

BROOME COUNTY BOARD OF ACQUISITION AND CONTRACT

April 8, 2020

A meeting of the Broome County Board of Acquisition and Contract was held on Wednesday, April 8, 2020, at 11:00 a.m., via Zoom online format. The minutes for this meeting are set forth below.

MEMBERS PRESENT: K. McManus, L. Boulton, R. O'Donnell

ALSO PRESENT: A. Suer, Law Dept.; R. Laabs, Purchasing Dept.; K. Andrews, J. Dutcher, Information Technology; C. Marion, Arena; K. White, DSS; B. Vojtisek, Veterans; S. Kowalski, Library; M. Tanzini, Legislature; M. Ponticiello, Emergency Services; S. Arnold, Willow Point Rehabilitation and Nursing

1. The Board reviewed and approved the minutes of the meeting held on March 25, 2020, as prepared and presented.

The Board accepted the following walk around approvals:

1a. NYS Industries for the Disabled, Amendment to add additional items to laundry contract for patient safety at Willow Point during COVID 19 epidemic, NYS Preferred Source, R. LaClair WPNH, R. Laabs, Purchasing, new estimated NTE \$380,000.00 for \$0.5309 per pound of linen, \$0.0936 per washcloth plus \$2.50 per pound for additional items. CA 17-516, 1/1/2019-6/30/2020, 27030304.2050.6004121; **BAC ACTION: Approved, Law Dept. to process**

1b. Oakdale Mall, LLC, Lease of space for emergency supplies during COVID 19 epidemic, M. Ponticiello, OES, no cost to County, CA 20-59, 3/23/2020-12/31/2020; **BAC ACTION: Approved, Law Dept. to process**

1c. CDW-G, LLC, Purchase of 26 laptops, Sourcewell 081419CDW, K. Andrews, Info Tech, NTE \$16,439.28, one-time purchase, CA 1236-131, 100200001.1010.6004056; **BAC ACTION: Approved, Purchasing Dept. to process**

1d. SHI, Omnia Contract #2018-11-02 – Titan HQ Email security bundle, K. Andrews, Info Tech, NTE \$203,040.00 (\$67,680/year), 3/31/2020-3/31/3023, CA 1236-498, 10020001, 5202, 6004055; **BAC ACTION: Approved, Law Dept. to process**

1e. Conserve Flag Company – Bid #2020-028 – Purchase of handheld cemetery flags, B. Vojtisek, Veterans, NTE \$16,010.78, One-time purchase, CA 2000-Misc., 36000006-1010-6004147; **BAC ACTION: Approved, Purchasing Dept. to process**

1f. Adirondack Car Wash, Emergency repair to motor and system controls on Belanger bus wash system, G. Kilmer, Transit, NTE 99,923.00, 3/1/2020-2/28/2021, 31010105.2040.6004040;
BAC ACTION: Approved, Law Dept. to process

2. **VENDOR:** Presentation Concepts Corp.
DESCRIPTION: Purchase of public address system equipment, NYS Contract PC67933 & PC67540
REQUESTED BY: C. Marion, Arena
TERM: one-time purchase
COST: NTE \$137,774.00
BAC ACTION: Held over under the rules at the request of Legislative Chair CA 8-710
BUDGET LINE: 390100008.5202.6002102

3. **VENDOR:** Smith Site Development, LLC
DESCRIPTION: Replacement of public address system at Arena - Sourcewell #071415 - GGI
REQUESTED BY: C. Marion, Arena
TERM: From issuance of Notice to Proceed through 12/31/2020
COST: NTE \$185,997.46 (grant funded, no cost to County)
BAC ACTION: Held over under the rules at the request of Legislative Chair CA 11-2550
BUDGET LINE: 390100008.5202.6002102

4. **VENDOR:** WB Mason
DESCRIPTION: Purchase of 66 locking 2-drawer file cabinet pedestals - NYS Contract #PC68432
REQUESTED BY: K. White, DSS
TERM: one-time purchase
COST: NTE \$12,258.62
BAC ACTION: Approved, Purchasing Dept. to process CA 13-795
BUDGET LINE: 350100006 & 350300006.1010.6004012

5. **VENDOR:** Various vendors
DESCRIPTION: Purchase of medical & nursing supplies - RFB #2020-013
REQUESTED BY: R. LaClair, WPNH
TERM: 4/1/2020-3/31/2021
COST: Per attached rates
BAC ACTION: Approved, Purchasing Dept. to process CA 17-151
BUDGET LINE: 27020404.2050.6004062 & 270030304.2050.6004032

6. VENDOR: Various vendors
DESCRIPTION: Purchase of over the counter stock drugs - RFB #2020-012
REQUESTED BY: R. LaClair, WPNH
TERM: 4/1/2020-3/31/2021
COST: Per attached rates
**BAC ACTION: Approved, Purchasing Dept. to process
CA 17-402
BUDGET LINE: 27020404.2050.6004062**

7. VENDOR: 1st Run Computer Service
DESCRIPTION: Purchase of scanners & consumable supplies - RFB #2020-016
REQUESTED BY: K. Andrews, Info Tech
TERM: 4/1/2020-3/31/2021 with three (3) one-year renewal options
COST: Per attached rates
**BAC ACTION: Approved, Purchasing Dept. to process
CA 1236-Misc.
BUDGET LINE: 100200001.1010.6004055**

8. VENDOR: Verizon
DESCRIPTION: Amend agreement for additional equipment usage due to COVID 19 epidemic - NYS Contract #PS63765
REQUESTED BY: K. Andrews, Info Tech
TERM: Month to month
COST: Additional \$3,600.00 per month, total amended amount NTE \$27,110.00 per month
**BAC ACTION: Approved, Law Dept. to process
CA 1236-398
BUDGET LINE: 35020006.1010.6004056**

9. VENDOR: Sirius Computer Solutions
DESCRIPTION: Nutanix Single Node Option for Virtual Desktop Infrastructure - GS-35F-0119Y
REQUESTED BY: K. Andrews, Info Tech
TERM: 4/8/2020-4/7/2025
COST: NTE \$88,105.25
**BAC ACTION: Approved, Law Dept. to process
CA 1236-473D
BUDGET LINE: 100200001.5202.1020028**

10. VENDOR: Four County Library System
DESCRIPTION: Purchase & catalog items
REQUESTED BY: S. Kowalski, Library

TERM: 4/1/2020-3/31/2021
COST: NTE \$0.75 per book for processing & cataloging
BAC ACTION: Approved, Law Dept. to process
CA 1581-139A
BUDGET LINE: 40000008.3150.3004573

11. **VENDOR:** Unique Management Services
DESCRIPTION: Collection of overdue accounts - sole source
REQUESTED BY: S. Kowalski, Library
TERM: 4/1/2020-3/31/2021
COST: NTE \$8.95 per account
BAC ACTION: Approved, Law Dept. to process
CA 1581-122
BUDGET LINE: 40000008.3150.6004138
12. **VENDOR:** Various vendors
DESCRIPTION: Catalog bid for radio communications equipment & accessories with mobile installation & repairs as needed fixed equipment installations - RFB #2020-018
REQUESTED BY: M. Ponticiello, OES
TERM: 4/1/2020-3/31/2021 with four (4) one-year renewal options
COST: Per attached rates
BAC ACTION: Approved, Law Dept. to process
CA 2362
BUDGET LINE: Various

There being no further business at hand, the meeting was adjourned at 11:21 a.m.

NEXT MEETING: April 22, 2020



Ann Marie Suer, Secretary
Board of Acquisition and Contract