



## CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*  
 Honorable Bruce A. Hidley, *County Clerk*  
 Honorable Andrew Joyce, *Chairman, County Legislature*

### February 14, 2022 MEETING AGENDA

Nicole Ward, CYF	Eugenia Condon, Law	Dave Reilly, <i>Mgt. &amp; Bdgt.</i>
Larry Slatky, Shaker Place	Rob Daley, Law	Chris Herbert, <i>Mgt. &amp; Bdgt.</i>
Patrick Dillon, Aging	Tracy Murphy, Law	Sarah Cantwell, <i>Mgt. &amp; Bdgt.</i>
Joe DeAngelis, DSS	Mike McLaughlin, County Executive	Sameer Modasra, <i>Mgt. &amp; Bdgt.</i>
Scott Allardice, DGS	Lucas Rogers, County Executive	Amanda Brady, <i>Mgt. &amp; Bdgt.</i>
Lisa Ramundo, DPW	Pat Collins, Legislature	
Pam O'Neill, Purchasing	Caitlin O'Brien, Legislature	
Keshana Owens Cody, Redistricting	Eric Ford, Legislature	
Susan Rizzo, Comptroller	Ransom Moore, Comptroller	

Board Members: Hon. Bruce Hidley - County Clerk / Hon. Andrew Joyce - County Legislature / Daniel Lynch - Deputy County Executive

**The Board will review minutes from the August CAB meeting and the January CAB meeting. Daniel P. McCoy and Andrew Joyce-August meeting minutes. Bruce Hidley and/or Andrew Joyce and/or Daniel Lynch-January meeting minutes.**

Daniel Lynch opens the Contract Administration Board at 4:03pm. In attendance is the Honorable Andrew Joyce Chairman of the County Legislature and Dan Lynch Deputy County Executive. Absent from the meeting today is Bruce Hidley Albany County Clerk. The August 9, 2021 meeting minutes still cannot be approved without County Executive Dan McCoy. The meeting minutes from the January 10, 2022 CAB meeting are approved. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2022-63	A) New	A1025 - Redistricting Commission	ARCBridge	Mapping Services for the Albany County Commission on Redistricting Subcommittee	1/1/2022 to 12/31/2022	\$69,000.00
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Daniel Lynch reads the details of the contract. Keshana Owens Cody states the ARC Bridge Mapping is for the Minority districts where they will be doing public meetings and sharing information with the public regarding redistricting efforts. They reviewed five different proposals and met as a committee. ARC Bridge was chosen as their vendor. They had the most experience in terms of working with Minority districts. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract passes.

2022-64	A) New	A1025 - Redistricting Commission	NY Census & Redistricting Institute - New York Law School	Provide Legal Services to the County of Albany Redistricting Subcommittee.	1/1/2022 to 12/31/2022	\$50,000.00
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Daniel Lynch reads the details of the contract. Keshana Owens Cody states they had one proposal for their legal services. They stated they had time to spend with the legal counsel. After further review and discussing their needs, they decided to move forward with this vendor. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,839	A) New	A1230 - County Executive; A1010 - Legislature	U.S. Committee for Refugees and Immigrants (USCRI)	Screen approximately 300 Afghan parolees in the Albany area.	2/1/2022 - 12/31/2022	\$50,000.00
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Daniel Lynch reads the details of the contract. Andrew Joyce states this request emanated from the Legislature and they are very thankful and fortunate to have a partnership with the County Executive's Office on this effort. Andrew Joyce continues to state he served in Afghanistan many years ago and is very privileged to be in the position to partner with USCRI and Albany Law, to help make Albany County a more welcoming place for Afghan Refugees. This also aligns with the County Executive's vision to make Albany a more welcoming place. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Mr. Lynch seconds the motion. The contract is carried.

6,819	C) Renewal	NH6020 - Nursing Home	Ridgefield Associates	NYS Dept. of Health and the Centers for Medicare and Medicaid Services, Life Safety and NFPA require that skilled nursing facilities have a fire safety and emergency management program that monitors all emergency fire detection, alarm and extinguishing systems, evacuation and staff competencies on an ongoing basis by a credentialed/qualified person (company). This entails the creation and preventative maintenance schedule that insures compliance and documentation that supports these requirements.	2/09/2022-2/08/2023	\$35,000.00
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Daniel Lynch reads the details of the contract. Larry Slatky states Ridgefield Associates has been their vendor for a number of years. This is a one year renewal of their contract to provide the services stated. This is a requirement and the vendor has been doing an excellent job maintaining the Nursing Home. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,845	B) Amendment	NH6020 - Nursing Home	National Business Technologies	To provide copiers to Shaker Place Rehabilitation and Nursing Center was the original lease request and this request is an add on for a high speed scanner for one of those copiers.	2/28/2021-3/1/2025	\$50,000.00
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Daniel Lynch reads the details of the contract. Larry Slatky states this is not to exceed \$50,000 and is an amendment to the original contract. The RFP process is County wide for copiers. They are now copying hard copies of medical records to be uploaded into their EMR. This will put all records in one place. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,836	A) New	DM5130 - Road Machinery Maintenance	Fastenal Company	The purchase of vehicle maintenance items for the maintenance and repairs of the departments vehicles and equipment.	3/1/2022-3/31/2023 (12 months)	\$99,000.00
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Daniel Lynch reads the details of the contract. Lisa Ramundo states this would allow the department to receive discounts on frequently used maintenance items that they use in their maintenance garage. It would allow them to have vending machines on hand, which will dispense their most frequently used items. They will keep an account of what is used and bill for these items monthly, rather than putting in requisition entries for each individual item on a daily basis. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,832	B) Amendment	A6772 - Aging	Town Of Colonie Senior Resources	To amend caregiver contract to provide additional caregiver counseling needed for caregivers of older adults during the COVID-19 pandemic.	1/1/2021 - 12/31/2021	\$44,350.00
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Daniel Lynch reads the details of the contract. Patrick Dillon states the Town of Colonie is one of their caregiver providers and they are requesting an amendment to their contract for an additional caregiver service. The Town of Colonie has a large demographic of older adults and they will be putting in a RFP for 2023. They do a lot for the contract amount of \$30,000 and they are starting to see a large increase in the need for caregiver service especially during the Pandemic. They are asking for an amendment for an additional 887 caregiver units. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,831	B) Amendment	A6772 - Aging	Community Caregivers, Inc.	To amend in home contact and support contract to provide additional telephone reassurance, shopping assistance and friendly visiting needed for older adults during the COVID-19 pandemic.	1/1/2021 - 12/31/2021	\$9,291.00
Daniel Lynch reads the details of the contract. Patrick Dillon states this is their only in home contact and service provider that they have. They will be putting in a RFP for 2023 for this as well. The telephone reassurance increased during the Pandemic, which led them to request an additional 514 telephone reassurance quotes throughout that year to cover the increase need. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,830	B) Amendment	A6772 - Aging	Senior Citizens of Green Island	To amend congregate meal contract to provide additional HDM's needed for older adults due to the COVID-19 pandemic.	1/1/2021 - 12/31/2021	\$3,558.46
Daniel Lynch reads the details of the contract. Patrick Dillon states the vendor is one of six of their congregate meal providers. There is a typo, it is for congregate meals not HDM's. During the Pandemic they stopped the congregate meals programs and in place of that they put in a grab and go. There was an increased need for the Senior Citizens of Green Island for an additional 2,138 meals. The site is across the street from a senior apartment housing unit which possibly led to the increase. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,844	C) Renewal	A6140 - Safety Net; A6142 - Emergency Aid for Adults	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.	4/1/2022- 3/31/2023	\$98,500.00
Daniel Lynch reads the details of the contract. Joe DeAngelis states this is their only shelter provider to provide a safe space for homeless individuals to recover from illness, surgery or injury and receive supportive services. Over the past 10 month period, ending this past January they have sheltered 16 individuals under this contract. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,834	C) Renewal	A6071 - Preventative Assistance Program (Title XX)	Youth L.I.F.E. Support Network, Inc.	Community Based Reintegration Service. A direct intervention, consistent with the Risk-Needs-Responsivity Framework and Reintegration Continuum model, available to Albany County youth, primarily from the City of Albany, who are adjudicated as Juvenile Delinquent and/or Person in Need of Supervision (PINS) and are placed in the custody of the NYSOCFS.	01/01/2022 - 12/31/2022	\$99,900.00
Daniel Lynch reads the details of the contract. Nicole Ward states this is a renewal contract and have worked with this vendor successfully for the past two years. This is a credible messenger model which engages high risk youth in the juvenile justice system and their families within 24 hours of placement, with the goal of following them all the way until they can be released back into the community and their families care. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,835	C) Renewal	A2960 - Service for Physically Handicapped Children	James McGuinness & Associates	Training, Support and Consulting for a Preschool software program for the submission of payment claims for Related Services providers and to collect Medicaid reimbursements from NYSDOH	04/01/2022- 3/31/2023	\$21,000.00
Daniel Lynch reads the details of the contract. Nicole Ward states this is software and support for their third party insurance billing pertaining to pre-school related service programs and is a sole source provider. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						

6,789	C) Renewal	A6119 - Children, Youth and Families	St. Anne Institute	Emergency Youth Shelter - 100% state aid (NYS OCFS RHYA ) to support homeless youth ages 13-17	01/01/2021 - 12/31/2021	\$36,000.00
Daniel Lynch reads the details of the contract. Nicole Ward states this is for beds in their emergency shelter. Any youth in Albany County ages 13-17 that are homeless get taken in and taken care of. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,788	C) Renewal	A6119 - Children, Youth and Families	Equinox Inc.	Transitional Independent Living Program - 100% state aid (NYS OCFS RHYA ) to support independent living program for homeless youth ages 16-20	01/01/2021 - 12/31/2021	\$44,814.00
Daniel Lynch reads the details of the contract. Nicole Ward states this program is also for homeless youth with longer stays and is apartment style living. They provide assistance in getting their identification, doctors, banking, etc. for the timeframe of 18-24 months. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
6,838	C) Renewal	A6119 - Children, Youth and Families	St. Anne Institute	Provision of Specialized Independent Living Skill Services as per the Chafee Act for 15-20 slots at a monthly cost of \$2500 and a total contract not to exceed \$30,000.	04/01/2022- 3/31/2023	\$30,000.00
Daniel Lynch reads the details of the contract. Nicole Ward states this is for children aging out of their foster care system that are at high risk for poverty, homelessness, addiction and incarceration. It is for youth 18-21 and it is specialized independent living skills to help them before they age out of their system. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-43	C) Renewal	A1420 - Law	Arthur J Gallgher Risk Management Services	Acts as broker of record for county Insurance coverages. Fees are paid by insurance carriers and are estimated based upon premiums. No fees are paid directly by the County	3/1/2022 to 2/28/2023	\$99,000.00
Daniel Lynch reads the details of the contact. Eugenia Condon states this is their insurance brokerage contract. They issued a RFP for this service this year. They received four proposals total which were evaluated by Eugenia and Commissioner Clement, Department of Human Resources as their departments are predominantly impacted by this contract. They evaluated all of the proposals and found the selected vendor to be the most qualified to continue to provide this service. The other proposals were worth while and solid candidates however, Gallgher for many reasons is the better candidate. They have access to more public entity insurers, they are the largest public entity insurer in the Country, they insure more public entities in this area and have greater knowledge of the public entities in this area. They have been their broker for several years and knowledge of the County's needs. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-48	C) Renewal	A1345 - Central Purchasing	Unifirst Corporation	This is the last renewal period for the rental and cleaning of uniforms and carpet runners for General Services, Public Works, Water Purification District and the Sheriff's Office for a one year term.	4/10/2022 to 4/9/2023	\$59,000.00
Daniel Lynch reads the details of the contract. Pam O'Neill states the original bid was for a one year, with (2) one year renewal options. This will be the last year to renew and it will go out to bid early next year. Mr. Lynch entertain a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-60	A) New	A1345 - Central Purchasing	Moore Fire Extinguisher Co. LLC	Inspection and service of fire extinguishers and fire suppression systems for various facilities for a three year term. Fire extinguishers are inspected each year and suppression systems are bi-annual	4/1/2022 to 3/31/2025	\$41,000.00

Daniel Lynch reads the details of the contract. Pam O'Neill states they did a bid for the inspections and services for the County's fire extinguishers and suppression systems. They received three bid submissions and Moore was the lowest responsive and responsible bidder. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

6,848	B) Amendment	A1610 - General Services Administration	Plugin Stations Online, LLC	In July of 2021 the CAB approved a contract with Plugin Stations Online, LLC for the installation of public EV charging stations at six County Location (Lawson Lake, Rail Trail Heads, Ann Lee Pond, Hockey Facility, and 208 Washington Avenue). The price quoted to Albany County included assumed funding support from National Grid at levels based on past experience. National Grid's incentives were slightly less than anticipated leaving a \$6950.50 gap in the project. The vendor has committed to absorbing 50% of these costs and requested that the County cover the other 50% in the amount of \$3,475.25. County share in this project will be offset by DEC grant funding.	7/12/2021 - 6/31/2022	\$76,135.25
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Daniel Lynch reads the details of the contract. Lucas Rogers states this is an amendment to a previous CAB request from July. When you do a project of this nature, you factor in an assumed incentive from National Grid's make ready program. Due to the scope in multiple locations and grids processes changing a bit, the incentives, while still very helpful were slightly less than what was budgeted. This left the gap as indicated. They were able to work with the vendor on an amicable solution, where they are absorbing half of the cost and the County is absorbing the other half of the increase. This will bring the County's total investment to \$76,135.25. After the installation of these stations, there will be a submission to either NYSERDA or DEC for reimbursement for the County share of the profit. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

2022-56	C) Renewal	A1620 - Building Services	BPI Mechanical, Inc.	Primary vender for emergency Boiler Repair services	4/1/2022 to 3/31/2023	\$99,000.00
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Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal with BPI Mechanical. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

2022-55	C) Renewal	A1620 - Building Services	McBain Electric, Inc.	Primary vender for emergency electrical services	4/1/2022 to 3/31/2023	\$99,000.00
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Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal from last year with McBain Electric for emergency electrical services. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

2022-54	C) Renewal	A1620 - Building Services	Eckert Mechanical, LLC	Secondary vender for emergency general construction services	4/1/2022 to 3/31/2023	\$99,000.00
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Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal from last year and are satisfied with the services provided. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.

2022-53	C) Renewal	A1620 - Building Services	BPI Mechanical Services, Inc.	Primary vender for emergency HVAC services	4/1/2022 to 3/31/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal for the next year with the responsible contractor. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-52	C) Renewal	A1620 - Building Services	DeBrino Caulking, Inc.	Secondary vender for emergency masonry repair services	4/1/2022 to 3/31/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states this is renewal from last years contract. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-51	C) Renewal	A1620 - Building Services	DeBrino Caulking, Inc.	Secondary vender for emergency painting repair services	4/1/2022 to 3/31/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal with DeBrino Caulking for the next year. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-50	C) Renewal	A1620 - Building Services	Collett Mechanical Services, Inc.	Primary vender for emergency plumbing services	4/1/2022 to 3/31/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal of a contract from last year. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-49	C) Renewal	A1620 - Building Services	Titan Roofing, Inc.	Primary vender for emergency roof repair services	4/1/2022 to 3/31/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states Titan Roofing will once again be providing roofing services for our County buildings in an emergency need. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
2022-45	C) Renewal	A1620 - Building Services	G P Flooring Solution	Labor associated with future carpet installation services at various County facilities	3/1/2022 to 2/28/2023	\$99,000.00
Daniel Lynch reads the details of the contract. Scott Allardice states this is a renewal with the contractor that they are please with. Mr. Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The contract is carried.						
Mr. Lynch entertains a motion to adjourn the meeting at 4:49pm. Andrew Joyce makes the motion and Dan Lynch seconds the motion. All are in favor.						