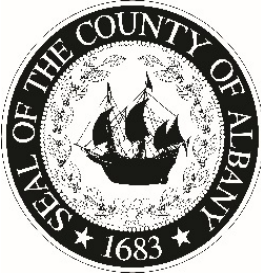


# CONTRACT ADMINISTRATION BOARD



Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce, *Chairman, County Legislature*

## January 29, 2018 CAB MEETING MINUTES

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

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.

**December 2017-Hidley/ Calderone/ Ward**

**Board Meeting Present:** Bruce Hidley, County Clerk / Philip Calderone, Deputy County Executive / Andrew Joyce, Chairman County Legislature

**Department Representatives:**

Karen Storm Purch.	Sarah Cantwell DMB
Shawn Thelen DMB	Dave Latina DGS
Scott Siegel Aging	Larry Slatky NH
Lucas Rogers CEO	George Penn CEO
Dave Reilly	Lisa Ramundo DPW
Eugenia Condon Law	Allison Russell DMB

Joe DeAngelis

Cont. #	Contract Action	Dept	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
3918	New	A3110 - Sheriff; A1620 - Building Services; G8130 - Sewage Treatment; D5020 - Highways- Engineering Division	Unifirst Corp.	rental and cleaning of uniforms for DGS, Sheriff, Sewer and Public Works for employees. Rental and cleaning of floor carpet runners	1 Year	\$58,385.00

Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Shawn Thelen speaks on behalf of the contract. It is asked how many bidders were involved and it clarified that there were only two bidders. It is also asked if they were the winner of the bid in the previous years. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

3888	New	DM5130 - Road Machinery Maintenance	H.L. Gage Sales, Inc.	The purchase of International Harvester Truck Parts. The departments annual expenditures are estimated at \$30,000.00 per year.	2/4/2018 through 2/4/2019 with two 1 year renewal options	\$90,000.00
------	-----	-------------------------------------	-----------------------	---	---	-------------

Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Lisa Ramundo explains the bidder and the term. This supports the need for parts for equipment from this company. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.

Cont. #	Contract Action	Dept	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
3954	New	A1640 - Fleet Management	Van Bortel Ford	two (2) - 2018 Transit Connect XLT Wagons LWB	1/1/18-12/31/18	\$49,919.30
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Dave Latina explains that the vans in this contract will be used for the Nursing Home transportation. And for servicing families with DSS that require more seating instead of using two vehicles. It was clarified that this cost was for both vehicles. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.</p>						
3924	New	D5020 - Highways-Engineering Division	Evenflo Company, Inc.	The purchase of car seats.	2/1/18-2/1/2020	\$35,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Lisa Ramundo explains the program and explains that this will contribute about 350-450 car seats for disadvantaged families. Lisa is commended for the benefits to the community and for her efforts to seek out the grant. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.</p>						
3947	New	NH6020 - Nursing Home	Comprehensive Healthcare Solutions	Comprehensive Healthcare Solutions will be responsible for the billing of all residents residing at the Albany County Nursing Home no matter the payer. (See attached contract for scope and responsibility of vendor).	6 months	\$99,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Larry Slatky reviews the contract and explains the need for this billing service which will streamline the receivable accounts. This is a stop gap for six months. It is stated that this company services more than 60 nursing homes in the New York area. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.</p>						
3914	Renew	A6142 - Emergency Aid for Adults; A6140 - Safety Net	Interfaith Interfaith Partnership for the Homeless (IPH)	IPH will operate the Sister Mavis Jewell Medical Respite for the Homeless which will house and serve adult men and women who are homeless and being discharged from an inpatient hospital setting with ongoing medical needs.	4/1/2018-3/31/2019	\$73,000.00
<p>Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. It is stated that this is split funding. Joe Deangelis comments on the program and the process in which this will be implemented. Andrew Joyce makes a motion to to approve the contract. Phil Calderone seconds the motion. The contract is approved.</p>						
<p>At this point Mr. Hidley proposes to bundle the contracts into one motion , 3899,3900,3901,and 3902. Andrew Joyce makes a motion to approve. Phil Calderone seconds the motion. The bundle is approved.</p>						

Cont. #	Contract Action	Dept	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
3899	Renew	A6772 - Aging	Senior Services of Albany	The Contractor shall provide day care services to targeted older adults within Albany County age 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.	1/1/2018 - 3/31/2018	\$18,130.00
Bruce Hidley reviews the contract scope and opens the discussion for comments and questions. Scott Siegel speaks and asks that a three month renewal on these contracts . This is to get a new RFP introduced. It is stated that the vendors include Senior Services of Albany and the next following three vendors on the agenda. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
3900	Renew	A6772 - Aging	Colonie Senior Service Centers	The Contractor shall provide day care services to targeted older adults within Albany County age 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.	1/1/2018 - 3/31/2018	\$10,710.00
*See above notes.						
3901	Renew	A6772 - Aging	Cohoes Senior Citizens Center / Senior Services of Albany	The Contractor shall provide day care services to targeted older adults within Albany County age 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.	1/1/2018 - 3/31/2018	\$9,000.00
*See above notes.						
3902	Renew	A6772 - Aging	The EDDY, St. Peter's Partners	The Contractor shall provide day care services to targeted older adults within Albany County age 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.	1/1/2018 - 3/31/2018	\$2,500.00
*See above notes.						
At this point Mr. Hidley proposes to bundle the contracts into one motion , 3919,and 3920. Andrew Joyce makes a motion to approve. Phil Calderone seconds the motion. The bundle is approved.						

Cont. #	Contract Action	Dept	Vendor Name	Scope of Services	Estimated Term	Estimated Amount
3919	New	A6772 - Aging	Albany Jewish Community Center	The Contractor shall provide congregate meals to eligible older adults within Albany County, meeting the criteria that is required by Albany County and NYSOFA.	1/1/2018 - 12/31/2018	\$45,420.00
Mr. Hidley reviews the contract scope and opens the discussion for comments and questions . It is asked to clarify what the acronym NYSOFA is. Phil Calderone responds. There are no comments or questions regarding the contract. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
3920	New	A6772 - Aging	Senior Citizens of Green Island	The Contractor shall provide congregate meals to eligible older adults within Albany County, meeting criteria that is required by Albany County and NYSOFA.	1/1/2018 - 12/31/2018	\$40,672.00
Mr. Hidley reviews the contract scope and opens the discussion for comments and questions . Andrew Joyce makes a motion to approve the contract .Scott Siegel explains that this is a added service for a telephone reassurance program. It is asked what the original contract amount was. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
3942	Amend	A6772 - Aging	Community Caregivers, Inc.	The Contractor provides in home contact and support services for isolated and home bound older adults in Albany County. Services include friendly visiting to provide socialization, shopping assistance and telephone reassurance calls.	1/1/2017 - 12/31/2017	\$1,653.00
*See above notes.						
<b>January Addendum</b>						
3970	Amend	A1620 - Building Services	C & S Engineers, Inc.	Amending Contract # 3568 for 2017 - re: design and construction renovation of the TUC Luxury Suites and Lia Lounge	2 years - total for project	\$34,345.00
Mr. Hidley reviews the contract scope and opens the discussion for comments and questions. Dave Latina explains the contract amendment to address heating and cooling issues. At this point, this is to save having to readdress after updating construction has been done. makes a motion to approve the contract. seconds the motion. The contract is approved.						