

# CONTRACT ADMINISTRATION BOARD



Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce, *Chairman, County Legislature*

## DECEMBER 17, 2018 MEETING MINUTES

Dave Latina DGS	Andrew Brisport IT
Thomas Debose Law	Dave Reilly DMB
Kelle Roberts MH	Lucas Rogers CEO
Lisa Ramundo DPW	Dee Albert DMB
Pam O'Neil Purch	Allison Russell DMB
Susan Daley MH	
George Penn CEO	
Shawn Thelen DMB	
Dan Lynch Law	

**Board Members Present:** Bruce Hidley- County Clerk/ Phil Calderone - Deputy County Executive/ Andrew Joyce - Chairman, County Legislature

Mr. Hidley brings the minutes to a vote Mr. Calderone makes a motion to approve the minutes, Andrew Joyce seconds the motion. The minutes are approved.

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

**Emergency September:** Phil Calderone/Andrew Joyce

**October 2018:** Hidley/ Joyce/ Calderone

**November 2018:** County Executive Daniel McCoy/ Bruce Hidley- County Clerk

Cont. #	Action	Depart.	Vendor	Scope of Services	Estimated term	Estimated amount
4505	Renewal	A1163 - Court Facilities; A1165 - District Attorney; A3110 - Sheriff; A3140 - Probation; A3150 - Correctional Facility; A3189 - STOP-DWI	Galls Inc.	Law enforcement equipment and safety supplies to be purchased by various departments. Budget lines are selected for recently purchased items.	01/10/19-01/9/2020	\$60,000.00

Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Pam O' Neil speaks on behalf of purchasing for the use of many departments in order to have a discount available to purchase equipment. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.

4508	New	A1996 - Planning	Canon U.S.A. Inc.	The purchase of Plot Wave 345 Printing System with a 36 month Maintenance Plan.	36 months	\$25,027.00
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Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dave Reilly presents the need for the printer in order help submit things to the planning board. It is asked to clarify the contact person and the estimated dates of the term. Dave Reilly responds by stating this would start January 1, 2019, and that this will also include all toner, paper, and maintenance. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

Cont. #	Action	Depart.	Vendor	Scope of Services	Estimated term	Estimated amount
4496	Renewal	A4310 - Mental Health	Information Management Associates	For the ongoing subscription and license agreement for the operation of patient and billing software that includes web-based access for clinicians, implementation of billing modules, e-signature capabilities, NYS Clinical Records Initiative compliance and use of e-prescribing and level of care assessments.	1/1/2019-12/31/2019	\$99,500.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Susan Daley speaks on behalf of the software that has been in place for years and the response is positive for the services. This service helps move forward into the next year. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4489	Renewal	A4322 - Contracted Mental Health	Counseling Care & Services	Provides mental health assessment, referral and treatment services to individuals being treated in their clinic. They also provide an employee assistance program to mental health patients employed in Albany County.	1/1/2019-12/31/2019	\$22,595.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Susan Daley speaks about the contract stating that again this is an ongoing service and is fully funded by the state. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4488	Renewal	A4322 - Contracted Mental Health	Catholic Charities	Provides case management services to homeless women suffering from mental illness or co-occurring disorders at Mercy House. Staff seeks to link women with treatment and permanent housing.	1/1/2019-12/31/2019	\$41,605.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Susan Daley speaks on behalf of this type of housing that helps women transition into housing by first providing an apartment after time spent in the shelter. Phil Calderone makes a motion to approve the contract Andrew Joyce seconds the motion. The contract is approved.						
4487	Renewal	A4230 - Contract Narcotic Addiction	Albany Diocesan School Board	Provides evidence based substance abuse prevention services to students attending Albany County Catholic schools.	1/1/2019-12/31/2019	\$44,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Kelle Roberts speaks on behalf of the funding, clarifying that it is federal funding but it is coming through the states OASIS. It is discussed that one contract was skipped and will be addressed next. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						

Cont. #	Action	Depart.	Vendor	Scope of Services	Estimated term	Estimated amount
4515	New	A1310 - Finance	Webster Ford Inc. dba Henderson Ford	This is to purchase a Ford Escape SUV for the foreclosure/tax enforcement unit to post delinquent properties. This is the lowest responding bidder of the 5 that responded to the mini-bid put out by the Purchasing department for this vehicle.	12/15/18-3/29/19	\$22,382.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments Dave Reilly explains the request for the new vehicle and the need for this type of vehicle for the finance departments pre-foreclosure inspectors. This was the lowest responding bidder. Andrew Joyce makes a motion to accept the contract. Phil Calderone seconds the motion. The contract was approved.						
4516	New	A1620 - Building Services	Johnson Controls Building Efficiency	As outlined in RFB 2018-085 HVAC Preventive Maintenance and Emergency Services to include chiller preventive maintenance and emergency services for 112 State Street and 6 Lodge Street.	1/1/2019 - 12/31/2021	\$89,736.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dave Latina speaks on behalf of this contract stating that this was an item that had been approved in the previous months CAB meeting but when the company was asked to supply their certification ,it was never recieved. The department had sent out another bid to a company that did have certification, and has since matched the bid and therefore is again going in front of the Board. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved. .						
4518	New	D5010-Public Works Admin.	Bette & Cring LLC	Emergency Repairs of the New Scotland Ave. Bridge over NYS Rt. 85 on the Albany County Rail Trail	12/18/2018-02/28/2018	\$82,500.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Lisa Ramundo presents that an inspection done on the bridge revealed that the bridge is in need of emergency repairs. It is asked about the traffic pattern while the work is going on. Lisa responds to this and what the state is allowing in regards to closing roads and when. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
The meeting closes at 2:50 PM						

