



## CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

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

### October 13, 2016 Emergency CAB MEETING MINUTES

<b>Board Members Present</b>	Bruce Hidley, County Clerk Sean Ward, Chairman, Legislature Philip Calderone, Deputy County Executive		
<b>Department Representatives</b>	Bob Belber, Civic Center Dan Lynch, Law Karen Storm, Purchasing	Andrew Brisport, DIS Shawn Thelen, DMB Shanna Witherspoon, DMB	David Reilly, DMB Allison Russell, DMB
3:05pm Mr. Hidley meeting is called to order.			
<b>Other Business:</b> No other business.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3183	Amendment	A7128 – Civic Center	Executive Cleaning	This is for a 30 day extension of the original contract with this vendor. The current contract expires 30 days before the new contract begins. This will cover the gap between contract.	10/16/16-11/15/16	\$43,847.00

Mr. Hidley reviews the contract scope and opens the discussion for comments or questions. Mr. Belber states this is needed extension of agreement presenting RLA to committee to have a longer term contract. Executive Cleaners were the second lowest, the first was Owens they have rescinded their bid. We need to protect county by continuing to have the arena cleaned. Mr. Ward asks if there is a Bid Bond. Mr. Lynch states we are not exercising based on nature of material change in RFP. Currently temp contract for executive contract. Due to change need new contract with Executive. To assure arena is cleaned. Mr. Calderone asks Ms. Storm if she is comfortable with this situation. Ms. Storm states she is fine with the contract extension. Mr. Calderone motions to approve contract, Mr. Ward seconds the motion. The contract is unanimously approved.