



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce, *Chairman, County Legislature*

OCTOBER 22, 2018 CAB MEETING MINUTES

Tim Murphy WP	Moira Manning CYF	Karen Storm Purch
Larry Slatky NH	Lisa Ramundo DPW	Matt Cannon CEO
Patrick Dillon Aging	Andy Luccarelli NH	Shawn Thelen DMB
Dan Lynch Law	Dave Latina DGS	Sarah Cantwell DMB
Angelo Guardo WP	Jen Clement HR	
Nicole Ward Youth	Eugenia Condon Law	

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

September Emergency CAB- Hidley/ Calderone/ Joyce

September CAB- Hidley/Calderone/ Joyce

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4360	New	A1230 - County Executive	Camoin Associates	Community Assessment, Workforce and Educational Institution Analysis: Analyze strengths, weaknesses, opportunities and constraints of the local and regional economy. The review will include social, demographic, economic and physical factors.	3 months	\$98,745.00

Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Matthew Cannon speaks on behalf of the contract and examines that this is a response from an RFP and was reviewed by different individuals from three different departments., and was given the highest score but not the highest cost. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

4367	Renew	A1432 - Human Resources	MM Hayes Company, Inc.	Kronos Maintenance Renewal 11/1/18-10/31/19	1 year	\$76,930.00
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Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Jen Clement explains that this is the annual maintenance contract for our time keeping system. This is the fee. Andrew Joyce makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

4371	New	NH6020 - Nursing Home	First Light	This installation will upgrade the internet service at the nursing home to allow our residents access to the system with their devices.	48 months	\$48,000.00
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Bruce Hidley renews the scope of the contract and opens up the discussion for comments and questions. Larry Slatky explains the four year contract to upgrade the technology services for the use of the residents different devices. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4375	New	NH6020 - Nursing Home	Dentserv Dental Services, P.C.	The contractor/dentist provides the dental services to the residents of the nursing home. This includes, but is not limited to, providing a licensed dentist and dental assistant for a minimum of eight (8) hours per week, both of whom shall work additional hours when necessary to meet the resident's dental needs, without additional cost to the County.	1/01/2019-12/31/2019	\$66,000.00
Bruce Hidley renews the scope of the contract and opens up the discussion for comments and questions. . Larry Slatky explains that this vendor has been present at the Nursing Home for many years and the service they provide meet the needs of the residents. Andrew Joyce make a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4354	New	G8130 - Sewage Treatment	CEMTEK Systems	To provide the District with quarterly servicing to the North and South plant continuous emissions monitoring equipment. These units perform emission testing to demonstrate permit compliance for federal air emission standards.	2 years	\$31,075.00
Bruce Hidley renews the scope of the contract and opens up the discussion for comments and questions. Phil Calderone would like to make it clear for the record that the name on the department is officially Water Purification District. Tim Murphy explains that this is a two year contract that is for servicing the relations monitoring equipment. This is mandated servicing. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. Bruce Hidley notes the departmental name change. The contract is approved.						
4378	New	G8130 - Sewage Treatment	Bubonia Holding Corp	Ash removal from the South and North wastewater treatment plants as the result of incineration of bio solids	10 months	\$87,640.00
Bruce Hidley renews the scope of the contract and opens up the discussion for comments and questions. Tim Murphy explains this is an annual contract , this year dealing with the south plant. Mr. Hidley asks for clarification of the ten month period and what dictates that ten months. It is answered that this begins once the contract is approved. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
Bruce Hidley makes a motion to bundle the next two contracts 4343,4344. Andrew Joyce makes a motion. Phil Calderone seconds the motion . The contracts are bundled.						
4343	Renew	A6772 - Aging	Albany Jewish Community Center	The Contractor shall provide congregate meals to eligible older adults within Albany County, meeting the criteria that is required by Albany County and NYSOFA.	1/1/2019 to 12/31/2019	\$45,420.00
4344	Renew	A6772 - Aging	Senior Citizens of Green Island	The Contractor shall provide congregate meals to eligible older adults within Albany County, meeting criteria that is required by Albany County and NYSOFA.	1/1/2019 to 12/31/2019	\$40,672.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Andrew Joyce makes a motion to approve the contract. Patrick Dillon reviews the request by stating that this type of congregate meal helps to get the seniors out and not be as isolated. This program is commended. Phil Calderone seconds the motion. The contract is approved.						

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4345	Renew	A6772 - Aging	Colonie Senior Service Centers	The Contractor shall provide adult day services to targeted older adults within Albany County age 60+. Adult Day services are structured and include; supervision, monitoring, personal care and nutrition in a protective setting for less than a 24 hour period.	1/1/2019 to 12/31/2019	\$44,996.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Patrick Dillon states that this is one of three providers that helps the caregiver and the senior. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4346	Renew	A6772 - Aging	Legal Aid Society Northeastern New York	The Contractor shall provide legal advise, advocacy, counseling and representation to older adults age 60+ in social and /or economic need that reside in Albany County. In addition, shall perform community education and outreach to inform the older adult population of their legal rights.	1/1/2019 to 12/31/2019	\$45,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Patrick Dillon explains that this service is utilized by phone or in person. They reach about 200 seniors per year. This is commended .Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4347	Renewal	A6772 - Aging	Community Caregivers, Inc.	The Contractor shall provide in home contact and support services for isolated and home bound older adults 60+ that reside in Albany County. Services include friendly visiting to provide socialization, shopping assistance and telephone assurance counseling.	1/1/2019 to 12/31/2019	\$22,800.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Patrick Dillon explain the contract by stating the different services that are provided. .Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
Bruce Hidley makes a motion to bundle the next three contracts 4348,4349,4350. Phil Calderone makes a motion to accept the bundle . Andrew Joyce seconds the motion . The contracts are bundled.						
4348	Renewal	A6772 - Aging	Catholic Charities Senior & Caregiver Support Services	The Contractor shall provide services to Albany County caregivers of older adults 60+ and grandparents 55+ caring for a child/children; consisting of respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/2019 to 12/31/2019	\$51,475.00
4349	Renewal	A6772 - Aging	Community Caregivers, Inc.	The Contractor shall provide services to Albany County caregivers of older adults 60+ consisting of; respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/2019 to 12/31/2019	\$41,870.00

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4350	Renewal	A6772 - Aging	Senior Services of Albany County	The Contractor shall provide services to Albany County caregivers of older adults 60+ consisting of; respite services, counseling, information and assistance, support groups and MDS Compass Assessments.	1/1/2019 to 12/31/2019	\$31,841.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Patrick Dillon Explains these group and one on one respites services. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4351	Renew	A6772 - Aging	Senior Services of Albany County	The Contractor shall deliver the Health Insurance Information Counseling and Assistance Program (HIICAP) and provide outreach, access, education and assistance to individuals who are 65+ and/or disabled, regarding Medicare, NYS EPIC and other insurance programs.	1/1/2019 to 12/31/2019	\$33,031.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Patrick Dillon explains that this service is for a senior that may not have a health care advocate. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
At this point Mr. Hidley asks to bundle contracts 4326, 4327, and 4328. Andrew Joyce makes a motion to approve the bundle. Phil Calderone seconds the motion. The bundle is approved.						
4326	New	A7310 - Youth Bureau	Equinox Inc.	Transitional Independent Living Program - 100% state aid (NYS OCFS RHYA) to support independent living program for homeless youth ages 16-20	01/01/2018 - 12/31/2018	\$39,945.00
4327	New	A7310 - Youth Bureau	Community Maternity Services	Transitional Independent Living Program - 100% state aid (NYS OCFS RHYA) to support independent living program for homeless youth ages 16-20	01/01/2018 - 12/31/2018	\$16,855.00
4328	New	A7310 - Youth Bureau	St. Anne Institute	Transitional Independent Living Program - 100% state aid (NYS OCFS RHYA) to support independent living program for homeless youth ages 16-20	01/01/2018 - 12/31/2018	\$35,000.00
Bruce reviews the scope of the contract and opens up the discussion for questions and comments. Nicole Ward speaks on behalf on these contracts to explain that run away youth programs ,and street outreach. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion . The contract is approved. Mr. Calderone commends these programs and what they do for the county.						

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4355	Renew	A6071 - Prevent. Assistance Program (Title XX)	Berkshire Farm Center and Services for Youth	PINS/JD Overnight Respite Program for the provision of Specialty Prevention Services. Program to provide crisis overnight respite, available on a 24 hour a day basis, seven days a week basis to youth under the age of 18, who are at risk for out-of-home placement and who are involved in the juvenile justice system due to a Person In Need of Supervision (PINS) petition or Juvenile Delinquency (JD) charge/adjudication and their families. Such respite will be provided in either a certified foster home environment or a group home setting for youth who require increased structure and supervision in order to be successful. The goals of Berkshire PINS/JD Respite program are to focus on the healthy preservation of the family, to help minimize any long-term disruption of families, to model appropriate family functioning, and help avert out-of-home placement. First of two (2) renewal options.	01/01/2019 - 12/31/2019	\$20,000.00
Bruce reviews the scope of the contract and opens up the discussion for questions and comments. Moira Manning speaks on behalf of the services and says that these are service that are specialty prevention programs. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion . The contract is approved.						
4356	Renewal	A6071 - Preventative Assistance Program (Title XX)	Berkshire Farm Center and Services for Youth	Prevention services in collaboration with Schenectady County to provide Functional Family Therapy to 40 families annually who have a youth at risk of foster care placement due to either child welfare involvement or juvenile justice involvement. The goal of FFT is to prevent the need for placement in foster care, to serve as an alternative to detention, and expedite the reunification of youth transitioning from out of home care. Anticipated outcomes are improvement in school attendance and performance, improved family functioning, prevention of involvement or further involvement in the juvenile justice/child welfare systems; and prevention of the need for out-of-home placement or detention.	01/01/2019 - 12/31/2019	\$96,678.00
Bruce Hidley reviews the scope of the services and opens up the discussion for questions and comments. Moira Manning reviews this contract and explains that this is a program that helps a juvenile stay out of the court system with preventative multi week program. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4357	Renew	A6071 - Prevent. Assistance Program (Title XX)	St. Anne Institute	Clinical Sexual Abuse Fee for Service for the provision of Specialty Prevention Services. St. Anne Institute (SAI) proposes to provide assessment and clinical services, to children, individuals, and families who are dealing with issues related to sexual victimization and/or sexual offending. The specific services include clinical consultation and evaluations, including trauma assessment, sex offender risk assessment, and validation (credibility) assessments. SAI will also provide specialized sexual abuse treatment services. The overarching goal for this program is the resolution of concerns related to the sexual victimization/offending behavior so that there is a reduced risk of foster care placement and/or a reduction in length of placement.	01/01/2019 - 12/31/2019	\$61,451.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Moira Manning explains this service is a sex abuse assessment. It makes sure the claim has credibility and then therefore proceed forward with legal actions. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4362	Renew	A6119 - Children, Youth and Families	KidsPeace National Centers, Inc.	Single Case Letter of Agreement with KidsPeace National Centers, Inc. for the provision of a Foster care placement for a youth at their facility.	10/01/2018 - 12/31/2018	\$99,999.00
Bruce reviews the scope of the contract and opens up the discussion for questions and comments. Moira Manning explains that this is placement for a youth that had many issues including mental health challenges and is developmentally delayed therefore placement presents more of a challenge. It is discussed that the youths name had been recorded and will need to be redacted from the record. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4363	Renew	A6071 - Preventat. Assistance Program (Title XX)	Youth L.I.F.E. Support Network, Inc.	Community Based Reintegration Service. A direct intervention, consistent with the Risk-Needs-Responsivity Framework and Reintegration Continuum model, available to Albany County youth, primarily from the City of Albany, who are adjudicated as Juvenile Delinquent and/or Person in Need of Supervision (PINS) and are placed in the custody of the NYSOCFS.	01/01/2019 - 12/31/2019	\$99,988.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Moira Manning reviews the community based reintegration service, this also provides a mentor to the youth to help show they can go forward and be a productive adult. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4364	Renew.	A2960 - Svce for Physically Handicapped Children	Nurse Connection Staffing, Inc.	Nurse needed on bus/vehicle to assure that a child in need of individual and continuous care participating in center-based sessions are transported safely and that the child's health needs are being met. The nursing services may include but are not limited to: catheterization, tube feeding and tracheotomy maintenance. Children approved for Special Education center-based programs, may require the same type of nursing services as listed above, during the transporting of the child to and from the center-based program on a vehicle that is contracted through Albany County. Second and last renewal option.	01/01/2019 - 12/31/2019	\$30,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Moira Manning explains this service is to provide youth with a nurse on the bus to provide medical attention if the child is in need. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4303	New	D5112 - Highways-Perm-Imprmnt	Deere & Company	The purchase of four (4) John Deere Z920M Commercial Mowers from NYS Contract #PC68131	4 months	\$32,574.56
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Lisa Ramundo speaks on behalf of the four mowers that are to be purchased to be used at various parks and the Rail trail. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4373	New	D5112 - Highways-Permnt. Imprmnts	Finke & Sons Equipment	Deliver to the Albany County Public Works three Wanco WLT-4MM6K Light Tower	2 months	\$23,775.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Lisa Ramundo speaks on behalf of the light towers that will enable the county to do emergency night work and help with the rental cost of equipment. . Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4323	New	A1620 - Building Services	Easton Architects	Architect & Engineering services to provide Consulting, Design and Construction Administration Services for the Shaker Historical Site Preservation Project.	3 Years	\$61,325.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Latins speaks on behalf of the contract which will help to assess the buildings and what will be recommended for the out buildings structural issues and repair. This is not to upgrade the buildings , this is just to keep them standing. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion, The contract is approved.						
4384	New	A1620 - Building Services	Bradenton Associates, LLC	Lawson Lake Roof repairs / new metal roof materials, labor and clean up	10/18/2018 - 4/17/2019 - 6 months	\$24,000.00

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Latins speaks on behalf of the contract which will repair the rooves on six lakeside cabins. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4374	Renew.	A1420 - Law (County Attorney)	Wilson Elser LLP	Provide the Law Department with representation in fiber optic communication matters.	4/1/18-3/31/19	\$99,999.99
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dan Lynch speaks on behalf of the contract and clarifies the dollar amount of the contract. He states that this is for legal representation in fiber optic matters surrounding the Rail trail . Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
Bruce Hidley makes a motion to adjourn to Executive session to discuss the details of the confidential settlement. The meeting is adjourned at 3:05.						
At 3:08PM the CAB committee re- adjourns.						
4372	New	A1420 - Law (County Attorney)	Confidential Settlement of claim	Settlement of Claim	There is no term	\$35,000.00

