



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

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

August 29, 2016 CAB MEETING MINUTES

Board Members Present	Daniel McCoy, County Executive Bruce Hidley, County Clerk Sean Ward, Chairman of the Legislature	
Department Representatives	Paul Hebert, Hockey Facility Tim Murphy, Sewer District Larry Slatky, Nursing Home Andy Lucarelli, Nursing Home Karen Storm, Purchasing	Tracy Murphy, Law Andrew Brisport, DIS Shanna Witherspoon, DMB David Reilly, DMB Sarah Cantwell, DMB
3:05pm Mr. Hidley meeting is called to order.		
Other Business: The Board will review the minutes from the noted CAB meetings: July - Hidley / Calderone		
Mr. Hidley brings the minutes to a vote. Mr. McCoy motions to approve the minutes. Mr. Hidley seconds the motion. The minutes are approved.		

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3103	Renewal	A3110 - Sheriff	COLONIAL CLEANERS	TO PROVIDE DRY CLEANING FOR SHERIFF'S DEPT. AND CORRECTIONAL FACILITY FROM 9/1/16 THRU 8/31/19	3 YEARS	\$58,388.00
Mr. Hidley notes the representatives for this contract and contract 3128 are not in attendance. He calls for a vote to table the contracts for one month. Mr. Ward motions to table the contracts, Mr. McCoy seconds the motion. The contracts are tabled for one month.						
3128	New	A3150 - Correctional Facility	Bob Barker Company, Inc. Tina Morgan	Inmate Clothing, Work Shirts, Work Pants, Gym T-Shirts, EVA Step-In Shoe, Men's & Women's Briefs, Sports Bras, Sweatshirts	1 Year with (2) 1 year renewals	\$57,500.00
See above.						
3090	New	G8110 - Sewer District Administration	BDI	This is a County bid to provide bearings and seals to the District for a two year period with an option to renew annually for an additional two years.	48 months	\$32,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Murphy explains this contract includes two year renewals, for bearings and seals replacements. They were the lowest capable bidder. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is unanimously approved.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3094	New	A7181 - Hockey Facility	The McVicar Media Group	The Hockey Facility issued RFP's to contract with a consultant to provide advertisement revenue. Objective to enhance the experience of guests and provide a source of revenue through marketing advertisements.	09/01/16 - 09/01/17	\$37,500.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Hebert states this is a 50/50 split of revenue. Mr. Reilly and Mr. Penn met with the vendor as well. Mr. McCoy asks for an estimate of revenue. Mr. Hebert states 50% of whatever comes in through the vendor. Mr. Ward motions to approve the contract, Mr. McCoy seconds the motion. The contract is unanimously approved.						
3104	New	NH6020 - Nursing Home	A Plus Technology and Security	Install and configure 93 speakers. Install and configure command intercom server for paging system. Provide 7 additional speakers as spares. Install power supply, amplifier and design system to accommodate needs of nursing home operation. Remove existing speakers and paging system.	3 Months	\$58,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Slatky notes the current system is at the end of its useful life. The system has failed and they are going through a state contract for this vendor. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is unanimously approved.						
3095	New	NH6020 - Nursing Home	Coretactics, Inc.	The nurse consultant will assess the overall functioning and organization of the nursing department. Subsequently, the consultant will develop strategies to enhance the skills and competency of the Director of Nursing and other management/staff in the nursing department. The consultant will provide assistance with restructuring the nursing department to achieve greater clinical oversight, communication, better use of resources while integrating regulatory requirement into the day to day operation of the nursing function. Overall, the consultant will identify areas of opportunity to improve the quality of care for our residents.	10/01/16- 03/31/17	\$95,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Slatky states they sent an RFP and had discussion with Mr. Calderone and Ms. Quinn about fixing what is broken. Mr. Hidley asks if the scoring was close. Mr. Slatky notes this person is currently working at the NH through a grant and he has been able to evaluate her work directly. Mr. McCoy notes that he sees the changes that have taken place and sees more need to change. Mr. McCoy motions to approve the contract, Mr. Ward seconds the motion. The contract is unanimously approved.						
3:10pm Mr. Hidley adjourns the meeting.						