



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Shawn M. Morse, *Chairman, County Legislature*

May 26, 2015 CAB MEETING MINUTES

Board Members Present	Daniel McCoy, <i>County Executive</i> Bruce Hidley, <i>County Clerk</i> Philip Calderone, <i>Deputy County Executive</i>		
	Richard Lyons, <i>Sewer Dept.</i>	Katherine Brown, <i>Law</i>	Dave Friedfel, <i>DMB</i>
	Darrell Duncan, <i>DPW</i>	Karen Storm, <i>Purchasing</i>	Chandra Williams, <i>DMB</i>
	Scott Duncan, <i>DPW</i>	Mike McLaughlin, <i>CEO</i>	Shanna Witherspoon, <i>DMB</i>
	Moira Manning, <i>CYF</i>	Scott Siegel, <i>CEO</i>	David Reilly, <i>DMB</i>
	Ralph Mariani, <i>Sheriff's Dept.</i>	John Evers, <i>CEO</i>	Sarah Cantwell, <i>DMB</i> Andrew Brisport, <i>DIS</i>
Mr. Hidley notes that County Executive McCoy and he are present. Mr. Hidley calls the meeting to order at 11:05am.			
Other Business: The Board will review the minutes from the noted CAB meetings: March - Hidley, McCoy, Morse April - Hidley, Calderone			
Mr. Hidley makes a motion to approve April minutes, Mr. Calderone seconds the motion. April 2015 CAB minutes are approved. Mr. Hidley notes that he and C.E. McCoy can vote on the April minutes. Mr. Hidley motions to approve March minutes Mr. McCoy seconds the motion. March 2015 CAB minutes are approved.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2330	Amendment	A3020 - Emergency Telephone/E- 911	American Tower	An increase in our original rent agreement of \$750.00 per month beginning in year 2 with a 4% annual increase for the term of the lease (9 years) for a total increase of \$82, 930.00. This will allow us to install upgraded equipment on a radio tower site we currently lease on Pond Hill Road in Rensselaerville, NY.	9 years	\$82,930.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. No one has comments or questions. Mr. McCoy motions to approve the contract, Mr. Hidley seconds the motion. The contract is approved.						
2325	New	G8110 - Sewer District Administration	C.T. Male Associates	Engineering design, CA and CM for the North and South Return and Waste Activated Sludge Pump project	18 months	\$80,800.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Lyons explains this is the second phase of the engineering project that included evaluation, design and construction. The current equipment in the plants is original. This vendor was the highest scoring and lowest cost. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.						
Mr. McCoy asks Mr. Lyons if this is his last CAB meeting. Mr. Lyons notes it is his last. Mr. McCoy wishes Mr. Lyons well and thanks him for his service.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2358	New	DM5130 - Road Machinery Maintenance	H.L. Gage Sales Inc.	Diagnostic and repair to the departments heavy duty vehicles (one ton and larger) for, but not limited to, transmission repair/replacement, clutch repair for both automatic and standard transmissions, and the repair and replacement for rear ends.	1 year with a 2 year renewal option	\$90,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Duncan states they are withdrawing this contract at this time.						
2359	Amendment	D5110 - Maintenance of Roads and Bridges	Johnson Controls, Inc.	Original Contract (#2089) was approved for \$46,111.75. Additional parts were needed that were not originally ordered. Vendor is only charging for parts. No additional labor charges were added.	1 month	\$5,028.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Duncan notes that the additional parts were installed without extra labor costs. Mr. McCoy motions to approve the contract, Mr. Hidley seconds the motion. The contract is approved.						
2360	New	D5112 - Highways- Permanent Improvements	The Gorman Group	Joint and Crack Sealing of various County Roads	6 months	\$95,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Duncan explains this is an old program that is being re-initiated. It's to fill in the cracks in the roads, which will extend the life of the roads. Mr. McCoy motions to approve the contract, Mr. Hidley seconds the motion. The contract is approved.						
2320	Renewal	A6119 - Children, Youth and Families	Equinox Inc.	Provision of Specialized Independent Living Skills Services as per the Chafee Act. Equinox will continue to provide Specialized Independent Living Skill Services as per the Chafee Act for 20 slots at a monthly cost of \$2500 and a total contract not to exceed \$30,000.	6/01/2015 - 5/31/2016	\$30,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Manning explains this is for Foster children who are aging out of the program. Mr. McCoy asks about the track record of this vendor. Ms. Manning states Equinox does a great job. Mr. Hidley motions to approve the contract, Mr. McCoy seconds the motion. The contract is approved.						
2338	New	A2960 - Service for Physically Handicapped Children	Access Therapy Group	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/15 - 6/30/16	\$23,215.00

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
<p>Mr. Hidley motions to consider contracts 2338 through 2352 on the agenda together as they are for the same service with different vendors. Mr. McCoy seconds the motion. The contract will be considered together.</p> <p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Manning states these are services for pre-school children age 3 - 5 years. These are mandated services. Mr. McCoy asks if they are vetted through the state. Ms. Manning replies, yes. Mr. McCoy asks if there is follow through with the vendors. Ms. Manning states there is and they had an issue with one vendor not billing correctly which has now been corrected. Mr. McCoy motions to approve the contracts, Mr. Hidley seconds the motion. The contracts are approved.</p>						
2339	New	A2960 - Service for Physically Handicapped Children	Cathryn Abbey	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 5/31/2016	\$35,689.00
See contract 2338 above for the discussion and voting outcome.						
2340	New	A2960 - Service for Physically Handicapped Children	Circle of Friends	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$46,101.00
See contract 2338 above for the discussion and voting outcome.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2341	New	A2960 - Service for Physically Handicapped Children	Early Childhood Education Center	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$67,567.00
See contract 2338 above for the discussion and voting outcome.						
2342	New	A2960 - Service for Physically Handicapped Children	Denise Farrell	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$59,886.00
See contract 2338 above for the discussion and voting outcome.						
2343	New	A2960 - Service for Physically Handicapped Children	Heidi Gray	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$20,847.00
See contract 2338 above for the discussion and voting outcome.						

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2344	New	A2960 - Service for Physically Handicapped Children	Catherine Kunz	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$24,659.00
See contract 2338 above for the discussion and voting outcome.						
2345	New	A2960 - Service for Physically Handicapped Children	Sarah Rosa	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$29,568.00
See contract 2338 above for the discussion and voting outcome.						
2346	New	A2960 - Service for Physically Handicapped Children	Christine Roylance	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$39,270.00
See contract 2338 above for the discussion and voting outcome.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2347	New	A2960 - Service for Physically Handicapped Children	Spotted Zebra Learning Center	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$53,418.00
See contract 2338 above for the discussion and voting outcome.						
2348	New	A2960 - Service for Physically Handicapped Children	Carolyn Turner	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$44,478.00
See contract 2338 above for the discussion and voting outcome.						
2349	New	A2960 - Service for Physically Handicapped Children	Unity Sunshine	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$27,685.00
See contract 2338 above for the discussion and voting outcome.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2350	New	A2960 - Service for Physically Handicapped Children	Tracey Waters	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$23,966.00
See contract 2338 above for the discussion and voting outcome.						
2351	New	A2960 - Service for Physically Handicapped Children	Whispering Pines	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$31,053.00
See contract 2338 above for the discussion and voting outcome.						
2352	New	A2960 - Service for Physically Handicapped Children	Denise Senick - Pirri	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.	7/01/2015 - 6/30/2016	\$57,621.00
See contract 2338 above for the discussion and voting outcome.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2336	New	A1345 - Central Purchasing	Troy Light Co.	Troy Light Co. will furnish and deliver electrical supplies as required by various County departments on an as-needed basis.	1 Year (June 8, 2015- June 7, 2016)	\$85,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Storm notes this vendor is the low bidder and is a very good supplier. Mr. McCoy asks if there have been problems. Ms. Storm states absolutely not. Mr. Hidley asks how many bids were received. Ms. Storm states she doesn't have the exact number but there wasn't many. Mr. McCoy asks if the low number of bids is due to the way we request bids. Ms. Storm says she's not totally sure what the reason is for low numbers of bidders. Mr. Evers interjects that there was a similar problem with the bidding that was received for vehicles. Ms. Storm states some vendors don't like the line item bids and that was corrected and the number of bids isn't increasing. Mr. McCoy states he wants to be sure we are reaching out to all companies. Mr. McCoy motions to approve the contract, Mr. Hidley seconds the motion. The contract is approved.</p>						
2337	New	A1345 - Central Purchasing	Motion Industries Inc.	The Purchasing Division is requesting approval to purchase various power transmission components and related industrial supplies from Motion Industries, Inc. under the NJPA (National Joint Powers Alliance) national cooperative contract #011614-MII. The contract will be used to purchase items for various County departments' on an as-needed basis.	2015-2016	\$90,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Storm explains this is similar to what they get from Motion Industries but more technical. It include parts for pumps for the Sewer Dist. Mr. McCoy motions to approve the contract, Mr. Hidley seconds the motions. The contract is approved.</p>						
<p>Mr. Hidley notes that there is no further business for the board. The meeting is concluded at 11:20am.</p>						