



## CONTRACT ADMINISTRATION BOARD

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

### February 6, 2023 MEETING AGENDA

Pat Collins, Legislature	Dennis Wood, Sheriff	Dave Reilly, <i>Mgt. &amp; Bdgt.</i>
Caitlin O'Brien, Legislature	David Cady, BOE	Patrick Alderson, <i>Mgt. &amp; Bdgt.</i>
Austin Wolfgang, Legislature	Melissa Kermani, BOE	Sarah Cantwell, <i>Mgt. &amp; Bdgt.</i>
Eugenia Condon, Law	Scott Allardice, DGS	Sameer Modasra, <i>Mgt. &amp; Bdgt.</i>
Larry Slatky, Shaker Place	Anton Konev, Comptroller	Amanda Brady, <i>Mgt. &amp; Bdgt.</i>
Lucas Rogers, County Executive	Nicole Ward, CYF	Chris Herbert, <i>Mgt. &amp; Bdgt.</i>
Pam O'Neill, Purchasing	Bill Connors, Probation	
Lori Haggerty, Probation	Tim Murphy, Water Purification	
Craig Carlson, Hall of Records	Kevin Demarest, E911	
Ricardo WrightRamos, Hall of Records	Cody Reimers, E911	

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

**The Board will review minutes from the January CAB meeting.**

Bruce Hidley opens the Contract Administration Board at 4:05pm. 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 January 9, 2023 meeting are approved. Bruce Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The meeting minutes are accepted.

2023-789	A) New	A3110 - Sheriff	Traumasoft	CLOUD-BASED EMS MANAGEMENT SOFTWARE TO BE USED WITHIN THE SHERIFF'S EMS UNIT.	1/20/2023 to 1/19/2024	\$28,490.00
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Bruce Hidley reads the details of the contract. Dennis Wood states this is a software used to gather all of their patient data and used to transfer all of their patient data into their billing software all under one umbrella. Right now they currently use three of the software's for copying patients, billing and crew scheduling. After the first term there is a \$7,250 activation fee but from here on out that would go away and save the County roughly \$4,000 to \$5,000 per year by having one system that encompasses everything. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-808	A) New	A3020 - Emergency 911	DYNTEK	FALCON COMPLETE WITH THREAT GRAPH FOR 300 END POINT WITHIN THE SHERIFF'S E911 CENTER	1/31/2023 to 1/30/2024	\$25,635.00
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Bruce Hidley reads the details of the contract. Kevin Demarest states about a year ago they hired Cody who will shortly introduce himself. Cody was hired to address some security issues and has addressed an issue. Cody states he is a Network and Systems Tech for the ACSO with a focus primarily on Cyber Security. They have identified that their current solution will no longer be supported as of July 2023. Moving forward this solution, Falcon Complete is a complete security solution that offers 24/7 threat monitoring as well as, threat intelligence. Dan Lynch asks the question if the ACSO has worked with the CIO and Cody has spoke with Andrew Bellinger, DIS CIO. Cody states this is a similar project that DIS has themselves and have collaborated that they both should be moving forward with this solution. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-758	C) Renewal	A1450 - Board of Elections	Vincy's Printing	We are seeking renewal of contract No. 2022-388 for a 1-year term with Vincy's Printing, Ltd., which will provide ballot stock paper on an as- needed basis for the primary, general and any special elections held within 2023. The contract is not to exceed \$99,999.00. Vincy's was the lowest responsible and responsive bidder for RFB#2022- 069, a purchasing cooperative agreement subject to a 4-year renewal.	1/1/2023 to 12/31/2023	\$99,999.00
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Bruce Hidley reads the details of the contract. Melissa Kermani, Republican Deputy Commissioner and Dave Cady, Democratic Deputy Commissioner are present. Melissa states they do all of their ballot printing in house so they are looking for paper to print the ballots on for the elections. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-767	A) New	A1411 - Hall of Records	New York State Industries for the Disabled Inc. (NYSID)	Digitization and data entry of Vital Records, Town Board Meeting Minutes, and Payroll Records for the Town of Guilderland as per the terms of the awarded 2022-2023 Local Government Records Management Improvement Fund.	1/1/2023 to 12/31/2023	\$52,033.28
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Bruce Hidley turns the meeting over to Dan Lynch as he is recusing from the next three contracts for the Hall of Records. Dan Lynch reads the details of the contract. Craig Carlson is present with Ricardo WrightRamos, Archivist for HOR. Craig states the HOR applies for grant funding yearly through NYS Archives and this year, Ricardo and Anna have written a great grant again and they were awarded again this year for another grant. This year they will be working with the Town of Guilderland to digitize penitentiary records, Guilderland vital records and payroll records. The agency will come and pick up all the records and scan them in house, give them back to HOR and eventually they will be put in servers. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. Bruce Hidley abstains. The motion is carried.

2023-769	A) New	A1411 - Hall of Records	New York State Industries for the Disabled Inc. (NYSID)	Digitization and data entry for the series of Albany County Penitentiary record volumes currently held at the Albany County Hall of Records as per the terms of the awarded 2022-2023 Local Government Records Management Improvement Fund Grant.	1/1/2023 to 12/31/2023	\$60,230.14
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Dan Lynch reads the details of the contract. Craig states this grant is a shared service grant they strive for each year. This part of the grant will be the HOR giving some of the penitentiary records and digitizing them. They will not need to handle these books again. They are from the 1870's and they want to get them digitized. They are oversized and becoming more and more popular with genealogy. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. Bruce Hidley abstains. The motion is carried.

2023-770	A) New	A1411 - Hall of Records	ICC Community Development Solutions	Processing and attachment of previously digitized files to be used within the Albany County Laserfiche Electronic Records Repository by both Albany County employees and Town of Guilderland employees per the terms of the awarded 2022-2023 Local Government Records Management Improvement Fund Grant.	1/1/2023 to 12/31/2023	\$34,201.50
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Dan Lynch reads the details of the contract. Ricardo states this vendor handles their laserfiche electronic management system. It is where they house all of their digital records, for employees within the County as well as the City of Albany, the Town of Colonie and now the Town of Guilderland. This particular contract will pay for the processing for the items being digitized for the Town of Guilderland and in house. They will set up all of the indexing, search all of the records and attach them so everyone has access to them. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. Bruce Hidley abstains. The motion is carried.

2023-792	A) New	A3140 - Probation	Public Safety Psychology P.L.L.C.	The Probation Department requires Probation Officer to receive psychological evaluation pre- employment to assist in selection and hiring. This medical services is an exception to proposals or quotations. The cost per evaluation is \$325.	4/30/2023 to 4/30/2026	\$25,000.00
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Bruce Hidley reads the details of the contract. Bill Connors states this helps in assisting and verifying potential candidates for appointment of Probation Officer. It is a physical and psychological exam administered and it is either pass/fail. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-764	A) New	NH6020 - Residential Health Care Facility	Johnson Controls	Johnson Controls will install smoke detectors, pull stations, strobes, software and programming for the child day care center fire protection system.	1/1/2023 to 12/31/2024	\$27,208.00
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Bruce Hidley reads the details of the contract. Larry Slatky states this system is part of the architectural drawings created by LaBella. Johnson Controls will install smoke detectors, pull stations and tie that into their fire alarm system to protect the Child Day Care Center. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-793	A) New	G8130 - Sewage Treatment	Bearings Distributors Inc	Purchase and delivery of bearings and seals.	2/13/2023 to 7/13/2023	\$30,000.00
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Bruce Hidley reads the details of the contract. Tim Murphy states this contract is with Bearings Distributors to supply bearings and seals for the district for various pumps and equipment used at all treatment plants. The contract term will be for six months from the date of award with the option of two consecutive six month renewals. Four bids were received and this 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.

2023-805	A) New	G8130 - Sewage Treatment	Pioneer Pump Systems	Purchase or replacement pump for pump #6 at the North Plant. 300hp, Hyundai md#N700E	12/21/2022 to 1/6/2023	\$25,809.00
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Bruce Hidley reads the details of the contract. Tim Murphy states this purchase was a variable frequency drive for pump # 6 on December 19, 2022. It failed and the pump became inoperable. These pumps are critical to the infrastructure for the district and the Department of Law assisted the district in expediting the purchase of this so that they would not have an upset for the treatment plant. Eugenia Condom confirms they authorized the emergency purchase. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-809	C) Renewal	A6119 - Children, Youth & Families	Youth L.I.F.E. Support Network, Inc.	Community Based Reintegration Services - 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	1/1/2023 to 12/31/2023	\$99,900.00
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Bruce Hidley reads the details of the contract. Nicole Ward states this is the third year of a three year contract. They are a local non-profit and they really work with high-risk juvenile justice youth to really reintegrate them back into the community to make sure that they don't go back into detention or reoffend. They are available for six months 24/7 to the youth and their families. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-810	A) New	A6071 - Preventative Assistance Program (Title XX)	Cayuga Center	Parent Partner services with a focus on reducing reliance on Persons in Need of Supervision (PINS) petitions to address family conflicts.	1/1/2023 to 12/31/2023	\$74,692.00
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Bruce Hidley reads the details of the contract. Nicole Ward states they just finished up a three year contract with Cayuga and they won the new RFP for this new contract. The Parent Partner is a credible messenger that has navigated the juvenile justice system and helps these families wrap them in services and answer any questions they may have. It will be located at Probation and will be a partnership with DCYF and Probation. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-757	A) New	A1345 - Central Purchasing	Safety-Kleen Inc.	This bid is for hazardous waste removal for Public Works and the Water Purification District. This includes removal of used oil, antifreeze, oil filters as well as cleaning of parts washers and shop floor drains and runoff.	2/1/2023 to 1/31/2026	\$29,000.00
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Bruce Hidley reads the details of the contract. Pam O'Neill states they issued a bid for hazardous waste removal on behalf of DPW and Water Purification. They received two bids and Safety-Kleen was the lowest responsible vendor. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-773	A) New	A1620 - Building Services	John W Danforth Company	Replace Two (2) gas fired Reznor Heating units for the Hockey Facility.	2/1/2023 to 1/31/2024	\$78,485.00
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Bruce Hidley reads the details of the contract. Scott Allardice states this is to replace two units that have been there for a very long time and have outlived their useful life. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

**Addendum Contract below**

2023-814	A) New	A8020 - Economic Dev, Conservation and Planning	Delaware Engineering, D.P.C.	Comprehensive pre-development analysis of the County-Owned Ann Lee Home and Heritage Park Sites in the Town of Colonie. Including (1) site elevation; (2) geotechnical and environmental conditions; (3) utility infrastructure; (4) site access; (5) planning, zoning, and environmental review considerations; and (6) potential market demand and related conceptual design configurations.	2/7/2023 to 2/5/2024	\$97,500.00
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Bruce Hidley reads the details of the contract. Lucas Rogers, on behalf of Director of Economic Development, Kevin O'Connor, states the County issued a RFP at the end of December for the pre-development analysis of these two sites. Together they represent approximately 37 acres that have been under utilized for the past two decades and recently the County Executive board and the Legislature approved funding to bring down the Ann Lee home. What they are left with are two sites that have potential and need to be looked at in terms of all of the details, that he will not repeat, that were in the scope. A very untapped but very unique and potentially strong asset for the County. They received four strong bids. One really stood out on price which was \$97,500. 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 4:30pm. Andrew Joyce makes a motion and Dan Lynch seconds the motion.