



CONTRACT ADMINISTRATION BOARD

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

October 21, 2024 MEETING AGENDA

Kurtis Kennedy, Legislature	Tina Harris, Sheriff	Dave Reilly, <i>Mgt. & Bdgt.</i>
Patrick Dillon, Aging	Lisa Ramundo, Public Works	Alex Dott, <i>Mgt. & Bdgt.</i>
Joe Bonarrigo, Aging	Scott Allardice, DGS	Sarah Cantwell, <i>Mgt. & Bdgt.</i>
Cameron Sagan, County Executive	Mark Olsen, Shaker Place	Zak Smetana, <i>Mgt. & Bdgt.</i>
Pat Collins, Legislature	Yorden Huban, Law	Amanda Brady, <i>Mgt. & Bdgt.</i>
Pam O'Neill, Purchasing	Bob Belber, MVP Arena	Alexandra Araujo, <i>Mgt. & Bdgt.</i>
		Katelyn Pauly, <i>Mgt. & Bdgt.</i>
		Faye Feters, <i>Mgt. & Bdgt.</i>
		Eitan Goldmeer, <i>Mgt. & 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 September CAB meeting.

Bruce Hidley opens the Contract Administration Board at 4:00pm . 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 September meeting minutes. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The minutes from the September meeting are approved.

2024-2258	A) New	A3110 - Sheriff	John W. Danforth Company	HVAC preventative maintenance and emergency services for Sheriff's 911 Tower, Patrol Station & Rensselaerville Station.	1/1/2025 to 12/31/2027	\$49,999.00
-----------	--------	-----------------	--------------------------	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Tina Harris states Purchasing issued a County wide bid. Danforth came in as the lowest vendor to submit a bid for the HVAC preventative maintenance for 911 Tower, Patrol Station and Rennselaerville Station. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2350	A) New	A3110 - Sheriff	Altamont Rescue Squad	Purchase a used ambulance for the Albany County Sheriff's Emergency Management Services	10/1/2024 to 10/1/2029	\$55,000.00
-----------	--------	-----------------	-----------------------	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Tina Harris states the Purchasing department issued a bid for a used ambulance and Altamont Rescue Squad was the sole vendor to submit a bid for a 2019 Ford E450 Chassis for the EMS Division. Joanne Cunningham asks if the goal was to purchase a used vehicle. Tina responds with yes, they found out they were selling their used ambulance so a bid was issued. Buying a used ambulance is more cost effective than buying a brand new one for about \$200,000. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2259	A) New	A3150 - Correctional Facility	Eckert Mechanical LLC	HVAC Preventative Maintenance and Emergency Services for the Correctional Facility.	1/1/2025 to 12/31/2027	\$49,999.00
-----------	--------	-------------------------------	-----------------------	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Tina Harris states this is bid that went County wide from the Purchasing department. Eckert Mechanical was the lowest vendor to submit a bid. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2390	A) New	D5010 - Public Works	Clark Murals	Clark Murals will design and install a mural along a section of the Helderberg-Hudson Rail Trail under the bridge that crosses over New Scotland Road in Slingerlands. This project aims to enhance the aesthetic appeal of the area surrounding the Rail Trail and to showcase local art.	11/1/2024 to 11/1/2025	\$28,000.00
-----------	--------	----------------------	--------------	--	------------------------	-------------

Bruce Hidley reads the details of the contract. At this time, Joanne Cunningham requests this item be tabled. Some more due diligence needs to be done first. Mr. Hidley makes a motion and Michael McLaughlin seconds the motion. The motion is carried and the contract is tabled.

2024-2339	A) New	NH6020 - Residential Health Care Facility	St. Peter's Hospital Foundation	Provide laboratory services as requested by Shaker Place Rehabilitation and Nursing Center (SPRNC). The qualified provider will provide laboratory services for the residents and employee's of SPRNC when requested. The term for the contract is for three years.	7/1/2024 to 6/30/2027	\$75,000.00
-----------	--------	---	---------------------------------	---	-----------------------	-------------

Bruce Hidley reads the details of the contract. Mark Olsen states this contract is to provide clinical laboratory services to the residents at Shaker Place. St. Peter's Hospital Foundation was the only responsible bidder. The cost incurred is for those residents who are on an all inclusive rate, such as, Medicare Part A stay. Joanne Cunningham asks why it is the Foundation and not St. Peter's Hospital. Mark responds that he believes the actual clinical site is called Northeast Health in Troy and is their corporate structure. Joanne asks if this is to get the contractor in the facility to perform lab testing on site. Mark confirms that is correct. Joanne asks if they bill Medicare for the labs. The vendor performs the billing. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2367	A) New	NH6020 - Residential Health Care Facility	Fire, Security and Sound Systems, Inc.	Perform annual service maintenance, testing and inspection of the Simplex Fire Alarm System at Shaker Place Rehabilitation and Nursing Center.	1/1/2025 to 12/31/2029	\$79,975.00
-----------	--------	---	--	--	------------------------	-------------

Bruce Hidley reads the details of the contract. Mark Olsen states this is a new vendor. They are on State contract and a local company. Within the quote is a \$3,000 contingency. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2299	C) Renewal	A6772 - Aging	Senior Projects of Ravena	The contractor shall provide in home contact and support services to older adults age 60 years and older in Albany County. These services include; friendly visits, shopping assistance, telephone assurance counseling along with light housekeeping, laundry services, bill paying and other essential errands.	1/1/2024 to 12/31/2024	\$23,920.00
-----------	------------	---------------	---------------------------	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Patrick Dillon states the Department for Aging offers the in home contact and support services and really what this does it is based on the services mentioned. It also gears towards isolated seniors within their homes. There was a RFP and two were received. Joanne Cunningham asks how the vendor is found. Patrick states they are referred through the community or by the NY Connects Line. Joanne asks if this meets the demand and Patrick confirms it does. Joanne asks if you have to meet an income threshold to be qualify and Patrick states no, but they try to target the community and those who are isolated. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2300	C) Renewal	A6772 - Aging	Legal Aid Society of Northeastern New York	The contractor shall provide legal advice, advocacy, counseling and representation to older adults 60 years and older that reside in Albany County. in addition, services include community education and outreach concerning legal issues.	1/1/2025 to 12/31/2025	\$59,990.00
-----------	------------	---------------	--	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Patrick Dillon states the vendor handles their legal for older adults in the community. They do this either by phone, they have seven (7) sites throughout the County. They go to the sites once a month. Phone is more popular post COVID. This was RFP last year. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2024-2301	C) Renewal	A6772 - Aging	New York State Wide Senior Action Council, INC.	DFA is requesting contract approval with said contractor to provide a Health Insurance Information, Counseling and Assistance Program (HIICAP) to Albany County residents age 60 and older and/or disabled. The contractor shall provide outreach, access, education, and assistance regarding Medicare, NYS EPIC and other insurance programs.	4/1/2024 to 3/31/2025	\$34,160.00
-----------	------------	---------------	---	---	-----------------------	-------------

Bruce Hidley reads the details of the contract. Patrick Dillon states the HIICAP program is contracted State wide. They do open enrollment for older adults October through December. They save older adults thousand of dollars in out-of-pocket expenses. The representatives pick the most appropriate coverage for their needs. Joanne asks if the folks helping are from State Wide and what is their posture when a very confused Senior, speaking about Medicare advantage plans or manage care plans that you can enroll in opposed to traditional Medicare which currently still exists. How do they navigate those questions that Seniors have regarding which program to enroll in? Patrick states HIICAP is certified and educated on programs across the board. They take their time with each client one by one and identify their specific needs. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2303	A) New	A6772 - Aging	Colonie Senior Service Centers	The contractor shall provide social adult day services (SADS) to eligible older adults 60 years and older. SADS include supervision, monitoring, personal care and a nutritional meal in a protective setting for less than 24 hours.	1/1/2025 to 12/31/2025	\$45,000.00
-----------	--------	---------------	--------------------------------	---	------------------------	-------------

Bruce Hidley reads the details of the contract. Patrick Dillon states this was RFP this year and two proposals were received. Colonie has two sites going and mostly deal with Colonie folks. However, not specific to only Town of Colonie residents. The locations are simply in Colonie. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2387	A) New	A6772 - Aging	Jewish Family Services of Northeastern New York	The Department for Aging (DFA) requests approval to enter into a new contract with Jewish Family Services, to provide kosher home delivered meal services to older adults in Albany County age 60 years and older.	1/1/2025 to 12/31/2025	\$49,875.00
Bruce Hidley reads the details of the contract. Patrick Dillon states this program is under Home Delivered Meal Programs. This was on a renewal basis. There however was a RFQ. They contracted JFS to contract the Kosher meals. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2024-2304	A) New	A6772 - Aging	Senior Citizen of Green Island	The Department for Aging (DFA) requests legislative approval to enter into a new contract with Green Island Senior Citizens, to provide Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Green Island Senior Citizens shall provide Congregate Meal Services to older adults and serve 5000 meals at their one (1) congregate site.	1/1/2025 to 12/31/2025	\$59,850.00
Mr. Hidley entertains a motion to bundle contracts 2024-2304, 2024-2305 and 2024-2306. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. Bruce Hidley reads the details of the contract(s). Patrick Dillon states this is their congregate meal program. They completed a RFP over the Summer and received seven (7) proposals. The scoring committee reviewed and award all seven (7). Throughout the RFP they increased the sites. Joanne Cunningham asks if these respondents tell DFA the sites. Patrick Dillon states this RFP produced 24 and they had 22. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2024-2305	A) New	A6772 - Aging	Albany Jewish Community Center	The Department for Aging (DFA) requests legislative approval to enter into a new contract with Albany Jewish Community Center, to provide Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Albany Jewish Community Center shall provide Congregate Meal Services to older adults and serve 2780 meals at their one (1) congregate site.	1/1/2025 to 12/31/2025	\$36,140.00
See comments for contract 2024-2304.						

2024-2306	A) New	A6772 - Aging	Allie B's Cozy Kitchen	The Department for Aging (DFA) requests legislative approval to enter into a new contract with Allie B's Cozy Kitchen, to provide Congregate Meal Services to older adults in Albany County and meet specific criteria as required by Albany County and NYSOFA. Allie B's Cozy Kitchen shall provide Congregate Meal Services to older adults and serve 1800 meals at their one (1) congregate site.	1/1/2025 to 12/31/2025	\$21,600.00
-----------	--------	---------------	------------------------	--	------------------------	-------------

See comments for contract 2024-2304.

2024-2307	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 public information and assistance as well as counseling and case management.	1/1/2025 to 12/31/2025	\$78,500.00
-----------	--------	---------------	--------------------------	---	------------------------	-------------

Mr. Hidley entertains a motion to bundle contracts 2024-2307, 2024-2309 and 2024-2311. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. Mr. Hidley reads the details of the contract(s). Patrick Dillon states this is a little different than their in home support and contact services. This zones in on caregivers. Five (5) proposals were received from the RFP and all five were awarded. Joanne Cunningham asks if it is as simple as calling for assistance and relief for the caregivers. Patrick confirms this is correct. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2309	A) New	A6772 - Aging	Catholic Charities	The Contractor shall provide services to Albany County caregivers of older adults age 60 years and older. Services that shall be performed include public information / assistance, case management / assessment and respite.	1/1/2025 to 12/31/2025	\$49,140.00
-----------	--------	---------------	--------------------	---	------------------------	-------------

See comments for contract 2024-2307.

2024-2311	A) New	A6772 - Aging	Community Caregivers, Inc.	The Contractor shall provide services to Albany County caregivers of older adults age 60 years and older. Services provided include; public information, caregiver support groups, and respite such as housekeeping and shopping assistance.	1/1/2025 to 12/31/2025	\$20,370.00
-----------	--------	---------------	----------------------------	--	------------------------	-------------

See comments for contract 2024-2307.

2024-2308	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 providing respite to caregivers.	1/1/2025 to 12/31/2025	\$75,000.00
-----------	--------	---------------	-----------	---	------------------------	-------------

Mr. Hidley entertains a motion to bundle contracts 2024-2308 and 2024-2310. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. Mr. Hidley reads the details of the contract(s). Patrick Dillon states these two contracts go with the previous three, as there were five proposals awarded. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2310	A) New	A6772 - Aging	Colonie Senior Service Centers	The Contractor shall provide Social Adult Day Services to eligible older adults within Albany County that meet specific criteria as required by Albany County and NYSOFA. Colonie Senior Service Centers will provide access to social adult day services to the highest quality, enabling older adults to maintain an independent lifestyle for a long as possible.	1/1/2025 to 12/31/2025	\$36,000.00
-----------	--------	---------------	--------------------------------	--	------------------------	-------------

See comments for contract 2024-2308.

2024-2348	A) New	A6772 - Aging	Jewish Family Services	The Contractor shall be responsible for building / installing 3 to 4 ramps for older adults 60 years and older residing in Albany County. The installs are for handicap residence in need of access into their homes to remain independent and not in need of assisted living.	10/15/2024 to 12/31/2025	\$40,000.00
-----------	--------	---------------	------------------------	--	--------------------------	-------------

Bruce Hidley reads the details of the contract. Patrick Dillon turns it over to Deputy Joe Bonarrigo. Joe states this was going to be done through ARPA funding and they pivoted off of that to start another program to be able to take care of the seniors. This program has a grant program in place already. These were also the most immediate needs. Joanne Cunningham asks if this was the first time doing these kind of ramps. Michael McLaughlin states in the past there was funding less specific to ramps and more flexible. This will be used as a test project and is based on financial need. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2338	A) New	A1230 - County Executive	Albany FireWolves	Albany County is entering into an agreement with the Albany FireWolves for the opportunity to provide and display commercial advertising during Firewolves events, on FireWolves social media, and in FireWolves email blasts. The FireWolves will also provide the County with (25) twenty-five complimentary tickets that can be donated to youth groups or schools at the County's discretion. The FireWolves also agree to make players and coaches available for at least two appearances in schools to speak about health, wellness, staying active, anti-bullying etc.	11/1/2024 to 10/31/2025	\$99,000.00
-----------	--------	--------------------------	-------------------	---	-------------------------	-------------

Bruce Hidley reads the details of the contract. Cameron Sagan states this is a build off of a recent program they incorporated into the Parks and Rec program. They are working with them to advertise the County's programming at home games and get the information out for more disadvantaged communities. Joanne Cunningham asks if why we are entering into an agreement with the FireWolves to benefit them. Cameron responds that this is not to benefit the FireWolves but to raise awareness for our County programs at home games. We are utilizing their equipment for our advertising. Bob Belber states the Veterans also use these advertisements and has been a big focus/impact. Mr. Hidley asks if the FireWolves bill the federal government. Cameron states this is funding that came from ARPA and can be used for this. This is role modeling and mentorship for kids as well. Patrick Collins adds that there is backup that expands to the Chairwoman's questions as well. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2024-2358	A) New	A1620 - Building Services	The Metro Group, Inc.	Legionella Prevention Testing and Treatment of Cooling Towers and HVAC Equipment Water Testing for the following facilities: County Office Building, Mercantile Building, Social Services Building, Judicial Building and the Family Court Building.	1/1/2025 to 12/31/2027	\$56,668.56
Bruce Hidley reads the details of the contract. Scott Allardice states the vendor was a successful bidder. They received five bids and also set aside \$5,000 for service repairs. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2024-2372	A) New	A1620 - Building Services	RMB Mechanical, Inc	Preventive Maintenance and Emergency Service for the Judicial Center Boilers.	1/1/2025 to 12/31/2027	\$37,500.00
Bruce Hidley reads the details of the contract. Scott Allardice states the successful bidder was one of three bids. They are have \$15,000 for service repairs that are not covered under the service contract. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2024-2391	A) New	A1610 - General Services	Conserv Flag Company	Purchase of barricades as noted in RFB 2024-075	10/22/2024 to 1/21/2025	\$51,520.00
Bruce Hidley reads the details of the contract. Scott Allardice states these are for new barricades for the MVP Arena. The ones being used now do not have the safety features needed. The older barricades will be put out to auction. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
Mr. Hidley entertains a motion to adjourn the meeting at 4:50pm. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. All are in favor.						