



CONTRACT ADMINISTRATION BOARD

Honorable Daniel P. McCoy, *County Executive*

Honorable Bruce A. Hidley, *County Clerk*

Honorable Andrew Joyce, *Chairman, County Legislature*

APRIL 13, 2020 MEETING MINUTES

Matt Clyne, <i>Board of Elections</i>	Larry Slatky, <i>Shaker Place</i>	Shawn Thelen, <i>Mgt. & Budgt.</i>
Rachel Bledi, <i>Board of Elections</i>	Angelo Gaudio, <i>Water Purif. Dept.</i>	Denelle Albert, <i>Mgt. & Budgt.</i>
Lisa Ramundo, <i>Public Works</i>	Pat Dillon, <i>Aging</i>	Sarah Catnwell, <i>Mgt & Bdgt.</i>
Dave Latina, <i>General Services</i>	Karen Storm, <i>Purchasing</i>	
Pat Collins, <i>Chairman's Office</i>	Eugenia Condon, <i>Law</i>	

Mr. Hidley opens the meeting at 2:20pm, he notes that in attendance are Dan Lynch and Andrew Joyce.

Cont#	Action	Depart.	Vendor	Scope of Service	Est. Time	Est. Amount
5477	New	A1450 - Board of Elections	Arnoff Moving & Storage	To provide services for the pick-up, delivery and return of electronic voting machines for use by the electorate during the , the Federal, State and Local Primary, to be held on Tuesday, June 23rd, 2020, between the hours of 6:00 AM and 9:00 PM and the General Election, to be held on Tuesday, November 3, 2020 between the hours of 6:00 AM and 9:00 PM.	1 year	\$39,146.22

Mr. Hidley reviews details of the contract. Matt Clyne/Rachel Bledi, bid ws given to Champion at first but they could not gaurantee they could fupill contract and wanted a large amount paid. Changed to Arnoff, who we have worked with in the past. They moved us from Russell Rd. to current location. Mr. Joyce motions to approve contract, Mr. Lynch seconds the motion. The contract is unanimously approved.

5480	New	A1450 - Board of Elections	ES&S Election Systems & Software	The Albany County Board of Elections is seeking renewal of its annual agreement with ES&S to provide maintenance services for ES&S' proprietary Elections Management Software and Firmware as well as their voting machine equipment used by the Board of Elections to conduct elections. ES&S is the sole and exclusive developer and licensor of the ES&S software. The term of the agreement is 04/01/2020 to 03/31/2021.	04/01/2020 - 03/31/2021.	\$81,285.00
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Mr. Hidley reviews details of the contract. Matt Clyne/Rachel Bledi this is the vendor form whom they purchased machines. Due to the age of machines they are no longer uner warranty. The vendor offered a plan to counties to maintain equipment at reasonable cost. This is an annual recurring agreemnt for repiar and/or replacesmnt of parts. They have had this agreement for years and it works well. Mr. Hidley points out for the number of machines it's a good price. Mr. Lynch motions to approve contract, Mr. Joyce seconds the motion. The contract is unanimously approved.

Cont#	Action	Depart.	Vendor	Scope of Service	Est. Time	Est. Amount
5542	New	G8130 - Sewage Treatment	Finch Waste CO, LLC	District to provide reserve treatment capacity for Finch Waste Co for the treatment and disposal of their facility's landfill leachate.	2 years	\$22,000.00
Mr. Hidley reviews details of the contract. Angelo Gaudio this is a renewal of existing contract. It includes an annual base fee plus a few cents per gallon. Mr. Joyce motions to approve contract, Mr. Lynch seconds the motion. The contract is unanimously approved.						
5551	New	G8130 - Sewage Treatment	Koester Associates	Supply Vogelsang pump parts	1 year + 1 year renewal	\$85,000.00
Mr. Hidley reviews details of the contract. Angelo Gaudio lowest bidder, actually only bidder. Pump parts and grinder systems. Mr. Lynch motions to approve contract, Mr. Joyce seconds the motion. The contract is unanimously approved.						
5490	New	D5110 - Maintenance Roads Buildings	Various as per attached spreadsheet	The Award of the Asphalt Material Only Bid #2020-004. For the Purchase of Asphalt Materials for County Road Maintenance.	12 Months (5/1/20-4/30/21)	\$48,000.00
Mr. Hidley reviews details of the contract. Lisa Ramundo states this is the yearly bid, a cooperative bid. Mileage cost is included in the bid. The materials are purchased by DPW for various projects throughout county. Mr. Joyce motions to approve contract, Mr. Lynch seconds the motion. The contract is unanimously approved.						
5488	New	D5110 - Maintenance Roads Buildings	Various as per attached spreadsheet	Award Crushed Stone Bid RFB#2020-003 For the Purchase of Crushed Stone Products for County Road Maintenance	12 Months (5/1/20-4/30/21)	\$90,000.00
Mr. Hidley reviews details of the contract. Lisa Ramundo states this is the yearly bid, a cooperative bid. Mileage cost is included in the bid. The materials are purchased by DPW for various projects throughout county. Mr. Lynch motions to approve contract, Mr. Joyce seconds the motion. The contract is unanimously approved.						
5487	New	NH6020 - Nursing Home	National Research Corporation d/b/a NRC Health	NRC will provide comprehensive resident, family and staff survey methodologies utilizing a wide range of data collection at Shaker Place and create trends of services being provided and will be used to set up training programs to improve the quality of care and resident, family and staff satisfaction (see attached scope of services). This will be a (3) year engagement at a cost of \$25,000. This membership will include Customer and Employee Experience and the American Health Care Association Core Q.	36 months	\$25,000.00
Mr. Hidley reviews details of the contract. Larry Slatky this company does satisfaction surveys for families, residents & staff. This is part of CMS regulatory requirements. This vendor is a sole source vendor. The data collected is submitted and remains unknown to admin. We are sent outcomes to create educational programs and use data for submission to NYS DoH. Mr. Hidley adds thank you for all you are doing out at Shaker Place. You and your staff should be commended for taking care of patients at your facility during this trying time. Larry Slatky replies, thank you for the appreciation I will share with staff at tomorrow mornings staff meeting. Mr. Joyce motions to approve contract, Mr. Lynch seconds the motion. The contract is unanimously approved.						

Cont#	Action	Depart.	Vendor	Scope of Service	Est. Time	Est. Amount
5548	New	A6772 - Aging	Life Path (Formerly Senior Services of Albany)	The Contractor shall deliver the Health Insurance Information Counseling and Assistance Program (HIICAP) and provide outreach, access, education and assistance to individuals who are 65+ and/or disabled, regarding Medicare, NYS EPIC and other insurance programs.	4/1/2020 - 3/31/2021	\$36,350.00
Mr. Hidley reviews details of the contract. Pat Dillon this is a new contract to provide counseling and assistance services. The RFP went out and this was the only response. This is our current vendor so there will be no interruption in service. We had a needs assessment sent out earlier this year. HIICAP is one of the main services people are looking for in the community. Mr. Lynch motions to approve contract, Mr. Joyce seconds the motion. The contract is unanimously approved.						
5478	New	A1620 - Building Services	Johnson Controls Fire Protection	Annual fire alarm and fire sprinkler system test and inspections of various County facilities.	5/1/2020 - 4/30/2021	\$58,926.00
Mr. Hidley reviews details of the contract. Dave Latina annual contract for these services. No increase in cost. Took over SimplexGrinnell, and is under state contract. Mr. Joyce motions to approve contract, Mr. Lynch seconds the motion. The contract is unanimously approved.						
Mr. Lynch are there minutes.? Shawn Thelen no we will have them at the next meeting.						
Mr. Hidley asks if there will be a change in the scheduling of the next meeting. Mr. Thelen states he will check the legislature meeting shcedule and get back to him.						
Mr. Hidley takes a motion to adjourn the meeting at 2:40pm. Mr. Lynch motions to adjoun the meeting, Mr. Joyce seconds the motion. The meeting is adjourned.						