



## CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*  
 Honorable Bruce A. Hidley, *County Clerk*  
 Honorable Sean E. Ward, *Chairman, County Legislature*

### JULY 24, 2017 CAB MEETING MINUTES

**Board Members Present:** Bruce Hidley, County Clerk / Phil Calderone CEO/ Sean Ward Legislature

**Department Representatives:**

Eugenia Condon Law	Karen Storm Purchasing
Rachel Blendi BOE	Scott Siegel Aging
Matt Clyne BOE	Shawn Thelen DMB
Lisa Ramundo DPW	Sarah Cantwell DMB

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

**July 2017-** Hidley / Ward / Calderone Mr. Hidley brings the minutes to a vote. Sean Ward makes a motion to approve. Mr. Calderone second the motion. The minutes are approved.

Contract ID	Action	Department	Vendor	Scope	Term	Amount
3679	Amendment	A6772 - Aging	Senior Services of Albany	Senior Services of Albany delivers the Health Insurance Information Counseling and Assistance Program (HIICAP) to the senior population in Albany County. The program provides outreach, access, education and assistance to individuals who are 65+ and /or disabled, regarding Medicare, NYS EPIC and other health insurance programs.	4/1/2016 - 3/31/2017	\$185.00

Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Scott Siegel explains the dollar amount of the amendment. Sean Ward makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.

3651	Amendment	A6772 - Aging	Catholic Charities Senior and Caregiver Support Services	The ACDFA is requesting the authorization to amend a contract with Catholic Charities for additional III-E Caregiver funding totaling \$13,712.00.	1/1/2017 - 12/31/2017	\$13,712.00
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Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Scott Siegel explains the amendment Sean Ward makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.

3650	Amendment	A6772 - Aging	Senior Services of Albany	The ACDFA is requesting the authorization to amend a contract with Senior Services of Albany for additional III-E Caregiver funding totaling \$2,575.00.	1/1/2017 - 12/31/2017	\$2,575.00
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Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Mr. Hidley quickly passes the amendment due to the similarity of the two previous amendments. Phil Calderone makes a motion to approve the contract. Sean Ward seconds the motion. The contract is approved.

Contract ID	Action	Department	Vendor	Scope	Term	Amount
3681	New	A1450 - Board of Elections	Don's Moving and Storage, Inc.	Moving of the voting machines, to be picked up at the county's central storage facility at 32 N Russell Rd., Albany, NY and delivered to election sites throughout Albany County and picked up at sites and returned to the central storage facility after the 2017 fall primary and general election. Not to exceed #29,615.34	1 year, expires 12/31/2017	\$29,615.34
Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. asks a motion to approve the contract. seconds the motion. The contract is approved.						
3674	New	DM5130 - Road Machinery Main.	NAPA	Public Works is requesting authorization to purchase automotive parts and supplies from NAPA Auto Parts using the NJPA Contract #062916-GPC.	3 years	\$99,000.00
Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Lisa Ramundo speaks of behalf of the contract stating the need for a reliable parts distributor that in the past has given a history of good service. Phil Calderone makes a motion to approve the contract. Sean Ward seconds the motion. The contract is approved.						
3682	Renewal	A1340 - Managmnt and Budget	Alvey and DiMura, Inc.	To provide professional real estate appraisal services for the County of Albany.	1 year	\$75,000.00
Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Shawn Thelen explains the need for this service for the county and then checks the term of the services. Sean Ward makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
3673	New	A1345 - Central Purchasing	WB Mason Co, Inc.	Purchase of Copy Paper for all County Agencies. Cooperative bid was issued by Capital Region BOCES RFB#17-026	July 1, 2017 - December 31, 2017	\$30,000.00
Mr. Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Karen Storm explains the contract. Phil Calderone makes a motion to approve the contract. Sean Ward seconds the motion. The contract is approved.						
Meeting is closed at 3:40pm.						