



# CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Sean E. Ward, *Chairman, County Legislature*

## April 25, 2016 CAB MEETING MINUTES

<b>Board Members Present</b>	Philip Calderone, Deputy County Executive		
	Bruce Hidley, County Clerk		
	Sean Ward, Legislative Chairman		
<b>Department Representatives</b>	Joe DeAngelis, DSS	Pat Snyder, Health	Scott Siegel, CEO
	Scott Duncan, DPW	Ralph Mariani, Sheriff's Dept.	Shawn Thelen, NH
	Scott Allardice, DPW	Anthony Dangelico, Jail	Shanna Witherspoon, DMB
	Daniel Lynch, Law	Karen Storm, Purchasing	David Reilly, DMB
	Pat Collins, Law	Andrew Brisport, DIS	Sarah Cantwell, DMB
	John Maney, Law		
3:00pm Mr. Hidley meeting is called to order.			
<b>Other Business:</b> The Board will review the minutes from the noted CAB meetings: March - Ward / Hidley / Calderone			
Mr. Hidley brings the minutes to a vote. Mr. Ward motions to approve the minutes. Mr. Ward seconds the motion. The minutes are approved.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2896	Renewal	A3020 - Emergency Telephone/E-911	HITECH SYSTEMS	SAFETYNET SOFTWARE MAINTENANCE FOR CAD SYSTEM. COVERED BY E-911 SURCHARGE FUNDS	4/1/16- 3/31/17	\$68,997.54
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions, and note this is 100% county funded. Mr. Mariani explains this is the same system they have been using and it's a sole source situation. Mr. Hidley asks if this is an extension. Mr. Mariani states it is for one year. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.						
2895	New	A3110 - Sheriff	TETRA TECH	TETRA TECH WILL ASSIST IN THE DEVELOPMENT, DESIGN, CONDUCT AND EVALUATION OF A TABLETOP EXERCISE RELATED TO A RESPONSE TO A CRUDE OIL INCIDENT.	1 YEAR	\$28,821.54
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions, and note this is 100% county funded. Mr. Mariani states they have used this vendor in the past to prepare for crude oil spill. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.						

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2894	New	A3150 - Correctional Facility	Troy Boiler Works (Eric Dykstra) #274-2650	Removal, Rebuild and Re-Install of two coils in the kitchen hot water system.	Upon Completion	\$38,050.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Dangelico notes that this will avoid replacing a \$85,000.00 piece. This will get them 20 more years. This vendor was the lowest and has been used before. Mr. Hidley asks how long it will take to complete. Mr. Dangelico notes 4 - 6 weeks and one can be used while the other is being fixed. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.</p>						
2906	New	A3150 - Correctional Facility	High Voltage Electrical Services Inc.	Supply (1) fully rebuilt/remanufactured Gereal Electric AKR-7F-100 circuit breaker to match the existing MCC-1 at the Albany County Correctional Facility	Upon Completion	\$50,000.00
<p>Mr. Hidley notes this contract is a late addition to the agenda and reviews the contract scope and opens the discussion for comments or questions. Mr. Lynch asks that the board go into executive session to discuss this contract. Mr. Ward motions to enter into executive session, Mr. Calderone seconds the motion. The motion passes unanimously. 3:10pm The Board exits the room with Mr. Dangelico.</p>						
<p>3:30pm the Board and Mr. Dangelico return to the meeting. Mr. Hidley reopens the meeting. Mr. Dangelico states the Sheriff's department is withdrawing the contract for consideration.</p>						
<p>Mr. Lynch requests the Board authorize a contract for the work in contract 2906 with the vendor J. McBain Electronics. Mr. Calderone motions to approve the new contract, Mr. Ward seconds the motion. The contract is approved unanimously.</p>						
2880	New	A1411 - Hall of Records (County Archives)	Life Safety Engineered Systems Inc.	fire extinguisher and fire suppression system services for a three year term.	3 years	\$30,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.</p>						
2872	New	D5010 - DPW Administration	National Grid	Through an Energy Efficient Program being offered by National Grid, this service would include the replacement of lighting equipment for all of the DPW Voorheesville Facility. The replacement of the lighting equipment will significantly reduce the departments electric bill.	3 months	\$50,522.68
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Duncan notes the recommended change to LED lighting is expected to save \$19,300.00 per year. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.</p>						
2879	New	A4010 - Health	Cornell Cooperative Extension of Albany County	See attached companion memorandum	9/30/15 - 9/29/16	\$21,244.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Snyder explains this is funded through the sodium grant to provide assessment tools and nutrient system tools. Mr. Calderone motions to approve the contract, Mr. Ward seconds the motion. The contract is approved unanimously.</p>						

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2878	Renewal	A6010 - Social Services	Laboratory Corporation of America (LabCorp.)	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.	8/1/16-7/31/18	\$50,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. DeAngelis notes this is from a 2014 RFP this vendor was the low bidder at the time and this is an additional two year term. They have used this vendor for 14 years and been satisfied. Mr. Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is unanimously approved.</p>						
<p>3:35pm Mr. Hidley adjourns the meeting.</p>						