



# CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce *Chairman, County Legislature*

## November 26, 2018 CAB MEETING MINUTES

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

**October 2018**– Hidley /Joyce / Calderone

Andy Lucarelli NH	Dee Albert DMB
Larry Slatky NH	Dave Reilly DMB
Dave Latina DGS	Eugenia Condon Law
Andrew Brisport IT	Dan Lynch Law
Bill Connors Prob	Sia Googas Law
Shawn Thelen DMB	Allison Russell DMB
Tina Simmons	Liz Knapp Prob
Karen Storm Purch	

Cont. #	Contract Action	Dept.	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
4382	New	A3150 - Correctional Facility	Clarus Linen Systems (John Giardino) #646-430-9250	To provide laundry/linen service for Albany County Correctional Facility.	One-Year (with 2-1year renewal options)	\$60,000.00

Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Tina Simmons speaks on behalf of the vendor and says they are very pleased with the services and are the sole provider to respond. It is asked for the clarification of the dates and exactly what services are provided. It is also asked if there are facilities for the inmates to do the laundry themselves. This question is answered that the machines are available for the towels but the clothing needs to be sent out. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.

4381	Renewal	A3140 - Probation	Automon, LLC	Annual Support and Maintenance of Probation Automation System Caseload Explorer.	01/15/2019 - 01/14/2020	\$26,559.83
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Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Reilly steps forward to clarify the correct amount of the contract which the computer system would not allow the dollar and cent amount without rounding up to the next dollar. Amount. Bill Connors speaks on behalf of the contract and explains that this is the system the department uses for all records, accounts, images, and documents. Bruce Hidley commends this contract. Mr. McCoy asks about the term for this and it is clarified. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.

4423	New	NH6020 - Nursing Home	Johnson Controls Fire Protection	To perform alarm testing and the maintenance of the Albany County Nursing Home fire alarm system. This will include service, repairs and labor as necessary	1/1/2019 - 12/31/2020	\$38,200.00
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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. Larry Slatky speaks on behalf of the contract and states that this is a two year agreement , that will do the annual testing as well as any repairs. Mr. McCoy asks if this can be done in house and it is answered by Mr. Lucarelli that it can not . County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4422	New	NH6020 - Nursing Home	First Light	To provide internet services at the nursing home that will permit our resident to connect to their devices. This contract compliments the previous request for First Light and internet services, that re-routed our connection through the Jail property to 112 State Street	1/1/2019 - 12/31/2022	\$34,575.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Larry Slatky spokes saying that this is the second part of the contract to allow connectivity to the residents. It is clarified as to what that cost is monthly broken down for the term of the contract. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4421	New	NH6020 - Nursing Home	Eckert Mechanical	To provide preventative maintenance and emergency services to the nursing home's HVAC system and repairs with labor as detailed in their contract	1/1/2019 - 12/31/2021	\$23,835.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Larry Slatky states that this is a county contract and this is the Nursing Homes share of that contract. Once again the price per month is clarified to be \$1197 per month for the two year term. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4436	New	DM5130 - Road Machinery Mainten.	Johnson Controls	Approval to enter into an agreement with Johnson Controls for the Preventative Maintenance and necessary repairs of the departments HVAC Systems.	3 years	\$99,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. County Executive McCoy makes a motion to approve the contract. Shawn Thelen presents the contract for the Department of Public Works. He states that this is a preventative maintenance. The clarification is asked what the breakdown annually would be, Also what this includes underneath that price. Bruce Hidley seconds the motion. The contract is approved.						
4435	New	DM5130 - Road Machinery Mainten.	H.L. Gage	The purchase of parts and repairs for International Harvester Trucks.	1 year	\$99,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Shawn Thelen presents the DPW contract. Bruce Hidley states that this was the sole responsive bidder. Shawn Thelen states that this is also two one year renewals that is needed to be included in the paperwork. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4433	New	A1620 - Building Services	Postler & Jaeckle Corp	As outlined in RFB 2018-085 HVAC Preventive Maintenance and Emergency Services, to include HVAC preventive maintenance for 60 South Pearl Street; 224 South Pearl Street; 250-260 South Pearl Street; 175 Green Street; and 24 Martin Road.	3 years	\$85,770.00

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 Latina explains the contract and that some of this is reimbursable. It is asked the term of the contract with the exact dates. stated that this is a three year contract. Karen Storm is commended for the specific amount that the contractors are allowed within this contract. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4432	New	A1620 - Building Services	Johnson Controls Inc.	As outlined in RFB 2018-085 HVAC Preventive Maintenance and Emergency Services, to include HVAC preventive maintenance for 112 State Street and 6 Lodge Street.	3 years	\$81,060.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Latina breaks down the contract to include both properties, and the maintenance that is for those properties. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4431	New	A1620 - Building Services	EMTECH	As outlined in RFB 2018-085 HVAC Preventive Maintenance and Emergency Services to include chiller preventive maintenance for 112 State Street and 6 Lodge Street.	3 years	\$89,736.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. David Latina reviews the contract with is the same process as the previous two . It is again asked for clarification on the exact dates of the term and this is clarified. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4430	New	A1620 - Building Services	John W. Danforth Company	As outlined in RFB 2018-085 HVAC Preventive Maintenance and Emergency Services to include boiler preventive maintenance for 112 State Street and 60 South Pearl Street	3 years	\$24,935.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Latina speaks on behalf of a similar contract, the bid was broken down into specific systems to help get a better competitive bidding . This is for a three year period. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
4429	New	A1620 - Building Services	Eastern Heating & Cooling Inc.	HVAC Preventive Maintenance and Emergency Services for 16 Eagle Street.	3 years	\$73,200.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for comments and questions. Dave Latina reviews the contract and explains the breakdown of the percentage of the county responsibility and the state portion. County Executive McCoy makes a motion to approve the contract. Bruce Hidley seconds the motion. The contract is approved.						
At this point in the meeting Bruce Hidley makes a motion to adjourn the proceedings for an executive session. County Executive Daniel McCoy seconds the motion . The proceedings move into Executive Session at 3:00 PM						
4444	New	A1420 - Law (County Attorney)	Lewis B. Oliver	Listed vendor is the attorney for the settlement.	one time settlement	\$40,000.00
Bruce Hidley reopens the CAB meeting at 3:05 PM. Mr. Hidley makes a motion to accept contract 4444. County Executive Daniel McCoy seconds the motion. The contract is approved.						
Bruce Hidley makes a motion to retract the motion of the October 22,CAB meeting minutes, and will entertain a new motion in the December 17 meeting. Mr. Hidley closes the meeting at 3:09 P.M.						