

Request for Contract Approval	
Request ID #	5456
Contract #	5556
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	D5110 - Maintenance Roads Buildings
Date submitted	4/8/20
Contact person	Ramundo, Lisa
Contact Phone	518-765-2055
Vendor	Joe Basil Chevrolet, Inc.
Estimated Amount	\$59,395
Estimated Term	6 Months (5/1/2020-10/31/2020)
Scope of Services	Purchase of a 2020 Chevrolet 4500 Truck with Dump Body using NYS Vehicle Marketplace Mini Bid #4256. (Bonds HHRA \$11,900.00 and HHT5 \$47,494.60)
Budget Line Item	N/A
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - BID

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. McCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF PUBLIC WORKS
449 NEW SALEM ROAD
VOORHEESVILLE, NEW YORK 12186-4826
(518) 765-2055 - FAX (518) 447-7047
WWW.ALBANYCOUNTY.COM

LISA M. RAMUNDO
COMMISSIONER

SCOTT D. DUNCAN
DEPUTY COMMISSIONER

MEMORANDUM

To: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

From: Lisa M. Ramundo, Commissioner

Date: April 7, 2020

Re: Contract Request
For 2020 Chevy 4500 Truck with Dump Body
NYS Vehicle Marketplace Mini Bid #4256

The Public Works Department is requesting the approval to enter into a contract with Joe Basil Chevrolet, Inc. for the purchase of one (1) 2020 Chevrolet 4500 Truck with Dump Body. Joe Basil Chevrolet, Inc. was the low responsive bidder on NYS Vehicle Marketplace Mini Bid #4256. This vehicle will be purchased using Bond HHRA (\$11,900.00) for the dump body and Bond HHT5 (\$47,494.60) for the truck for a total cost not to exceed \$59,394.60.

Please notify this office if any additional information is needed. Thank you.



DANIEL P. McCOY
COUNTY EXECUTIVE

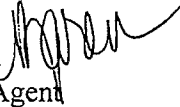
COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Lisa M. Ramundo, Commissioner
Public Works

FROM: Karen Storm 
Purchasing Agent

DATE: April 6, 2020

RE: NYS Vehicle Marketplace Mini Bid#4256
2020 Chevrolet 4500

I am in receipt of your recommendation to award the aforementioned Vehicle Market Place Mini Bid#4256 to Joe Basil Chevrolet in the amount of \$59,394.60.

As Joe Basil Chevrolet is the low responsive and responsible bidder, I concur with your recommendation.

Please obtain the necessary contract approval of the Contract Administration Board so that we may issue a Notice of Award to the successful bidder.



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF PUBLIC WORKS
449 NEW SALEM ROAD
VOORHEESVILLE, NEW YORK 12186-4826
(518) 765-2055 - FAX (518) 447-7047
WWW.ALBANYCOUNTY.COM

LISA M. RAMUNDO, PE
COMMISSIONER

SCOTT D. DUNCAN
DEPUTY COMMISSIONER

RECOMMENDATION NOTICE

TO: Karen Storm, Purchasing Agent

FROM: Lisa M. Ramundo, Commissioner

DATE: April 6, 2020

RE: 2020 Chevrolet 4500 with Dump Body
From Mini-Bid #4256

I have reviewed the bid results from Mini-Bid #4256 for the purchase of one (1) 2020 Chevrolet 4500 Truck with a Dump Body and would like to recommend the low bidder, Joe Basil Chevrolet, Inc. be awarded the bid for an amount not to exceed \$59,394.60.

If you have any questions, please feel free to contact my office.

ITEM#	DESCRIPTION	QTY: 1
CK56403	2020 Chevrolet Silverado MD (CK56403) 4 WD Reg. Cab Work Truck	
092	Rear Axle, 4.30 Ratio	
1WT	Work Truck Preferred Equipment Group	
SDX	Electrical Provisions, rear of cab, upfitter, body builder wiring	
SH1	Key system, 2 spare keys	
7Y8	Batteries, heavy-duty dual 1300 cold-cranking amps	
9L3	Spare tire delete	
9L7	Upfitter Switches	
A31	Windows, power with driver express up and down and express down on all other windows	
AE7	Seats, front 40/20/40 split-bench, 3 passenger	
AQQ	Remote keyless entry	
BTN	Battery, top post threaded, battery jump start stud	
C67	Air Conditioning, Single-Zone	
C7R	GVWR, 16,500 lbs. (7484 KG)	
DPN	Mirrors, outside heated power-adjustable vertical trailing, upper glass, manual-folding and extending, black	
ED9	Wheelbase, 165" (419.1 cm), 84" CA	
FNP	Front fender extension, painted body color	
FPF	DPF, diesel particulate filter, manual regeneration	
FTB	Front axle, 7,500 lbs., Dana Spicer 60-256, single-reduction, front driving	
GAZ	Summit White	
GL4	Rear axle, 11,000 lbs. (4,999 kg) Dana Spicer S14-110, single reduction	
GR3	Rear suspension, 11,000 (4,900 kg) multi-leaf, vari-rate	
H2Q	Dark Ash seats with Jet Black interior accents, vinyl seat trim	
IOB	Audio system, 7" diagonal color touch-screen with Chevrolet infotainment	
JL1	Trailer brake controller, integrated	
K40	Exhaust brake	
KW5	Alternator, 220 amps	
L5D	Engine, Duramax 6.6L Turbo-Diesel V8, B20-Diesel compatible	
MJ0	Highway Service Transmission, Automatic close-ratio 6 SPD with double overdrive, Allison, A170HS	
PTX	Power Take-Off (PTO), not installed	
PWQ	Wheels, 19.5" x 6.75", steel, black painted, 8 holes, hub piloted	
R61	30,000 lbs. GCWR (13,607 kg)	
R7M	4500 HD Series	
r9Y	Fleet Free Maintenance Credit	
TRW	Provision for cab roof-mounted lamp/beacon	
U05	Horn, dual-note	
UNL	Auxiliary harness, 3' for headlamps and turn signals	
UQ3	6 speaker audio system	
UY7	Trailing provisions, trailing wire harness only, trailer combined (Stop/Tail/Turn) connection socket and harness mounted at rear of frame	
UZF	Backup alarm	
VK3	License Plate Kit, Front	
VYU	Snow Plow Prep Package	
XDK	Tires, front 225/70R19.5G Highway Blackwall Goodyear	
YAO	Tires, rear 225/70R19.5G traction blackwall Goodyear	
ZY1	Paint, Solid	
	Bluetooth for phone, personal cell phone connectivity to vehicle audio system	
	NON OEM EQUIPMENT	
	11' 4-5 Yard "Air Flo" Dump Body	
	11 Ton Capacity Double Acting Underbody Hoist	
	22" Sides / 28" Gage	
	Single Wall Construction Sides	
	Painted Black	
	1/4 Cab Shield with Screen Window	
	3" Structural Steel Cross Sills on 12" Centers	
	5" Structural Steel Long Sills	
	All 10 Gauge Construction	
	Boxed Top Rails	
	Single Handle Tailgate Release	
	Vertical Braces, Sides and Tailgate	
	Exclusive "Quick Latch" Tailgate Mechanism	
	Coal Chute	
	Pintle and Ball Combo	
	Trailer Plug	
	2 Rear Amber Flashing LED Lights	
	HighLighter LED Mini-Lightbars, Solid Color, Permanent Mount, Clear Dome, Amber LEDs	
DELIVERY	REGION 3	

Request for Contract Approval	
Request ID #	5513
Contract #	5613
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	ST) State Contracts
Department	NH6020 - Nursing Home
Date submitted	4/27/20
Contact person	Slatky, Larry
Contact Phone	518-213-8940
Vendor	Medline Industries, Inc.
Estimated Amount	\$98,391
Estimated Term	36 months
Scope of Services	To provide Vital Machines and Software, that will include licenses and maintenance for thirty-six months. The hardware will include the Connex Spot Monitor, Stand, Thermo Scan Pro, Reusable BP Cuff, Tube Connectors, and Software remote installation, Spot Vital licenses, Management Software Compatible with our Electronic Medical Record with Point Click Care and Maintenance Warranty.
Budget Line Item	NH6020
Fiscal Impact	County 100.00%
	State 0.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



Daniel P. McCoy
County Executive

Larry I. Slatky
Executive Director

TO: The Honorable Daniel P. McCoy
Albany County Executive

The Honorable Andrew Joyce
Chairman, Albany County Legislature

The Honorable Bruce Hidley
Albany County Clerk

FROM: Larry Slatky
Executive Director,
Shaker Place Rehabilitation and Nursing Center.

DATE: April 27, 2020

SUBJECT: Vital Machines – Medline Industries

Shaker Place Rehabilitation and Nursing Center respectfully requests approval to purchase vital machines with accompanying software, with a three (3) year maintenance and licensing agreement, from Medline Industries.

This new vital equipment is compatible with our Electronic Medical Record system with Point Click Care. This will permit our staff to take blood pressures, temperatures, pulse, and oxygen levels that will be stored in the software machinery and then uploaded directly into the resident's medical record, eliminating transcription errors.

It should be noted that our current vital machinery is outdated, at end of life and not repairable. This request was an RFP, #2020-057 and was approved by our Purchasing department to proceed with State Contract PC68670.

We respectfully request permission to purchase these vital machines, software with licenses and a three (3) year maintenance agreement at a cost of \$98,391.00.

Thank you for your consideration.





DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET – ROOM 1000
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WWW.ALBANYCOUNTY.COM

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN STORM
PURCHASING AGENT

MEMORANDUM

TO: Frank Commisso
Shaker Rehabilitation and Nursing

FROM: Maureen Shea/Kayla Cronin
Purchasing Division

DATE: April 20, 2020

RE: RFP #2020-057
Vitals Machine and Software

Enclosed is a copy of the proposal submitted by Medline Industries- in response to RFP #2020-057.

Please evaluate the proposal to determine if the requirements of the RFP are met, and forward your comments and/or recommendation for award to Purchasing. As this was the only proposal received, it is not necessary to do a formal scoring evaluation.

If I can provide any additional assistance, please feel free to contact me.

enc.

 ORIGINAL

Section 1



Medline Industries, Inc.
Three Lakes Drive
Northfield, IL 60093

1.847.949.5500
1.800.MEDLINE (633.5463)

medline.com

April 15, 2020

Albany County

Subject: Bid No. 2020-057

To whom it may concern:

Medline Industries, Inc. is excited to respond to your invitation for bid. We hope to provide the County of Albany with high quality vital machines and great customer service. Please review, Medline's Pricing Sheet for any item/pricing/ UOM discrepancies. Refer to www.medline.com for any product pictures and specifications. Please reach out with any questions you may have!

Contract Questions:

Name: Missy Denk, Business Analyst

Email: mdenk@medline.com

Phone: 866-212-2822

Sales, Ordering, and Account Basis Questions:

Name: Ryan Falzo

Email: RFalzo@medline.com

Phone: 518-424-7734

Tracking Shipment, Invoices, and all other questions:

Name: Customer Service

Email: customerservice@medline.com

Phone: 800-636-8150

Proposer:

Name: Chris Powers, VP of Government Sales

Email: govbids@medline.com

Phone: 224-931-7611

We look forward to working with the County of Albany!

Sincerely,

Missy Denk

Missy Denk
Sales Business Analyst
Government Sales
Medline Industries, Inc.

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Section 2



Section 3: Qualification of Proposer

1. Please review attached forms for history of the company and other information/policies. Currently, Medline was awarded PC68670 contract for the State of New York. Medline has been in business with the State of New York for over 40 years.
2. Medline will be working with Hillrom's project management team. Their team has been working with Point Click Care (and many long term care facilities across the United States).
Your local account representative from Medline: Hillrom Representative:
Ryan Falzo Matthew Gleason
Email: RFalzo@medline.com Email: Matthew.Gleason@hillrom.com
Phone: 518-424-7734 Phone: (800) 535-6663
3. Name: Chris Powers, VP of Government Sales
Office Phone: 224-931-7611
4. Medline will be working with Hillrom. They are a validated partner with Point Click Care and have a wireless integration that sends confirmed vitals into the Point Click Care Weights and Vitals tab. We have partnered with Point Click Care since 2015. Hillrom is the leading manufacturer of EMR connected Vital Signs Monitors in hospitals, outpatient offices, and long term care facilities.
5. Care One at Livingston in Livingston, NJ
Address: 68 Passaic Ave, Livingston, NJ Phone: 973-758-900

Ciena Healthcare/Laurel Healthcare, Westerville OH
Address: 8181 Worthington Rd, Westerville, OH 43082 Phone: 614-794-8800
6. Hillrom's integration with Point Click Care sends validated vitals directly into the Weights and Vitals tab. Welch Allyn manufactures the devices in Upstate New York (Skaneateles, NY) and they have a Hillrom service center in Albany.



Medline Industries, Inc.
Three Lakes Drive
Northfield, IL 60093

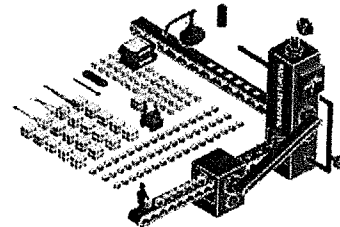
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Medline's Capabilities

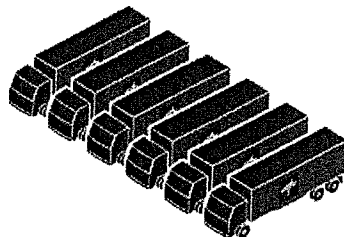
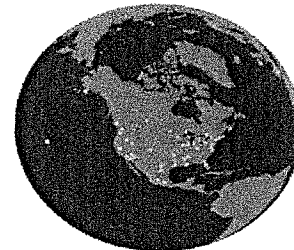
We manufacture our own products.

- 80,000 Medline-manufactured products addressing all med-surg and lab supply needs
- Expanding network of 30+ manufacturing centers throughout 7 countries
- Rigorous quality management system, enabling a 99.98% defect-free rate
- Ability to customize products to customer specifications
- Open-innovation model of bringing new products to market



We own distribution centers across the map.

- Expanding network of 50+ distribution centers worldwide, including North America, Europe, Asia and Australia
- 20 million sq. ft. of medical-grade US distribution centers, strategically located for next-day delivery to 99% of US population
- 2+ months of Medline-brand product inventory held for each customer as protection against unplanned demand increases and disaster response
- Multiple ports of entry on both coasts to integrate imported products into distribution network
- State-of-the-art software and automation, including goods-to-person robotics and voice-directed picking - [Learn more](#)



We own our transportation fleet.

- 750+ MedTrans trucks delivering 550,000+ Medline-brand and national brand products to US customers throughout the continuum of care
- Medline-employed US drivers and team of external Parcel and LTL delivery partners
- Robust transportation management system combined with dynamic route planning system for reduced emissions and max cube

We take ownership of results by taking responsibility.

- 1,600 dedicated service representatives and 5,000+ distribution center team members incentivized to achieve the highest fill levels and order accuracy in the US
- Supply chain consultants and engineers who can identify gaps and opportunities, and develop customized solutions
- On-site logistics support focused on balancing cost and quality
- On-site clinical specialists focused on driving clinical best practices and standardization
- Serve customers in 90+ countries





Medline Industries, Inc.
Three Lakes Drive
Northfield, IL 60093

1.847.949.5500
1.800.MEDLINE (633.5463)

medline.com

Medline's Ownership Structure.

Medline is America's largest provider of medical supplies and solutions, family-led for four generations. Overall, Medline has a flat organization allowing for quick access to upper management and is currently operated by:



Charlie Mills
Chief Executive Officer

Charlie joined Medline in 1986 where he started as a sales representative. Since then he has held various positions within the company including sales management, vice president of marketing and vice president of manufacturing. In 1997, he was named CEO. Prior to joining Medline, Charlie was a sales rep with IBM. He received his B.S. degree in Engineering and his MBA from Cornell University.



Andy Mills
President

Andy started with Medline as a sales representative in Dallas, Texas. He then worked in Medline's O.R. product division and went on to manage the company's marketing department before assuming his current position in 1997. Prior to working for Medline, Andy worked in brand management for Procter and Gamble. He received his Bachelor of Science degree from Tulane University and earned his MBA from the J.L. Kellogg School of Management at Northwestern University.



Jim Abrams
Chief Operating Officer

Jim joined Medline in 1992 where he started as a sales representative. Since then he has held various management positions within the company until being named COO in 1997. He graduated from the University of Michigan with a Bachelor of Arts degree and earned his law degree from the University of Chicago. Upon graduation from U of C, he worked for the law firm Kirkland and Ellis.



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Medline's Biography and Values

Medline's roots date back to 1910 when A.L. Mills, the great grandfather of the current owners, owned a garment factory that manufactured textile products for general industry and the medical field. Jim and Jon Mills established Medline in 1966 together with five employee-shareholders. The company expanded to manufacturing and distributing commonly used medical and surgical equipment. Today, Charlie and Andy Mills, along with Jim Abrams, manage the company.

Satisfaction Guaranteed

IMPORTANT USERS

Armour & Co.
Bath & Co.
Barnard Bros. Co.
Wiley & Co.
Libby, Rich & Libby
C. J. Brock & Son



Industrial Apparel

In general, every industrial worker needs a uniform that is durable, comfortable, and easy to maintain. Medline's industrial apparel is designed to meet these needs. Our uniforms are made from the best materials and are available in a variety of styles and colors. We also offer a wide range of accessories, including hats, gloves, and shoes. For more information, please contact your local Medline representative.

Mechanics' Aprons

For the mechanic, the apron is a must. It protects the clothing from oil, grease, and dirt. Medline's mechanics' aprons are made from heavy-duty material and are available in a variety of styles and colors. We also offer a wide range of accessories, including hats, gloves, and shoes. For more information, please contact your local Medline representative.

Butchers' Aprons

For the butcher, the apron is a must. It protects the clothing from blood, grease, and dirt. Medline's butchers' aprons are made from heavy-duty material and are available in a variety of styles and colors. We also offer a wide range of accessories, including hats, gloves, and shoes. For more information, please contact your local Medline representative.

Skull Cap

For the worker, the skull cap is a must. It protects the head from injury and keeps the hair clean. Medline's skull caps are made from heavy-duty material and are available in a variety of styles and colors. We also offer a wide range of accessories, including hats, gloves, and shoes. For more information, please contact your local Medline representative.

Industrial Uniforms for Men and Women

Aprons
Uniform Dresses
Coveralls
Gloves
Belted Shirts and Pants
Butchers' Aprons
Truckers' Aprons
Luggers' Aprons
Foremen's and Salesmen's Aprons

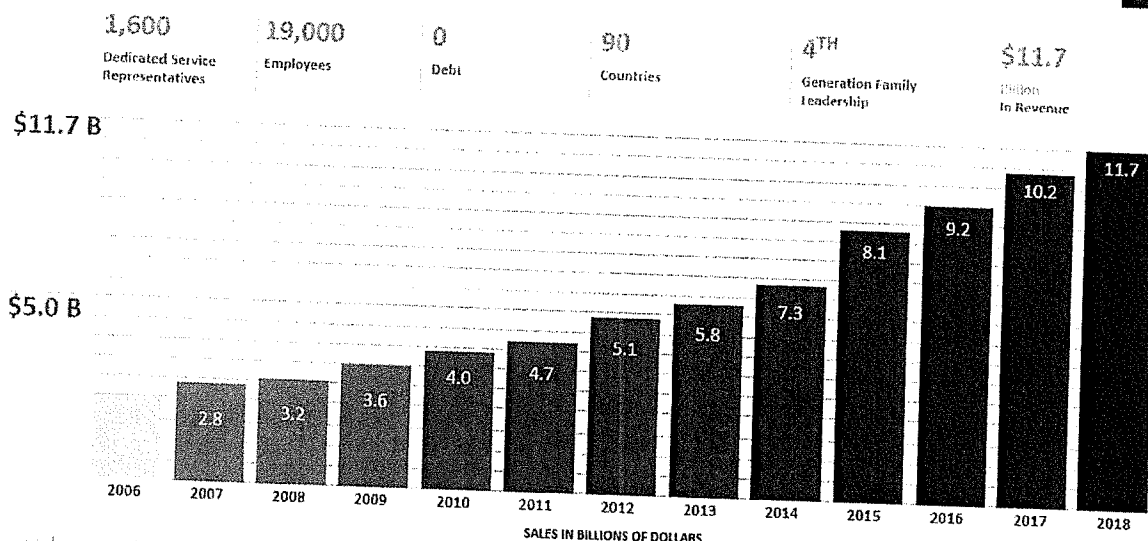
Footwear
Woolen Cooler Coats
Overalls and Jumpers

For the Various Lines of Industry and Commerce

Designed and Manufactured by Northwestern Garment Factory
1834-1836 W. North Ave.
CHICAGO, ILLINOIS
Telephone: ARlington 9775

Medline is now the fastest growing Medical and Surgical distributor in the country, with 2016 revenues in excess of \$9 Billion Dollars, and the only distributor that services the entire continuum of care. While Medline distributes over 450,000 products, more than 100,000 of those are self-manufactured Medline Brand products.

Performance Strength





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Three Lakes Drive
Northfield, IL 60093

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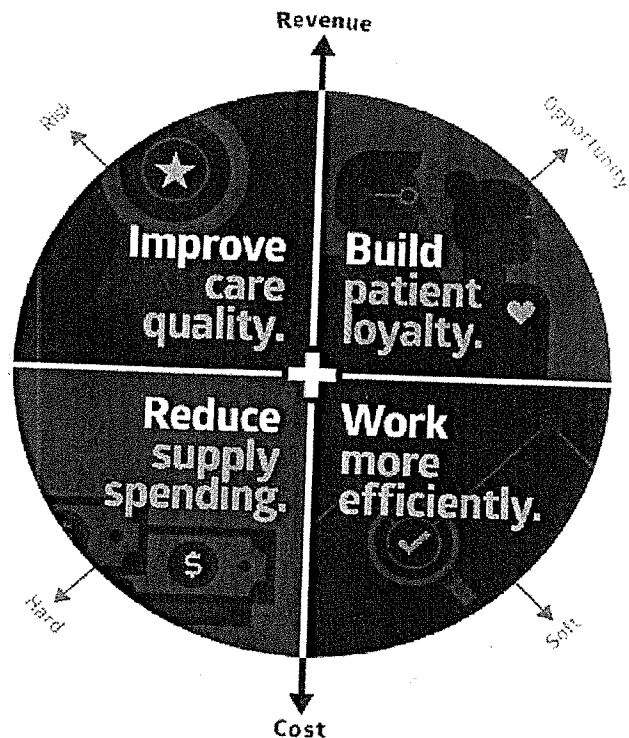
medline.com

Describe the company's mission and core values?

Mission/Vision: To provide quality medical products with superior value to health care providers and end users, improving patient care and enhancing the quality of peoples' lives.

Core Values:

- Committed to our customers, our colleagues and our communities.
- Open to new ideas, two-way communication and challenging the status quo
- Relentless about continuously improving our quality, service and results, and doing so with integrity
- Determined to do whatever it takes for our customers
- Direct, candid and transparent



Why Medline?

As the fastest growing med-surg distributor in the US, Medline understands the need to be flexible, collaborative and have mutually aligned goals with our provider partners. As a distributor and manufacturer that services the full continuum of care, it's our belief that we are in the best position to deliver the value and service you desire because of the following fundamental differences listed below that make Medline who we are today.

- We have a flat organizational structure allowing for quick access to upper management where we display high sense of urgency towards problem solving and proactively exploring opportunities / solutions.
- As a debt free privately held organization, Medline has the flexibility and creativity to make long-term investments focused on customer needs

MAINTAINING
A HIGH LEVEL OF
INTEGRITY



Medline Industries, Inc.
Three Lakes Drive
Northfield, IL 60093

1.847.949.5500
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- versus concern with short term gains. customer service, logistics and technology offerings across the entire continuum of care (Acute Care, Ambulatory Surgery Center, Physician Office, Post-Acute Care, Homecare/Hospice) greatly reducing the redundancies, inefficiencies and added complexities of working with several suppliers.
- Being the largest privately held national manufacturer and distributor of medical supplies and equipment in the country allows Medline to take a highly quantitative approach to Supply Chain Management. We provide more than 450,000 products and clinical solutions that serve the entire continuum of care, of which over 100,000 are Medline manufactured products where we are a market leader in 14 product categories.

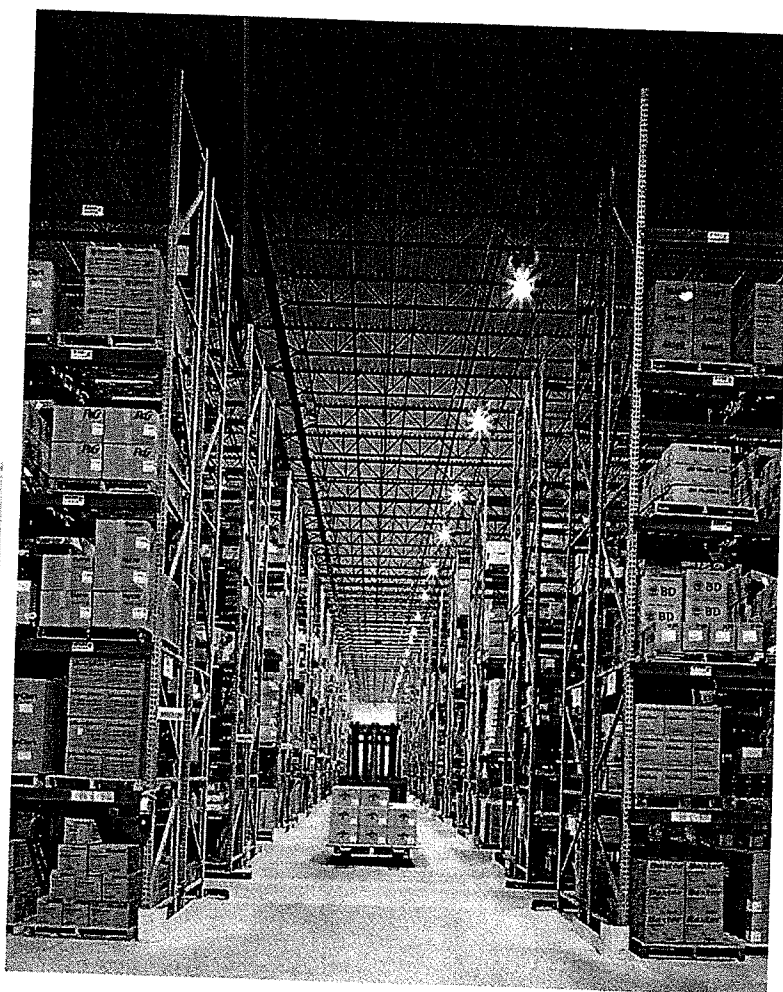
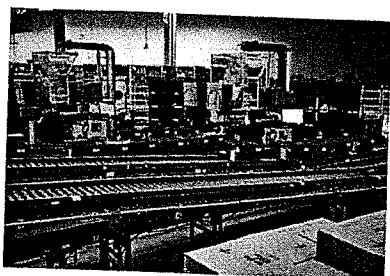
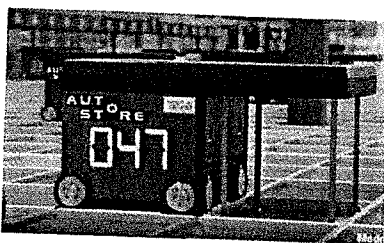


PHOTO BY
MICHAEL J. COLE
NEW ORLEANS



Medline Industries, Inc.
Three Lakes Drive
Northfield, Illinois 60093

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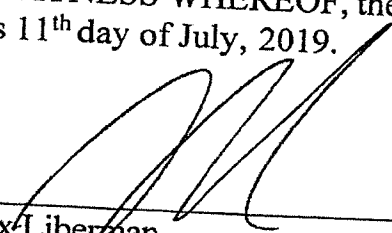
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General Counsel and Assistant Secretary's Certificate

The undersigned, Alex Liberman, General Counsel and Assistant Secretary of Medline Industries, Inc. an Illinois corporation (the "Corporation"), does hereby certify that the following individuals are authorized to execute both bid offers and contracts on behalf of the Corporation:

Brad Mariam- Senior Vice President, Post-Acute Care Sales
Dirk Benson- Executive Vice President, Post-Acute Care
Sales James Boyle- Executive Vice President, Acute Care
Sales Chris Powers- Vice President, Government Sales
Alex Liberman- General Counsel and Assistant Secretary

IN WITNESS WHEREOF, the undersigned has executed this Certificate
this 11th day of July, 2019.



Alex Liberman
General Counsel and Assistant Secretary

Ryan P. Falzo
22 Charterpoint Road
Watervliet, NY 12189
(518) 424-7734
E-mail: Ryan_Falzo@yahoo.com

OBJECTIVE

Disciplined, ambitious, innovative, and versatile sales professional with proven results looking to further career with success in medical sales.

EDUCATION

Siena College, Loudonville, NY
B.S. in Marketing and Management, May 2004

PROFESSIONAL STRENGTHS

Business Management
Communication Skills
Negotiation Tactics

Customer Focused
Professional Presentations
Teamwork

Marketing Skills
Goal Oriented
Networking

- Experienced in communicating important features and benefits of products to healthcare professionals, consumers and C-Level Executives
- Accountable to customers regarding all business affairs
- Self-driven, focused and dedicated to achieving both company and personal goals
- Work to uncover customer needs and ensure that those needs are completely met
- Excellent at identifying and capturing opportunities based on my ability to uncover customers hot topics

EXPERIENCE

Account Manager/District Field Trainer, Medline Industries, Inc., Albany, NY December 2016-Current

- 2017 Rookie Sales Rep of Year
- 2017 Divisional Sales Rep of Year
- Finished 2017 at 125% to Quota for Sales
- 2018 Post-Acute Care Round Table member with ownership of company to improve sales and field concerns.
- Specializes in Post-Acute Market with call points on C-Level Executives, Clinical , Owners, Administrators and KOL's
- Areas of focus are capital equipment, disposables, advanced skin care, advanced wound care, diabetic supplies, incontinence and surgical gloves.
- Sells various clinical programs to improve outcomes, reduce costs and improve quality of care.
- Have closed capital deals in excess of \$350k.
- Closed prime vendor nursing home deal in 2017 that has resulted in \$550k in sales for account.
- Responsible for budget allocation, territory planning and implementation of quarterly/annual business plans
- Consistently exceeding all personal/product goals for 2016-2020

Business Development Manager, CAP COM Federal Credit Union, Albany, NY January 2014-December 2016

- \$15.4 Million sales for 2016 / \$15 Million sales for 2015
- Run quarterly sales campaign that moves non-profitable households into revenue generating households. It has resulted in \$9.3 Million in revenue for 2015 and \$7.8 Million in revenue for 2016
- \$10 Million sales for 2014
- Work as sales liaison in conjunction with training, managers and directors to improve and develop sales skills for Credit Union staff
- Generate leads and work to identify prospective members
- Oversee sales and product training for 300 employees

- Manage existing member relationships with an emphasis upon maximizing member satisfaction
- Devise and implement quarterly and annual business plans
- Coordinate outbound calling initiatives-company wide
- Report on monthly/annual trends and sales analysis for organization
- Financial reporting for C-Level Executives
- Private clients manager for insurance and multi-million dollar book of business

Branch Manager, CAP COM Federal Credit Union, Albany, NY September 2010- January 2014

- 2012 Leadership Award Winner (November 2012)
- Managed multiple multi-million dollar branches in fast paced business environment
- Provided mentoring, coaching and training for 22 staff members along with development through levels and career pathing to ensure succession planning
- Multiple Leadership Nominations-top support, staff development and training
- Hire, train, supervise, discipline and write performance appraisals for all staff
- Provide and support cross-training and cross-selling for all staff and help employees recognize when an opportunity is missed

Professional Sales Representative, Shionogi Pharma, Inc., Albany, NY, February 2008-August 2010

- Ranked #3 out of #249 sales representatives for Nitrolingual Pumpspray ® for 2010 (Highly Generic Market)
- Ranked within Top 4% of sales representatives Nationally for Full Portfolio in 2010 with Multi-Million Dollar Territory
- Specialized in Cardiovascular/Diabetes Markets calling on PCP, Internal Medicine, Private Practice, and Hospital Accounts
- 2.5 Years Cath Lab Sales Experience/C-Level Hospital Sales
- Perceptorship with Interventional Cardiologist (Albany Medical Center Cath Lab)
- Accepted into District Manager Training Program
- Top 30% of Sales within Cardiovascular Division (#68 out of #223 YTD 2009)
- Responsible for budget allocation, territory planning, expense reporting and implementation of quarterly/annual business plans
- Consistently exceeded all national/personal product goals for 2008-2010
- Continue to grow portfolio business despite diminishing resources and generic driven markets
- Direct sales to physicians, clinicians and nurses
- Selling and marketing various products

Assistant Manager, Wells Fargo Financial, Albany, NY, January 2006-February 2008

- Top 10% in Sales in Region (#35 out of #365)
- 2007 Professional Performer of Year-Outstanding Sales & Leadership
- Sales Employee of the Month- December 2006 and February 2007
- Regional Insurance Representative
- Train new employees
- Supervise 8 employees
- Devise financial plans to fit customers needs
- Direct sales to consumers

Sales/Marketing Representative, Fidelis Care New York, Albany, NY, September 2004-January 2006

- Maintain and build client relationships
- Educate and enroll clients in health insurance programs
- Market various company programs
- Event Planning- Trade Shows

CERTIFICATES & LICENSES

- Cap Com Federal Credit Union Elite Sales Team-2010-2011
- New Directions 2012 Leadership Development Program
- New Directions 2013 Leadership Development Program

COMPUTER & LANGUAGE SKILLS

Operating Systems: Windows 95, 98, 00, XP & NT, 7, 8, 10, DOS

Software: Excel, Power Point, Word, Outlook, Money, Access, Front Page, Acrobat, Adobe Photoshop, Symitar, Goldmine (CRM)

Language: Knowledge in Spanish (8 years of study)

Section 3



References

1. Wesley Health Care Center
131 Lawrence Street, Saratoga Springs, NY 12866
Contact: Dave DiMassimo
Phone: 518-691-1411
2. Golden Hill Nursing & Rehab Center
99 Golden Hill Dr, Kingston, NY 12401
Contact: Cheryl Palen
Phone: 845-340-3390

Section 4



Scope of Services/Plan Implementation

1. Medline will be the distributor of the items provided on the cost proposal sheet. Medline will be working with Hillrom to handle the Software, License, and Annual Maintenance of the products.

Section 5

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Vitals Machine and Software
RFP Number: 2020-057

THIS PROPOSAL IS SUBMITTED TO:

Karen A. Storm, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Proposal and in accordance with the Contract Documents.
2. Proposer accepts all of the terms and conditions of the Instructions to Proposers, including without limitation those dealing with the Disposition of Proposal Security. This Proposal may remain open for ninety (90) days after the day of Proposal opening. Proposer will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of County's Notice of Award.
3. In submitting this Proposal, Proposer represents, as more fully set forth in this Contract, that:

- (a) Proposer has examined copies of all the Contract Documents and of the following addenda:
(If none, so state)

Date	Number
*None	

(receipt of all of which is hereby acknowledges) and also copies of the Notice to Proposers and the Instructions to Proposers;

- (b) Proposer has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as Proposer deems necessary;

(c) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal; PROPOSER has not solicited or induced any person, firm or a corporation to refrain from Proposing; and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over the owner.

4. Proposer will complete the Work for the following prices(s): (Attach Proposal)

5. Proposer agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. Proposer agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.

6. The following documents are attached to and made a condition of this Proposal:

(a) Non-Collusive Bidding Certificate (Attachment "A")

(b) Acknowledgment by Bidder (Attachment "B")

(c) Vendor Responsibility Questionnaire (Attachment "C")

(d) Iranian Energy Divestment Certification (Attachment "D")

7. Communication concerning this Proposal shall be addressed to:

Please reach out to Missy Denk / Chris Powers
at govbids@medlinx.com

Phone: 866-212-2822

8. Terms used in this Proposal have the meanings assigned to them in the Contract and General Provisions.



ADVANCING
THE HEALTH OF
HEALTHCARE.

Three Lakes Drive, Northfield, IL 60093 | 1.800.MEDLINE (633.5463) | medline.com

Customer Quote

Customer: 0001182543
SHAKER PLACE
820 ALBANY SHAKER RD
ALBANY, NY 12211-1089

Date: 4/27/2020
Sales Rep:

Product Image	Product #	Product Family Name	Product Description	Pkg / Order UoM	Related Literature	Pkg Price	Quantity	Total
	W-A75MEB	Connex Spot Monitor/Accessories by Welch	• Connex Spot monitors feature an easy-to-use, vivid touchscreen display and provide accurate vital signs measurement, including blood pressure averaging, spot checking, interval monitoring and custom scoring across patient populations • The devices connect wirelessly to your EMR and send vitals to the patient chart from the point of care to help improve efficiency	1 EA / EA		\$4,705.32	13	\$61,169.16
	W-A7000MS3	Connex Spot Monitor/Accessories by Welch	• Connex Spot monitors feature an easy-to-use, vivid touchscreen display and provide accurate vital signs measurement, including blood pressure averaging, spot checking, interval monitoring and custom scoring across patient populations • The devices connect wirelessly to your EMR and send vitals to the patient chart from the point of care to help improve efficiency	1 EA / EA		\$597.37	13	\$7,765.81
	W-A106201	ThermoScan PRO 6000/ Accessories by Welch	• Advanced measurement technology for accurate and reliable temperature readings in a way that's most comfortable for patients • PerfectTemp technology overcomes the potential for low readings by adjusting for factors that affect measurement accuracy • Features include memory recall button and 60-second pulse timer to support staff efficiency • Upgraded security features help protect and maximize your investment • Easy to disinfect	1 EA / EA		\$37.84	13	\$491.92
	W-AREUS09	Reusable BP Cuff w/o tube or Connectors	• Primary sizes are color-coded to make it easy to find the proper cuff size • Easy one-hand attachment/detachment of tubing with FlexiPort makes changing cuffs faster and easier • Rotatable port reduces stress on the cuff tubing and port, improving patient comfort and cuff durability • Folded edge reduces the risk of cuts and scrapes, maximizing patient comfort • Meets all the latest clinical guidelines for correct fitting from AAMI and AHA	1 EA / EA		\$21.60	13	\$280.80



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Three Lakes Drive, Northfield, IL 60093 | 1.800.MEDLINE (633.5463) | medline.com

Customer Quote

Customer: 0001182543
SHAKER PLACE
820 ALBANY SHAKER RD
ALBANY, NY 12211-1089

Date: 4/27/2020
Sales Rep:

Product Image	Product #	Product Family Name	Product Description	Pkg / Order UoM	Related Literature	Pkg Price	Quantity	Total
	W-AREUS10	Reusable BP Cuff w/o tube or Connectors	- Primary sizes are color-coded to make it easy to find the proper cuff size - Easy one-hand attachment/detachment of tubing with FlexiPort makes changing cuffs faster and easier - Rotatable port reduces stress on the cuff tubing and port, improving patient comfort and cuff durability - Folded edge reduces the risk of cuts and scrapes, maximizing patient comfort - Meets all the latest clinical guidelines for correct fitting from AAMI and AHA	1 EA / EA		\$22.35	13	\$290.55
	W-AREUS13	Reusable BP Cuff w/o tube or Connectors	- Primary sizes are color-coded to make it easy to find the proper cuff size - Easy one-hand attachment/detachment of tubing with FlexiPort makes changing cuffs faster and easier - Rotatable port reduces stress on the cuff tubing and port, improving patient comfort and cuff durability - Folded edge reduces the risk of cuts and scrapes, maximizing patient comfort - Meets all the latest clinical guidelines for correct fitting from AAMI and AHA	1 EA / EA		\$39.97	13	\$519.61
IMAGE NOT AVAILABLE	W-APSCS13	REMOTE,INSTALL,PROJECT,MANAGEMENT	REMOTE,INSTALL,PROJECT,MANAGEMENT	1 EA / EA		\$6,150.00	1	\$6,150.00
IMAGE NOT AVAILABLE	W-A1000973	Spot Vital Signs Device by Welch Allyn	LICENSE,DEVICE,WAPCC AND VITALS	1 EA / EA		\$552.00	13	\$7,176.00
IMAGE NOT AVAILABLE	W-A1000828	CSK,VITALS,MANAGEMENT,SOFTWARE	CSK,VITALS,MANAGEMENT,SOFTWARE	1 EA / EA		\$99.00	13	\$1,287.00



ADVANCING
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HEALTHCARE.

Three Lakes Drive, Northfield, IL 60093 | 1.800.MEDLINE (633.5463) | medline.com

Customer Quote

Customer: 0001182543
SHAKER PLACE
820 ALBANY SHAKER RD
ALBANY, NY 12211-1089

Date: 4/27/2020
Sales Rep:

Product Image	Product #	Product Family Name	Product Description	Pkg / Order UoM	Related Literature	Pkg Price	Quantity	Total
IMAGE NOT AVAILABLE	W-AMPROPLUSFS	SMARTCARE, PROTECTION, CSM, PLUS, 3YR	SMARTCARE, PROTECTION, CSM, PLUS, 3YR	1 EA / EA		\$1,020.00	13	\$13,260.00
Total								\$98,390.85

In some cases, images may be stock and not representative of final product.

SECTION 6

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

VP of Government Sales

Title

Medline Industries, Inc.

Company Name

4/16/2020

Date

ATTACHMENT "B"
ACKNOWLEDGMENT BY PROPOSER

If Individual or Individuals:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Notary Public, State of _____

Qualified in _____

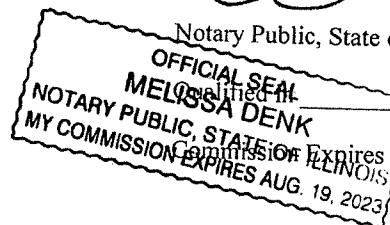
Commission Expires _____

If Corporation:

STATE OF Illinois)
COUNTY OF Cook) SS.:

On this 16 day of April, 2020, before me personally appeared Chris Powers to me known, who, being by me sworn, did say that he resides at (give address) Three Lakes Dr. Northfield, IL 60093; that he is the (give title) VP of Government Sales of the (name of corporation) Medline Industries, Inc., the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.

Notary Public, State of Illinois



Handwritten signature: Melissa Denek
8/19/2023

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 20____, before me personally came _____ to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____

Qualified in _____

Commission Expires _____

ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: ☒ PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME Medline Industries, Inc.		3. IDENTIFICATION NUMBERS a) FEIN # 36-2596612 b) DUNS #	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) www.medline.com	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE Three Lakes Dr. Northfield, IL 60093		7. TELEPHONE NUMBER 800-633-5463	8. FAX NUMBER 847-949-2497
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i> N/A		10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THE QUESTIONNAIRE Name Missy Denk Title Business Analyst Telephone Number 866-212-2822 Fax Number 847-949-2497 e-mail govbids@medline.com			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS.			
a) NAME James D Abrams	TITLE coo	b) NAME Charles Mills	TITLE CEO
c) NAME Andrew Mills	TITLE President	d) NAME	TITLE
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.			
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor. ☐ Yes ☒ No			
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRICIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS: a) An elected or appointed public official or officer? ☐ Yes ☒ No <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i> b) An officer of any political party organization in Albany County, whether paid or unpaid? ☐ Yes ☒ No <i>List each individuals name, business title or consulting capacity and the official political position held with applicable service dates.</i>			

16. WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:

- a) 1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process; ☐ Yes ☒ No
2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;
3. entered into an agreement to a voluntary exclusion from bidding/contracting;
4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;
5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract;
6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;
7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract;
8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or
9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.
- b) been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct? ☐ Yes ☒ No
- c) been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:
1. federal, state or local health laws, rules or regulations. ☐ Yes ☒ No

17. IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES 1 HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY? ☐ Yes ☒ No
- Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."

18. DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:
- a) file returns or pay any applicable federal, state or city taxes?
Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability. ☐ Yes ☒ No
- b) file returns or pay New York State unemployment insurance?
Indicate the years the vendor failed to file/pay the insurance and the current status of the liability. ☐ Yes ☒ No
- c) Property Tax
Indicate the years the vendor failed to file. ☐ Yes ☒ No

19. HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES 1 WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OR THE DATE OF FILING? ☐ Yes ☒ No
- Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.

20. IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ratio, Debt Ration, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation. ☐ Yes ☒ No

21. IN THE PAST FIVE (5) YEARS, HAS THE VENDOR OR ANY AFFILIATES:
a) defaulted or been terminated on, or had its surety called upon to complete, any contract (public or private) awarded; ☐ Yes ☒ No

Indicate if this is applicable to the submitting vendor or affiliate. Detail the situation(s) that gave rise to the negative action, any corrective action taken by the vendor and the name of the contracting agency.

1 "Affiliate" meaning: (a) any entity in which the vendor owns more than 50% of the voting stock; (b) any individual, entity or group of principal owners or officers who own more than 50% of the voting stock of the vendor; or (c) any entity whose voting stock is more than 50% owned by the same individual, entity or group described in clause (b). In addition, if a vendor owns less than 50% of the voting stock of another entity, but directs or has the right to direct such entity's daily operations, that entity will be an "affiliate" for purposes of this questionnaire.

**ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

FEIN #

State of: Illinois)
County of: Cook) SS:

CERTIFICATION:

The undersigned: recognizes that this questionnaire is submitted for the express purpose of assisting the County of Albany in making a determination regarding an award of contract or approval of a subcontract; acknowledges that the County may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine and/or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

The undersigned certifies that he/she:

- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information ad belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that Albany County will rely on the information supplied in the questionnaire when entering into a contract with the vendor;
- Is under duty to notify the Albany County Purchasing Division of any material changes to the vendor's responses.

Name of Business Medline Industries, Inc.

Address Three Lakes Dr. Northfield, IL 60093

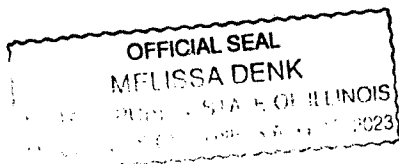
City, State, Zip

Signature of Owner 

Printed Name of Signatory Chris Powers

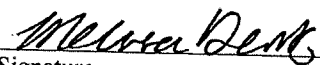
Title VP of Government Sales

Sworn before me this 16 day of April, 2020.
Melissa Denk
Notary Public



Melissa Denk

Printed Name

Signature 

4/16/2020

Date

Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

Signature

VP of Government Sales

Title

Medline Industries, Inc.

Company Name

4/16/2020

Date

Request for Contract Approval	
Request ID #	5521
Contract #	5621
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	G8130 - Sewage Treatment
Date submitted	4/30/20
Contact person	Gaudio, Angelo
Contact Phone	518 447-1611
Vendor	Arcadis Of New York, Inc
Estimated Amount	\$49,000
Estimated Term	8 months
Scope of Services	NYSERDA Flex Tech Study for the North Plant Aeration Process Evaluation
Budget Line Item	N/A
Fiscal Impact	County 50.00%
	State 50.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
WATER PURIFICATION DISTRICT
1 CANAL ROAD, SOUTH
ALBANY, NEW YORK 12204

REMITTANCE: 112 STATE ST., BASEMENT, ALBANY, NY 12207
PHONE: (518) 447-1611 FAX: (518) 433-0369
www.albanycounty.com

COMMISSION

JOHN R. ADAIR, JR.
CHAIRMAN

JOHN W. BISHOP, JR.
NICHOLAS W. FOGLIA
DENNIS RIGOSU
SEAN E. WARD

ANGELO GAUDIO, P.E.
EXECUTIVE DIRECTOR

April 30, 2020

Hon. Daniel P. McCoy
County Executive
112 State Street
Albany, NY 12207

Hon. Andrew Joyce
Chairman
Albany County Legislature
112 State Street – Suite 710
Albany, NY 12207

Hon. Bruce Hidley
County Clerk
112 State Street
Albany, NY 12207

**Re: Arcadis Contract for NYSERDA Flex Tech Study
North Plant Aeration Process Evaluation**

Dear Mr. Joyce

The Water Purification District (District) is requesting authorization to enter into a contract with Arcadis of New York, Inc, to complete a NYSERDA Flexible Technical Study at the District's North Plant. The study will focus on potential energy saving measures for the facility's aeration system, as it relates to new waste loadings associated with the Regional Biosolids Facility project that is currently under design.

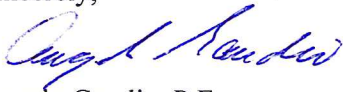
The total fee for this study is \$49,000, of which NYSERDA would be responsible for 50% of the fee, or \$24,500 and the District would be responsible for \$24,500. As the District's costs are already including under the Regional Biosolids Facility project no additional costs will be required by the District for this study.

This study will provide a more comprehensive evaluation of the North Plant's existing aeration system and potentially identify operational savings. Additionally, this evaluation will produce a computer model

(BioWin model) of the treatment process that can be utilized to determine process impacts from future waste streams.

If you have any questions or concerns you may reach me at (518) 447-1617.

Sincerely,



Angelo Gaudio, P.E.
Executive Director

Enc. Arcadis –Scope of Work

cc: Lucas Rogers, Policy Analyst
Sarah Cantwell, Budget Analyst

EXHIBIT A-1
NYSDERDA Flexible Technical Assistance Scope of Work

Albany County Water Purification District
Energy Conservation Study
for
North Plant Process Aeration System

ENGINEER:
ARCADIS of New York, Inc.
855 Route 146, Suite 210
Clifton Park, New York 12065

Project Description

The Albany County Water Purification District (ACWPD) owns and operates a wastewater treatment plant (North Plant) that discharges to the Hudson River under State Pollution Discharge Elimination System (SPDES) NY0026875 as administered by the New York State Department of Environmental Conservation (NYS DEC). The North Plant has permitted monthly average flow of 35 million gallons per day (mgd). Permitted effluent limits of include 25 milligram per liter (mg/L) monthly average concentration of 5-day carbonaceous biological oxygen demand (CBOD), 30 mg/L monthly average concentration of total suspended solids (TSS) and 15.2 mg/L monthly average concentration of Nitrogen (N) between June 1st and October 31st.

The North Plant process aeration system was last upgraded in the 1990s where mechanical surface aerators were replaced with a fine bubble diffused aeration system with the goal of achieving nitrification. ACWPD, in conjunction with Saratoga County Sewer District (SCSD), is currently planning on constructing a Regional Biosolids Facility which will include anaerobic digestion. Currently ACWPD utilizes incineration for biosolids treatment. Anaerobic digestion will increase the loadings on the aeration system with the release of ammonia in the anaerobic digestion process through recycle streams in dewatering.

The Plant has historically operated its process aeration system manually, ensuring that effluent quality goals are met with minimal changes to overall process air. This evaluation will determine the potential for energy cost savings through implementation of online dissolved oxygen (DO) control, Ammonia Based Aeration Control (ABAC), and/or the implementation of anoxic zones. The evaluation of these alternative operational strategies will aim to ensure that the facility meets effluent quality targets while at the same time minimizing energy requirements associated with process aeration.

In order to complete this evaluation, a full-plant wastewater process model (BioWin) will be developed and calibrated to recent plant operations and performance. Once calibrated the process model will be utilized to simulate future plant operations with the addition of anaerobic digestion and to evaluate alternative process aeration strategies that may allow for a reduction in plant-wide energy requirements.

A summary of the total annual electrical and natural gas (NG) costs for 2018 and 2019 is provided in Table 1.

Table 1. Summary of North Plant Energy Costs – 2018 and 2019

Year	Annual Electricity Usage (kWh)	Annual Electricity Costs	Annual NG Usage (therms)	Annual NG Costs	Total Annual Energy Costs
2018	11,700,000	\$799,300	270,700	\$155,300	\$954,600
2019	11,000,000	\$661,800	300,300	\$175,700	\$837,500

Detailed Scope of Work

Task 1 Definition of North Plant Operations and Performance

Arcadis will review historical North Plant operations and performance data in order to develop a baseline for the evaluation of alternative process aeration strategies. This will include a review of the last five years' worth of available data with a focus on influent flows/mass loadings, liquid treatment and solids handling operations, and effluent quality. Once complete Arcadis will utilize the historical data review create a mass balance across the WWTP representing current annual average operations, performance, and effluent quality.

As this evaluation will be conducted using a dynamic process model, additional raw influent and plant effluent data may be required for adequate calibration prior to undertaking technical evaluations. If necessary, Arcadis will coordinate a limited supplemental sampling program at the Plant aimed at characterizing the raw influent, developing a diurnal flow and loading pattern that can be utilized in the dynamic process model, as well as collecting additional information regarding current Plant performance through the liquid and solids treatment trains to be performed by the ACWPD staff. This sample collection and analyses will build upon the routine monitoring conducted by ACPWD and will assist in understanding current influent flow and mass loadings and nutrient removal performance across the North Plant.

Task 2 Process Model Calibration

Upon completion of Task 1, Arcadis will develop a full-plant BioWin process model to be calibrated against recent plant performance (cold and warm weather operational periods), including activated sludge operation, effluent quality, solids handling, process aeration demand, etc. The model will be developed to reflect existing treatment infrastructure and process flow for both the liquid and solids handling treatment trains to ensure it is an appropriate tool for the evaluation of optimization alternatives.

Task 3 – Process Aeration Evaluation

Once built and calibrated, Arcadis will utilize the full-plant process model to evaluate future treatment at the facility with and without the addition of anaerobic digestion and other solids handling improvements associated with the Regional Biosolids Project. The purpose of this task will be to focus on defining overall process aeration requirements that may change due to recycle nitrogen loadings from sludge dewatering and to identify and investigate operational approaches that will minimize demand, including but not limited to automated DO control, ABAC, and the implementation of anoxic zones for denitrification and reduction of overall process aeration demand, while ensuring the facility can meet its year-round effluent 5-day cBOD₅ and TSS goals and it's seasonal nitrification goals.

For each alternative that is determined be technically feasible, Arcadis will develop an opinion of probable construction cost and an estimate of operating costs, including energy, equipment maintenance, labor costs, and a simple payback analysis to assist in developing a recommendation.

Task 4 – Technical Report

Arcadis will develop a draft Technical Report summarizing the historical data evaluation and model calibration, the alternatives evaluation, capital and operating costs, and recommendations. The report will be prepared to meet the requirements of the NYSERDA FlexTech funding. As required, Arcadis will attend a workshop with the ACWPD personnel to review the findings, and, upon approval, will prepare a finalized Report.

Project Schedule and Cost

Below is an estimated project schedule. It is anticipated that the work outlined herein could be completed within 16 weeks of notice to proceed.

The actual schedule will be determined at the start of the project.

Task/Activity	Scheduled Delivery Date
1. Definition of North Plant Operations and Performance	2 weeks of Notice to proceed
2. Process Model Calibration	4 weeks of Notice to Proceed
3. Process Aeration Evaluation	10 weeks of Notice to Proceed
4. Technical Report	12 weeks of Notice to Proceed
5. Draft report to NYSERDA	12 weeks of Notice to Proceed
a. NYSERDA review and comment	12-14 weeks of Notice to Proceed
b. Final report to NYSERDA	16 weeks of Notice to Proceed

The work will be completed on a time and materials basis in accordance with the terms and conditions of our existing Flexible Technical Assistance Contract with NYSERDA. The total estimated not-to-exceed budget for the work outlined herein is \$49,000. It is expected that

ACWPD would be responsible for a portion of the energy study fee of \$24,500, with NYSERDA cost-sharing the other portion, not to exceed 10% of the participating facility's annual energy costs. A breakdown of costs is provided in the next page.

Version: 1
Date: April 30, 2020

PROJECT BUDGET
FOR: Albany County Water Purification District Energy Study



Complete the Budget Template below or equivalent. Provide total study costs and list the Customer and NYSDERDA cost-share within the Scope of Work. The budget should be broken down according to task and potential EEMs as identified during the onsite walk-through and listed in the Scope of Work.

LABOR							
Task Number	Task Description	Principal	Sr Engineer	Engineer	Jr Engineer	Total Hours	Total Labor:
		\$220.00	\$160.00	\$130.00	\$100.00		
1	Historical Operation/Performance Data Review	4.0	20.0	16.0	40.0	80.0	\$10,160.00
2	Process Model Calibration	4.0	24.0	60.0	20.0	108.0	\$14,520.00
3	Process Aeration Evaluation	4.0	24.0	40.0	40.0	108.0	\$13,920.00
4	Technical Report	4.0	18.0	18.0	40.0	80.0	\$10,100.00
		\$3,520.00	\$13,760.00	\$17,420.00	\$14,000.00	376.0	\$48,700.00

EXPENSES	
Item	Total Cost
Miscellaneous	\$300.00

Total Expenses | \$300.00

Total Budget	\$49,000.00
NYSDERDA Cost-Share*	\$24,500.00
Customer Cost-Share	\$24,500.00

*Default at 50%. Modify as needed based on project type and study eligibility.

Gaudio, Angelo

From: Ostapczuk, Robert E. <Robert.Ostapczuk@arcadis.com>
Sent: Thursday, April 30, 2020 1:37 PM
To: Gaudio, Angelo
Subject: NYSERDA FlexTech Analysis

Angelo,

Pursuant to your request pertaining to the NYSERDA FlexTech analysis, Arcadis wants to offer you this clarification. The fee for the aeration system analysis is split 50/50 with NYSERDA. Arcadis is reimbursed directly from NYSERDA under our term agreement with NYSERDA. For ACWPD's share, we had already programmed some money in the Regional Biosolids Facility design fee, so there is no additional cost. We believe leveraging the NYSERDA funding will allow us to perform a more comprehensive evaluation and potentially identify savings to ACWPD in the future. As a benefit to ACWPD we develop a BioWin model of the process that can be utilized in the future as needs arise.

Please let me know if you have any questions.

Robert Ostapczuk, PE | Vice President | robert.ostapczuk@arcadis.com
Arcadis | Arcadis of New York, Inc. | Arcadis CE, Inc.
855 Route 146, Suite 210, Clifton Park, NY | 12831 | USA
T. +1 518 250 7300 | M. +1 518 810 6872

Professional Registration PE-NY, 078979-1

Connect with us! www.arcadis.com | [LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Connect App](#)



Be green, leave it on the screen.

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Request for Contract Approval	
Request ID #	5467
Contract #	5567
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A3140 - Probation
Date submitted	4/16/20
Contact person	Connors, William (Probation Dept)
Contact Phone	518-487-5194
Vendor	St Anne Institute
Estimated Amount	\$63,000
Estimated Term	2 years
Scope of Services	Please see Section IV - Plan Implementation - Scope of Service on attached response to RFP. (pages 4 and 5)
Budget Line Item	AA3140
Fiscal Impact	County 0.00%
	State 100.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
County Executive

**COUNTY OF ALBANY
PROBATION DEPARTMENT
60 SOUTH PEARL STREET
ALBANY, NEW YORK 12207**

PHONE: (518) 487-5200
FAX: (518) 487-5204
www.albanycountyny.com

WILLIAM CONNORS
Director III

COLLEEN BRESLIN
Deputy Director

LORI HAGGERTY
Principal Probation Officer

April 29, 2020

M. David Reilly
Deputy Commissioner
Albany County Department of Management and Budget
112 State Street, Room 900
Albany, NY 12207

Re: Contract Approval

Dear Dave:

Please consider this request for Contract approval with St. Anne Institute to provide respite services for Probation Raise the Age youth. This service is authorized by New York State Executive Law recently enacted raising juvenile delinquency to 16 and 17 year old youth. Respite is used as an alternative to detention for youth whose risk level may not reach the level needed for detention but for other reasons it is not possible for them to return home while their juvenile delinquency/adolescent offender matter is pending in Court.

Thank you for your consideration.

Sincerely,

William Connors
Director

WC/ar



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Colleen Breslin
Probation Department
K. Storm

FROM: Karen Storm
Purchasing Agent

DATE: April 15, 2020

RE: RFP #2020-041

I am in receipt of your recommendation to award the aforementioned Request for Proposals to St. Anne Institute in the amount of \$63,000.00.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposal(s) submitted. I have no objection to the selection of St. Anne Institute for an award.

Please obtain the necessary contract approval of the Contract Administration Board so that we may issue a Notice of Award to the successful proposer.

SECTION I: TITLE PAGE

RFP # 2020-041

SUBJECT: RESPITE SERVICES RAISE THE AGE (RTA) for YOUTH

I: Name of the Proposer: St. Anne Institute

Address: 160 N. Main Avenue, Albany, NY 12206

Telephone Number: (518) 437-6500

Fax Number: (518) 437-6555

Contact Person Name:

Anthony Cortese, CEO; Phone Number: (518) 437-6501

E-Mail Address: ACortese@S-A-I.org

TABLE OF CONTENTS

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II.	Qualifications/Experience/Resumes Attached	Pages 2-4
III.	References	Page 4
IV.	Plan Implementation/Scope of Services	Pages 4-10
V.	Cost Proposal Section	
VI.	Mandatory Documentation Non- Collusive Bidding Certificate (Attachment "A"), Acknowledgment by Proposer (Attachment "B"), and Vendor Responsibility Questionnaire (Attachment "C"); Iranian Energy Divestment Certification (Attachment "D").	

*Also Included: SAI Services Chart, Resumes, Training Calendar

SECTION II: St. Anne Institute QUALIFICATIONS/EXPERIENCE

1. Brief history of St. Anne Institute (SAI) – SAI has a *132-year history* of providing caring & effective services to youth. These youth have wide ranges of behavioral challenges that include PINS and JD behaviors, (i.e. abuse or neglect, mental health issues, substance abuse, chronic medical issues, behavioral issues &/or historical criminal behavior). SAI provides services in both a residential & non-residential setting. The Sisters of Good Shepherd established SAI to serve troubled youth. They began a tradition of loving, caring, & protecting troubled youth with histories of running away from neglect, sexual abuse, lives filled with fear & overwhelming sadness & hopelessness.

The SAI mission is *"To help persons entrusted in our care to live w/ dignity by ensuring their physical well-being while enhancing their personal lives intellectually, emotionally & spiritually."*

St. Anne Institute Experience

- Experience w/ Arbor Hill, West hill, south End, & rural service areas
- Research & experience w/ evidence-based program models
- *Specialized sex abuse/exploitation counseling*
- Located only 2 blocks distant from Albany High School
- Academic, vocational, mental health, & family engagement programs
- On-site clinical social workers, psychologists, & psychiatrist; psychological evaluations
- Trained staff, i.e. substance abuse, bullying, family violence, mental health issues
- Expressive arts-music, dance, poetry slams, drawing, sculpting
- Green house/Horticulture Program; full gym with 6 basketball hoops & exercise room
- On-site medical & dental clinic

Additional information that would distinguish your firm in its service to Albany County.

1. SAI has staff on duty ON-SITE 24 hours daily, 365 day/year. We operate several residential units for disparate populations & have a crisis unit to answer the hotline. There are at least two on-call crisis intervention specialists on duty 24 hours/day who can conduct intake interviews & provide gateway services, (food, clothing, etc.) including access to an on-site nurse, if necessary. The HHS monitor/auditor stated: **"The 24/7 telephone number & live on-call, on-site staff is an exceptional feature at SAI. I do not believe I have ever seen another program w/ one. To have live on-call staff in the same building as the shelter & other services is phenomenal."**

2. **The HEARTS Initiative** (Healthy Environments & Relationships That Support Youth) is a coalition of well-established Albany service providers. Families referred by DCYF/Probation will benefit from this collaboration & have a continuum of resources to choose from the HEARTS collaboration partners.

3. **Hope House Substance Abuse Services:** Hope House is highly regarded local substance abuse prevention/education & treatment program. Hope House has a satellite office on the SAI campus & can provide SA services to Respite youth. "While many programs have followed in its footsteps, Hope House continues to endure as one of the most respected chemical dependence treatment programs in the area." NYS OASAS Commissioner

Additional SAI Service Options:

The SAI Sex Abuse/Exploitation Prevention Project is available for all youth/families at no cost to the Respite Program. NYS recognized the SAI project as the "gold standard" for sex abuse/exploitation services. Additionally, SAI offers services on a regional basis, through its office sites in Albany, Troy & Hudson Falls, New York. Services include clinical & risk assessments, psychological evaluations,

trauma informed treatment, supportive case management, safety planning & 24-hour on-call. Youth, families & group therapy (with specialized groups for child victims) are available.

Program Area: Respite Services-Raise the Age (RTA) Youth

Total Number of Youth Concurrently: Hubbard Hall Emergency Youth Shelter is one two locations within SAI where youth may be served. Four youth can be accommodated concurrently. Both males/females ages 13-17 are eligible; a designated residential unit within SAI will be designated for girls only. Eight youth can be accommodated concurrently on that unit.

Total Number of Youth to be Served Over Time: *Pending bed availability we will accept all referrals*

Qualification/Experience: St. Anne Institute (SAI) has a long history of providing respite, emergency placements, expedited placements, CPS emergency placements & long-term residential care to Albany County's youth & families. SAI services are child-centered, family focused, community based, culturally competent, & offer the least restrictive environment. These are short-term placements that we take in on an emergency basis with very little information. The primary goal is to stabilize the youth emotionally & behaviorally & move the youth back into the community as quickly as possible (usually a matter of days). Reconnecting w/ parents & community resources to critical to successful reintegration.

Of special note, since SAI began accepting emergency placements, *ALL* referred Albany county youth have been accepted upon referral from ACDCYF/Probation. Consistent with 18 NYCRR 435 goals, SAI has ensured that youth & their families are involved meaningfully in all services.

Our experience with youth referred SAI recognize that youth in need of such respite services may have special needs related to abuse or neglect, mental health issues, substance abuse, chronic medication issues, behavioral issues &/or a history of criminal behavior. To meet those needs, SAI has experienced childcare staff, clinicians, nurses, a dentist, psychologist & psychiatrist, Hope House on site, sex abuse specialists on staff to meet the needs of these youth.

Always striving for excellence, our service options have expanded over time to meet the ever-changing needs of each youth/family. One example is our Emergency Youth Shelter, Hubbard Hall (HH). HH has provided respite type services since 2018. Shelter residents have high levels of family conflict triggered by numerous issues, i.e. substance abuse, truancy, family violence, poor peer relationships & parental abandonment due to sickness/death. Staff are required to schedule family mediation sessions & make every attempt to reunify the youth & family. The shelter respite often allows the family a much "time out."

The SAI Respite Program will focus on providing respite in a safe, secure environment, delivering a range of services from qualified, professional staff, providing aftercare/follow-up services through our one or more of our newest programs, (See attached **Chart of Services**), and relieving parents of the care of such youth when the family needs immediate relief in order to maintain/restore family functioning.

SAI has added four programs that expand the service options to youth & their families of Albany County. Each with a strong relevance to Respite care & can continue *post-discharge from Respite care*. They are: *Children & Family Treatment & Support Services (CFTSS)*, Kevin Doherty, Director of Clinical

Services, Supervisor; *Integrated Care Management Program*, Michelle Parady, Director of Quality Improvement, Supervisor or Rosa McKeon, Program Administrator; *Home & Community Based Services Program* (HCBSP), Kevin Doherty, Director of Clinical Services, Supervisor; *Hubbard Hall, the SAI Youth Shelter*, Michelle Parady, Director of Quality Improvement. In summary, SAI has a range of service options to offer respite youth that includes services that match the special needs of youth who need respite. Their service needs are related abuse or neglect, mental health issues, substance abuse, chronic medical issues behavioral issues &/or criminal behavior.

Provide a copy of SAI's most recent financial & program annual report & audit. See Attached

<i>Professional staff involved in the County engagement, their experience, location of the office from which each work. Staff Resumes - See Attached</i>		
Professional Staff Members	Experience	Office Location
Michelle Parady Quality Improvement Manager/Program Administrator	30 years youth/family, & administrative experience at SAI	160 N. Main Avenue
Ashley Hillaire Emergency Shelter Program Administrator	4 years at SAI, 2 years on-call emergency team, master's degree	160 N. Main Avenue
Terry Boland Administrator of Residential Services	28 years at SAI in both direct care and administration; B.A., M.P.H. Strong conflict/crisis intervention skills	160 N. Main Avenue
Terry Gabriel Chief Operating Officer	40 years of both direct service to youth/families & administrative experience at SAI.	160 N. Main Avenue

Give the name & title of person(s) authorized to bind the firm in a contract with Albany County.

Anthony Cortese, CEO, St. Anne Institute; Diane Malecki, CFO, St. Anne Institute

- 1. Workforce Composition:** White, 163; African American/Black, 84; Asian, 3; Bi-Racial, 1; Native American, 1; Hispanic/Latino, 15. Males, 53; Females, 214.
- 2. Scope of Services** for each program area sent to Colleen.Breslin@albanycounty.com

SECTION III

(2) References from similar projects including name, addresses & telephone numbers.

Martha Mryglod 655 Washington Avenue, Albany, NY 12206 (585) 313-9144;
Johanne Bishop 9 Broderick St. Colonie, NY 12205 (518) 782-2014

SECTION IV – PLAN IMPLEMENTATION – SCOPE OF SERVICES

Program Area – Respite Services – Raise the Age (RTA) Youth

Target Population – Youth between the ages of 16 and 18 who have been charged with a crime. Youth 13-17, both males/females. (4) males/females can be accommodated within the Hubbard Hall Shelter; (8) females within a residential unit.

- Overarching Goals/Outcomes** - Prevent children from out of home placement; support positive youth development & improve family functioning.
- SAI understands that Probation will use the program as an Alternative to Detention.
- SAI will ensure that RTA respite will be short term

- SAI will begin discharge planning on day one.
- SAI will work in conjunction w/ Probation Department
- SAI will work quickly to get the youth/family reunited
- SAI will have daily communication w/ Probation & keep them fully informed
- SAI will be responsible for coordinating a discharge-planning meeting.
- SAI as part of discharge planning, SAI & Probation will evaluate the need for ongoing services. (Probation will make Prevention referrals or referrals to services in the community should such be warranted).
- SAI will make RTA respite services 24 hours a day, 7 days a week.
- SAI will provide crisis intervention services w/ clear protocol specification if a youth experiences a crisis while on respite & the expectations of the parent/guardian by the program related to such crises. (See below).
- SAI will coordinate w/ Probation Department & ACDCYF & its designees, both in referral protocol at intake & in subsequent involvement.

Crisis intervention services – SAI staff have clear specifications and a protocol to follow if a youth experiences a crisis while on respite. The protocol differs depending on the specific crisis but always includes calling emergency on-call. They have the entirety of SAI program services/resources to draw from selecting the one (s) that fit the needs of the youth crisis. The services summoned to assist the youth may include the SAI clinical team, therapeutic crisis intervention specialists, trauma specialists, education specialists, etc. If the crisis is medical in nature, on-call staff will call an ambulance and/or arrange for other forms of transportation as appropriate. If needed, staff may call the police assist in resolving the crisis.

Regarding parent/guardian expectations, staff will notify the parent(s)/guardian(s) and consult with them. They will inform them that their youth has had a crisis and may even ask if they can recommend an effective strategy used in the home during crises. Staff will keep parents informed but there is no expectation that staff will ask them to take the youth home.

3. Intake Process & Required Elements Based on Best Practice Principles - Respite Intake

Process – is the first step in a best practice program. Therefore, SAI employs (2) f/t staff in the intake/admissions office during the hours requested in the RFP. Combined, they have 50 years of experience. Intake is part of the Clinical Services Department which includes therapists & case managers. Hence, the transition from intake to assessment is seamless. Within hours of a referral staff have an accurate assessment of their service needs. A critical component of intake is immediate communication w/ the family. All levels of clinical staff at SAI have vast experience working with families/other support systems; they recognize that getting consents within the first few hours of receiving a referral will be of paramount importance given the brief length of respite services. Through our intake office's standardized process, our staff will be able to: Obtain the name & telephone number of the child's physician or medical service provider, instructions or actions to be taken in case of an emergency, gain authorization for provision of emergency medical services for the youth, determine if the youth has allergies, secure consent, & physician orders for any medication which is to be dispensed to the youth during programming. The intake information includes the names, addresses & telephone numbers of the child's parent(s)/guardians, & instructions on how to contact the parent/guardian & instructions regarding the child's care.

The intake interview is a key time to provide reassurances of the type of program we operate & to establish expectations relative to the youth's behavior & our performance. We always make sure to

convey concern for mutual respect & safety, program expectations, & provide information regarding the youth's rights, the grievance procedure, & confidentiality.

Prescribed Medication Process - General permission to administer medication is obtained from the legal guardian (s). Medications are stored in a locked medication cabinet in trays or a rolling cabinet marked in the Medical Clinic behind a locked office door. Medications are audited by the pharmacy once a month. Narcotics are stored in a locked cabinet located behind a locked closet door in the Medical Clinic.

Minimum Credentials of Professional(s) Dispensing Prescribed Medication - Prescriptions or over the counter (OTC) medications are only be handled by the pharmacy, the physician/psychiatrist or RN/LPNs.

Transportation - *How will Youth be Transported to and from SAI?* Youth will be transported in SAI agency vehicles. The agency has 9 available vans. 24-Hour Coverage & Transportation – ALL SAI units are staffed 24/7 365 days/year. Transportation is available 24/7 & can transport youth to & from SAI. SAI staff will provide transportation to any/all scheduled appointments (i.e. medical, mental health, Family Court appearances). *Who can provide the transportation?* Any staff who has an approved driving record (verified & documentation on file) can provide transportation in addition to an approved driver. *Who will provide the supervision of youth during the transportation?* Two staff are required to accompany youth; a third person, often a clinician, will accompany the youth if a youth is agitated, or highly anxious due to recent events (family illness, death, court date, etc.).

SAI Meets/Exceeds Requirements of a Best Practice Respite Program	
The program is client-centered & family-focused; it treats the family as a partner in assessment & intervention	Ensures the safety & well-being of all family members; strengthens the capacity of families to function effectively by focusing on solutions; is engaging, empowering, & <i>partners</i> w/ families. We do so by scheduling meetings either face to face, via phone &/or using teleconferencing at times convenient to the family including nights & weekends. SAI provides individualized, culturally responsive, flexible, & relevant services for each family which may developing "out of the box" means of engaging them. SAI also links families with collaborative, relevant to their needs, culturally competent community-based networks of supports & services.
The program demonstrates cultural competence	SAI has taken the necessary steps to ensure culturally & linguistically responsive programs. They include diverse staff who are trained to be culturally & linguistically responsive, established relationships/linkages with diverse family leaders & family organizations, translation services 24/7, translated written materials.
The program focusses on safety, permanency & well-being of the child in respite & his/her family	Physical & Psychological Safety - Positive, respectful interactions among peers & staff, conflict resolution, & physically sound facilities. Program safely located; entrance/exit electronically monitored; security cameras at entrance/high traffic areas; smoke detectors in multiple locations; Therapeutic Crisis Intervention (TCI) trained staff; customized safety plans with emotional triggers noted; staff has parental contact information & two additional contacts; child to staff ratio is adequate to ensure safety; youth/parental feedback requested routinely to assess levels of satisfaction with physical & psychological safety; youth asked by both staff/ mentors if program meets their needs. Health services-on-site nurse during daytime hours, via phone 24/7. Nurse trained in trauma-informed care & has linkages to many health care providers Access to needed physical health care including testing for STDs. Dental exams are available on-site.

The Program Promotes Positive Youth Development (SAI programs are framed by the <i>Core Features of Positive Youth Development Setting</i>).	Appropriate Structure: clear, consistent, age-appropriate expectations for behavior; rules & boundaries - Clear/consistent rules written & posted; rules discussed at intake; youth read rules aloud; rules periodically reviewed with youth; youth review/sign their customized safety plans; staff trained in positive ways to maintain control/develop clear boundaries; program supervisor regularly meets with staff; staff is aware of, & provides, age appropriate monitoring; public spaces are free from inappropriate or degrading materials; staff/youth work together to decorate the program space with positive quotes, artwork & information from Learning Activities; staff intervenes if youth insults or unduly criticizes another; youth then repeats statement (s) in a respectful manner. Supportive Relationships: good communication, warmth, & genuine connection - Staff discusses relationships with peers, family, teachers & offers guidance; staff follow Positive Youth Development principles; respect core program component; staff meetings reinforce expectations/ provide helpful advice; staff provide youth daily 1:1 time; youth meet with staff/mentors in privacy; supervisor evaluates staff interactions with youth; plan in case of staff turnover & substitutes readily available; former youth participants may be promoted to peer mentors & become role models. Opportunities to Belong: an inclusive, engaging environment for all; cultural competence - Numerous bi-lingual staff; youth display cultural symbols; women's empowerment emphasized; stories of influential women displayed; youth artwork decorate space; staff ensure inclusivity; no youth excluded due to ethnicity, gender, sexual orientation, or disability; thought provoking documentaries shown to begin dialogue about belonging; space is handicap accessible; staff widens social interactions by linking youth to volunteer; activities from diverse cultures routine; youth become more accepting of others; youth share family/cultural/ethnic groups stories during learning activities; staff ask youth if they feel "at home" in their space. Positive Social Norms - Clear & consistent rules of conduct have been developed & are enforced; public spaces are free from inappropriate or degrading materials, only positive materials are allowed; youth report that program has a positive impact; Positive Youth Development principles focusses solutions rather than problems, values youth as resources & emphasizes skill-building & empowerment; youth regularly recognized for their accomplishments & contributions through an economic reward system that recognizes youth for positive activities; youth earn extra privileges. Support & mattering - Youth make decisions about the program; discuss/select field trips, learning activities, & the programming for Family Nights; youth are trained to take on leadership roles during the program's Leadership Week; youth contribute by engaging in activities that focus on developing skills & select hobbies that assist them make positive life choices. Opportunities to Build Skills - Young people learn/improve physical skills: playing sports, working out, boxing at the local gym; youth learn/improve their social & emotional skills i.e. anger management, communication, leadership, & healthy relationships; youth learn/improve their pre-employment/job skills: through resume building, completing job applications, practicing listening; arrival on time, use of appropriate language; youth learn/improve their creative skills: arts & crafts, story
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Meagan Scott,
Ph.D., Assistant
Professor/4-H
Youth
Development
Specialist

Chloe Krinke,
M.Ed., LAPC,
NDSU Center for
4-H Graduate
Assistant

	writing & telling, acting & cooking; youth improve their academic skills by working on their assignments WITH tutors & receiving immediate guidance; program case manager follows up with teachers & with school guidance counselors to track participants attendance & school progress. Integration of Family, Schools & Community - Families are consulted through daily phone calls, at bimonthly home visits & Family Nights; families are invited to events (youth art receptions, BBQs, & award ceremonies); families are consulted about problems & achievements of their children; staff & family members work collaboratively to address & resolve problems; youth have opportunities to learn more about the community from community agency representatives & guest speakers who participate in program activities & discussions; youth participate in family-focused involvement in interagency consultations for every youth in order to develop plans which connect youth & family members to needed services; staff consistently communicate with Juvenile Probation, Albany Police & ACDCYF.
The Program staff has a working knowledge of current theory & practice in: child welfare juvenile justice children's mental health, compliance with State & Federal rules & regulations.	SAI offers staff monthly trainings (See attached training calendar) that cover a range of topics including child welfare, juvenile justice, mental health & compliance with State/Federal rules. In addition, SAI has strong relationships with their State/Federal liaisons. Rachel Hall from OCFS, Danny Balkum from Health & Human Services. SAI is an active member of The Council of Family & Child Caring Agencies (COFCCA), the principal representative for nearly all the not-for-profit organizations providing foster care, adoption, family preservation, & juvenile justice services in New York State, the NYS 853 Coalition, that addresses issues related to residential/day schools located on the grounds of agencies that provide various child welfare, juvenile justice, & family/community support services. SAI was an original member of the Albany County Juvenile Justice Steering Committee where emerging issues, new regulations, etc. are discussed. SAI attend the National Conference of the Association for The Treatment of Sexual Abusers. It is an international, multi-disciplinary organization that promotes sound research, effective evidence-based practice, informed public policy, & collaborative community strategies. Numerous staff & administrators attend the annual ACEs Symposium sponsored by LaSalle School to keep up-to-date on trauma research, best practices, etc. Finally, key SAI staff have read & discussed the services set forth in Title 18 of the Official Compilation of Codes, Rules & Regulations of the State of New York (18 NYCRR Parts 404 & 423); (18NYCRR Part 435), & Title 14 New York Codes, Rules & Regulations.

Model fidelity is critical to ensuring that an intervention is delivered as intended. Fortunately, Dr. Dana Peterson, Ph.D., a research & evaluation specialist, & an associate professor from SUNY, monitors fidelity & for SAI programs & provides staff guidance. She has a deep, long-standing commitment to SAI.

4. QA Site Visits/DCYF Annual Summary Reports - We have improved our practice because of the DCYF site visits. The recommendations & our responsiveness to them improved services to Albany County youth/families. For example, DCYF recommended that we identify former client (now an adult) to serve on our Institute Board of Trustees & has been a Board member. *Program Operations* - successfully recruited a former client, Yvonne Green, to join our Board of Trustees. *Rapid Engagement* - on the day of referral, we assign a therapist to each

family who initiates engagement & secures accurate family contact information. *Documentation* - restructured the clinical department to provide more supervisory attention/staff coaching on all electronic & paperwork documentation; created a Case Record Document Check List, completed on all cases, & reviewed by the Clinical Supervisor to assure that documentation is complete & timely. The QA visits have consistently noted the following strengths - **Rapid engagement of clients in services** - SAI has worked diligently meet this outcome of 90% of client referrals engaged within 24 hours of referral. As of the last site visit, it was noted that SAI had "greatly improved with 24-hour engagement". Examination of our program statistics reflect successful engagement 95% of all referrals within 5 business days (86% within 3 business days). **High levels of family & youth involvement in program services** - Consistent with SAI service philosophy, collaboration w/ youth/families are a cornerstone of all program services. We accommodate client's schedules & follow through w/ safety planning & recommended treatment that supports families functioning. Involving families in the effective Reflecting Teams & Family Team Conferences models have proven to be effective. **Preventing placement of program children/youth while receiving prevention services** - SAI program statistics reflect that 92% of program youth avoided placement outside the home while receiving prevention services.

5. Key Performance Objectives/Process for Tracking - 95% of families referred will be successfully engaged; 90% will be engaged face to face within 48 business hours of referral; 90% of youth will not come into ACDCYF custody; 90% of all families within 2 months of on-going service will be able to identify at least two (2) natural community supports; 90% of families will remain successfully engaged with DCYF &/or Probation services while receiving RTA Respite Services; 90% of families will indicate that receiving such services assisted them to remain engaged w/ County service(s).

Tracking outcomes & reporting these to the DEPARTMENT – *staff is trained on CONNECTIONS*, the child welfare computer system that provides for the documentation of information about families & children in NYS. SAI also uses AWARDS (Data Base used for case management/client tracking, behavioral health EHR (Electronic Health Record) & the HMIS (Homeless Management Information System). The AWARDS Data Base System offers full functionality for case management, client tracking, behavioral health EHR (Electronic Health Record). AWARDS is HIPAA-compliant, & it is federally certified as an Electronic Health Record (EHR) for Meaningful Use.

6. Utilizing ACDCYF Quality Assurance process - SAI will use the Department's quality assurance processes to continuously improve the services to families of Albany County. It will do so by cooperating in the collection & exchange of data to facilitate service planning. SAI will welcome unannounced site visits, random sampling of case file materials (closed & open), participation in Utilization & Review Committees, phone & written surveys w/ consumers, review of adherence to contracted services &/or program curriculum, & any other practice initiated by ACDCYF/Probation.

7. Describe Family Involvement - SAI will add additional resources as in-kind contributions to the respite program to encourage family involvement. For example, funds will be available to plan family meal nights, to provide transportation & childcare if needed. During family nights staff will create opportunities for acknowledging the accomplishments of the youth/family, meet other families facing the same or similar challenges, facilitate family friendly non-judgmental support groups, share community resources, offer families modest incentives such as small goodie bags w/ food coupons, &/or specialty items. Respite

staff will be especially sensitive to the needs of families from non-dominant cultures. These families may be more easily engaged by SAI staff who are “cultural insiders” & they will attend the family nights. SAI will also have translation services. The outcomes of these efforts will be to help to bridge cultural gaps in communication. SAI implements the Family Team Decision Making to engage & empower those with a close connection to a family or child being served. The process steps are: 1) Convene a meeting between extended family, supports & professionals; ensure that schedule is convenient to all & may require nights/weekends; provide beverages/light snack; 2) Begin by sharing concerns/needs 3) Explore solutions & supports 4) Make decisions & develop a plan of support; 5) Appoint a ‘key worker’ 6) Agree how they will review their plan 7) Review Meeting.

10. Evidence-based treatment/promising practices – SAI uses the following evidence-based treatments &/or promising practices as our service delivery framework. These include Therapeutic Crisis Intervention (TCI), Service Outcome Action Research, (SOAR) for youth & their families, a long-term research study sponsored by the SUNYAlbany in partnership with SAI & LaSalle School, & Collaborative Problem Solving, (CPS), & Adverse Childhood Experiences (ACEs) survey administered to all SAI youth.

11. Rapid/consistent engagement/families, fathers, extended family members - SAI has a history of successfully engaging families, supporting them & demonstrating effective advocacy services. SAI’s success has been well documented through many years of positive evaluations by federal, state & local evaluators, &, most recently, by the Council on Accreditation (COA). COA evaluators reviewed each SAI program, its practices & its capacity to engage/support & advocate for families, including fathers & extended family members; they concluded that SAI met their high standards & concluded that ...*“Family engagement, support & advocacy practices are core elements of many, if not all, of SAI programs.”* SAI’s residential program, serving Child Welfare youth, the Evening Reporting Center (ERC) for youth involved in the Juvenile Justice System, the SAI 853 School, & its community-based programs require skillful delivery of family engagement, support & advocacy practices & meets the high standards of excellence in each area.

B. Raise the Age Respite - SAI will provide RTA-going respite that: has a scheduled number of hours per month; does not to exceed 10 hours per youth, (unless approved by the DEPARTMENT on a case by case basis); engages youth in positive youth development activities on a one-to-one scheduled basis (*See Youth Development Chart Page 6*); engage families through face to face contact within 24 business hours of receiving the referral. SAI will also: Attempt an additional face to face contact with the family the third business day if the initial attempt was unsuccessful, and a final face to face contact on the fifth business day if the second attempt was unsuccessful; document all attempts in the progress notes section of the FSS stage in Connections, within three business days; await ACDYF/Probation determination as to whether to agree to additional engagement attempts or to close out the Agency’s involvement with the family. **Lengths of Stay:** No more than 9 months, except if approved by the ACDYF/Probation on a case by case basis. **Recurrence:** SAI agrees that a period of 6 consecutive months must elapse before respite care and services may be provided to a family which has previously received such care and services.

St Anne

BUDGET Format

For all proposals the following format must be followed and submitted as a typed document. Handwritten documents or proposals that do not follow this format will not be considered. For agencies proposing more than one program, a separate budget for each program must be submitted.

EXPENSE CATEGORY	Annual Salary	% of Time	Total Salary	In Kind Agency Donation	Other Grant Funds	Funding Request
Personnel Services						
Directors-Clinical Services/Residential /Education	\$88,601	1.94%	\$1,723	\$67,355	\$19,524	\$1,723
Intake staff	\$142,025	1.94%	\$2,762	\$107,967	\$31,296	\$2,762
Therapist	\$141,997	1.94%	\$2,761	\$107,946	\$31,290	\$2,761
Case Managers	\$79,200	1.94%	\$1,540	\$60,208	\$17,452	\$1,540
Unit Program Manager	\$55,277	1.94%	\$1,075	\$42,022	\$12,181	\$1,075
Residential Counselors (3 Shifts Daily)	\$777,381	1.94%	\$15,116	\$590,965	\$171,300	\$15,116
OnCall Staff	\$107,206	1.94%	\$2,085	\$81,498	\$23,623	\$2,085
Teachers	\$307,894	1.94%	\$5,987	\$234,061	\$67,846	\$5,987
Teaching Assistants	\$256,271	1.94%	\$4,983	\$194,817	\$56,471	\$4,983
School Support Staff	\$72,157	1.94%	\$1,403	\$54,854	\$15,900	\$1,403
Salaries		Total	\$39,435	In Kind Agency Donation	Other Grant Funds	Funding Request
	\$461,972		\$9,315	\$351,191	\$101,798	\$8,983
Fringe Benefits (23.62%)		Total	\$9,315	In Kind Agency Donation	Other Grant Funds	Funding Request
Occupancy	\$61,956	1.94%	\$1,205	\$48,203	\$12,549	\$1,205
Food	\$74,707	1.94%	\$1,453	\$58,123	\$15,131	\$1,453
Children's Allowances/Activities/Clothing	\$46,449	1.94%	\$903	\$36,138	\$9,408	\$903
Medication	\$24,576	1.94%	\$478	\$19,120	\$4,978	\$478
Professional Services	\$131,307	1.94%	\$2,553	\$102,159	\$26,595	\$2,553
Contracted Services	\$137,714	1.94%	\$2,678	\$107,143	\$27,893	\$2,678
Vehicles & Equipment	\$70,992	1.94%	\$1,380	\$55,233	\$14,379	\$1,380
Utilities	\$47,384	1.94%	\$921	\$36,866	\$9,397	\$921
Contractual Expenses		Total	\$11,571	In Kind Agency Donation	Other Grant Funds	Funding Request
Administrative Costs	\$154,839	1.94%	\$3,011	\$120,467	\$31,361	\$3,011
Administrative Overhead (limited to 10% of total request)		Total	\$3,011	In Kind Agency Donation	Other Grant Funds	Funding Request

Total Funding Request From Albany County: \$63,000

Maximum Units of Service at a maximum of 21 day per youth: 17

At the rate of: \$172.60

End of Appendix C

RFP #2020-041: Respite Services - Raise the Age (RTA) Youth

Proposal Rating Worksheet
Proposer: LaSalle

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4	
		Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposed program has specific plan for intake and discharge procedures	20%	4	0.8	4	0.8	4	0.8	4	0.8
Proposed program has a specific plan for 24 hour coverage and transportation.	15%	3	0.45	4	0.6	1	0.15	2	0.3
Proposed program design reflects a sound understanding of the population to be served and outlines specific key performance objectives and outcomes that address specific concerns outlined by the County with a clear and realistic process for tracking outcomes and reporting these to the DEPARTMENT.									
Agency's funding request: Proposals will be ranked in order of their funding request in comparable funding categories. 0=lowest funding request; 5=highest funding request	20%	5	1	3	0.6	3	0.6	4	0.8
Agency's history of demonstrated capacity in successfully delivering services to identified population during the past three years	10%	5	0.5	5	0.5	5	0.5	5	0.5
Agency's demonstrated access to CONNECTIONs plan to acquire access or other mechanism to report data related to families.	10%	2	0.2	4	0.4	3	0.3	4	0.4
Agency's proposal clearly answers requirements outlined in the Respite Services RFP.	10%	5	0.5	3	0.3	2	0.2	3	0.3
Agency's proposal clearly answers requirements outlined in the Respite Services RFP.	15%	4	0.6	3	0.45	3	0.45	3	0.45
			4.05		3.65		3		3.55
									14.25

NOTES:

Boys only

No clearly defined transportation plan

No mention of connections or other way to report data

No mention of length of time between respite stays

Slightly lower budget request

RFP #2020-041: Respite Services - Raise the Age (RTA) Youth

Proposal Rating Worksheet

Proposer: Saint Anne's

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4	
		Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposed program has specific plan for intake and discharge procedures	20%	4	0.8	4	0.8	4	0.8	4	0.8
Proposed program has a specific plan for 24 hour coverage and transportation.	15%	5	0.75	5	0.75	4	0.6	5	0.75
Proposed program design reflects a sound understanding of the population to be served and outlines specific key performance objectives and outcomes that address specific concerns outlined by the County with a clear and realistic process for tracking outcomes and reporting these to the DEPARTMENT.	20%	5	1	4	0.8	4	0.8	4	0.8
Agency's funding request: Proposals will be ranked in order of their funding request in comparable funding categories. 0=highest funding request; 5=lowest funding request	10%	4	0.4	4	0.4	4	0.4	4	0.4
Agency's history of demonstrated capacity in successfully delivering services to identified population during the past three years	10%	4	0.4	4	0.4	4	0.4	4	0.4
Agency's demonstrated access to CONNECTIONs plan to acquire access or other mechanism to report data related to families.	10%	5	0.5	4	0.4	4	0.4	4	0.4
Agency's proposal clearly answers requirements outlined in the Respite Services RFP. outlined in this RFP.	15%	4	0.6	4	0.6	4	0.6	4	0.6
		4.45		4.15		4		4.15	

16.75

NOTES:

Not clear on discharge procedure

Experience already operating an emergency shelter

Clearly listed requirements of best practice

Bilingual staff

Clear plan for Intake, case planning, transportation, and

family engagement with focus on immediate engagement

Clearly identified roles for staff

Request for Contract Approval	
Request ID #	5524
Contract #	5624
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	
Department	A1620 - Building Services;#38;#A1164 - Unified Court—Administration
Date submitted	5/6/20
Contact person	Latina, David
Contact Phone	518-447-7210
Vendor	Adirondack Cabling and Security
Estimated Amount	\$48,639
Estimated Term	7/1/2020 - 1/31/2021
Scope of Services	Needed upgrades to the access control system of the Family Court building totaling \$44,639.00 with a contingency of \$4,400.00 for possible hardware repairs not included in the proposal.
Budget Line Item	AA1164 AA1620
Fiscal Impact	County 21.00%
	State 79.00%
	Federal 0.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
112 STATE STREET, SUITE 1300
ALBANY, NEW YORK 12207
(518) 447-7210 FAX (518) 447-7747
WWW.ALBANYCOUNTY.COM

DAVID M. LATINA
COMMISSIONER

MARTIN V. MCCLUNE
DEPUTY COMMISSIONER

June 1, 2020

Honorable Daniel P. McCoy
Albany County Executive
112 State Street, 9th Floor
Albany, New York 12207

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, 7th Floor
Albany, New York 12207

Honorable Bruce A. Hidley
Albany County Clerk
Albany County Courthouse
15 Eagle Street, 1st Floor
Albany, New York 12207

Dear Messrs. McCoy, Joyce and Hidley:

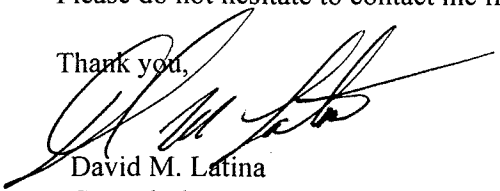
The Department of General Services respectfully requests the approval of a contract with Adirondack Cabling and Security for needed upgrades to the access control system of the Family Court building totaling \$44,639.00 with a contingency of \$4,400.00 for possible hardware repairs not included in the proposal.

The current system is a proprietary system that Adirondack Cabling and Security currently maintains and is authorized to upgrade. The proposed upgrades will bring the current system up to 100% functionality. Term of contract will be July 1, 2020 to January 31, 2021.

Proposals to replace the existing system ranged from \$108,800.00 to \$113,500.00.

Please do not hesitate to contact me if I can be of further assistance.

Thank you,


David M. Latina
Commissioner

DML:tas
Enclosure(s)



ALBANY
1399 Vischer Ferry Road
Clifton Park, New York 12065

Phone: 518-952-6040
Contact: YOUR NAME

PRICING PER NYS CONTRACT NO. PT63104

JOHNSON CONTROLS FIRE PROTECTION
(FORMERLY SIMPLEXGRINNELL)

GS Procurement eblink: https://www.ogs.ny.gov/purchase/prices/7720120191PL_SimplexGrinnell.pdf

Albany County

CI Fire Protection Quote No: 0 4 9064

FACILIT : Albany County Family Court
C UNT : Albany
LDG NA NU : Albany County Family Court
P CT NA : eplace Access Control System
P CT NU :

DAT : August , 0 9
DAT :

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SEE ATTACHED
MATERIAL SHEETS

PAGE 1	SU T TAL \$	49, 6.03
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PAGE 5	SU T TAL \$	-
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Flex Electrical Constructors Inc.
2431 3rd Ave
Watervliet, NY 12189

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PROJECT MANAGEMENT & MTGS - PROJECT MANAGEMENT - ELECTRICAL - STRAIGHT TIME	SU T TAL \$	2,743.20
CAD - CAD - SECURITY/FIRE PROTECTION - ELECTRICAL - STRAIGHT TIME	SU T TAL \$	286.84
INSTALLATION/TERMINATION CONTROL UNITS - SECURITY/FIRE ALARM TECHNICIAN - OVER TIME	SU T TAL \$	9,456.00
PROGRAMMING SYSTEM - SECURITY/FIRE ALARM TECHNICIAN - OVER TIME	SU T TAL \$	9,456.00
PRE-TESTING OF SYSTEM - SECURITY/FIRE ALARM TECHNICIAN - DOUBLE TIME	SU T TAL \$	5,043.20
FINAL ACCEPTANCE TESTING - SECURITY/FIRE ALARM TECHNICIAN - DOUBLE TIME	SU T TAL \$	5,043.20
TRAINING FACILITY PERSONNEL - SECURITY/FIRE ALARM TECHNICIAN - STRAIGHT TIME	SU T TAL \$	630.40
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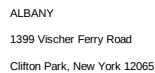
				Category	Net Price
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CI FI P T CTI N AT IAL \$ 49,826.03

SU C NT ACT LA \$ 31,050.00

CI FI P T CTI N LA \$ 32,658.84

G AND T TAL \$ 3, 34.



PRICING PER NYS CONTRACT NO. PT63104

Albany County

CI Fire Protection Note No: 0 4 9064

DAT : August , 0 9

DAT :

FACILIT : Albany County Family Court

C UNT : Albany

LDG NA NU : Albany County Family Court

P CT NA : eplace Access Control System

P CT NU : 0

PAG

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5	S	FT A	US	USTAR016-SE-NPS	CCSM80-30S STD SVC/CC800 MOD30 (GSA SCH ITEM)	\$	7,650.00	33.53%	\$	5,085.26	\$	25,426.30		89664	
9	S	FT A	US	PSX-75-E1	RM Keypad Arming Station with LCD Does not include read head (GSA SCH ITEM)	\$	385.00	33.53%	\$	255.92	\$	2,303.28		88394	
4	S	FT A	US	ESTAR002	V-Flex 4G/UPEK TCS1 10,000 in 1:N; 100,000 in 1:1; single-factor authentication; LAN, WAN, RS485 (GSA SCH ITEM)	\$	1,428.88	34.87%	\$	930.63	\$	3,722.52		87792	
1	S	FT A	US	ESTAR004-RM	PRONTO PRTR SGL H-FED MAG ENC (GSA SCH ITEM)	\$	2,286.21	34.87%	\$	1,489.01	\$	1,489.01		87798	
83	S	FT A	US	5455BGN00	ProxPro II proximity reader, 5-16VDC, Wiegand, Wiegand output, charcoal	\$	282.50	33.00%	\$	189.28	\$	15,710.24		26545	
9	S	FT A	US	2081-9275	BATTERY 18AH	\$	194.08	32.75%	\$	130.52	\$	1,174.68		61656	
											N S A T I A L Sub-Total Page		\$	49, 6.03	



eCLIPSE Network Solutions, LLC.

122 Karner Road
Albany, NY 12205
518-218-0130
888-851-0644 Fax

Proposal No. **25433DN R3**
Proposal Date: 9/12/2019
Proposal Valid for: 30 Days
Sales Rep Dave Newton
Sales E Mail dnewton@eclipsens.com
Sales Phone # 518-250-6880/ 470-0179c

P R O P O S A L

Customer **Albany County**

Address 112 State Street

City Albany County State/Zip NY 12207

Contact Dave Berkun

Phone (518) 447-7283

Email David.Berkun@albanycountyny.gov

Cell (518) 331-0147

Project Overview

Provide and install new S2 Door Access Control Solution to replace the existing KeyScan DACs system at the Albany County Family Court facility. Quote is for new headend and panel equipment, licensing, and the reuse of existing door access cabling, door access hardware and door power supplies.

Pricing per NYS Security Solutions Contract Group 77201, Award 20191 and Contract # PT64313. This contract is expired, and can no longer be utilized for new procurements. eCLIPSE is pending an Award on the new NYS OGS IFSSS Bid Solicitation, and will convert this quote to the new contract upon award. eCLIPSE will honor and hold the pricing presented here in doing this.

Location of Work

Albany County Family Court
30 Clinton Avenue, Albany, NY 12207

Scope of Work

1. Working with Customer site contacts, identify the location of 83 door locations which are equipped with door access control on old KeyScan system. Customer to provide a floor plan of facility, and assist eCLIPSE in placing the door names as listed in the KeyScan system to their physical location on prints. Doors in existing system have good descriptive location names which eCLIPSE has pulled from database (i.e.. 2-14 Prisoner to Court Room 4/ Staff Hall to Back Hall/SCU Main Entry...), we just need County staff assistance in understanding where the doors are in the building so we can construct an Implementation Plan.

2. The Implementation Plan for the migration of the site to S2 would be to first stand up the new S2 Controller, and construction of the system's User database population. S2 Controller is a rack mounting appliance server, and County is to provide space in a rack and clean, UPS backed up, electrical power. County to also provide an ethernet port on their data network, to provide connectivity to the new S2 nodes.

3. As the existing system's User database is in poor condition, with many ex employees still in the system, and with other staff carrying Prox Credentials which are not assigned to them, eCLIPSE is proposing here to rebuild the User database from scratch. It is our understanding that all County staff have Albany County ID cards, which are also Prox Cards, and this includes it's staff at Family Court. These ID cards are not in use on the current KeyScan system. County to provide eCLIPSE a list of all Family Court employees, and the Prox Credential information (card format, card # and FAC code) for their existing ID cards. County would also need to provide the names of all non county employees- so new credentials could be issued. This quote includes 100 new HID Prox Cards.

4. The current system has 34 Door Access Levels built and active in it. From discussions with County IT staff, it is believed that less than 10 levels are needed for Family Court. As with the User database, eCLIPSE would like to address this by building the Access Control Level list from scratch (as having unnecessary Door Access Levels complicates the administration of the system). Due to this, eCLIPSE would also need the Access Level for each User on the system to be identified by the County.

5. With the new S2 Controller installed and built with new database, eCLIPSE will move the access control door portal configurations and components from the existing system to new system, one panel at a time. Each panel would be taken out of service (noting that this means up to as many as eight doors at a time would go out of service, and need to be unlocked or propped open while migration was in process). eCLIPSE to remove old Keyscan componentry from cabinet, and install in it's place new S2 node components. Upon cabinet reconfiguration, eCLIPSE would then rewire each door serviced by the panel. This will be a slow process, but it would help insure the doors remain in service, and that any special applications at the door level are captured and carried over to the new solution. Note that Users would need to carry and utilize both their old KeyScan credential and their County issued ID Prox Credential while the migration was in progress. Due to the number of doors at the site, this conversion process could take a number of weeks.

6. This proposal includes the materials and labor for the installation of a new Cat 6 data run, from the Customer's IT Rooms to the locations of the S2 Nodes, each S2 Node requiring an ethernet connection, network routed back to the VM. Albany County is to provide the required data ports and set up the network connectivity.

7. Knowing there are existing service issues with a number of doors, this quote also includes the repair or replacement of any defective door access hardware componentry- (Strikes, Mag Locks, Prox Readers and Door Position Switches) noting that this quote does NOT include any new wire runs to the doors for defective wiring repairs.

8. S2 System database is a valuable asset, which is very difficult to recreate. Customer to provide a network attached storage target for scheduled recurring back ups of the S2 Controller's system database.

9. A separate Proposal is provide with this quote to provide batteries for all new S2 Nodes, and the replacement of all back up batteries in the existing door power supplies. Quoted separately as batteries are not on our NYS Contract.

Customer Responsibilities

1. To provide eCLIPSE with a floor plan of the building, and staff to assist with the identification of the door portal locations, by name, from the old system.
2. To provide rack space, electrical power and data connectivity to the County IT network for the new S2 Controller
3. To provide 14 ethernet data ports on the County's network for the connection of the S2 Nodes, with routing back to the Controller.
4. To provide S2 with the Prox Card information for the Albany County ID cards issued to the staff at the Family Court facility, the card information for other Albany County staff that have access to the building, and to provide a listing of all non county employees with access to the building, so new Prox cards can be issued.
5. To provide a network attached storage target for the continual back up of the S2 system database.

Assumptions

1. Work is to be done during normal business hours.
2. County staff resources will be available as needed to assist with system database information.
3. County realizes that while conversion of each panel is in process, up to eight doors at a time will be out of service, and if there are areas which this will cause security concerns, County will provide staff to cover and secure critical areas.

Project Timeline This installation can be completed in 90 business days from receipt of award.

Site Access Standard, Tech's to sign in and out at security and check in with site contact upon arrival each day.

Deliverables As built plans documenting door types and locations

Schedule A/Equipment and Labor Listing

The following materials and/or labor will be used for this project

Unit	Description	Unit Price	Total	NYS Contract Line #
1	S2 NetBox Extreme Controller, Rack Mount, with 128 Door Portals S2-EXT-128-RM	13906.00	\$ 13,906.00	54080

13	S2 Network Node, Wall Mount, with (1) Two Door ACM Blade S2-NN-ER2-WM	2296.80	\$	29,858.40	54114
1	S2 ACM Blade Bundle Pack- 25 ACM Cards S2-ACM-25	17357.40	\$	17,357.40	54124
4	S2 ACM Two Door Blade S2-ACM	730.80	\$	2,923.20	54123
1	Altronix 16 Port Door Power Supply AL600ULXPD16	446.22	\$	446.22	1997
100	Composite IsoProx II Printable Prox Card, No Slot, Front Gloss,	4.88	\$	488.00	45953
3000	Ft, Belden Giga 2413 Cat 6 4 Pr Data Wire- White	0.47	\$	1,410.00	19190
13	Belden GigaFlex, Clipsal, 8 Pin RJ-45	7.33	\$	95.29	20818
26	Belden 23598047 4 Pr, Stranded, Patch Cord, 4 Ft.	3.71	\$	96.46	19601
1	Belden AC300503 GigaFlex Patch Panel, 2U	334.94	\$	334.94	20193
			\$	-	
1	eCLIPSE Labor, NYS Security Solutions Contract Group 77201, Award 20191, Contract PT64313- Electrical Line Man Installer, Regions 5 & 6*	41897.52	\$	41,897.52	Install Labor Tab 3, Line 8
			\$	-	
1	eCLIPSE Workmanship Warranty- 12 Months, Business Hours Mon- Fri, 8:30 AM to 5:00 PM- included, no cost	0.00	\$	-	
			\$	-	
			\$	-	
			\$	-	
NOTE- TOTAL does NOT include applicable sales or use taxes			TOTAL	\$ 108,813.43	

Payment Terms

eClipse Network Solutions, LLC. ("eCLIPSE") will invoice Customer per an agreed to Progress Payment Schedule with payment terms of Net 30 days from Date of Invoice.

Change Control Process

Reasonable efforts has been made up front to properly Scope this work. However unforeseen field conditions can affect the installation effort, and/or system performance, and accordingly the cost of the project. Changes to this SOW will require the written approval of both eCLIPSE and Customer.

Warranty

eCLIPSE warrants workmanship and all new products provided as part of this proposal for a period of 12 months from the date of installation. Additionally, products are provided with the manufacturer's standard product warranty, and further, that any work provided by eCLIPSE shall have been done correctly, and in accordance with the recommended practices of the manufacturer of the products. Warranty terms are subject to eCLIPSE's General Term and Conditions.

Terms and Conditions

This Proposal is subject to the terms and conditions of the eCLIPSE General Terms and Conditions located at <https://www.eclipsens.com/terms> and as amended from time to time, which are hereby incorporated by reference and made part of this Proposal.

Acceptance

eCLIPSE Network Solutions, LLC. proposes to complete the work outlined in this Proposal, not including any unforeseen or unexpected conditions. Additional charges may be applicable if changes are made to the this Proposal's Scope of Work.

By execution below, the Customer approves this Proposal, and authorizes eCLIPSE Network Solutions, LLC. to proceed with the execution of this project's Scope of Work. Upon eCLIPSE's counter execution, the order of the Proposal is accepted by eCLIPSE.

eCLIPSE Network Solutions, LLC.

BY _____

NAME _____

TITLE _____

DATE _____

ENS Rev 1.1

CUSTOMER Albany County

BY _____

NAME _____

TITLE _____

DATE _____

CUSTOMER PO# (optional) _____

This Proposal is subject to the terms and conditions of the Adirondack Cabling Inc./Adirondack Security General Terms and Conditions located at <http://adirondacksecurity.com/ADK-General-Terms.pdf> and as amended from time to time, which are hereby incorporated by reference and made part of this Proposal.

Request for Contract Approval	
Request ID #	5476
Contract #	5576
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	A6071 - Preventative Assistance Program (Title XX)
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	St. Anne Institute
Estimated Amount	\$70,000
Estimated Term	01/01/2020 - 12/31/2020
Scope of Services	Ongoing Respite Services to children who are suffering from a Serious Emotional Disturbance, and their families who are in need of relief from multiple stressors that may present within their family unit.
Budget Line Item	AA6071
Fiscal Impact	County 23.00%
	State 37.00%
	Federal 40.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES
DIVISION FOR CHILDREN WITH SPECIAL NEEDS
112 STATE STREET - SUITE 300
ALBANY, NEW YORK 12207
(518) 447-4820 - FAX (518) 447-5686

MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Request #5476 for St. Anne Institute – Respite Services

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contract for St. Anne Institute to provide Ongoing Respite Prevention Services. The requested contract term is for January 1, 2020 – December 31, 2020, for the amount not to exceed \$70,000.

Please call me at 447-7306 if you have any questions.

Enclosure

Department for Children, Youth and Families

Request for Authorization to enter into Contractual Agreement with St. Anne Institute for the Provision of Respite Services for Youth

The Department for Children, Youth and Families respectfully requests Legislative authorization to enter into a contractual agreement with St. Anne Institute for the provision of Respite Services for Youth. The total contractual amount is for \$70,000.00 for the period of January 1, 2020 – December 31, 2020. The Department identified the Respite Services for Youth as one of the programs to be funded under Prevention Services.

The Department has identified the need for respite care and services, defined in 18 NYCRR 435 as the provision of brief and temporary care and supervision of children and youth for relieving parents of the care of such children when the family needs immediate relief in order to be able to maintain or restore family functioning. The youth in need of such respite services may likely have special needs related to behavioral health issues and/or juvenile justice.

In order to implement the Respite Service for Youth, the Department, in collaboration with the Department of Probation, issued a Request for Proposals for Respite Services for Youth—*RFP-2020-040*—on February 27, 2020 with responses due March 23, 2020. Albany County sought proposals to provide ongoing respite services and PINS/JD respite services for youth. The service intervention will focus of preventing children from out of home placement, supporting positive youth development and improving family functioning.

On-going respite is a scheduled number of hours per month, not to exceed 10 hours per youth, unless approved by the Department on a case by case basis, in which a youth is engaged in positive youth development activities on a one-to-one scheduled basis.

Probation will utilize PINS/JD respite as an Alternative to Detention (ADT). These youth will be utilizing respite at times when the Detention Referral Assessment Instrument (DRAI) does not warrant detention based on safety or other concerns but the youth should not immediately return home.

The Department received two proposals in response to the RFP. Based on the scoring, the recommended awardee is St. Anne Institute who has been providing prevention services in Albany County since the Department's inception in 2001.

RFP #2020-040: Youth Respite Services
Proposal Rating Worksheet
Proposer: Saint Anne's

Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4		Reviewer 5	
	Rate	Score	Rate	Score	Rate	Score	Rate	Score	Rate	Score
Proposed program has specific plan for intake and discharge procedures	4	0.8	3	0.6	2	0.4	3	0.6	3	0.6
Proposed program has a specific plan for 24 hour coverage and transportation.	4	0.6	4	0.6	4	0.6	5	0.75	4	0.6
Proposed program design reflects a sound understanding of the population to be served and outlines specific key performance objectives and outcomes that address specific concerns outlined by the County with a clear and realistic process for tracking outcomes and reporting these to the DEPARTMENT.	4	0.8	4	0.8	3	0.6	4	0.8	3	0.6
Agency's funding request: Proposals will be ranked in order of their funding request in comparable funding categories. 0=lowest funding request; 5=highest funding request	0	0	0	0	0	0	0	0	0	0
Agency's history of demonstrated capacity in successfully delivering services to identified population during the past three years	4	0.4	4	0.4	4	0.4	3	0.3	4	0.4
Agency's demonstrated access to CONNECTIONs plan to acquire access or other mechanism to report data related to families.	4	0.4	4	0.4	4	0.4	5	0.5	4	0.4
Agency's proposal clearly answers requirements outlined in the Respite Services RFP.										
NOTES:	4	0.6	4	0.6	2	0.3	4	0.6	2	0.3
PROS		3.6		3.4		2.7		3.55		2.9

16.15

CONS
No clearly defined discharge planning
No mention of tracking outcomes

Serves both ongoing and PINS/JD respite
Serves both males and females
Connections and HIPAA identified
Provides transportation to all appointments
Monthly training for staff
Translation services 24/7
Customized safety plans
Collaboration with community agencies
HX providing similar services



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Moira Manning
Commissioner

FROM: Karen Storm *Karen Storm*
Purchasing Agent

DATE: April 21, 2020

RE: RFP #2020-040, Respite Services for Youth

I am in receipt of your recommendation to award the aforementioned Request for Proposals to Saint Anne Institute in the amount of \$70,000.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposals submitted. I have no objection to the selection of Saint Anne Institute for an award.

Please obtain the necessary contract approval of the County Legislature so that we may issue a Notice of Award to the successful proposer.

Request for Contract Approval	
Request ID #	5512
Contract #	5612
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	A6071 - Preventative Assistance Program (Title XX)
Date submitted	4/24/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Cayuga Centers
Estimated Amount	\$35,695
Estimated Term	01/01/2020 - 12/31/2020
Scope of Services	Provision of Youth Peer Support services. Cayuga Centers would work in conjunction with a Parent Partner, Probation and the Department for Children, Youth, and Families to reduce the reliance on Persons in Need of Supervision (PINS)
Budget Line Item	AA6071
Fiscal Impact	County 31.10%
	State 18.30%
	Federal 50.60%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

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MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Requests ID# 5512 for
Cayuga Centers for the Provision of Youth Peer Support

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contract with Cayuga Centers for the Provision of Youth Peer Support services.

Cayuga Centers would work in conjunction with a Parent Partner, Probation and the Department for Children, Youth, and Families to reduce the reliance on Persons in Need of Supervision (PINS)

Please call me at 447-7306 if you have any questions.

Enclosure

Department for Children, Youth and Families

Request for Authorization to enter into Contractual Agreement with Cayuga Centers for the Provision of Youth Peer Support

The Department for Children, Youth and Families respectfully requests authorization to enter into a contractual agreement with Cayuga Centers for the provision of Youth Peer Support Services. The total contractual amount is for \$35,694.56 for the period of January 1, 2020 – December 31, 2020.

The Department identified the Youth Peer Support as one of the programs to be funded under the Supervision and Treatment Services for Juveniles Program (STSJP) Plan. Albany was allocated funding in the amount of \$172,722 for FY October 1, 2019 to September 30, 2020. The Department received approval to accept this allocation and the submission of the STSJP Plan via Resolution 2019-536.

In order to implement the Youth Peer Support services, the Department, in collaboration with the Department of Probation, issued a Request for Proposals for Youth Peer Services—*RFP-2020-031*—on February 6, 2020 with responses due March 13, 2020. Albany County sought proposals to provide Youth Peer Support services with a focus on utilizing mediation, restorative circles and conflict coaching as a means to assist and support youth, in particular youth that have been designed a Person in Need of Supervision (PINS). The Youth Peer Specialist would work in conjunction with a Parent Partner, Probation and the Department for Children, Youth, and Families to reduce the reliance on Persons in Need of Supervision (PINS) complaints at Intakes and petitions as a means to address family conflicts.

As of January 1, 2020, the new PINS legislation became effective. At this time, there is no longer be the ability to remand PINS youth to detention. Additionally, there are significant changes to PINS placement, including PINS-Truancy. In Albany County, PINS-Runaways and Truancy are a driving factor in the number of PINS youth placed. The goal is to significantly reduce and eventually eliminate all PINS placements, as they are 100% local costs as of 1-1-20. Albany County believes the Youth Peer Support Service is a proactive strategy to address these concerns and be responsive to the changes in PINS legislation.

The Youth Peer Specialist's primary role would be to support the youth. Oftentimes, communication breakdown is a root cause contributing to a youth leaving home and caretaker's subsequently filing a PINS-Runaway. The goal would be to have the Parent Partner and Youth Peer Specialist work in partnership to facilitate communication between the parent and youth. Recognizing that when we're at this point, both the parent and youth are often entrenched in their respective positions and are resistant to finding a middle ground. As such, there is a need to have persons who are skilled in mediation, conflict resolution, and building mutual understanding to help facilitate re-opening the lines of communication between the parent and youth to identify viable resolutions.

Cayuga Center was the sole proposer of this RFP and they satisfied all of the requirements of the RFP. Cayuga Center offers the Parent Partner services, therefore this will afford the opportunity for Parent Partners and Youth Peres to work together as a team and provide comprehensive services to youth and families.



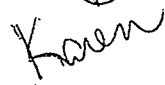
DANIEL P. McCOY
COUNTY EXECUTIVE

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DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Moira Manning
Commissioner 
FROM: Karen Storm 
Purchasing Agent
DATE: March 30, 2020
RE: RFP #2020-031, Youth Peer Support

I am in receipt of your recommendation to award the aforementioned Request for Proposals to Cayuga Centers in the amount of \$35,694.56.

As Cayuga Centers is the sole proposer and I believe that you have performed a thorough evaluation of the proposal submitted. I have no objection to the selection of Cayuga Centers for an award.

Please obtain the necessary contract approval of the Contract Administration Board so that we may issue a Notice of Award to the successful proposer.

RESOLUTION NO. 536

AUTHORIZING THE SUBMISSION OF A SUPERVISION AND TREATMENT SERVICES FOR JUVENILES PROGRAM PLAN TO THE NEW YORK STATE OFFICE OF CHILDREN AND FAMILY SERVICES

Introduced: 12/5/19

By Social Services Committee:

WHEREAS, The Commissioner of the Department for Children, Youth and Families has requested authorization to sign and submit a Supervision and Treatment Services for Juveniles Program Plan (STSJP) to the New York State Office of Children and Family Services (OCFS) in order to accept funding in the amount of \$172,722 to support programming at the Albany County Probation Department and Albany County Family Court for juvenile justice involved youth for a term commencing October 1, 2019 and ending September 30, 2020, and

WHEREAS, The Commissioner has indicated that due to recent changes to the Supervision and Treatment Services for Juveniles Program, Albany County is required to sign and submit an STSJP plan to the OCFS to receive allocated funding to support local programming and divert youth safely from unnecessary detention, now, therefore be it

RESOLVED, By the Albany County Legislature that the County Executive is authorized to sign and submit a Supervision and Treatment Services for Juveniles Program Plan to NYSOCFS in order to accept funding in the amount of \$172,722 to support programming at the Albany County Probation Department and Albany County Family Court for juvenile justice involved youth for a term commencing October 1, 2019 and ending September 30, 2020, and, be it further

RESOLVED, That the County Attorney is authorized to approve said plan as to form and content, and, be it further

RESOLVED, That the Clerk of the County Legislature is directed to forward certified copies of the resolution the appropriate County Officials.

Adopted by unanimous vote - 12/5/19

Request for Contract Approval	
Request ID #	5517
Contract #	5617
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	A6071 - Preventative Assistance Program (Title XX)
Date submitted	4/29/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	LaSalle School
Estimated Amount	\$50,000
Estimated Term	01/01/2020 - 12/31/2020
Scope of Services	Provision of Pre-Dispositional Placement for PINS youth (Males). The contractual agreement is for a daily per diem rate of \$447.00, not to exceed \$50,000.
Budget Line Item	AA6071
Fiscal Impact	County 23.00%
	State 37.00%
	Federal 40.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

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MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Request ID# 5517 for LaSalle School

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contract for LaSalle School for the provision of Pre-Dispositional Placement Services. The requested contract term is for January 1, 2020 – December 31, 2020, for the amount not to exceed \$50,000.

Please call me at 447-7306 if you have any questions.

Enclosure

Department for Children, Youth and Families

Request for Authorization to enter into Contractual Agreement with LaSalle School for the Provision of Pre-Dispositional Placement

The Department for Children, Youth and Families respectfully requests Legislative authorization to enter into a contractual agreement with LaSalle School for the provision of Pre-Dispositional Placement. The contractual agreement is for a daily per diem rate of \$447.00, not to exceed \$50,000. for the period of January 1, 2020 – December 31, 2020.

The Department is requesting Pre-Dispositional Placement Services for PINS youth. A pre-dispositional placement may occur when a Persons in Need of supervision (PINS) petition has been filed against a youth, but prior to a dispositional hearing in Family Court. Pre-dispositional placements are time-limited. These out of home placements shall only be utilized if Family Court finds there is a substantial likelihood that a youth will not return to their court appearance and that all other alternatives, such as the utilization of respite, have been exhausted.

Pre-dispositional placements can only occur in the following least restrictive settings. Foster care programs certified or licensed by the New York State Office of Children and Family Services such as Foster boarding homes, Group homes or Residential Treatment Centers. Pre-dispositional placements will align with the PINS legislation of a maximum of three days, with the potential for an additional three days, if the circumstances warrant such.

The Department received two proposals for the Pre-dispositional services. Both proposals meet the criterial of the RFP; however, these proposals were gender specific services. The Department request to contract with LaSalle School to serve the male population.

RFP #2020-032: Pre-Dispositional Services
Proposal Rating Worksheet

Proposer: LaSalle School

LaSalle School

	Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4		Reviewer 5	
		Rate	Score	Rate	Score	Rate	Score	Rate	Score	Rate	Score
Criterion #1 Agency's proposal fulfills requirements outlined in RFP for Pre-dispositional Services.	15%	4	0.6	3	0.45	4	0.6	4	0.6	3	0.45
Criterion #2 Proposed program clearly outlines a plan for timely responsiveness to referrals for youth ordered into a pre-dispositional placement.	20%	3	0.6	3	0.6	4	0.8	3	0.6	3	0.6
Criterion #3 Agency's proposal outlines how transportation of youth will be facilitated.	15%	3	0.45	3	0.45	4	0.6	4	0.6	3	0.45
Criterion #4 Agency's proposal outlines a plan for Admissions Intake, inclusive of parental involvement in the process.	20%	4	0.8	3	0.6	4	0.8	4	0.8	2	0.4
Criterion #5 Agency's plan clearly outlines what screenings and services will be provided to youth.	15%	4	0.6	4	0.6	4	0.6	5	0.75	3	0.45
Criterion #6 Cost Proposal	15%	2	0.3	2	0.3	2	0.3	2	0.3	2	0.3
TOTALS:			3.35		3		3.7		3.65		2.35

16.05

NOTES: Pros

Long history of working with youth
 Availability of existing services
 Long history of Residential treatment for males
 Will provide transportation to appointments
 Provided list of screening tools.

Cons

No dedicated staff for intake
 Lack detail regarding family engagement
 Lacks detail regarding services to be provided in short term
 No mention of providing services to females.
 Does not specify how they will engage family.



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET, ROOM 1000
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Moira Manning
Commissioner
Albany County Dept. For Children Youth and Families

FROM: Karen Storm
Purchasing Agent *K. Storm*

DATE: April 28, 2020

RE: RFP #2020-032 Pre-Dispositional Placements

I am in receipt of your recommendation to award the aforementioned Request for Proposals to the LaSalle School and St. Anne's School in the amount not to exceed \$50,000 annually.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposal(s) submitted. I have no objection to the selection of the LaSalle School for an award.

Please obtain the necessary contract approval of the Contract Administration Board, so that we may issue a Notice of Award to the successful proposer.

Request for Contract Approval	
Request ID #	5518
Contract #	5618
Contract Type	B) CAB Contracts
Contract Action	A) New
Contract Action Type	N) None
Department	A6071 - Preventative Assistance Program (Title XX)
Date submitted	4/29/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	St. Anne Institute
Estimated Amount	\$50,000
Estimated Term	01/01/2020 - 12/31/2020
Scope of Services	Provision of Pre-Dispositional Placement for PINS youth (Females). The contractual agreement is for a daily per diem rate of \$447.00, not to exceed \$50,000.
Budget Line Item	AA6071
Fiscal Impact	County 23.00%
	State 37.00%
	Federal 40.00%
BID,RFP,RFQ Completed?	Yes - RFP

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES
DIVISION FOR CHILDREN WITH SPECIAL NEEDS
112 STATE STREET - SUITE 300
ALBANY, NEW YORK 12207
(518) 447-4820 - FAX (518) 447-5686

MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Request ID# 5518 for St. Anne Institute

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contract for St. Anne Institute for the provision of Pre-Dispositional Placement Services. The requested contract term is for January 1, 2020 – December 31, 2020, for the amount not to exceed \$50,000.

Please call me at 447-7306 if you have any questions.

Enclosure

Department for Children, Youth and Families

Request for Authorization to enter into Contractual Agreement with St. Anne Institute for the Provision of Pre-Dispositional Placement

The Department for Children, Youth and Families respectfully requests Legislative authorization to enter into a contractual agreement with St. Anne Institute for the provision of Pre-Dispositional Placement. The contractual agreement is for a daily per diem rate of \$447.00, not to exceed \$50,000. for the period of January 1, 2020 – December 31, 2020.

The Department is requesting Pre-Dispositional Placement Services for PINS youth. A pre-dispositional placement may occur when a Persons in Need of supervision (PINS) petition has been filed against a youth, but prior to a dispositional hearing in Family Court. Pre-dispositional placements are time-limited. These out of home placements shall only be utilized if Family Court finds there is a substantial likelihood that a youth will not return to their court appearance and that all other alternatives, such as the utilization of respite, have been exhausted.

Pre-dispositional placements can only occur in the following least restrictive settings. Foster care programs certified or licensed by the New York State Office of Children and Family Services such as Foster boarding homes, Group homes or Residential Treatment Centers. Pre-dispositional placements will align with the PINS legislation of a maximum of three days, with the potential for an additional three days, if the circumstances warrant such.

The Department received two proposals for the Pre-dispositional services. Both proposals meet the criteria of the RFP; however, these proposals were gender specific services. The Department request to contract with St. Anne Institute to serve the female population.

RFP #2020-032: Pre-Dispositional Services
Proposal Rating Worksheet
Proposer: St. Anne Institute

St. Anne's

Weight	Reviewer 1		Reviewer 2		Reviewer 3		Reviewer 4		Reviewer 5	
	Rate	Score	Rate	Score	Rate	Score	Rate	Score	Rate	Score
15%	4	0.6	3	0.45	4	0.6	4	0.6	3	0.45
20%	4	0.8	3	0.6	1	0.2	0	0	3	0.6
15%	3	0.45	4	0.6	5	0.75	5	0.75	3	0.45
20%	4	0.8	3	0.6	4	0.8	3	0.6	3	0.6
15%	4	0.6	4	0.6	4	0.6	5	0.75	3	0.45
15%	2	0.3	2	0.3	2	0.3	2	0.3	2	0.3
TOTALS:		3.55		3.15		3.25		3		2.85

15.8

NOTES: Pros

Dedicated staff for intake
 Long history of working with youth
 Ability to easily move form intake to assessment
 Includes a plan for after care.
 Transportation plan
 Plan has immediate communication with family
 Screening tools identified
 Serves girls 12-15

Cons

limited to female age 12-15 and not plan to serve outside this group
 Lack of detail on how existing services will be tailored to brief length of stay
 No referrals for youth in PDP
 What about services for boys? Or youth under 12
 No details on housing accommodations.
 No plan identified to engage families
 Did not identify timely responsiveness to referrals
 No services for boy and not for girls under 12



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
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(518) 447-7140 - FAX (518) 447-5588

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN A. STORM
PURCHASING AGENT

MEMORANDUM

TO: Moira Manning
Commissioner
Albany County Dept. For Children Youth and Families

FROM: Karen Storm
Purchasing Agent *Karen*

DATE: April 28, 2020

RE: RFP #2020-032 Pre-Dispositional Placements

I am in receipt of your recommendation to award the aforementioned Request for Proposals to the LaSalle School and St. Anne's School in the amount not to exceed \$50,000 annually.

I have reviewed your scoring sheets and believe that you have performed a thorough evaluation of the proposal(s) submitted. I have no objection to the selection of the LaSalle School for an award.

Please obtain the necessary contract approval of the Contract Administration Board, so that we may issue a Notice of Award to the successful proposer.

Request for Contract Approval	
Request ID #	5477
Contract #	5577
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Access Therapy Group
Estimated Amount	\$58,886
Estimated Term	7/01/2020-6/30/2021
Scope of Services	Center Based PreSchool Providers. The NYS Educ Law (4410) requires municipalities to provide an approved preschool special education program for children age 3 to 5 who have been determined by the Board of Ed to have a disabling condition. Albany County contracts with service providers who have been approved by the Board of Education as having an appropriate, structured program capable of offering preschool education to children with disabilities.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5478
Contract #	5578
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Pauline K. Winkler Center @ College of Saint Rose
Estimated Amount	\$73,800
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Center Based PreSchool Providers. The NYS Educ Law (4410) requires municipalities to provide an approved preschool special education program for children age 3 to 5 who have been determined by the Board of Ed to have a disabling condition. Albany County contracts with service providers who have been approved by the Board of Education as having an appropriate, structured program capable of offering preschool education to children with disabilities.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5479
Contract #	5579
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Story Place Preschool
Estimated Amount	\$46,538
Estimated Term	7/01/2020-6/30/2021
Scope of Services	Center Based PreSchool Providers. The NYS Educ Law (4410) requires municipalities to provide an approved preschool special education program for children age 3 to 5 who have been determined by the Board of Ed to have a disabling condition. Albany County contracts with service providers who have been approved by the Board of Education as having an appropriate, structured program capable of offering preschool education to children with disabilities.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES
DIVISION FOR CHILDREN WITH SPECIAL NEEDS
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ALBANY, NEW YORK 12207
(518) 447-4820 - FAX (518) 447-5686

MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Requests ID# 5477 - 5479
Center Based Pre-School Providers

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contracts for Center Based Pre-School Providers to provide an approved preschool special education program for children age 3 to 5 who have been determined by the Board of Ed to have a disabling condition. Albany County contracts with service providers who have been approved by the Board of Education as having an appropriate, structured program capable of offering preschool education to children with disabilities.

Municipalities contract with private service providers. Rates are set by the State. The requested contract term is for July 1, 2020 – June 30, 2021.

Please call me at 447-7306 if you have any questions.

Albany County Department of Children Youth and Families
Justification and Backup Material for
Contractual Agreements between Albany County and Various Center Based
Providers for Preschool Children with Special Needs

The New York State Education Law (Section 4410) requires that the State Education Department meet the physical and educational needs of children with disabilities.

Under this law, municipalities are required to provide an approved preschool special education program for children age three to five who have been evaluated and determined by the Board of Education to have a disabling condition. Albany County contracts with service providers who have been approved by the Board of Education as having an appropriate, structured program capable of offering preschool education to children with disabilities. These providers deliver therapy as prescribed by individual education plans (IEPs) which are developed by school district based Committees on Preschool Special Education (CPSE).

The Department for Children, Youth and Families is requesting authorization to enter into a contractual agreement with those providers contained on the attached list for the term of July 1, 2020 – June 30, 2021. The Department is seeking authorization from the County Executive and the Contract Administration Board for those vendors with contractual amounts that fall within their request parameters.

The rates for these providers are set by New York State based on an entity's certified financial report. These interim rates are not available to either the vendor or the County until the early fall of a given year and may change an additional two times before being officially reconciled. The contract amounts for the 2020-2021 contract year assumes an increase of five (5) percent which will hopefully offset any rate increase or changes in utilization. However, in no instance will the County pay more than the State approved and authorized rate for a provider.

New York State reimburses Albany County 59.5% for costs incurred in the delivery of these services after backing out Medicaid reimbursement for the related services component (i.e. physical therapy, speech therapy, occupational therapy) of center based programs.

A child with special needs may be placed in an integrated class that contains children with and/or without other children with special needs. A Special Education Teacher and assistants are involved with the children throughout their educational program as well as a regular preschool or daycare teacher. A child may also be placed in a special class in which there are no more than twelve (12) children all of whom have special needs.

The Special Education teacher works directly with the child, the child's family and the child's regular teacher to help adapt an educational program to the child's needs. Some children in this model also receive related services therapies.

[illegible]

Request for Contract Approval

Request ID #	5480
Contract #	5580
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Cathryn Abbey
Estimated Amount	\$57,693
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5481
Contract #	5581
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Access Therapy Group
Estimated Amount	\$29,568
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5482
Contract #	5582
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Advanced Therapy
Estimated Amount	\$51,814
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5483
Contract #	5583
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Camille Bushell
Estimated Amount	\$54,112
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5484
Contract #	5584
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Capital District Beginnings
Estimated Amount	\$49,448
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5485
Contract #	5585
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Circle of Friends
Estimated Amount	\$82,225
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5486
Contract #	5586
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Barbara Collins
Estimated Amount	\$20,386
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5487
Contract #	5587
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Sarah Coons
Estimated Amount	\$30,030
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5488
Contract #	5588
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Early Childhood Education Center
Estimated Amount	\$59,310
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5489
Contract #	5589
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Denise Farrell
Estimated Amount	\$53,881
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5490
Contract #	5590
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Ann Finch
Estimated Amount	\$23,043
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5491
Contract #	5591
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Betty Gebauer
Estimated Amount	\$29,869
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5492
Contract #	5592
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Kristine Griffin
Estimated Amount	\$29,337
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5493
Contract #	5593
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Heidi Gray
Estimated Amount	\$35,921
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5494
Contract #	5594
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Catherine Kunz
Estimated Amount	\$38,000
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5495
Contract #	5595
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Kathleen Megahey dba Reaching New Heights
Estimated Amount	\$47,581
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5496
Contract #	5596
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Julie Murphy
Estimated Amount	\$44,006
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5497
Contract #	5597
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Amie Murray-Thomson
Estimated Amount	\$30,839
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5498
Contract #	5598
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Anna Patka
Estimated Amount	\$47,875
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5499
Contract #	5599
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Project for Learning
Estimated Amount	\$21,830
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5500
Contract #	5600
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Sarah Rosa
Estimated Amount	\$41,811
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5501
Contract #	5601
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Christine Roylance
Estimated Amount	\$60,176
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5502
Contract #	5602
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Denise Senick - Pirri
Estimated Amount	\$79,796
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5503
Contract #	5603
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Jamie Steck
Estimated Amount	\$25,479
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5504
Contract #	5604
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Carolyn Turner
Estimated Amount	\$83,853
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5505
Contract #	5605
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Tracey Waters
Estimated Amount	\$61,562
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5506
Contract #	5606
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Hayes, Kimberly
Estimated Amount	\$20,617
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5507
Contract #	5607
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Unity Sunshine
Estimated Amount	\$23,216
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5508
Contract #	5608
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Pauline K. Winkler Center @ College of Saint Rose
Estimated Amount	\$25,641
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5509
Contract #	5609
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Jennifer Mandato
Estimated Amount	\$26,796
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval	
Request ID #	5510
Contract #	5610
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Marisa Bryant
Estimated Amount	\$54,921
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature

Request for Contract Approval

Request ID #	5511
Contract #	5611
Contract Type	B) CAB Contracts
Contract Action	C) Renewal
Contract Action Type	N) None
Department	A2960 - Service for Physically Handicapped Children
Date submitted	4/23/20
Contact person	McNelis, Scott
Contact Phone	7306
Vendor	Achievements
Estimated Amount	\$97,032
Estimated Term	7/01/2020 - 6/30/2021
Scope of Services	Mandated Related Services for Disabled Children ages 3 to 5. State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help them attain their educational goals. Municipalities contract with private service providers. Rates are set by the State.
Budget Line Item	AA2960
Fiscal Impact	County 40.50%
	State 59.50%
	Federal 0.00%
BID,RFP,RFQ Completed?	N/A

Budget Analyst

Date

For Contract Board Use:

Date Approved

Daniel P. McCoy
Albany County Executive

Bruce A. Hidley
Albany County Clerk

Andrew Joyce, Chairman
Albany County Legislature



DANIEL P. MCCOY
COUNTY EXECUTIVE

DANIEL C. LYNCH
DEPUTY COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT FOR CHILDREN, YOUTH AND FAMILIES
DIVISION FOR CHILDREN WITH SPECIAL NEEDS
112 STATE STREET - SUITE 300
ALBANY, NEW YORK 12207
(518) 447-4820 - FAX (518) 447-5686

MOIRA E. MANNING
COMMISSIONER

NICOLE WARD
Deputy Commissioner

MEMORANDUM

TO: Hon. Daniel P. McCoy, County Executive
Hon. Andrew Joyce, Chairman of the Legislature
Hon. Bruce Hidley, County Clerk

FROM: Scott McNelis
Contract Administrator

RE: Contract Requests ID# 5480 - 5511
Related Services Providers

DATE: May 11, 2020

The Albany County Department for Children, Youth and Families respectfully requests approval of the referenced contracts for Mandated Related Services to meet the physical and educational needs of children ages 3 to 5 with disabilities. The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to help the children attain their educational goals.

Municipalities contract with private service providers. Rates are set by the State. The requested contract term is for July 1, 2020 – June 30, 2021.

Please call me at 447-7306 if you have any questions.

Enclosure

Albany County Department of Children Youth and Families
Justification and Backup Material for Preschool
Related Services Program

The State Education Law requires the State Education Department (SED) to meet the physical and educational needs of children with disabilities.

The Individualized Education Programs (IEP's) of many special education children prescribe instruction by Special Education Itinerant Teachers, as well as Related Services, such as Speech Pathology, Physical or Occupational therapies, to name a few, to help them attain their educational goals.

Municipalities are mandated to contract with private service providers to obtain Related Services, in which the providers deliver in 30-60 minute sessions.

This option provides a child with the services of one or more therapists to meet his/her special needs. The therapist works with the child a specified number of times each week, and also interacts with the family and the staff of any typical program the child might attend. The therapy(ies) can be provided at any site, including the child's home, decided at the Committee on Preschool Special Education (CPSE) meeting.

The Albany County Department of Children Youth and Families Related Services Program provides a broad array of services to children ages 3 to 5, to meet the physical and educational needs of children with disabilities.

Attached is the list of contractors who require authorization.

Therefore, the Commissioner of the Department for Children, Youth and Families is requesting authorization for Albany County to enter into agreements with the attached listed providers for the term July 01, 2020 to June 30, 2021.

Related Service	Providers	CAB Requests	07/01/2020-	6/30/2021
PROVIDER	ADDRESS	DISCIPLINE	PAYMENTS 01/01/19 - 12/31/19	CONTRACT REQUEST 7/01/20 - 6/30/21
Cathryn Abbey	12 Darnley Greene Delmar, NY 12054	Speech Language Pathology	\$54,945.00	\$57,692.25
Access Therapy Group	515 Moe Road Clifton Park 12065	OT, PT, Psychology, Speech	\$28,160.00	\$29,568.00
Achievements	623 New London Road Latham, NY 12110	OT, PT, Psychology, Speech	\$92,411.00	\$97,031.55
Advanced Therapy PLLC	1 Rapp Road Albany NY 12203	OT, PT, Psychology, Speech	\$49,346.00	\$51,813.30
Marisa Bryant	18 Ridge Road Delmar, New York 12054	Speech Language Pathology	\$52,305.00	\$54,920.25
Camille Bushell	631 Salvia Lane Schenectady, NY 12303	Speech Language Pathology	\$51,535.00	\$54,111.75
Capital District Beginnings	597 Third Ave Troy, NY 12182	OT, PT, Psychology, Speech	\$47,093.00	\$49,447.65
Circle of Friends	537 Route 9W Glenmont, NY 12077	OT, PT, Psych, Speech Language Pathology	\$78,309.00	\$82,224.45
Barbara Collins	208 Delaware Avenue Delmar NY 12054	Occupational Therapy	\$19,415.00	\$20,385.75
Sara Coons	419 Vischer Ferry Road, Clifton Park NY 12065	Speech Language Pathology	\$28,600.00	\$30,030.00
Early Childhood Education Center	230 Washington Ave Ext Albany, NY 12203	OT, PT, Psychology, Speech, Social Worker	\$56,485.00	\$59,309.25
Denise Farrell	17 Bethwood Drive Loudonville NY 12211	Speech Language Pathology	\$51,315.00	\$53,880.75
Ann Finch	69 Johnson Road Latham NY 12110	Speech Language Pathology	\$21,945.00	\$23,042.25
Betty Gebauer	5005 Colonial Drive Schenectady NY 12303	Speech Language Pathology	\$28,446.00	\$29,868.30
Heidi Gray	28 Hancock Drive, Glenmont NY 12077	Occupational Therapy	\$34,210.00	\$35,920.50
Kristine Griffin	17 Outlook Drive South, Mechanicville NY 12118	Speech Language Pathology	\$27,940.00	\$29,337.00
Kimberly Hayes	480 Baker Avenue Cohoes NY 12047	Speech Language Pathology	\$19,635.00	\$20,616.75
Catherine Kunz	749 Sixth Avenue Troy NY 12182	Speech Language Pathology	\$36,190.00	\$37,999.50
Jennifer Mandato	456 Little Falls Place Albany 12203	Occupational Therapy	\$25,520.00	\$26,796.00
Kathleen Megahey dba Reaching New Heights	53 Brookhaven Lane Glenmont NY 12077	Speech Language Pathology	\$45,315.00	\$47,580.75
Julie Murphy	29 Little Drive Ballston Spa NY 12020	Speech Language Pathology	\$41,910.00	\$44,005.50
Amie Murray-Thomson	504 Legion Drive Schenectady NY 12303	Speech Language Pathology	\$29,370.00	\$30,838.50
Anna Patka	2 Glenwood Street Albany, NY 12203	Speech Language Pathology	\$45,595.00	\$47,874.75
Project For Learning	185 County Route 359, Rensselaerville NY 12147	Speech Language Pathology	\$20,790.00	\$21,829.50

Sarah Rosa	109 Pheasant Walk Schenectady NY 12303	Speech Language Pathology	\$39,820.00	\$41,811.00
Christine Roylance	11 Sandalwood Drive Loudonville, NY 12211	Occupational Therapy	\$57,310.00	\$60,175.50
Denise Senick - Pirri	14 Ridgefield Way Watervliet NY 12189	Speech Language Pathology	\$75,996.00	\$79,795.80
Jamie Steck	21 Delucia Terrace Loudonville, NY 12211	Physical Therapy	\$24,265.00	\$25,478.25
Carolyn Turner	232 Walnut Ln Slingerlands, NY 12159	Speech Language Pathology	\$79,860.00	\$83,853.00
Tracey Waters	15 Wiggand Drive, Glenmont NY 12077	Speech Language Pathology	\$58,630.00	\$61,561.50
Unity Sunshine	435 Fourth Street Troy NY 12180	OT, PT, Psych, Speech Language Pathology	\$22,110.00	\$23,215.50
Pauline K. Winkler Ctr @ College of Saint Rose	432 Western Ave Albany, NY 12203	Speech Language Pathology	\$24,420.00	\$25,641.00