



## CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*  
 Honorable Bruce A. Hidley, *County Clerk*  
 Honorable Joanne Cunningham, *Chairwoman, County Legislature*

### July 8, 2024 MEETING AGENDA

Tina Harris, Sheriff	Pam O'Neill, Purchasing	Dave Reilly, <i>Mgt. &amp; Bdgt.</i>
Lisa Ramundo, Public Works	Kurtis Kennedy, Legislature	Alex Dott, <i>Mgt. &amp; Bdgt.</i>
Angelo Gaudio, Water Purification	Wanda Willingham, Legislature	Sarah Cantwell, <i>Mgt. &amp; Bdgt.</i>
Nicole Ward, CYF	Pat Collins, Legislature	Zak Smetana, <i>Mgt. &amp; Bdgt.</i>
Mike McGuire, Real Property	Wesley Hartmann, County Executive	Amanda Brady, <i>Mgt. &amp; Bdgt.</i>
Eugenia Condon, Law		Alexandra Araujo, <i>Mgt. &amp; Bdgt.</i>
		Katelyn Pauly, <i>Mgt. &amp; Bdgt.</i>
		Faye Fetters, <i>Mgt. &amp; Bdgt.</i>
		Ian Reeve, <i>Mgt. &amp; Bdgt.</i>

Board Members: Hon. Bruce Hidley - County Clerk / Hon. Joanne Cunningham - County Legislature / Michael McLaughlin - Deputy County Executive

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

Bruce Hidley opens the Contract Administration Board at 4:02pm . In attendance is the Honorable Joanne Cunningham Chairwoman of the County Legislature, Bruce Hidley Albany County Clerk and Michael McLaughlin Deputy County Executive. Mr. Hidley entertains a motion to accept the June meeting minutes. Mike McLaughlin makes a motion, Joanne Cunningham seconds the motion and Bruce Hidley abstains. The minutes from the June meeting are approved.

2024-2090	C) Renewal	A3110 - Sheriff	Lexipol, LLC	Renwal to extend Cordico Law Enforcement Wellness App	5/1/2024 to 4/30/2025	\$21,000.00
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Bruce Hidley reads the details of the contract. Tina Harris states this is to provide a wellness solution that will enable the Albany County Sheriff's Office to provide all employees and their families confidential mobile wellness resources. This is already in place and this is just a renewal. Joanne Cunningham asks if this in an app. Tina responds, yes it is a wellness app. It has many resources whether it be counseling, with law enforcement and their families that are working in Corrections and Law Enforcement. It is an outreach for resources that you can read or even have communication. Joanna asks if it is for employees and Tina confirms that is correct. Joanne asks if it is designed for Law Enforcement and Tina states it is designed for anybody but in this case they have enough licenses for the Sheriff's Office. Mike McLaughlin asks if there is any interaction with this and HR and Tina responds it is completely separate. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Mike McLaughlin seconds the motion. The motion is carried.

2024-2072	A) New	D5110 - Maintenance of Roads and Bridges	STONS	Albany County will enter into an agreement with STONS to provide a 12-month subscription to Monday.com for 50 Enterprise seats. This software as a service will allow us to standardize project management and inter-departmental communication.	7/9/2024 to 7/8/2025	\$24,550.00
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Bruce Hidley reads the details of the contract. Lisa Ramundo states that Monday.com is a user friendly project management software package. DPW, DGS and Recreation are currently using it. It is excellent for managing projects, managing citizens concerns and allowing for communication with the County Executive's Office so everyone can be on the same page with projects. Bruce asks what the acronym STONS stands for and Wesley Hartmann responds it stands for Second To None Solutions. Joanne asks what they are using now and Lisa states they use Monday.com currently for all of their capital projects. When they get an update on the contract, they input that into Monday.com and anyone that is tied into that project will get that notification. Joanne asks if this is replacing Monday.com. Eugenia interjects with what they are using now is a free service and this is more protected and secure. Mr. Hidley entertains a motion. Mike McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2117	A) New	G8130 - Sewage Treatment	Bearing Distributions Inc. (BDI)	Supply of chain and sprockets for District's grit collection systems.	7/9/2024 to 7/9/2025	\$95,000.00
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Bruce Hidley reads the details of the contract. Angelo Gaudio states they received three bids in reference to RFB 2024-071. This is for the supply of chain and sprockets for their grit collection systems. The contract term is for one year with an option for a one year renewal. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Mike McLaughlin seconds the motion. The motion is carried.

2024-2118	A) New	G8130 - Sewage Treatment	Koester Associates	Supply of pump parts for Vogelsang sludge pumps	7/9/2024 to 10/9/2024	\$35,000.00
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Bruce Hidley reads the details of the contract. Angelo Gaudio states Koester was the sole responsible bidder for RFB 2024-061. This is for the supply of replacement pump parts. Unfortunately, the vendor would only hold their price for 90-days so they had structure the contract term in 90-day increments. They have a 90-day contract with the option for two (2) 90-day renewals. Mike McLaughlin asks if there is a percentage of what the cost may go up and it all depends on the pricing of steel. Mr. Hidley entertains a motion. Mike McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2112	A) New	A6071 - Preventative Assistance Program (Title XX)	Family Focus Adoptions Services	"Family Focus Relationships Are Decisions (RAD!)" Program Services for hard to place children through the Foster Care system	7/1/2024 to 6/30/2025	\$42,000.00
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Bruce Hidley reads the details of the contract. Nicole Ward states this is very specific. Children referred to Family Focus Adoption Services are essentially children who will never be reunited with their family and kind of had burned all of their bridges throughout the system. Especially for children with reactive attention disorder. This contract is currently for one specific youth. They are going to pair him up with a RAD worker and the RAD worker will follow him wherever he goes. If he goes into another facility, the RAD worker will stay with him to build the bridges and any gap in services and really help this child navigate the system for lack of adoption or reunification with their family. The child has full ownership and has to buy into and agree to this. There are incentives where they will pay for a cell phone for him, as he does work with this worker they will actually reward him with incentives such as, gift cards, money. They will meet with the child twice a month and these workers have to commit to at least a three-year commitment. They are seeing currently a lot of agencies have turnover so it is nice to see that this child will have this one person to work consistently with to navigate him out of their system and into any future system. Mike McLaughlin asks is there any transition within the three-year term between those terms or would the child age out. Nicole responds with she is unsure if when he finishes their system if he would age out. Nicole believes from the presentation that some of these workers stay with these kids forever. Bruce asks about the success rate and other counties have been successful. This is Albany County's first time using this. Wanda Willingham asks how many children they average in a year into this program. Nicole is not sure how other counties are but since this is their first time doing this with the assistance of the Purchasing department because it was a sole source and they had some other agencies locally say that they couldn't provide these services, they were only able to contract for one child. Wanda asks where were the youth prior to this program. Nicole states these hard to place kids are in residential facilities. Mike McLaughlin confirms this is a last resort for this youth. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Mike McLaughlin seconds the motion. The motion is carried.

2024-2116	C) Renewal	A6119 - Children, Youth & Families	See Attached	Providers of Qualified Individual Assessments - See Attached	9/1/2024 to 8/31/2025	\$20,000.00
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Bruce Hidley reads the details of the contract. Nicole Ward states this is for qualified individuals as part of the federal family first legislation. When a child moves or comes into a residential treatment facility, they have to have this assessment take place. About 75% of these assessments are being done by the Children's Mental Health Clinic and the staff social workers. Currently, they are overburdened therefore there are several providers that are approved by OCFS that they want to add as a backup if their staff can't do this. Each assessment costs about \$2,000.00, unless it goes to court then there is additional fees. Joanne asks if this is only if you have the needs for these assessments to be done as of staffing limitation. Nicole confirms that is correct. Mr. Hidley entertains a motion. Mike McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2082	C) Renewal	A1355 - Real Property	GAR Associates LLC	GAR Associates LLC will be providing professional real estate appraisal services on an as needed basis. Appraisal services are to include appraisals in connection with the purchase, sale, or leasing of properties by Albany County. This is a renewal of Contract 1104 of 2023 pursuant to the details provided for the renewal in Article 5 of Contract 1104 of 2023.	8/1/2024 to 7/31/2025	\$99,000.00
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Bruce Hidley reads the details of the contract. Mike McGuire states they are looking to renew their contract with GAR Associates. They had released a RFP last year and GAR was one of the two respondents of that RFP. They have had success with them in the last year providing appraisals for a variety of properties throughout the County, both with sales and acquisitions. They are looking to extend the contract for an additional year and is up to \$99,000.00. Mr. Hidley entertains a motion. Mike McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

Mr. Hidley entertains a motion to adjourn the meeting at 4:17pm. Joanne Cunningham makes a motion and Mike McLaughlin seconds the motion. All are in favor.