



# CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

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

## December 28, 2015 CAB MEETING MINUTES

Board Members Present	Bruce Hidley, County Clerk Philip Calderone, Deputy County Executive		
Department Representatives	Nancy Heinzen, Storm Water George Penn, DGS John Cox, Sheriff's Dept. Brad Roy, Sheriff's Dept. Michael Lyons, Sheriff's Dept. John D'Antonio, CYF	Matt Reuter, MH Shawn Thelen, NH Karen Storm, Purchasing Eugenia Condon, Law Andrew Brisport, DIS	David Friedfel, DMB Shanna Witherspoon, DMB David Reilly, DMB
Mr. Hidley takes a moment to thank Mr. Friedfel for his service and to wish him well in his new position. Mr. Calderone agrees and also wished Mr. Friedfel the best.			
Mr. Hidley then wishes everyone a Happy New Year from the Elected Officials of Albany County.			
Mr. Hidley calls the meeting to order at 10:35am			
<b>Other Business:</b> The Board will review the minutes from the noted CAB meetings: November: McCoy / Hidley			
Mr. Hidley asks if there are any questions about the minutes. No one responds. Mr. Calderone motions to approve the minutes, Mr. Hidley seconds the motion. The November minutes are approved.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2650	New	A3110 – Sheriff	Van Bortyl Ford	To purchase a 2016 Ford Utility Police Interceptor AWD vehicle for the K9 unit	1 Year	\$40,908
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Roy notes that this is same contract that was used for the previous vehicle purchase. He adds that the pricing is lower than the state contract. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2675	New	A3150 – Correctional Facility	Rommel Fence Company	Furnish and install Razor Wire at the Correctional Facility	1 Year	\$38,278
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Lyons notes there were six bids received and this was the lowest bidder. He explains that after the prison break in Clinton County they decided to review the safety of the AC Correctional Facility and although not deficient they did decide to add the barbed wire to the fence. Mr. Hidley motions to approve contract and Mr. Calderone seconds the motion. The contract is approved.						
2652	Renewal	A4230-Contract Narcotic Addiction	Albany Diocesan School Board	The Albany Diocesan School Board provides evidence based substance abuse services in Albany Catholic schools for children suffering from narcotic addiction.	1 year	\$42,957
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Reuter explains this is a state funded one year renewal. The amount of the contract is the authorized amount, the previous contract amount with a 5% increase until the actual amount was available. Mr. Hidley clarifies that this is for narcotics control in schools. Mr. Hidley motions to approve the contract and Mr. Calderone seconds the motion. The contract is approved.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2653	Renewal	A4322- Contracted Mental Health	Catholic Charities	Provides case management services to homeless women suffering from mental illness or co-occurring disorders at Mercy House. Staff seeks to link women with treatment and permanent housing.	1 year	\$39,303
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. There are no comments or questions. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2654	Renewal	A4322- Contracted Mental Health	Counseling Care and Services	Provides mental health assessment, referral and treatment services to individuals being treated in their clinic. They also provide an employee assistance advocacy program to mental health consumers employed in Albany County.	1 year	\$21,776
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Reuter notes that this is paid through NYS Office of Alcoholism and Substance Abuse Services (NYS OASAS) while 2553 & 2554 are paid through NYS Office of Mental Health (NYS OMH). Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2669	New	A8021- Stormwater Coalition	Fountains Spatial	Redesign and development of Albany Internet Mapping System (AIMS) using state of the art GIS technology for the Stormwater Coalition Program	6 months	\$32,000
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Heinzen notes that the funding for this contract is from Coalition Membership dues, of which Albany County is a member. Mr. Hidley notes he is a 100% supporter of this program. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved. Ms. Heinzen adds a thank you to the Purchasing department for their great work.						
2670	Renewal	A4310-Mental Health	Information Management Associates	IMA provides an electronic health record and billing system for DMH and DCYF. This agreement continues the subscription and support for 80 users of the electronic health record and billing module at a cost of \$88,110 per year included in which is the e-prescribing module to allow physicians and nurse practitioners to electronically transmit patient prescriptions to the pharmacy. CMS (Center for Medicare and Medicaid Services) requires this as of March 27, 2015.	1 year	\$88,110
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Reuter notes that CMS extended the deadline for this contract and that they have already begun the process. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2718	New	A6119- Children, Youth and Families	AldoRay & Associates	Provide Karate equipment for the Recreation Bureau	1 year	\$24,699.50
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. D'Antonio notes this is for the Karate program which currently serves approximately 400 children and with the addition of a new site they will need more equipment. Mr. Hidley notes he was at the press conference and thinks it's a great program. Mr. D'Antonio thanks the board and Mr. Friedfel for all of the help in getting the program running. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						

<b>Contract #</b>	<b>Action</b>	<b>Department</b>	<b>Vendor</b>	<b>Scope of Services</b>	<b>Term</b>	<b>Amount</b>
2657	New	A1345 – Purchasing	WB Mason	Purchase copy paper for all County Facilities. Capital Region BOCES is the lead agency for the bid.	1/1/16- 6/30/16	\$35,000
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Storm notes that Albany County is part of the cooperative and is doing well. Mr. Hidley asks if the saving is significant. Ms. Storm states yes it has been significant. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2680	Amendment	A1345 – Purchasing	Titan Roofing Inc	Request to amend Contract #2287 for additional funds. Titan will provide materials and labor to perform roofing services for any county department as needed throughout the remainder of the contract term. Specific work to be performed at the Ann Lee Home and Shaker Building will cause expenditures to exceed the original approval amount of \$50,000	12/28/15- 3/31/16	\$49,000
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Penn explains that the first two rooves that were repaired exceeded the original amount. Mr. Friedfel adds that the original contract was to cover any roofing repairs that come up unexpectedly. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2648	Renewal	A1620 – Building Services	GP Land & Carpet	To provide carpet installation services at various County facilities	1 year	\$80,000
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Penn notes that this is the first of two optional, one year, renewals to replace carpets in Albany County buildings. The next project is the Health facility. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
2681	New	NH6020 – Nursing Home	Patterson Medical Supply, Inc	To provide Occupational and Physical Therapy equipment necessary to provide rehab services and facilitate Activities of Daily Living (ADL) for the residents at the Department of Residential Healthcare Facilities	6 Months	\$90,154
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Thelan notes this is for purchasing Occupational and Physical therapy, wheel chairs and air mattresses as well as other necessary equipment. This would cover specialty wheel chairs, not all, and the air mattresses are for those residents with special needs. Mr. Calderone motions to approve the contract and Mr. Hidley seconds the motion. The contract is approved.						
Mr. Hidley notes the agenda is complete and concludes the meeting at 10:50am.						