



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce, *Chairman, County Legislature*

JUNE 25, 2018 CAB MEETING MINUTES

Patrick Dillon Aging	Vincent Commisso HOR	Thomas Debose Law
Matthew Clyne BOE	Craig Carlsen HOR	Lucas Rogers CEO
Rachael Bledi BOE	Lisa Ferretti Aging	Shawn Thelen DMB
Tyler Messick Sewer	Karen Ziegler CVSVC	Dave Reilly DMB
John D' Antonio Rec	David Latina DGS	Sarah Cantwell DMB
Bob Belber TU	Karen Storm Purch	Allison Russell DMB

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

June 2018: Hidley / Calderone / Joyce

Contract #	Action	Dept.	Vendor	Scope of Service	Est. Time	Est. Amount
4166	Renewal	A1450 - Board of Elections	Vincy's Printing	Purchase of ballot stock paper on an as needed basis for Primary, General and any Special Election in 2018-6/30/2019. Not to exceed \$99,9995.	1 Year	\$99,995.00

Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Matthew Clyne speaks on behalf of this annual contract for paper stock for the ballots. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

At this point in the meeting Bruce Hidley recuses himself for the proceedings due to the nature of the next four following contracts. Andrew Joyce will step in to continue with the proceedings.

4218	New	A1411 - Hall of Records (County Archives)	Casale Rent-All	Provide three (3) Genie GS-1930 scissor lifts (with fixed rails and chain entry gate on each) as well as safety and use training that come with purchase of the products.	7/1/18-8/31/18	\$35,636.40
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Andrew Joyce reviews the scope of the contract and opens up the discussion for questions and comments. Craig carlsen speaks on behalf of the lifts that are existing in the facility. For safety and accessibility it is being asked to replace the lifts with an additional one for their new space. Phil Calderone makes a motion to approve the contract. he then seconds the motion. With an abstention noted from Bruce Hidley. The contract is approved.

4229	Amend.	A1411 - Hall of Records (County Archives)	New York State Industries for the Disabled (NYSID)	Provide Book Scanning and indexing for the County Clerk's Office (Deed Volumes 1369-2014). There are 645 volumes (348,300 images; \$0.0105 per image). Note: this is a request for an extension of Contract No. 3724 of 2017 through the end of September 2018 [the State Archives approved the extension of Local Government Records Management Improvement Fund (LGRMIF) grants to September 30, 2018]. The grant monies (\$149,077 total) are for a shared services grant with the City of Albany.	7/1/2017 to 9/30/2018	\$36,751.50
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Andrew Joyce reviews the scope of the contract and opens up the discussion for questions and comments. Vincent Commisso speaks on behalf of this extension because it is being offered. It seems advantageous to take advantage of this period of time to continue the scanning process. Phil Calderone makes a motion to approve the contract. Andrew Joyce then seconds the motion. With an abstention noted from Bruce Hidley. The contract is approved.

Contract #	Action	Dept.	Vendor	Scope of Service	Est. Time	Est. Amount
4230	Amend.	A1411 - Hall of Records (County Archives)	New York State Industries for the Disabled (NYSID)	Digitization and indexing of 6,563 folders or 262,500 images (\$0.138 per image) belonging to the City of Albany's Department of Buildings and Regulatory Compliance (the records' dimensions are generally smaller than 11" x 17"). Note: this is a request for an extension of Contract No. 3815 of 2017 through the end of September 2018 [the State Archives approved the extension of Local Government Records Management Improvement Fund (LGRMIF) grants to September 30, 2018]. The monies (\$149,077 total) are for a shared services grant with the City of Albany.	7/1/17 to 9/30/2018	\$36,225.00

Andrew Joyce reviews the scope of the contract and opens up the discussion for questions and comments. Bruce Hidley clarifies that NYSID stands for New York State Industries for the disabled. Vince Commisso explains that this contract mirrors the previous one. Phil Calderone makes a motion to approve the contract. Andrew Joyce then seconds the motion. With an abstention noted from Bruce Hidley. The contract is approved.

4231	Amend.	A1411 - Hall of Records (County Archives)	New York State Industries for the Disabled (NYSID)	Digitization and indexing of 19687.5 images (\$1.49 per image) belonging to the City of Albany's Department of Buildings and Regulatory Compliance (the records' dimensions are generally greater than 11" x 17" but do include smaller documents as well). Note: this is a request for an extension of Contract No. 3816 of 2017 through the end of September 2018 [the State Archives approved the extension of the Local Government Records Management Improvement Fund (LGRMIF) grants to September 30, 2018]. The grant monies (\$149,077 total) are for a shared services grant with the City of Albany.	7/1/17 to 9/30/18	\$29,334.38
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Andrew Joyce reviews the scope of the contract and opens up the discussion for questions and comments. . Vince Commisso reiterates the same words as the previous contracts. Phil Calderone makes a motion to approve the contract. Andrew Joyce then seconds the motion. With an abstention noted from Bruce Hidley. The contract is approved.

4225	Renewal	A7128 - Civic Center	Walsh Duffield	Walsh Duffield is the broker for the Times Union Center, this policy is with Liberty Mutual to provide property insurance coverage for the facility for a one year renewal at \$80,000.00 The previous rate was \$76,420.00	7/1/18-6/30/19	\$80,000.00
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Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Bob Belber speaks on behalf of the contract explains that this was the best coverage that was available and was only a small increase from the previous year. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.

4236	New	D5112 - Highways-Perm.	Grainger	Purchase of crash-rated security bollards to install on South Pearl Street in front of the Times Union Center.	12 months	\$50,000.00
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Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Luke Rogers asks the Board if at this time the contract can be tabled for a later date. Andrew Joyce makes a motion to table the contract. Phil Calderone seconds the motion. The contract is tabled.

4176	New	G8130 - Sewage Treatment	Holland Company, Inc.	To provide the District with Sodium Bisulfite used to DE chlorinate our treated effluent as a condition of the District's SPDES permit.	7/15/2018-11/10/2020	\$70,000.00
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Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Tyler Messick explains this supply for the districts disinfection system. This was the lowest bidder. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.

Contract #	Action	Dept.	Vendor	Scope of Service	Est. Time	Est. Amount
4149	New	G8130 - Sewage Treatment	Johnson Controls	The installation of four air conditioning units, two in the solids building Electrical Motor Control Center, one unit in the locker room and one unit in the maintenance shop	1 month	\$39,803.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Tyler Messick explains the contract saying that this is to install two units to replace existing and the other two for personnel health and safety. It is asked if this term is correct and if this comes with a maintenance agreement in which it is clarified that these types of maintenance are done in house. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
At this point in the meeting Bruce Hidley asks for a motion to bundle the following three contracts 4172, 4173, 4175 into one vote. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4172	New	A6772 - Aging	Senior Services of Albany	The Contractor shall provide adult day services to targeted older adults within Albany County age 60+. Adult Day services are structured and include; supervision, monitoring, personal care and nutrition in a protective setting for less than a 24 hour period.	5/1/2018 - 12/31/2018	\$98,876.00
Bruce Hidley reviews the scope of the contracts and opens up the discussion for questions and comments. Patrick Dillon take the opportunity to introduce the new commissioner Lisa Ferretti. She is welcomed and the review proceeds. Patrick Dillon explains the contracts as day care providers , and is asking for approval on three quarters of the year. Andrew Joyce makes a motion to approve the contracts. Phil Calderone seconds the motion. The contracts are approved.						
4173	New	A6772 - Aging	Colonie Senior Service Centers	The Contractor shall provide adult day services to targeted older adults within Albany County age 60+. Adult Day services are structured and include; supervision, monitoring, personal care and nutrition in a protective setting for less than a 24 hour period.	5/1/2018 - 12/31/2018	\$33,747.00
*See Above notes						
4174	New	A6772 - Aging	The EDDY, St Peter's Partners	The Contractor shall provide adult day services to targeted older adults within Albany County age 60+. Adult Day services are structured and included; supervision, monitoring, personal care and nutrition in a protective setting for less than a 24 hour period.	5/1/2018 - 12/31/2018	\$10,683.00
*See Above notes						
4186	New	A6010 - Social Services	Laboratory Corporation of America	LabCorp will provide Genetic Testing on-site at Family Court for the purpose of establishing paternity pursuant to Social Services Regulation 111K (Social Services Law) and NY Family Law Statute, FCA532. LabCorp will coordinate the collection of DNA samples from persons within Albany County and provide notarized reports summarizing genetic testing data	8/1/2018- 7/31/2020	\$50,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Joe DeAngelis explains that this was the substantial low bid and that they have dealt with this company before and are very satisfied. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4162	New	A1620 - Building Services	TriState Facade Service, Inc.	Window cleaning services for various County buildings.	6/1/2018 - 5/31/2019	\$38,620.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dave Latina begins by stating this is a yearly contract, for window cleaning. The court house is mandated to be done twice a year, therefore a price difference. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						

Contract #	Action	Dept.	Vendor	Scope of Service	Est. Time	Est. Amount
4075	New	A1620 - Building Services	AKTOR Corp	As outlined in RFB 2018-071 Re: Mental Health Waiting Room Reno.	45,727.13	\$45,727.13
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dave Latina explains this contracting stating that by piggy-backing this with another town is offers the county a huge savings. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion. The contract is approved.						
4167	Renewal	A4610 - Crime Victim and Sexual Violence Center	Lisa Good	The partnership will utilize the initial assessment and analysis created in collaboration with the Albany Crime Analysis Center to implement a comprehensive strategy designed reduce shootings and homicides. The comprehensive strategy will incorporate evidence-based practices in the following 1) problem-oriented policing; 2) hot spot policing; 3) focused deterrence; 4) street workers; 5) crime prevention through environmental design; and 6) procedural justice. To implement the joint initiatives as outlined in the GIVE strategy to directly combat shootings and homicides in the city of Albany with support and assistance from the other law enforcement partners. CVSVC will work in collaboration with the Albany Police Department, through the Contractor as Project Coordinator, to provide the following Trauma Response Team services: 1. Provide the number of referrals received from the Albany Police Department which are derivatives of firearm-involved incidents within the City of Albany; 2. Provide the number of traumatic incidents responded to; 3. Provide the number of outreach activities employed by the Trauma Response Team, along with a summary of these activities; 4. Provide the number of volunteers engaged in the Trauma Response Team efforts; 5. Provide the number and type of trainings offered to the Trauma Response Team volunteers; 6. Provide the number of community events attended; and 7. Provide a brief	12 months	\$45,000.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Karen Ziegler explains the services that are provided to the county by this woman and the benefits of this type of involvement. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						
4235	Renewal	A7410 - Recreation Department	All-American Sports Recreation	The Contractor will provide an instructional flag football program for children ages 5 to 17 at various sites in the County. This is a renewal of contract 3470 of 2017, there is one additional renewal after this.	6/25/2018-12/31/2018	\$39,638.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Joe D'Antonio explains the flag football program that has been very successful and they would like to bring it back for the next year. Phil Calderone makes a motion to approve the contract. Andrew Joyce seconds the motion . The contract is approved.						

Contract #	Action	Dept.	Vendor	Scope of Service	Est. Time	Est. Amount
4234	Renewal	A7410 - Recreation Department	BOSSE Lacrosse	The Contractor shall provide an instructional lacrosse program for children ages 7-14. This is a renewal of contract 3505 of 2017, there is one additional renewal remaining.	6/25/2018-12/31/2018	\$40,000.00
Bruce Hidley reviews the scope of the scope of the contract and opens up the discussion for questions and comments. John D' Antonio explains that this is another program that they would like to continue for another year due to its success. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						

Addendum						
4238	New	A1620 - Building Services	Callanan Industries, Inc.	As outlined in RFB 2018-072	1 year; June 2018 - May 2019	\$57,915.00
Bruce Hidley reviews the scope of the contract and opens up the discussion for questions and comments. Dave Latina explains that this is for a repave and striping of the Washington Ave parking. Andrew Joyce makes a motion to approve the contract. Phil Calderone seconds the motion. The contract is approved.						