



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*
 Honorable Bruce A. Hidley, *County Clerk*
 Honorable Sean E. Ward, *Chairman, County Legislature*

JANUARY 23, 2017 CAB MEETING MINUTES

Board Members Present

Bruce Hidley, County Clerk
 Philip Calderone, Deputy County Executive
 Sean Ward Chairman, County Legislature

Department Representatives

Daniel Lynch Law	Dr. Stephen Giordano MH
Dave Latina DGS	Laura DeGaetano Law
Karen Storm Purch	Patrick Dillon Aging
Larry Slatky NH	Sarah Cantwell DMB
Tim Murphy Sewer	Shawn Thelen DMB
Thomas Debose Law	Allison Russell DMB
Anthony Dangelico Jail	Dave Reilly DMB

Other Business: The Board will review the minutes from the noted CAB meetings:

December: Hidley / Calderone / Ward

Mr. Hidley brings the minutes to a vote. Mr. Ward motions to approve the minutes. Mr. Calderone seconds the motion. The minutes are approved.

Business: The Board will review the minutes from the noted CAB meeting(s)

January Meeting -Hidley/Ward/Calderone

Contract #	Action	Department	Vendor	Scope of Services	Term		
3366	Amendment	A1010 - Legislature	Xerox Corporation	The original Lease Agreement only covered the cost of the copies for the first year of the contract. The additional amount will cover the full four years of the agreement.	10/1/16- 9/331/20	\$	8,625.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. He then comments that the date on the agenda is typed incorrectly and must be clarified. Shawn Thelen speaks on behalf of the term, and explains that the original contract was for the first year, and this is for the remaining three years. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							
3315	New	A3150 - Correctional Facility	Donlon Industrial Flooring, LLC	Resurface 3000sq ft. to the kitchen Floor with Dur-A-Flex Poly-Crete at the Albany County Correctional Facility.	upon completion	\$	49,540.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Mr. Dangelico explains the details of the contract by covering the features of the flooring that is to be installed. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							
3381	Change Order	G8130 - Sewage Treatment	Gammie Air Monitoring, LLC	To provide retest services to stack testing previously performed during October and November 2016 on parameters that did not meet performance standards	3 months	\$	18,800.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Mr. Murphy speaks on behalf of the contract and explains that this is a retest for two incinerators that did not meet initial standards. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							

Contract #	Action	Department	Vendor	Scope of Services	Term	
3359	Renewal	G8130 - Sewage Treatment	Finch Paper LLC	To dispose of leachate generated at the landfill at the North Plant for treatment.	2 years	\$ 22,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Mr. Murphy speaks on behalf of the contract and explains that this is the authorization to reserve the right to dispose of leachate at the district north plant facility. The question is asked if this is an annual fee, and the scope of the term dates. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.						
3333	New	G8130 - Sewage Treatment	BDI	To provide replacement chain and sprockets for the North and South plants grit collectors.	12 months	\$ 67,336.55
Mr. Hidley reviews the scope of the contract and opens the discussion for comments and questions Mr. Murphy explains the contract and that BDI was the lowest complete bidder and that the vendor was able to meet the requirements for the sizing of the sprockets. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.						
3365	Amendment	A4310 - Mental Health	National Council for Behavioral Health	This amendment seeks to amend the previous contract dates for consultancy services moving the end date from 12/31/2016 to 8/31/2017.	3/28/2016 - 8/31/2017	\$ 97,119.00
Mr. Hidley reviews the scope of the contract and opens the discussion for comments and questions. Dr. Giordano speaks on behalf of the contract dates that cross over into the new year and therefore need approval to continue the services. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.						
3322	Amendment	A6772 - Aging	Catholic Charities	The Contractor provides 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 group and MDS Compass Assessments. The Contract has requested additional funding due to increased need and demand for their services.	1/1/2016 - 12/31/2016	\$ 9,737.00
Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Mr. Dillon requests for additional funding do to an increased need. It is clarified that this is budgeted on top of the 2016 expenses. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.						
3303	Amendment	A6772 - Aging	Senior Citizens of Green Island	The Contractor provides congregate meals to eligible seniors within Albany County, meeting criteria that is required by Albany County and NYSOFA. The Contractor has requested an additional 544 units for 2016 due to the need/demand for congregate meals at this site, increasing the contracts amount \$5000, (544@\$9.19).	1/1/2016 - 12/31/2016	\$ 5,000.00

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<p>Mr. Hidley reviews the scope and opens the discussion for comments and questions. Sean Ward abstains from the vote. Mr. Dillon explains that this contract is to meet the demand for the additional need of food units. Mr. Hidley motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							
3302	Amendment	A6772 - Aging	Sidney Albert Albany Jewish Community Center	The Contractor provides congregate meals to eligible seniors within Albany County, meeting criteria that is required by Albany County and NYSOFA. The Contractor has requested an additional 250 units for 2016 due to the need/demand for congregate meals at this site, increasing the contracts amount \$3,035, (250@ 12.14).	1/1/2016 - 12/31/2016	\$	3,035.00
3361	New	A1620 - Building Services	GP Land & Carpet Corp dba GP Flooring Solutions	Carpet Installation Contract for 1 year; 2xs renewal @ 1 year	1 year	\$	99,999.00
<p>Mr. Hidley reviews the scope and opens the discussion for comments and questions. Mr. Latina describes the contract and explains that this was the second lowest and the reasoning behind going with this company. It is also noted that this is a bidder that is a minority home owned business. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							
3326	New	A8020 - Economic Development	ACDS, LLC	Consulting services to update the County Agricultural and Farmland Protection Plan	1/1/2017- 1/31/2018	\$	60,000.00
<p>Mr. Hidley reviews the scope and opens the discussion for comments and questions. Laura DeGaetano explains the contract saying that there were two bidders but this one was a better fit for the needs. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							
3385	New	NH6020- Nursing Home	Nurse Core C/O Meg Newhall	To provide as needed all days and shifts Certified Nursing Assistants.	6 months	\$	80,000.00
<p>Mr. Hidley reviews the scope and opens the discussion for comments and questions. Mr. Slatky explains the immediate need for this emergency before the RFP has been done. It is differed to the county attorney if this is a legal way to move forward. This is then confirmed by Dan Lynch. Sean Ward motions to accept the contract. Mr. Calderone seconds the motion. The contract is approved.</p>							