



# CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

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

## December 19, 2016 CAB MEETING MINUTES

<b>Board Members Present</b>	Bruce Hidley, County Clerk Philip Calderone, Deputy County Executive		
<b>Department Representatives</b>	Ralph Mariani, Sheriff's Office Joe DeAngelis, DSS Moirra Manning, DCYF Nancy Heinzen, Stormwater	Karen Storm, Purchasing Andrew Brisport, DIS Shawn Thelen, DMB Shanna Witherspoon, DMB	David Reilly, DMB Sarah Cantwell, DMB Allison Russell, DMB
3:08pm Mr. Hidley meeting is called to order.			
<b>Other Business:</b> The Board will review the minutes from the noted CAB meetings: Emergency December CAB- Hidley / Calderone / Ward December 2016 – Hidley / Calderone			
Mr. Hidley brings the minutes to a vote. Mr. Calderone motions to approve the minutes. Mr. Ward seconds the motion. The minutes are approved.			

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3260	Renewal	A6070 - Purchase of Services for Recipient	Home Aide Service of Eastern NY, Inc. dba Eddy Health Alert	The installation and maintenance of electronic communication equipment to the home of frail, elderly or disabled DSS clients. The equipment is designed to signal a monitoring agency for help when activated by the individual.	1/1/2017- 12/31/17	\$75,000.00
It is noted that this contract is 65 % county funded and 35% state funded. The contract is reviewed to explain that this is equipment to allow the participants to remain in their homes with the monitoring. Sean Ward motions to approve the contract. Mr. Calderone seconds the motion. The contract is approved.						

Contract #	Action	Department	Vendor	Scope of Services	Term	Amount
3310	New	A4010 - Health	Richard Gullott, M.D.	A new contract with our pulmonologist for the term of 1/1/17 - 12/31/19 not to exceed \$70,000.00. The scope of services includes but not limited to interpretation of chest x-rays for tuberculosis evaluation, diagnosis and treatment, review patient charts, order treatment and tests as needed, indicate instructions for treatment follow-up to patient and clinic staff; provide patient education, provide consultation to mid-level providers, maintain certification to perform cardiopulmonary resuscitation.	1/1/2017 - 12/31/19	\$70,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Ms. Snyder comments about the Dr.'s history and involvement with the TB clinic. She also explains that he usually works for about three hours per week depending on the need of the situation. Sean Ward motions to approve the contract, Mr. Calderone seconds the motion, The contract is approved.</p>						
	New	A4010 - Health	Cornell Cooperative Extension	Cornell Cooperative Extension is certified by the Environmental Protection agency to provide Renovation, Repair, and Painting(RRP) training courses. Cornell Cooperative will provide four (4) RRP refresher courses (total cost for these trainings \$6,000), and ten (10) RRP initial courses (total cost for these trainings \$30,000) to landlords, contractors or whoever may need to be certified to perform lead based paint remediation. They will also provide four window replacement trainings (total cost for these trainings \$3,000). This will help provide an ongoing work force to meet the increasing work load presented by the RRP law.	4/1/16 - 3/31/17	\$39,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. This program is 100% state funded. Explains the specifics of the training and what the acronym stands for. This educational training helps to train and certify people involved in repair and remediation. It is also explained about the renewal process and the contract time frames. Some questions are asked about the cost of the program and how one would find out about it. Sean Ward motions to approve the contract, Mr. Calderone seconds the motion. The contract is approved.</p>						
3194	Renewal	A3140 - Probation	Automon, LLC	Annual Support and Maintenance of Probation Automation System Caseload Explorer.	1/15/2017 - 1/14/2018	\$23,367.23
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. It is noted that is 100% county funded. It is explained that this is a web based application for all information related to probation cases. Mr. Calderone motions to approve the contract. Sean Ward seconds the motion. The contract is approved.</p>						

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3297	Renewal	A1345 - Central Purchasing	WB Mason	Purchase of Copy Paper for Various Albany County Facilities. This is a cooperative bid with Capital Region Boces who is the lead agency. Renewal from previous contract award#2657	1/1/17 - 6/30/18	\$35,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Karen Storm explains that this is the renewal and that the pricing is still the same from the last time the contract was reviewed. It is asked why these contracts are renewed on a six-month basis. This is answered with the explanation of the fluctuating paper costs. Sean Ward motions to approve the contract. Mr. Calderone seconds the motion. The contract is approved.</p>						
3296	New	A2960 - Service 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.	1/1/17 - 12/31/17	\$30,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Ms. Collins explains the need for this service and the safety aspect it provides. It has not been needed for the last couple of years but is a requirement to have available. Mr. Calderone motions to approve the contract. Sean Ward seconds the motion. The contract is approved.</p>						