



# CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

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

## January 26, 2016 CAB MEETING MINUTES

<b>Board Members Present</b>	Daniel McCoy, County Executive		
	Bruce Hidley, County Clerk		
	Sean Ward, Chairman of the Legislature		
<b>Department Representatives</b>	Michael Lyons, Sheriff's Dept.	Brian Best, Minority Office	Mike Lalli, CEO
	Anthony Dangelico, Sheriff's Dept.	Eugenia Condon, Law	Virginia Curtis, CEO
	Andy Lucarelli, Nursing Home	Paul Bergdorf, Legislator	Andrew Brisport, DIS
	Larry Slatky, Nursing Home	Philip Calderone, CEO	Shawn Thelen, NH
	Gail Geohagen, CYF	Michael McLaughlin, CEO	Shanna Witherspoon, DMB
	Karen Storm, Purchasing	Scott Siegel, CEO	David Reilly, DMB
Mr. Hidley takes a moment to welcome Chairman Ward to the board.			
Mr. Hidley calls the meeting to order at 4:00pm			
<b>Other Business:</b> The Board will review the minutes from the noted CAB meetings:			
December: Calderone / Hidley			
Mr. Hidley asks if there are any questions about the minutes. No one responds. Mr. Hidley motions to approve the minutes, Mr. McCoy seconds the motion. The December minutes are approved.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2756	Amendment	A1230 - County Executive	L&S Energy	Additional services related to the energy efficiency projects that had previously been contemplated under the proposed contract with Siemens. Given concerns related to that vendor we need to amend the current contract to utilize services contemplated within the RFP, but beyond just the micro-grid services previously approved.	2 years	\$19,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. McLaughlin explains that since deciding to stop moving forward with Siemans they are looking to retain a new vendor under a different RFP. Staying within scope of services from original contract they want to move forward with new vendor. And avoid potential issues with Siemans. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is approved, unanimously.						
2717	New	A3150 - Correctional Facility	Simplex Grinnell (518)952-6040 Robert Treiling	Upgrade to Fire and Security Door Alarm System at the Albany County Correctional Facility	One Year	\$62,588.07
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Lyons explains this is for the doors that access the yards and tunnels which are not currently alarmed. These doors do not lead to outside the facility but they want to make the changes for safety reasons. They also do daily inspections in the facility. Mr. Hidley notes that additional security is helpful. Mr. Ward motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2750	New	A3150 - Correctional Facility	McBain Electric	Electrical Switchgear Repairs for Emergency Generator System at the Correctional Facility	Upon completion	\$41,104.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Lyons notes that the current breakers are not recharging properly causing them to run on generator power for long periods of time. This is not a permanent solution. Mr. Hidley notes there were three bidders and this was the lowest bid. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is approved, unanimously.						
2755	New	NH6020 - Nursing Home	Foresight Electronic Monitoring Sys, Inc.	Installation and networking of Jeron Nurse Call systems purchased for the Albany County Nursing Home units of - 5HR, 3HR, 2HR, D-Unit and F-Unit.	Until Project Installation	\$80,647.50
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Slatky explains this is a continuation of the purchase of Nurse Call equipment. He states they are mandated to use this vendor for installation. The previous request covered two units, and was approved. Mr. Hidley notes that security needs to be a priority in the NH. Mr. Ward asks if Purchasing has approved. Ms. Storm states they have approved. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is approved, unanimously.						
2752	New	NH6020 - Nursing Home	CDW Government	This request is for the purchase of handsets and accessories for the installation of an IP Phone system at the Albany County Nursing Home.	One Time Purchase	\$22,619.28
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Slatky states this will replace the existing phone system which is no longer supported as it is outdated. They met with CIO Blanchard to vet this vendor. This contract is for hardware and is part of the Capital Plan. Mr. Ward motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						
2691	New	NH6020 - Nursing Home	Albany Memorial Hospital and Samaritan Hospital- Members of St. Peter's Health Partners	Provide the laboratory services to the residents and staff of the nursing home	1/19/2016- 1/18/2019	\$50,000.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Slatky explains this is the same vendor they have used for years. They provide lab work for residents and staff members. Mr. Hidley asks if it's \$50,000 each year. Mr. Slatky states that amount is for all three years. Mr. Hidley notes that they were the only bidder and notes that Purchasing has approved. Mr. Ward asks if it's a flat rate. Mr. Slatky states it's a do not exceed rate. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is approved, unanimously.						
2733	Amendment	A6772 - Aging	Colonie Senior Service Centers	The Contractor provides day care services to targeted elderly persons within Albany County 60+. Day care services are structured and include; supervision, monitoring, personal care and nutrition in a protective setting for less than a 24 hour period.	1/1/2015 - 12/31/2015	\$1,812.00
Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Dillon explains that this vendor offers services in four cities and asked for more days. Mr. Ward motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
2758	New	A1420 - Law (County Attorney)	Mintz Levin Cohn Ferris Glovsky & Popeo	Professional Legal Services in connection with assisting the County in evaluating requirements of transporting storage and heating of crude oil at the port.	1/1/15 - 12/31/16	\$80,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Condon explains that the previous County Attorney has put this request together. They needed expertise in this area. There was an RFP issued and a contract was award but not officially processed. There is \$10,000 outstanding and previous bills have been paid. There was \$20,000 added in case we need to use them again. Mr. Calderone notes the firm was extremely helpful. Mr. Wards adds they are from Boston. Mr. Hidley adds that some work has been completed. Mr. McCoy motions to approve contract, Mr. Ward seconds the motion. The contract is approved, unanimously.</p>						
2759	New	A6119 - Children, Youth and Families	Department of Social Services	Agreement with Albany County Department for Social Services for the administration of the 2015 Summer Youth Employment Program (SYEP).	1/1/2015 - 12/31/2015	\$43,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Ms. Geohagen notes in the past we pass on Summer youth program admin costs as they come back. This is changing the process to take it from the top. They have to go to the Legislature to get permission as CYF was left out when the issue came up for DSS. Mr. Hidley asks if this is the last summer for this process. Ms. Geohagen states yes this will not be an issue going forward. Mr. Ward motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.</p>						
2749	New	A6071 - Preventative Assistance Program (Title XX)	Youth L.I.F.E. Support Network, Inc.	For the Provision of Afterhours Alternative to Detention Services to potentially divert youth safely from detention. Albany County received Legislative Authorization to accept Supervision and Treatment Services for Juveniles Program (STSJP) funding from NYSOCFS. These services come from that funding.	3/1/2016 - 12/31/2016	\$83,030.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Hidley asks what does NYS OCFS stand for. Ms. Geohagen explains. This is an ongoing program to reduce the number of youths in detention centers. Within the city it's a problem. The RFP got two responses and scoring showed this vendor was the best choice. She adds that they did go through purchasing. Mr. Hidley notes this is a great program that keeps youth out of facilities. Mr. Ward motions to approve contract, Mr. McCoy seconds the motion. The contract is approved unanimously.</p>						
<p>Mr. Hidley notes the agenda is complete and adjourns the meeting at 4:20pm.</p>						