



CONTRACT ADMINISTRATION BOARD

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

May 9, 2022 MEETING AGENDA

Rob Daley, Law	Angelo Gaudio, Water Purification	Dave Reilly, <i>Mgt. & Bdgt.</i>
Tracy Murphy, Law	Perry Blanchard, Information Services	Patrick Alderson, <i>Mgt. & Bdgt.</i>
Pat Collins, Legislature	Susan Rizzo, Comptroller	Sarah Cantwell, <i>Mgt. & Bdgt.</i>
Pam O'Neill, Purchasing	Ransom Moore, Comptroller	Sameer Modasra, <i>Mgt. & Bdgt.</i>
Nicole Ward, CYF	David Latina, DGS	Amanda Brady, <i>Mgt. & Bdgt.</i>
Kevin Demarest, E911	Bob Belber, MVP Arena	Chris Herbert, <i>Mgt. & Bdgt.</i>
Larry Slatky, Shaker Place	Lisa Ramundo, Public Works	
Thomas Remmert, Sheriff		

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

The Board will review minutes from the April CAB Meeting.

Bruce Hidley opens the Contract Administration Board at 4:02pm. In attendance is the Honorable Andrew Joyce Chairman of the County Legislature and Dan Lynch Deputy County Executive and Bruce Hidley Albany County Clerk. The meeting minutes from the April 11, 2022 meeting are approved. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2022-329	A) New	A3110 - Sheriff	B & H PHOTO	FOR PURCHASE OF AUDIO VIDEO EQUIPMENT OVER \$20,000 USING GRANT FUNDS	5/1/2022 to 12/31/2022	\$20,836.00
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Bruce Hidley reads the details of the contract. Thomas Remmert states this is equipment for the new emergency operation center. This is being funded by the EMPG grant 100% from the State. There is a 50% match but they use salaries of the emergency manager to cover the match. It is all funded by grant money. Andrew Joyce asks if the televisions being purchased with grant money are being used for monitors. Thomas states some will be used for monitors and some will be used on the walls at the EOC to display information. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2022-261	A) New	A3020 - Emergency 911	Drb Business Interiors	To provide furniture for the new E- 911 building on 58 Verda	4/11/2022 to 4/11/2023	\$58,341.70
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Bruce Hidley reads the details of the contract. Kevin Demarest states this is the furniture; desks, chairs and tables for the 911 center and EOC. It is budgeted funds. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2022-262	A) New	NH6020 - Residential Health Care Facility	Eklego Workforce Solutions	The firm will provide recruitment services of viable candidates to be considered for vacant positions, on an as needed basis, as determined by the Administration at the facility. The firm will develop a strategic recruitment plan for the selection, hiring and retention of the employees needed to be hired. In doing so. the consultant/firm will place advertisements in appropriate publications/online, initial screening of all candidates, resume review, eligibility determination, background/reference checking, credential verification, initial interviewing and scheduling of interview follow-up with facility staff.	4/25/2022 to 4/24/2023	\$99,500.00
Bruce Hidley reads the details of the contract. Larry Slatky states this contract is a new contract, as most people know they have been struggling filling vacant positions. This is company that specializes in long-term care. They are not currently utilized in the Albany region however, they are utilized in Saratoga at Westley Health Care Center. They come with excellent recommendations and hopefully they can assist with recruiting needed staff members, especially in key positions such as; Assistant Director of Nursing, Dieticians, CNA's and LPN's. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2022-328	C) Renewal	A7128 - Civic Center	Walsh Duffield Companies, Inc.	1 year renewal of the Commercial Property Insurance for the TU Center.	7/1/2022 to 7/1/2023	\$89,470.00
Bruce Hidley reads the details of the contract. Bob Belber states this is a renewal of the current property insurance that they have. There is a slight increase in premium which is not very much given the loss they had with the blow out of the water main. It is slightly under a \$5,000 increase and will be able to cover the entire cost of the premium under the operating budget and is just a renewal to make sure the property remains fully insured. Dan Lynch notes for the record this is no longer the TU Center and is the MVP Arena. Bob confirms that they do have that change in all of the paperwork correctly. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						
2022-322	A) New	D5110 - Maintenance of Roads and Bridges	Creighton Manning Engineering	Design Services for the Rehabilitation of the Krumkill Road Bridge over the Normanskill Creek Project in the Town of New Scotland. The contract period will be for one year (6/1/2022-6/30-2023). This project is 100% County funded using Bond HHT8 (Resolution 93 dated 3/14/2022).	6/1/2022 to 6/30/2023	\$67,500.00
Bruce Hidley reads the details of the contract. Lisa Ramundo states this is for design services for the rehabilitation of the Krumkill Road truss. They received four bids and the vendor was chosen based on the best project proposal and understanding of the work that needs to be done. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2022-263	A) New	G8130 - Sewage Treatment	Gammie Air Monitoring LLC	Provide annual air compliance testing for the North and South Plant sewage sludge incinerators	5/1/2022 to 12/31/2022	\$32,400.00
Bruce Hidley reads the details of the contract. Angelo Gaudio states they are required through their EPA permit to do air stack emissions testing on an annual basis. The vendor was the low bidder and they received two bids. The chosen vendor was the lowest responsible bidder. Mr. Hidley asks what happens on the 1st of the year since the term is only for seven months. Angelo states this is an annual bid so they will go out to bid again to secure those services. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						
2022-307	A) New	G8130 - Sewage Treatment	Empire Forklift Inc.	Purchase and delivery of a 2022 Clark GTS25 Pneumatic Tire Forklift.	5/9/2022 to 7/26/2022	\$28,225.00

Bruce Hidley reads the details of the contract. Angelo Gaudio states this is to replace an existing forklift that they have which is a little over 15 years old. They received five bids and the chosen vendor was the lowest responsible bidder. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2022-308	A) New	G8130 - Sewage Treatment	EnviroCare International	Purchase and delivery of a replacement quench section for Venturi Scrubber at North Plant. Existing scrubber is manufactured by EnviroCare.	5/9/2022 to 5/26/2022	\$35,870.00
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Bruce Hidley reads the details of the contract. Angelo Gaudio states this is for their North Plant scrubber. This is for the treatment system that is responsible for scrubbing the air emissions before being discharged to atmosphere. EnviroCare is the proprietary manufacturer of the existing scrubber. There is a seal system within the quench section that has been damaged and they are looking to replace that, which will be purchased through a sole source agreement. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2022-313	A) New	A1680 - Information Services	KnowBe4	Security Awareness Training Subscription Diamond	6/29/2022 to 6/28/2023	\$29,317.32
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Bruce Hidley reads the details of the contract. Perry Blanchard states this is a renewal of the County system used to conduct Cyber Security training, Sexual Harassment Prevention training and Phishing testing. Andrew Joyce comments that we have seen in the past couple of years, the City of Albany being targeted by Cyber attacks. Andrew personally has had both personal and County email targeted and he has worked closing with IT to try and fix that. However, the public email is really hard. We are fortunate to have an IT department that is responsive and assist us to get through it. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2022-325	C) Renewal	A2960 - Service for Physically Handicapped Children	See Attached	Mandated Related Services to meet the physical and educational needs of children ages 3 to 5 with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help the children attain their educational goals.	7/1/2022 to 6/30/2023	\$50,000.00
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Bruce Hidley reads the details of the contract. Nicole Ward states this is related to mandated services for the department to have PTOT and Speech contracts. There are three different agencies for this contract. They are private providers and set by NYS. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2022-324	C) Renewal	A2960 - Service for Physically Handicapped Children	See Attached	Center Based Preschool Providers. The NYS Education Law (4410) requires Municipalities to provide an approved preschool special education program for children ages 3 to 5 who have been determined by the Board of Educ. to having a disabling condition. Albany County contracts with service providers who have been approved by the BOE as having an appropriate structured program capable of offering preschool education services to children with disabilities.	7/1/2022 to 6/30/2023	\$90,000.00
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Bruce Hidley reads the details of the contract. Nicole Ward states this is for contracts with multiple center-based pre-school providers, ones that have been approved by the NYS Board of Education for 3-5 year olds who have disabling conditions. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2022-264	B) Amendment	A1620 - Building Services	Rise Engineering	Upon initial installation it was discovered and verified that the current fixtures at two of the facilities do not meet current safety codes. Rise Engineering will supply all materials and labor to ensure all newly installed fixtures are brought up to current codes, at an estimated cost of \$10,000.	1/1/2022 to 6/30/2023	\$10,000.00
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Bruce Hidley reads the details of the contract. David Latina states the project began about a month ago switching out the lights. It was discovered that a lot of the lights weren't wired correctly and the lights were not hung properly, which could lead to the lights falling out of the ceiling. Therefore, they came back with the price which will bring them back to NYS codes. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2022-320	B) Amendment	A1620 - Building Services	AFSCO FENCE SUPPLY CO.	To ensure complete enclosure of the area under the Spruce Street Garage an additional fifteen feet of fencing will need to be added to the project at a projected cost of \$2,000.	5/1/2022 to 10/31/2022	\$2,000.00
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Bruce Hidley reads the details of the contract. He notes this contract was approved at the last meeting and this is an amendment to that contract. David Latina states there was a small section that was not included in the initial, that they wanted to take care of and make sure it was fully enclosed. They came back with an estimate of 15 feet. The actual pricing of it was \$1,460 but another \$540 was added for any kind of contingency they may run into when they are installing the fence. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

Mr. Hidley entertains a motion to adjourn the meeting at 4:25pm. Andrew Joyce makes a motion and Dan Lynch seconds the motion. All are in favor.

