



## CONTRACT ADMINISTRATION BOARD

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

### November 13, 2023 MEETING AGENDA

|                                   |                                      |   |
|-----------------------------------|--------------------------------------|---|
| Angelo Gaudio, Water Purification | Ricardo WrightRamos, Hall of Records | Dave Reilly, <i>Mgt. &amp; Bdgt.</i>      |
| Rosa Tirino, Public Works         | Ana O'Neill, Hall of Records         | Patrick Alderson, <i>Mgt. &amp; Bdgt.</i> |
| Tina Harris, Sheriff              | Nicole Ward, CYF                     | Sarah Cantwell, <i>Mgt. &amp; Bdgt.</i>   |
| Ron Messen, Sheriff               | Pat Collins, Legislature             | Zak Smetana, <i>Mgt. &amp; Bdgt.</i>      |
| Kevin Demarest, E911              | Eugenia Condon, Law                  | Amanda Brady, <i>Mgt. &amp; Bdgt.</i>     |
| Deb Riitano, Aging                | Conor Cahalan, Law                   | Alexandra Araujo, <i>Mgt. &amp; Bdgt.</i> |
| Pam O'Neill, Purchasing           | Anton Konev, Comptroller             |   |
| Kurtis Kennedy, Legislature       |                                      |   |

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

**The Board will review minutes from the July, September & October CAB Meetings. Dan Lynch & Andrew Joyce-July Minutes. Bruce Hidley & Dan Lynch-September Minutes. Bruce Hidley & Andrew Joyce-October Minutes.**

Dan Lynch opens the Contract Administration Board at 4:08pm . In attendance is the Honorable Andrew Joyce Chairman of the County Legislature and Dan Lynch Deputy County Executive. Absent from the meeting is Bruce Hidley Albany County Clerk. The meeting minutes from the July 10, 2023 meeting are approved. The meeting minutes from the September 13, 2023 meeting and the October 16, 2023 meeting are both tabled.

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|-----------|--------------|--|------------------------|--|--------------------------|--------------|
| 2023-1309 | B) Amendment | D5110 - Maintenance of Roads and Bridges | Greenman Pedersen Inc. | DPW is requesting approval to extend the contract term with Greenman Pedersen, Inc. for Design and Construction Administration Services for the CR 405 (Sunset Hill Rd.) over 8 Mile Creek Culvert Replacement Project | 11/30/2023 to 11/30/2025 | \$104,772.50 |
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Dan Lynch reads the details of the contract. He states this is an amendment and there was a review conducted by the County Attorney's Office and provided legal opinion to the members of the Contract Administration Board. Andrew Joyce states the opinion has been received and is appreciated. He asks Eugenia Condon to explain why this was authorized and the additional over \$100k. Eugenia states this would be consistent with the commencement of CAB and this practice was the opinion of the County Attorney given at that time when there was an issue involving an amendment to the contract. It involved an opinion by the Charter and basic contract law principles that an amendment of a contract that's authorized by CAB rests with CAB if you are going to amend it because they are the body that authorized the contract. Eugenia states her opinion remains the same as the County Attorney back then and it is the practice that has been held since CAB was first put in place in the early 1990's. It has been consistent with the charter and past history. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

**Above contract was tabled at the October 16, 2023 CAB meeting and is being reconsidered/discussed at this meeting.**

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|-----------|--------|-----------------|-------------------|---|------------------------|-------------|
| 2023-1425 | A) New | A3110 - Sheriff | Depaula Chevrolet | Purchase 2023 Chevrolet Tahoe with trading existing 2018 Tahoe for the Sheriff's Office | 11/6/2023 to 11/5/2024 | \$35,487.50 |
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Dan Lynch reads the details of the contract. Tina Harris states purchasing issued a bid for the Sheriff's Office to trade in a 2018 Tahoe for a new 2023 Tahoe. Depaula Chevrolet was the sole vendor to submit a bid. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1426   | A) New | A3110 - Sheriff          | Amchar Wholesale           | To purchase and replace firearms, ammunition & accessories within the Albany County Sheriff's Office.   | 11/6/2023 to 11/5/2025   | \$99,999.00 |
| Dan Lynch reads the details of the contract. Ron Messen states they are looking to purchase new weapons to update their armory. This will include sites and ammunition. Amchar won the bid. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.   |        |                          |                            |   |                          |             |
| 2023-1402   | A) New | A3020 - Emergency 911    | INSIGHT PUBLIC SECTOR SLED | Computer Equipment is necessary and essential to support direct communication to Albany County Deputies with Video to 911 deployment and seamlessly integrate with Apple iPads that are assigned to each deputy.  | 10/25/2023 to 10/24/2023 | \$61,175.39 |
| Dan Lynch reads the details of the contract. Kevin Demarest states this equipment is Apple products purchased through Insight. This is the back end to connect to the 911 system that will enable them to deliver 911 calls that are video to the Deputy's iPads. They recently purchased the Intrado phone system that has the video capabilities. The technology allows them as 911 operators to not only view it but they can opt not to view it and then send the data to the Deputies or Fire Chiefs or Investigators for them to be able to see. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.  |        |                          |                            |   |                          |             |
| 2023-1417   | A) New | A1411 - Hall of Records  | Image Integrator, LLC      | The Albany County Hall of Records respectfully requests your authorization to contract with Image Integrator Gimmel, LLC. They were the sole responsible and responsive bidder. This will allow the Hall of Records to purchase the Indus Large Format Book Scanner 5005 MAX (24"X36") for the Archives Unit. The scanner will be used to image numerous oversized archival books. Finally, the cost of the book scanner is \$43,345.00. The money will come from the Hall of Records scanning equipment line A 1411 22210. | 10/31/2023 to 12/31/2023 | \$43,345.00 |
| Dan Lynch reads the details of the contract. Ana O'Neill introduces herself and Ricardo WrightRamos and states this is for the purchase and first year's maintenance of a large format book scanner which will be used to capture digital images of records in large bound volumes such as apportionment maps, property maps and prison admission records. The images that they capture with the scanner will be used to provide copies of these records to members of the public who come to the Hall of Records research or to County agency employees who need to access these records for their daily work. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried. |        |                          |                            |   |                          |             |
| 2023-1389   | A) New | G8130 - Sewage Treatment | LEPPERT-NUTMEG INC.        | INSPECT & REBUILD A 300HP DRY PIT PUMP MOTOR FOR INFLUENT PUMP NO. 6 AT THE NORTH PLANT   | 12/1/2023 to 5/31/2024   | \$27,945.79 |
| Dan Lynch reads the details of the contract. Angelo Gaudio states the motor for their pump number six (6) failed earlier this year so they put a bid out for the rebuild of that motor. They received four bids in response to bid RFB 2023-115. Leppert-Nutmeg was the lowest responsible bidder. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.  |        |                          |                            |   |                          |             |
| 2023-1405   | A) New | A6772 - Aging            | Colonie Senior Resources   | The Contractor shall provide services to Albany County caregivers of older adults age 60 years and older. Services include counseling, information and assistance, public information and care management.  | 1/1/2024 to 12/31/2024   | \$95,020.00 |

Dan Lynch makes a motion to bundle contracts 2023-1405, 1406, 1407, 1408 and 1410. Andrew Joyce makes a motion and Dan Lynch seconds the motion. Deb Riitano states the contracts are all RFPs that need approval and the scopes of services speak for themselves. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1406 | A) New | A6772 - Aging | Colonie Senior Service Center | The Contractor shall provide social adult day services to Albany County older adults age 60 years and older to provide respite to their caregivers. | 1/1/2024 to 12/31/2024 | \$36,000.00 |
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**See comment for 2023-1405**

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|-----------|--------|---------------|-----------|---|------------------------|-------------|
| 2023-1407 | A) New | A6772 - Aging | Life Path | The Contractor shall provide social adult day services to Albany County older adults age 60 years and older to provide respite to caregivers. | 1/1/2024 to 12/31/2024 | \$90,000.00 |
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**See comment for 2023-1405**

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| 2023-1408 | A) New | A6772 - Aging | Catholic Charities | The Contractor shall provide services to Albany County Caregivers of older adults age 60 years and older. Services include Respite and Public Information. | 1/1/2024 to 12/31/2024 | \$31,260.00 |
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**See comment for 2023-1405**

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|-----------|--------|---------------|-------------------------|--|------------------------|-------------|
| 2023-1410 | A) New | A6772 - Aging | Daughters for Hire, LLC | The Contractor shall provide respite companion care services to Albany County Caregivers of older adults age 60 years and older. | 1/1/2024 to 12/31/2024 | \$69,962.50 |
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**See comment for 2023-1405**

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|-----------|--------|---------------|--------------------------------|--|------------------------|-------------|
| 2023-1411 | A) New | A6772 - Aging | Albany Jewish Community Center | The Department for Aging (DFA) requests approval to enter into a new contract with Albany Jewish Community Center to provide Kosher Home Delivered Meals to eligible older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. | 1/1/2024 to 12/31/2024 | \$52,000.00 |
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Dan Lynch reads the details of the contract. Deb Riitano states this is for Kosher Home Delivered Meals. Not only does it care for the Jewish Community but it also meets the requirements for the Muslim Community. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1379 | A) New | A4310 - Mental Health | Trinity Alliance | Allow Trinity Alliance the funding to provide community engagement for the LEAD program. | 10/1/2023 to 12/31/2024 | \$64,090.00 |
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Dan Lynch reads the details of the contract. On behalf of the Department of Mental Health, Patrick Alderson states this is a contract to sub-award the NYS Legislative initiative funding grant to Trinity Alliance to perform community engagement services under the City of Albany's law enforcement assisted diversion program. It is 100% State funded and there is no County match. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1413 | C) Renewal | A6119 - Children, Youth & Families | Equinox, Inc | 2023 Youth Bureau Program intended to support youth development programs and runaway and homeless youth services. Funds are intended to be distributed to community-based organizations within Albany County for the purpose of reimbursement of expenses directly related to program operation and service delivery. | 1/1/2023 to 9/30/2023 | \$32,500.00 |
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Dan Lynch reads the details of the contract. Nicole Ward states the date should be 9/30/2023 not 9/30/2024 and asks for this to be amended. Dan Lynch states, "so amended". Equinox is the only Regional runaway and homeless youth shelter. They have eight (8) beds there that are always full for 16-20 year olds. It's apartment style living and they really help with wrapping services around youth that are homeless or runaways to move them towards adulthood and independence. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1414 | C) Renewal | A6119 - Children, Youth & Families | St Anne Institute | 2023 Youth Bureau Program intended to support youth development programs and runaway and homeless youth services. Funds are intended to be distributed to community-based organizations within Albany County for the purpose of reimbursement of expenses directly related to program operation and service delivery. | 1/1/2023 to 9/30/2023 | \$33,447.00 |
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Dan Lynch reads the details of the contract. Nicole Ward states this is there emergency youth shelter located at St. Anne's. It is the only emergency youth shelter in Albany County for youth. They have eight (8) beds there as well, currently filled. They can expand capacity during Code Blue and is for 13-17 year old youth. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1415 | C) Renewal | A6119 - Children, Youth & Families | Trinity Alliance of the Capital Region | 2023 Youth Bureau Program intended to support youth development programs and runaway and homeless youth services. Funds are intended to be distributed to community-based organizations within Albany County for the purpose of reimbursement of expenses directly related to program operation and service delivery. | 1/1/2023 to 9/30/2023 | \$20,075.00 |
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Dan Lynch reads the details of the contract. Nicole Ward states this should also be a renewal and not an amendment. She states this is to run four (4) programs with Trinity Alliance through their Arbor Hill care which are two after school programs for youth ages 5-17. Annually they take care of about 90 youth and it is just a safe place out of school for kids after school hours. They also run the jail transition program for 18-20 year olds at the Albany County Correctional Facility. They work on reintegration into the community and help the youth once they come out so they do not have to go back in. It is also an anger management class for youth for 18 year olds. They provide intervention for 10-17 year old kids. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

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| 2023-1416 | C) Renewal | 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. | 1/1/2024 to 12/31/2024 | \$75,000.00 |
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Dan Lynch reads the details of the contract. Nicole Ward states this is a program that they work closely with Probation on as well. They hire a parent partner, someone who has been through the Juvenile Justice system. That person will help new families coming in and guide them through the system as well. Dan Lynch entertains a motion. Andrew Joyce makes a motion and Dan Lynch seconds the motion. The motion is carried.

Mr. Lynch entertains a motion to adjourn the meeting at 4:29pm. Andrew Joyce makes a motion and Dan Lynch seconds the motion.