



CONTRACT ADMINISTRATION BOARD

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

January 12, 2026 MEETING AGENDA

Christine Breton, Comptroller	Kurtis Kennedy, Legislature	Dave Reilly, <i>Mgt. & Bdgt.</i>
Mike Fitzgerald, Mental Health	Dave Latina, DGS	Alex Dott, <i>Mgt. & Bdgt.</i>
Craig Carlson, Hall of Records	Jeff Jamison, Law	Sarah Cantwell, <i>Mgt. & Bdgt.</i>
Ricardo WrightRamos, Hall of Records	Mark Olsen, Shaker Place	Katelyn Pauly, <i>Mgt. & Bdgt.</i>
Nicole Ward, CYF	Lisa Ramundo, Public Works	Amanda Brady, <i>Mgt. & Bdgt.</i>
Pam O'Neill, Purchasing	Sue Rizzo, Comptroller	Ian Reeve, <i>Mgt. & Bdgt.</i>
Caitlin O'Brien, Legislature	Patrick Alderson, Information Services	Eli Dey, <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 December CAB meeting.

Bruce Hidley opens the Contract Administration Board at 4:30pm. In attendance is the Honorable Joanne Cunningham Chairwoman of the County Legislature, Michael McLaughlin Deputy County Executive and Bruce Hidley Albany County Clerk. Mr. Hidley entertains a motion to accept the December meeting minutes. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The minutes from the December meeting are approved.

2025-1745	A) New	A1411 - Hall of Records	Gimmel, LLC	The annual software, licensing, and support for the Gimmel records management software used to maintain, track, and retrieve physical records from the Albany County Hall of Records.	12/20/2025 to 12/19/2026	\$56,353.00
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Mr. Hidley reads the details of the contract. Ricardo WrightRamos adds additional comments. Joanne Cunningham asks a question. Craig Carlson, Michael McLaughlin and Bruce Hidley add comments following the question for further clarification. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2025-1810	A) New	A1411 - Hall of Records	NYSID	The County desires to obtain services in connection with imaging and indexing of Albany County records as per the 2025-2026 Local Government Records Management Improvement Fund grant project.	12/1/2025 to 6/30/2025	\$72,142.76
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Mr. Hidley reads the details of the contract. Ricardo WrightRamos adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2025-1811	A) New	A1411 - Hall of Records	NYSID	2025-2026 Local Government Records Management Improvement Fund. Town of Bethlehem Portion.	12/1/2025 to 6/30/2025	\$48,282.92
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Mr. Hidley reads the details of the contract. Ricardo WrightRamos adds additional comments. Joanne Cunningham asks a question and Ricardo answers the question. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-1829	A) New	DM5130 - Public Works Road Machinery Maintenance	H. L. Gage Sales, Inc.	Contract for International Harvester Truck Parts.	1/1/2026 to 12/31/2026	\$99,000.00
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Mr. Hidley reads the details of the contract. Lisa Ramundo adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.

2025-1787	A) New	A4310 - Mental Health	Kerry L. Brand	The County hereby retains the consultant to conduct Court-ordered (Criminal Procedure Law (CPL) Section 730) Competency Evaluations. The consultant's services shall be on an as-needed basis and dependent upon requests made by the various criminal courts in Albany County. All evaluations will be conducted directly by the consultant.	1/1/2026 to 12/31/2026	\$20,000.00
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Mr. Hidley reads the details of the contract. Mike Fitzgerald adds additional comments. Michael McLaughlin also adds a comment. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.

2025-1791	A) New	A4310 - Mental Health	Marilyn Mckee	The County hereby retains the consultant to conduct Court-ordered (Criminal Procedure Law (CPL) Section 730) Competency Evaluations. The consultant's services shall be on an as-needed basis and dependent upon requests made by the various criminal courts in Albany County. All evaluations will be conducted directly by the consultant.	1/1/2026 to 12/31/2026	\$20,000.00
Mr. Hidley reads the details of the contract. Mike Fitzgerald adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2025-1826	A) New	A1230 - County Executive, A1340 - Management & Budget	Millennium Strategies	The County desires to obtain services in connection with Millennium Strategies for their grants consulting services for the fiscal year 2026. These services include researching new grants for the County to apply to, ensuring compliance and timely reporting of existing grant-funded projects, and access to Millennium Strategies' relevant expertise.	1/1/2026 to 12/31/2026	\$60,000.00
Mr. Hidley reads the details of the contract. Kate Pauly adds additional comments. Joanne Cunningham asks a question and Kate answers the question. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2026-0009	A) New	A1420 - County Attorney	Gallagher Bassett Services Inc.	The County desires to obtain services in connection with Claims Management Services/Third Party Administration for County liability and property claims.	2/1/2026 to 10/31/2026	\$63,192.00
Mr. Hidley reads the details of the contract. Jeff Jamison adds additional comments, including that this contract is not new and it is a renewal. Joanne Cunningham asks a question and Jeff answers the question. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-1643	A) New	A6119 - DCYF Children, Youth & Families	4th Family Inc.	The County desires to obtain services in connection with After-School and Evening Programming.	1/1/2026 to 12/31/2026	\$100,000.00
Mr. Hidley reads the details of the contract. Nicole Ward adds additional comments. Joanne Cunningham asks a question and Michael McLaughlin adds comment to the question. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2025-1824	A) New	A1620 - Building Services	CPS of Albany, Inc	The County desires to obtain services in connection with the County desires to obtain services in connection with emergency general construction services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina makes correction in scope of service. This is for emergency general construction services not emergency electrical repair services. Mr. Hidley entertains a motion to amend the scope of service details. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried to amend the scope of service details. Mr. Latina adds additional comments. Joanne Cunningham asks a question and Dave answers the question. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-1827	A) New	A1620 - Building Services	CPS of Albany, Inc	The County desires to obtain services in connection with Emergency Painting Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-1828	A) New	A1620 - Building Services	CPS of Albany, Inc	The County desires to obtain services in connection with Emergency Masonry Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						

2025-1843	A) New	A1620 - Building Services	Collett Mechanical, Inc.	The County desires to obtain services in connection with Emergency Plumbing Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2025-1844	A) New	A1620 - Building Services	Collett Mechanical, Inc.	The County desires to obtain services in connection with Emergency HVAC Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina corrects the scope of service and states this is for emergency HVAC repair services not emergency plumbing repair services. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2025-1845	A) New	A1620 - Building Services	J McBain, Inc.	The County desires to obtain services in connection with Emergency Electrical Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments, including that this is for secondary emergency electrical repair services. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2025-1846	A) New	A1620 - Building Services	BPI Mechanical	The County desires to obtain services in connection with Emergency Boiler Repair services.	6/1/2025 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments. Mr. Hidley entertains a motion. Michael McLaughlin makes a motion and Joanne Cunningham seconds the motion. The motion is carried.						
2025-1757	A) New	A1620 - Building Services	Aucore Electrical LLC	Emergency electrical repair services.	1/1/2026 to 5/31/2026	\$200,000.00
Mr. Hidley reads the details of the contract. Dave Latina adds additional comments, including that this is for primary emergency electrical repair services. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
Addendum items below.						
2026-0011	A) New	NH6020 - Shaker Place Rehabilitation and Nursing Center	Kone Inc	Kone, Inc. for elevator preventative maintenance and repair services for the three (3) elevators located at the facility.	1/1/2026 to 12/31/2028	\$28,744.20
Mr. Hidley reads the details of the contract. Mark Olsen adds additional comments. Joanne Cunningham asks a question and Mark answers the question. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2026-0019	A) New	NH6020 - Shaker Place Rehabilitation and Nursing Center	Brawn Media	Consultant to provide an integrated communication plan contract.	1/1/2026 to 12/31/2027	\$205,194.00
Mr. Hidley reads the details of the contract. Mark Olsen adds additional comments. Joanne Cunningham asks a question and Mark answers the question. Mr. Hidley entertains a motion. Joanne Cunningham makes a motion and Michael McLaughlin seconds the motion. The motion is carried.						
2026-0034	A) New	A1680 - Information Services	Control Network Communications	Data Cabling at the Cohoes Community Center.	1/1/2026 to 12/31/2026	\$125,000.00
Mr. Hidley reads the details of the contract. Patrick Alderson adds additional comments. Joanne Cunningham asks a question and Patrick answers the question. 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 5:15pm. Michael McLaughlin entertains a motion and Joanne Cunningham seconds the motion. The motion is carried.						