



CONTRACT ADMINISTRATION BOARD

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

February 10, 2025 MEETING AGENDA

Tina Harris, Sheriff & Correctional Facility	Rachel Bledi, Board of Elections	Dave Reilly, <i>Mgt. & Bdgt.</i>
Rosa Tirino, Public Works	Alison McLeanLane, Board of Elections	Alex Dott, <i>Mgt. & Bdgt.</i>
Caitlin O'Brien, Legislature	Angelo Gaudio, Water Purification	Sarah Cantwell, <i>Mgt. & Bdgt.</i>
Lee Kindlon, District Attorney	Bill Connors, Probation	Zak Smetana, <i>Mgt. & Bdgt.</i>
Pat Collins, District Attorney	Nicole Ward, CYF	Amanda Brady, <i>Mgt. & Bdgt.</i>
Shawn Thelen, Shaker Place	Shannon Coffil, Human Resources	Alexandra Araujo, <i>Mgt. & Bdgt.</i>
Stefanie Thomas, County Executive	Patrick Alderson, Information Services	Katelyn Pauly, <i>Mgt. & Bdgt.</i>
Yorden Huban, Law	Kurtis Kennedy, Legislature	Faye Feters, <i>Mgt. & Bdgt.</i>
Pam O'Neill, Purchasing	Christine Breton, Comptroller	Eli Dey, <i>Mgt. & Bdgt.</i>
Jeff Jamison, County Executive		

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

The Board will review minutes from the January CAB meeting.

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

2025-2743	A) New	A3110 - Sheriff	DeNooyer Chevrolet	Purchase a vehicle for the Albany County Sheriff's EMS Division.	1/1/2025 to 12/31/2025	\$62,597.50
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Michael McLaughlin reads the details of the contract. Tina Harris states this vehicle was issued a bid. DeNooyer was the sole vendor to submit. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2742	A) New	A3150 - Correctional Facility	Cappellino	Purchase a van for the SHIP Unit within the Albany County Sheriff's Office.	1/1/2025 to 12/31/2025	\$45,986.64
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Michael McLaughlin reads the details of the contract. Tina Harris states this vehicle is for the Sheriff's Homeless Improvement Program. It is 100% grant funded. Purchasing issued a bid and Cappellino was the lowest vendor to submit. Michael McLaughlin asks if this vehicle will be transporting individuals to and from the program. Joanne asks a question regarding the funding. Tina states this is from the Tonko grant and is 100% State funded. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2720	A) New	A3150 - Correctional Facility	DeNooyer Chevrolet	Purchase Inmate Transport Vehicle for the Albany County Correctional Facility.	1/1/2025 to 12/31/2025	\$41,493.20
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Michael McLaughlin reads the details of the contract. Tina Harris states DeNooyer Chevrolet was the sole bidder to submit a bid. This is a Traverse that will be used to transport inmates to and from court. Joanne asks a questions regarding the funding. Tina states this is County funded. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2758	C) Renewal	A3150 - Correctional Facility	Black Creek Integrated Systems Corp	Level one service plan for the Black Creek electronic security system in the annex, 9 gate and main controls located at the Albany County Correctional Facility.	1/1/2025 to 12/31/2025	\$29,810.12
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Michael McLaughlin reads the details of the contract. Tina Harris states this is the annual service plan that is required for their electronic security system. This is the system that controls the annex, the 9 gate and main controls located within the facility. It is 100% County funded. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2761	A) New	A1165 - District Attorney	Communications Services	External Communications for the District Attorney's Office.	2/5/2025 to 2/6/2026	\$45,000.00
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Michael McLaughlin reads the details of the contract. Lee Kindlon states this is to provide communication services for the District Attorney's Office, beyond what their Public Information Officer can do. This will also allow to communicate with the State Legislature. As Lee understands being the Albany County DA, he has to now advocate on behalf of the law enforcement and District Attorney's throughout the State, to provide and communicate with the state legislature. Joanne asks if this is contracting with an outside firm to assist with their communications plan. Lee confirms this is correct and everything from helping Mr. Kindlon communicate with the Legislature to social media updates and communication services beyond what law enforcement can provide. Joanne asks if the DA's office had this prior and Lee confirms that is correct. Pat Collins states this was put out as a RFP and there were five respondents. The vendor chosen was the highest responsible bidder. Mr. McLaughlin entertains a motion. Mike McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2025-2744	A) New	A1010 - Legislature	OneTeam Leadership	A leadership training that cultivates effective and healthy teamwork behaviors.	2/3/2025 to 6/2/2025	\$35,000.00
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Michael McLaughlin reads the details of the contract. Joanne Cunningham states that this is a leadership development program that they are putting into place for the Chair's staff, the Majority's staff, the Legislative Black Caucus, the Clerk's program. This is an excellent contractor that they have worked with before and they are excited to work with them. Joanne hopes the entire County can use this next because this is really excellent top tier professional development work. Mr. McLaughlin entertains and makes a motion. Joanne Cunningham seconds the motion. The motion is carried.

2025-2718	A) New	DM5130 - Road Machinery Maintenance	Metro Ford Sales, Inc.	Purchase of Dodge/Chrysler, Chevrolet and Ford Original Equipment Manufacturers (OEM) Parts from sole bidder, Metro Ford Sales, Inc. not to exceed \$20,000/year for a 3 year contract not to exceed \$60,000.	2/1/2025 to 2/1/2028	\$60,000.00
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Michael McLaughlin reads the details of the contract. Rosa Tirino states this contract is up to a three year contract. Metro Ford was the sole bidder. They had not hit the \$20,000 every year but they use twenty and as they replace trucks, the less parts they will need to replace, some of the trucks are really old. Metro Ford will carry the parts for the trucks that they service. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2741	A) New	NH6020 - Residential Health Care Facility	KONE Inc.	Provide preventative maintenance services for three elevators at Shaker Place Rehabilitation and Nursing Center.	1/1/2025 to 12/31/2027	\$30,560.00
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Michael McLaughlin reads the details of the contract. Shawn Thelen states they are requesting a three year contract with KONE. They were the original over haulers of the current elevator system. The cost is \$230/passenger elevator, which there are two passenger elevators that service all six floors. In addition to a heavy duty freight elevator for \$250/month. It is \$710 all-in per month for the three year term, \$25,560 with a \$5,000 contingency. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2746	A) New	A1450 - Board of Elections	Printelect	The Albany County Board of Elections is requesting approval for the purchase of 220 voting cart covers in the amount of \$26,998.40. The covers will provide proper protection for our newly acquired voting machines, a significant investment for our office. The old covers, which show signs of significant wear and tear, need replacement. The covers we seek to purchase are durable and water resistant.	2/10/2025 to 7/10/2025	\$26,999.00
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Michael McLaughlin reads the details of the contract. Alison McLeanLane states this is the second lowest bid. The lowest bid was not even waterproof. Needless to say, you will see a significant difference in price between the two. These are durable and it is important for them to be waterproof because they are transported outside. Rachel Bledi adds that this is the lowest and most responsible bidder. Joanne Cunningham asks how long do they believe these will last. Rachel explains the last ones lasted as long as their machines however, they do have an issue at times with mold accumulating. The last ones made it through the old home where they used to store the machines, so the environment is drastically different. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2747	C) Renewal	A1450 - Board of Elections	Vincy's Printing	The Albany County Board of Elections is seeking renewal of a contract with Vincy's Printing for a 1-year term – January 1, 2025 to December 31, 2025 -to provide ballot stock paper on an as-needed basis for the primary, general and any special elections held within 2025. The contract is not to exceed \$99,999.00. Vincy's was the lowest responsible and responsive bidder for RFB#2022-069, a purchasing cooperative agreement subject to a 4-year renewal.	1/1/2025 to 12/31/2025	\$99,999.00
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Michael McLaughlin reads the details of the contract. Alison McLeanLane states this is a renewal for a year. It is paper for the ballots as needed. The contract again is as needed and not to exceed \$99,999.00. Joanne Cunningham asks how much we usually spend on paper. Rachel Bledi states it depends on the year. It could be \$15,000. Back in the day before they even printed in house and before they even used to go to bid because all, this one particular company claimed to be sole source and they were paying upwards to \$100,000.00. Our County has led the way in the State in opening the market for competition on this particular issue. Other counties are now bouncing off of us and using Vincy's and we have not only saved money for our county but for other counties across the State. Joanne asks for this year which is an off-cycle what they anticipate. Rachel Bledi states it could be contingent upon more diplomatically; lawsuits, last minute additions to the ballots which gives an advantage because they have the in-house ballot printing operation. Also, a lot less absentee ballot requests this year and less expect to turnout from presidential election year. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2734	A) New	G8130 - Sewage Treatment	Purecems LLC	North and South plant quarterly preventative maintenance. Incinerator continuous monitoring.	1/1/2025 to 12/31/2026	\$49,500.00
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Michael McLaughlin reads the details of the contract. Angelo Gaudio states this is 100% County funded. This is a requirement of their EPA Title 5 permit that they have to do quarterly maintenance on the incinerator used for emissions. This is for a two-year term. They received two bids and Purecems was the lowest responsible bidder. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2748	C) Renewal	G8130 - Sewage Treatment	Adirondack Environmental Services Inc	Various environmental laboratory testing needed to comply with District's SPDES permits.	3/31/2025 to 3/30/2026	\$40,000.00
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Michael McLaughlin reads the details of the contract. Angelo Gaudio states this is the second of three optional renewals. As indicated this is for laboratory testing using Adirondack and this is 100% County funded as well. Michael McLaughlin asks what sort of things are they testing for. Angelo responds that it is normally used for ammonia. They outsource their ammonia and they also do have PFAS testing through this contract. This is something they will be undertaking as part of their SPDES renewal. Starting the effective date in which they receive that permit, which they expect some time in the next few months, they will have to begin doing quarterly sampling for PFAS for the first year of that permit, as a condition of DEC. DEC is starting to benchmark PFAS at all treatment plants throughout the State. Joanne asks if we have done PFAS sampling before. Angelo states they have got limited sampling before but it was never a requirement of the state it was something they had done selectively on their own. Michael McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2749	B) Amendment	G8130 - Sewage Treatment	GP Jager Inc	Requesting additional funds beyond original contract for the supply of WEDECO UV parts resulting from unanticipated needs.	12/15/2024 to 12/15/2025	\$40,000.00
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Michael McLaughlin reads the details of the contract. Angelo Gaudio states this is an amendment to the previous approval. WEDECO is the manufacturer. UV is ultraviolet and they use ultraviolet disinfection at the South Plant. This is for UV parts replacements for that system. When they were taking the system offline, they do seasonal disinfection at both facilities, they recognized that they needed additional components. Primarily UV lamps, which have essentially been expended, therefore they are looking to purchase 60 additional UV bulbs as part of that system. They are looking to have this done prior to April, which is when they start getting that system put back online for May disinfection season. Michael McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2752	A) New	G8130 - Sewage Treatment	Doosan Bobcat North America Inc.	Purchase of one (1) Bobcat L23 Small Articulated Loader with bucket, broom and brush hog attachments.	2/11/2025 to 5/1/2025	\$51,161.60
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Michael McLaughlin reads the details of the contract. Angelo Gaudio states they are looking to purchase a Bobcat unit. This is actually through State contract currently. Doosan Bobcat is the dealer that is already on State contract. They were looking at a different unit through Bobcat but they found that the smaller unit, which is about half the price of the previous unit they were considering, can do similar functions. The benefit of this unit is it can operate a variety of different attachments. They can put a brush hog on a bucket, a sweeper, so they can do a variety of different things with the same piece of equipment. Joanne Cunningham asks what they use this for. Angelo responds that they have about 16 miles of trunk sewer that they have easements through. A lot of this is maintaining those easements, relatively in unpaved areas and overland areas that they need to keep vegetation cleared back. They also have areas on site that they will use a brush hog for, the broom attachment is actually just used to help manage the pavement at both plants. The bucket attachments let them move ash material around and move soil around the site as needed. Joanne asks if this is replacing an existing one. Angelo states no this is not because they currently do not have anything and have been relying on their old loader that they have. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2735	A) New	A3140 - Probation	Metro Ford	Purchase 2 Police Interceptor vehicles with barrier/cage installed.	1/29/2025 to 12/31/2025	\$93,948.40
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Michael McLaughlin reads the details of the contract. Bill Connors states this was actually approved at the January meeting. The bidder at the time, Dan Bortel, could no longer honor their bid. The next lowest bidder was Metro Ford. This is primarily used in transportation of probationers and visiting them in the community. The difference in pricing was \$650.00. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2757	A) New	A6119 - Children, Youth & Families	Red River Hospital LLC	Specialized Residential Treatment Program.	1/31/2025 to 5/1/2025	\$99,000.00
Michael McLaughlin reads the details of the contract. Nicole Ward states this is a residential treatment facility for a foster youth that is in their care and custody. It is 10% county funded. Joanne asks where the Red River is and Nicole states it is in Texas. Michael McLaughlin adds that we have been experiencing significant challenges with very very hard to place youth. We have had to begin placing them out of State as evidence by this, they have gone as far as Utah, Texas, and they are going to these places and they are even getting rejected in these places. This is on the State lobbying agenda that the State needs to begin opening up youth beds and other institutional means of handling these very frankly, aggressive youth. We have experience with this because we run CDYCI which the Regional Youth Detention Facility and the rates of problems that the staff are having at those facilities are very very high. Those are kids who are engaged in the criminal justice system however, even folks who aren't. Nicole adds that this is a very traumatized foster youth. He has burned his bridges in every facility locally and across the state will not accept him. The closest they found is Texas. They did have a caseworker go out last week and he is doing well. Joanne asks how old the child is and Nicole responds he is 15 years old. Joanne asks how long this placement will be for. Nicole states they are hopeful they can step him down. The goal is always to step him down into a less restrictive placement and get him back into the area. This is a very difficult situation. This particular youth was housed and DCYF staff maintained him from Thanksgiving to Christmas, around the clock 24/7. Joanne asks where was the youth during that time. Nicole states they rented an apartment at Community Maternity, CMS, and rotated staff through. Jeff Jamison adds this is a current problem they are having at this very moment, which leads to potential labor issues. Michael adds the state has given us OCFS and Nicole mentions, all of the "O's" have the ability to say no and CPS is the final stop. CYF does not have the ability to say no. This child is in the Commissioner's care and custody. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-2739	C) Renewal	A1432 - Human Resources	MM Hayes	Kronos timekeeping system.	11/1/2024 to 10/31/2025	\$96,056.65
Michael McLaughlin reads the details of the contract. Shannon Coffil states this is the timekeeping system for MM Hayes, KRONOS. It is a renewal. This keeps time records, manages accruals, interfaces with the HISI system, in addition to the payroll system. Joanne asks if this is the annual cost. Shannon confirms that is correct and the amount did go up in the amount of \$6,000.00. This was due to purchasing 150 licenses as it relates to the Sheriff's department. Collective bargaining agreements are constantly being negotiated and they have to manage accruals and shift differentials based on what the collective bargaining agreement is. That being said, they had to purchase additional licenses and five new time clocks. Joanne asks if the licenses allow a certain department staff to have access. Shannon confirms that is correct. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-2753	A) New	A1680 - Information Services	ComSource, Inc.	ComSource will deliver industry leading professional services for your Albany County - 911 - DPW Palo Alto PS Project. Below is a high-level overview of the tasks that ComSource has included in their scope of work. Additional detail for each of these tasks can be found under the "ComSource Scope" section of this document. 1) Configuration and deployment of Palo Alto Firewalls at 911/DPW. 2) Reconfiguration of existing switching environment to accommodate firewall traffic flow.	2/4/2025 to 2/4/2026	\$32,560.00
Michael McLaughlin reads the details of the contract. Patrick Alderson states this is for a fixed price contract in the amount of \$32,560.00. It was procured off of GSA contract and is 100% County funded, using Capital funds. The project is to reconfigure County switches as well as, install firewalls at the Department of Public Works and the old 911 Center, which is the County's Disaster Recovery site. They will be working with ComSource and go through a series of design sessions, move onto implementation, will have some training for folks in Information Services, ongoing support for the term of the contract which is one year and finally move to closing out this project. This is important to improve the redundancy and resiliency of the County network, especially the Disaster Recovery site. Michael McLaughlin entertains and makes a motion. Joanne Cunningham seconds the motion. The motion is carried.						
2025-2730	A) New	A1230 - County Executive	Trinity Alliance of the Capital Region	Law Enforcement Assisted Diversion (LEAD) is an alternative to the traditional criminal legal system. It provides harm reduction-based case management support for people who otherwise may be arrested for behaviors related to mental health, substance use, homelessness or poverty. For eight years In the City of Albany, and more recently in Cohoes and Watervliet as well, LEAD has won praise for its effectiveness from police, business leaders, community residents and – most importantly – from clients who say that their lives are dramatically improved thanks to the dedicated work of LEAD case managers. Helping such individuals address their needs directly benefits the community by addressing quality-of-life concerns and allowing police to concentrate their efforts on serious crime.	1/1/2025 to 12/31/2025	\$75,000.00

Michael McLaughlin reads the details of the contract. Stefanie Thomas states this is something that is done every year. There was not yet a 2025 commitment. They met with the vendor recently and decided to up it to \$75,000.00. It was normally \$60,000.00. Michael McLaughlin adds that LEAD has up to this point been almost entirely, except for some limited County support, been funded from State or Federal grants. We continue to advocate for them on the State level and it is a very successful program; nationally well-known program. A program that is advocated for by the current Chief of Police in the City of Albany, who worked for National LEAD for many years before returning to the police force here recently. Given change on the federal level, it is safe to assume we probably will not be getting anymore federal funding and there is not really a concrete state funding identified yet, even though we have spoken to our state delegation. So LEAD is facing a bit of a fiscal cliff in the next year there is some funding's that goes into 2026. This is though certainly something that we as a County need to figure out a long-term funding perspective and we are always advocating for discretionary funding for Creative Programs. This \$75,000 certainly duplicates what we have done in the past and sweetens it a little to create a bridge for the current gap. Joanne asks why this is through the County Executive's Office and not a department. Mike responds it is due to who initiated the action. LEAD is a separate entity in the sense that it is a community group that is not really a specific department within the County because LEAD operates within the City of Albany is expanded to Watervliet and Cohoes. In each of those jurisdictions it is governed by a council that includes the DA's Office, the Sheriff's Office and APD, Center for Law and Justice, Catholic Charities, Trinity Alliance, etc. Joanne confirms by asking if the money pays for case management and Stefanie states that is correct, which it is through the contractor which would be for example Trinity Alliance. Michael McLaughlin adds that Bob Ward of Rockefeller College and Jenny Heuling are the two heads of Bob's administration in financial management and Jenny does all of the management of services. Joanne adds that it is kind of an interesting model not run by the County, sort of inside the County with the contractor but we use contractors all the time. Michael adds it is based directly on the model that was pioneered in King County out in the Seattle area and when it was brought here we work through LEAD National, which had kind of gone National at that time to implement this model. It gives local control to each jurisdiction because each jurisdiction typically wants a different model of service. As an example, in the City of Albany if a police officer comes upon somebody that they deem to be appropriate for the program then they can reference them to LEAD. That does not actually exist in Cohoes and Watervliet and their primary social contact referrals, which means individuals can refer folks to the program, but it not primarily through the police department. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2709	A) New	A1230 - County Executive A1340 - Management & Budget	Catholic Charities	This is an Albany County Grant for \$120,000. funding is for case management and community engagement services to carry out the functions of the Law Enforcement Assisted Diversion (LEAD) program, to be shared between Trinity Alliance \$77,733.47 and Catholic Charities \$42,266.53. This contract represents funds committed to the LEAD project management function by Albany County in the County's 2024 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.	1/1/2025 to 12/31/2025	\$42,266.53
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Michael McLaughlin entertains a motion to bundle contracts 2025-2709 & 2025-2756. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried to bundle the contracts. Michael McLaughlin reads the details of the contract. Joanne Cunningham asks why we did not bundle all three (the previous contract and these two). David Reilly states these two contracts are for case management community engagement services whereas the other was for project management. Michael McLaughlin adds Trinity Alliance is the Project Manager. Catholic Charities and Trinity Alliance will both be doing case management as well. Mr. McLaughlin entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-2756	A) New	A1340 - Management & Budget	Trinity Alliance of the Capital Region	This is an Albany County Grant for \$120,000. funding is for case management and community engagement services to carry out the functions of the Law Enforcement Assisted Diversion (LEAD) program, to be shared between Trinity Alliance \$77,733.47 and Catholic Charities. \$42,266.53. This contract represents funds committed to the LEAD project management function by Albany County in the County's 2024 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.	11/1/2024 to 12/31/2051	\$77,733.47
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See comments on contract 2025-2709.

Mr. Hidley entertains a motion to adjourn the meeting at 4:41pm. Joanne Cunningham makes the motion and Mike McLaughlin seconds the motion. All are in favor.