



CONTRACT ADMINISTRATION BOARD

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

May 8, 2023 MEETING AGENDA

Pat Collins, Legislature	Joe Bonarrigo, County Executive	Dave Reilly, <i>Mgt. & Bdgt.</i>
Caitlin O'Brien, Legislature	Anton Konev, Comptroller	Patrick Alderson, <i>Mgt. & Bdgt.</i>
Austin Wolfgang, Legislature	Beth O'Neil, CYF	Sarah Cantwell, <i>Mgt. & Bdgt.</i>
Pam O'Neill, Purchasing	Ricardo WrightRamos, Hall of Records	Sameer Modasra, <i>Mgt. & Bdgt.</i>
Tracy Murphy, Law	Anastasia O'Neill, Hall of Records	Amanda Brady, <i>Mgt. & Bdgt.</i>
Rob Daley, Law	David Latina, DGS	Chris Herbert, <i>Mgt. & Bdgt.</i>
Lisa Ramundo, DPW	Mike McGuire, Real Property	Zak Smetana, <i>Mgt. & Bdgt.</i>
		Alexandra Araujo, <i>Mgt. & Bdgt.</i>

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 - Andrew Joyce & Dan Lynch

Bruce Hidley opens the Contract Administration Board at 4:00pm. 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 20, 2023 meeting are approved. Bruce Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. Bruce Hidley abstains. The meeting minutes are accepted.

2023-1022	A) New	A1411 - Hall of Records	ICC Community Development Solutions (formerly General Code)	ICC Community Development Solutions (formerly General Code) will provide Albany County Hall of Records with their Laserfiche SW Assurance Plan, including user licenses, maintenance and technical support. Laserfiche allows the Hall of Records to assist agencies (City, County and Courts) to store their records electronically.	5/18/2023 to 5/17/2024	\$30,813.10
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Bruce Hidley reads the details of the contract. Mr. Hidley recuses himself and Andrew Joyce takes over. Ricardo WrightRamos states this is the annual contract for software that allows them to serve electronic records both internally at the Hall of Records as well as the Clerks office, the Town of Colonie, the Town of Guilderland, the Judges, City of Albany and more and more every year. Andrew Joyce entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. Bruce Hidley abstains. The motion is carried.

2023-983	A) New	D5110 - Maintenance of Roads and Bridges	Construction Technology	Construction Inspection & Testing Services of the New Knox and Coeymans Highway Garages.	5/15/2023 to 2/28/2024	\$25,000.00
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Bruce Hidley reads the details of the contract. Lisa Ramundo states this is for special inspections for Knox and Coeymans subdivision. Special inspections include testing the concrete, making sure the rebar is put in with the right spacing. This is part of their Capital Plan and is being paid for with bond money. Construction Technology had the best pricing out of the three quotes received. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-1000	A) New	D5110 - Maintenance of Roads and Bridges	Mobark, LLC	The purchase of one Morbark Eeger Beever 1621X Brush Chipper from the National Cooperative Sourcewell Contract #031721.	6/1/2023 to 12/31/2023	\$72,708.00
Bruce Hidley reads the details of the contract. Lisa Ramundo states they are purchasing a new chipper and it will be added to their fleet. Currently they have three chippers and this one will allow them to get their work done much quicker because they will be able to deploy them simultaneously. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2023-1006	A) New	D5110 - Maintenance of Roads and Bridges	Tracey Road Equipment	The Purchase of three (3) Felling FT-16-2T Trailers using NYS Contract PC69232.	6/1/2023 to 12/31/2023	\$61,312.68
Bruce Hidley reads the details of the contract. Lisa Ramundo states these trailers will be deployed to Rensselaerville, Westerlo, and Knox. The purchase of the trailers will help them get their work done more efficiently because currently those subdivisions have to come to Voorheesville to get a trailer, then bring the trailer to where they need to pick up the piece of equipment. Allowing each of the subdivisions to have these will make the operations run much more smoothly. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						
2023-1029	A) New	D5110 - Maintenance of Roads and Bridges	Greenman Pedersen, Inc.	Construction Inspection Services for Krumkill Rd. Bridge over the Normanskill (BIN 3301270) Rehabilitation Project.	6/1/2023 to 12/31/2023	\$71,900.00
Bruce Hidley reads the details of the contract. Lisa Ramundo states this work is scheduled to be constructed this Summer. GPI was the second lowest bidder. There were a few thousands more than the low bidder however, they have decided to go with them because they have a construction inspector on board that is used to reviewing bridges that are being painted. There is a lot to know about when you are painting a bridge and you do not want just any inspector. You want someone that has experience. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2023-1032	A) New	A1230 - County Executive, A4310 - Mental Health	Public Defender Association	Serve as the "employer of record" for Albany LEAD (Law Enforcement Assisted Diversion) project managers pursuant to 2015 MOU between LEAD stakeholders which establishes the LEAD Policy Coordinating Group, its governance structure, and responsibilities of members. This contract represents funds committed to the LEAD project management function by Albany County in the County's 2023 Budget. The contract, and any remaining balances are transferrable to another entity, if the LEAD Policy Coordinating Group opts to terminate its relationship with the Public Defender Association, and select another Project Management host agency pursuant to RFP 2023-042.	1/1/2023 to 12/31/2024	\$60,000.00
Bruce Hidley reads the details of the contract. Joe Bonarrigo states this is the Public Defender Association to serve as the employer record for the project manager positions for the Albany LEAD Program. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						

2023-1034	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. Contract dollar amounts vary for each provider.	7/1/2023 to 6/30/2024	\$53,800.00
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Bruce Hidley reads the details of the contract. Beth O'Neil states these are their renewal contracts for pre-school services, that include evaluations and see it services for those children. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-1035	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 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. Contract dollar amounts vary for each provider.	7/1/2023 to 6/30/2024	\$79,000.00
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Bruce Hidley reads the details of the contract. Beth O'Neil states these are again all renewal contracts for the pre-school children for related services. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

2023-1030	A) New	A1355 - Real Property	Systems Development Group, Inc	Systems Development Group Inc. will be designing an Image Mate Online website which will provide public access to real property related assessment information for all properties located within Albany County.	7/17/2023 to 7/17/2026	\$45,000.00
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Bruce Hidley reads the details of the contract. Mike McGuire states this contract is to develop a comprehensive Real Property database that will allow the public to review assessment and real property information, including physical inventory information for properties and also tax history as well. They did a RFP and had two responses. Systems Development Group had the best track record of success and also were the lowest bidder in the RFP. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.

2023-1033	B) Amendment	A1340 - Management and Budget	Helgerson Solutions Group	This is a contract date extension amendment to the original contract. The scope has not changed and is: "HSG will complete a comprehensive assessment of current data infrastructure and protocols of Albany County Human Service departments. Under this contract, Helgerson Solutions will provide in depth analysis and co-design with Albany County leadership a “single source of truth”, which is a singular identification system to enhance our vision of a seamless, integrated system and coordinated approach to receiving county services."	6/1/2023 to 8/31/2023	\$74,500.00
Bruce Hidley reads the details of the contract. Christopher Herbert states this is a time extension request only. The project has had some questions of legality regarding date ownership as they have worked through the project and it's caused some delays in the schedule. It has caused the HSG team to reproach their tact on the project but they have been able to move forward and remain within the scope. This is just a request for an extension. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						
2023-1004	A) New	A1620 - Building Services	Centry Carpeting, Inc.	Carpet installation services for various County Facilities as needed.	6/1/2023 to 5/31/2024	\$99,000.00
Bruce Hidley reads the details of the contract. David Latina states they issued a RFP and Centry Carpeting was the lowest responsible bidder. This is for labor of installation of carpet for smaller jobs around the County that each facility could use for carpet replacement. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2023-1007	A) New	A1620 - Building Services	Securitas Technology Corp. DBA Securitas Electronic Security, Inc.	Installation of access card readers in elevators at 112 State Street. Installation includes twelve months of repair and troubleshooting service. At the end of the warrantee period (twelve months) repair and troubleshooting service will be billed monthly for forty-eight consecutive months at the fixed price.	6/1/2023 to 5/31/2028	\$60,087.28
Bruce Hidley reads the details of the contract. David Latina states they will be using this off a source well contract. This is for card swipers for the elevators at 112 State Street for enhanced security. The initial cost of \$39,818 and then there is a service contract that they get for \$359 a month, for service contract after the initial one year and they also add another \$3,000 for any additional costs for repairs and along those lines for the next five years. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.						
2023-1012	A) New	A1620 - Building Services	Dan's Hauling & Demo, Inc.	Demolition of the structures at #1 Hill House Road pursuant to RFB #2023- 048.	6/15/2023 to 6/14/2024	\$69,300.00
Bruce Hidley reads the details of the contract. David Latina states they issued a RFP and Dan's Hauling and Demo was the lowest responsible bidder to take down the Hill House over by the Shaker society where they are putting a new Colonie garage up there to give them some more turn around room up there. Dan Lynch clarifies this is not for the Town of Colonie however, this is a County facility. Mr. Latina confirms this is a County facility in the Town of Colonie. Mr. Hidley entertains a motion. Dan Lynch makes a motion and Andrew Joyce seconds the motion. The motion is carried.						
2023-1016	A) New	A1620 - Building Services	Upstate Companies I, LLC	Twelfth Floor Office Renovations at the Harold L. Joyce Albany County Office Building.	6/1/2023 to 5/31/2024	\$68,586.01

Bruce Hidley reads the details of the contract. David Latina states through the Gordian contract with the Town of Greece. What they do is they come in and they price out the job through Upstate. It is a lot easier for them to do the project because everything is fixed under the cost as far as, material write up and labor costs. This is to do some additional offices on the 12th floor to rehab some of the offices and put some new offices in for the 12th floor. Mr. Hidley entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

Mr. Hidley entertains a motion to adjourn the meeting at 4:20pm. Dan Lynch makes a motion and Andrew Joyce seconds the motion.

