, Mr. McCoy seconds the motion. The contract is approved.						
1984	New	A7181 - Hockey Facility	Hockey Store N More	Lease of space at the Hockey Facility for a year round Pro-Shop.	Three Years (November 1, 2014 - October 31, 2017)	\$48,600.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Hebert states this vendor has been the same for 5 years and they are a great partner. Mr. McCoy asks if the price has stayed the same. Mr. Hebert explains that it has jumped up. Mr. Hidley motions to approve contract, Mr. McCoy seconds the motion. The contract is approved.						
1989	Renewal	A6772 - Aging	Senior Services of Albany	The Contractor shall provide services to Albany County caregivers of seniors 60+ and grandparents caring for a child/children; consisting of respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/15 to 12/31/15	\$31,826.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Dillon explains that these three contracts are the same service just different vendors. These have been previously funded and are renewals. Mr. Hidley motions to approve all three contracts, Mr. McCoy seconds the motion. The contracts are approved.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
1988	Renewal	A6772 - Aging	Community Caregivers. Inc.	The Contractor shall provide services to Albany County caregivers of seniors 60+ and grandparents 55+ caring for a child/children; consisting of respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/15 to 12/31/15	\$31,387.00
See Contract 1989.						
1986	Renewal	A6772 - Aging	Catholic Charities	The Contractor shall provide services to Albany County caregivers of seniors 60+ and grandparents 55+ caring for a child/children; consisting of respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/15 to 21/31/15	\$38,838.00
See Contract 1989.						
1983	New	A6772 - Aging	Senior Services of Albany	To allow Senior Services of Albany to deliver the Health Insurance Information Counseling and Assistance Program (HIICAP). The program provides outreach, access, education, and assistance to individuals who are 65+ and/or disabled, regarding Medicare, NYS EPIC, and other insurance programs.	4/1/14 to 3/31/15	\$23,899.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Dillon explains this is 100% Federally funded. Mr. McCoy asks how many people are enrolled. Mr. Dillon states that they have 400 clients. Mr. McCoy asks if there has been any type of performance evaluations. Mr. Dillon states they have been very good. Mr. Hidley notes the contract shows a start date of 4/1/2014. Mr. Dillon adds that the vendor has already been providing services. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.</p>						
2001	New	A6010 - Social Services	Homeless and Travelers Aid Society	The provision of a Homeless/Housing Emergency Services Program that provides 24 hour, 7 day/week coverage to serve individuals and families, who present as homeless or at imminent risk of homelessness, by assisting them to access needed emergency shelter or to be diverted from homelessness by retaining or securing adequate housing.	10/1/2014-9/30/2015	\$98,724.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. DeAngelis notes that this contract was \$240,000.00 in the past but they are doing much more in-house. Mr. McCoy asks if they went to the Legislature. Mr. DeAngelis states yes. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.</p>						

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1995	Renewal	A6010 - Social Services	West ®	CLEAR is an online tool designed specifically for use with law enforcement and government investigators. It is currently utilized by DSS and DCYF to access online, public and proprietary client data to determine eligibility and/or obtain pertinent information for fraud and child support investigations. We are opting for the 3 year contract as it provides the best pricing and allows for fixed pricing over the term of the agreement.	1/1/2015-12/31/2017	\$31,530.84
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. DeAngelis notes they have provided excellent services. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.						
1965	Renewal	A1432 - Human Resources	MMHays	Kronos Maintenance Renewal 11/01/14-10/31/14	1 Year	\$38,180.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. There are no comments or questions. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.						
2015	New	A6119 - Children, Youth and Families	Equinox, Inc.	Transitional Independent Living Program - 100% state aid (NYS OCFS RHYA) to support independent living program for homeless youth ages 16-20.	1/01/2014 - 12/31/2014	\$28,288.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen notes this includes teen parents housing, case management, support and oversight. Mr. McCoy asks if the statistics are going up or down. Ms. Geohagen states she will provide that information at a later date. Mr. McCoy asks if they get feedback on services for runaways. Ms. Geohagen states that this is set housing for teen parents. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.						
2014	New	A6119 - Children, Youth and Families	Equinox, Inc.	Equinox House for Youth for Runaway and Homeless Youth Services 100% state aid (NYS OCFS RHYA) to support emergency shelter for runaway and homeless youth 13-18.	1/01/2014 - 12/31/2014	\$22,337.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen notes that this has been supported through the Youth Bureau for more than 20 years. This services helps youth who choose not to go home be reunited with their families. Mr. Hidley asks if this covers a lot of the CYF youth. Ms. Geohagen states it's not just for the CYF clients but for the whole community. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.						

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1981	Renewal	A6071 - Preventative Assistance Program (Title XX)	St. Anne Institute	Clinical Sexual Abuse Fee for Service for the provision of Specialty Prevention Services. St. Anne Institute (SAI) proposes to provide assessment and clinical services, to children, individuals, and families who are dealing with issues related to sexual victimization and/or sexual offending. The specific services include clinical consultation and evaluations, including trauma assessment, sex offender risk assessment, and validation (credibility) assessments. SAI will also provide specialized sexual abuse treatment services. The overarching goal for this program is the resolution of concerns related to the sexual victimization/offending behavior so that there is a reduced risk of foster care placement and/or a reduction in length of placement.	01/01/2015 - 12/31/2015	\$60,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen explains that CYF has had a contract for many years with this vendor and they are considered Experts in this field. The program is very good. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.</p>						
1980	Renewal	A6071 - Preventative Assistance Program (Title XX)	St. Catherines Center for Children	Ongoing Respite program for the provision of Specialty Prevention Services. To provide ongoing respite to children, ages five (5) to thirteen (13) years old, who are suffering from a Serious Emotional Disturbance, and their families who are in need of relief from multiple stressors that may present within their family unit. The goals of the program are to prevent or alleviate a crisis and reduce the risk factors that contribute to abuse and neglect, prevent psychiatric hospitalization or foster care placement of the child, and provide the child with therapeutically-based social or recreational outings that strengthen their interpersonal capacities and skills. Each individual respite contact for children will consist of three hours of direct contact with individualized activities focused on improving the child's socialization skills and address other needs identified by the family. Second and final renewal options for this contract.	01/01/2015 - 12/31/2015	\$60,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen states that this program provides support and resources fro families with children with extreme needs. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.</p>						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
1979	Renewal	A6071 - Preventative Assistance Program (Title XX)	St. Catherines Center for Children	Overnight Planned Respite program for the provision of Specialty Prevention Services. To provide overnight planned respite to children, ages five (5) to eighteen (18) years old, who are suffering from a Serious Emotional Disturbance, and their families who are in need of relief from multiple stressors that may present within their family unit. The goals of the program are to prevent, or alleviate a crisis and reduce the risk factors that contribute to abuse and neglect, prevent psychiatric hospitalization or foster care placement of the child, and provide the child with therapeutically-based social or recreational outings that strengthen their interpersonal capacities and skills. The respite program has the capacity to provide a pre-respite visit for the child to increase their comfort level with the service. This program will provide 150 planned overnight respite opportunities to children annually. Second and final renewal options for this contract.	01/01/2015 - 12/31/2015	\$33,911.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen states this contract is similar to the previous contract. This is for overnight services. They work with the Children's Mental Health Clinic. This is a benefit to have this service. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.</p>						
1978	Renewal	A6071 - Preventative Assistance Program (Title XX)	Rehabilitation Support Services	Compeer for Kids for the provision of Specialty Prevention Services. To provide On-Going Respite Services for up to 10 Albany County children at a time, ages 7-16 years old, with mental health needs, who are at risk of being placed out of the home due to behavioral, emotional or psychiatric problems. The Compeer for Kids Program is a nationally recognized, best practice model, which is based on providing one-to-one mentoring for children and youth who are in need of caring relationships. Compeer for Kids will work with these children and families to develop the skills to function as a family unit, and to link them to different resources available within the community that will empower and strengthen the number of positive protective factors within the family domain.	01/01/2015 - 12/31/2015	\$56,127.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen explains that this program links youth with mentors. There is a weekly meeting and also support for the families for a period of six months. Mr. Hidley motions to approve thre contract, Mr. McCoy seconds the motion. The contract is approved.</p>						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
1977	Renewal	A6071 - Preventative Assistance Program (Title XX)	Berkshire Farm Center Svcs	Prevention services in collaboration with Schenectady County to provide Functional Family Therapy to 40 families annually who have a youth at risk of foster care placement due to either child welfare involvement or juvenile justice involvement. The goal of FFT is to prevent the need for placement in foster care, to serve as an alternative to detention, and expedite the reunification of youth transitioning from out of home care. Anticipated outcomes are improvement in school attendance and performance, improved family functioning, prevention of involvement or further involvement in the juvenile justice/child welfare systems; and prevention of the need for out-of-home placement or detention. 2nd and last renewal option.	01/01/2015 - 12/31/2015	\$96,678.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen explains this is an evidence based program for youth in the juvenile system. It is a 90 day intense program. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.</p>						
1976	Renewal	A6071 - Preventative Assistance Program (Title XX)	Berkshire Farm Center and Services for Youth	PINS/JD Overnight Respite Program for the provision of Specialty Prevention Services. Program to provide crisis overnight respite, available on a 24 hour a day basis, seven days a week basis to youth under the age of 18, who are at risk for out-of-home placement and who are involved in the juvenile justice system due to a Person In Need of Supervision (PINS) petition or Juvenile Delinquency (JD) charge/adjudication and their families. Such respite will be provided in either a certified foster home environment or a group home setting for youth who require increased structure and supervision in order to be successful. The goals of Berkshire PINS/JD Respite program are to focus on the healthy preservation of the family, to help minimize any long-term disruption of families, to model appropriate family functioning, and help avert out-of-home placement. 2nd and last renewal option.	01/01/2015 - 12/31/2015	\$30,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen states this is a mandate for probation. Service must be available. This is a new contract with vendor. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.</p>						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
1997	New	A1660 - Central Supply	Pitney Bowes, US Mailing Solutions	Mail machine lease - 5 year. Total cost over 5 years is 82,620. Cost per year is 16,524.	60 months	\$82,620.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Penn explains the current machine is outdated. The software is 7 1/2 years old. This change will save \$7,000 per year. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.						
1964	New	A1610 - General Services Administration	Kone Inc.	Full Service Contract pursuant to NYS OGS contract award for Elevator maintenance, for the four elevators located in the County Judicial Center at 6 Lodge St.	36 months	\$57,014.25
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Penn states that the maintenance contract expired and Kone was the lowest bidder. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.						
2032	Amendment	Law	Larry Slatky	The consultant will act as the Executive Director of the Nursing Home as well as provide advice, consultation and assistance to the County in connection with its establishment of a Local Development Corporation ("LDC") and the transfer of operations of the Nursing Home from the County to such LDC.	11/1/14 - 12/31/14	\$54,167.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Friedfel explains this amendment to the previous contract is an extension. Covers the months of November and December for the contractor. Mr. McCoy asks if this is the same LDC that was discussed previously. Mr. Friedfel states yes it's been in discussion for 1 1/2 years. Mr. Hidley reviews the contract scope and opens the discussion for comments or questions.						
Meeting is adjourned at 11:35am.						