

BROOME COUNTY BOARD OF ACQUISITION AND CONTRACT

June 22, 2016

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A meeting of the Broome County Board of Acquisition and Contract was held on Wednesday, June 22, 2016, at 11:00 a.m., in the LEGISLATIVE CONFERENCE ROOM, Sixth Floor, County Office Building, Government Plaza, Binghamton, New York. The minutes for this meeting are set forth below.

MEMBERS PRESENT: M. Kalka, D. Schofield, C. Dziedzic

ALSO PRESENT: A. Suer, Law Dept.; J. Flynn, K. Garrison, Purchasing Dept.; T. West, Legislature; M. McFadden, S. Britton, Health Dept.; D. Harder, Sheriff's Office; M. Scarinzi, Land Bank/Planning Dept.; L. Boulton, DPW; B. Vojtisek, Veterans Service Agency; K. Andrews, Information Technology; J. Wilber, Public Defender's Office

1. The Board reviewed and approved the minutes of the meeting held on June 8, 2016, as prepared and presented.

The Board accepted the following Walk Around Approvals:

1a. FAHS Construction; Change Order #4 – General Contractor – Contract extension to finalize punch list and related work for Public Safety Facility Additions & Modifications Project; L. Boulton, S. Mastin; DPW/Engineering; Additional 32 calendar days – New completion date 7/8/16; No change in NTE amount; Approved on 6/16/16 – Law Dept. to process

1b. J & K Plumbing and Heating; Change Order #1 – HVAC Contractor- Contract extension to finalize punch list and related work for Public Safety Facility Additions & Modifications Project; L. Boulton, S. Mastin; DPW/Engineering; Additional 32 calendar days – New completion date 7/8/16; No change in NTE amount; Approved on 6/16/16 – Law Dept. to process

1c. Schuler-Haas Electric Corp.; Change Order #4 – Electrical Contractor - Contract extension to finalize punch list and related work for Public Safety Facility Additions & Modifications Project; L. Boulton, S. Mastin; DPW/Engineering; Additional 32 calendar days – New completion date 7/8/16; No change in NTE amount; Approved on 6/16/16 – Law Dept. to process

1d. Brosh Mechanical, Inc.; Change Order #4 – Plumbing Contractor - Contract extension to finalize punch list and related work for Public Safety Facility Additions & Modifications Project; L. Boulton, S. Mastin; DPW/Engineering; Additional 32 calendar days – New completion date 7/8/16; No change in NTE amount; Approved on 6/17/16 – Law Dept. to process

2. **VENDOR:** Mirabito Energy Products  
**DESCRIPTION:** State Contract #PC67012, Award #22949, Group #05800 - Purchase and delivery of liquid propane to various county facilities  
**REQUESTED BY:** J. Flynn, C. Ellsworth; Purchasing  
**TERM:** 7/1/16-6/30/17  
**COST:** EST NTE \$70,000.00  
**BAC ACTION:** **Approved, Purchasing Dept. to process**  
**CA 1-738**  
**BUDGET LINE:** **Various**
  
3. **VENDOR:** Evans Mechanical, Inc.  
**DESCRIPTION:** Bid #2016-053 - Boiler replacement at the Greater Binghamton Airport Terminal Building  
**REQUESTED BY:** M. Heefner, Aviation  
**TERM:** 75 days from NTP  
**COST:** NTE \$211,850.00  
**BAC ACTION:** **Approved, Law Dept. to process**  
**CA 1-2267**  
**BUDGET LINE:** **28010005.2012.6002102.2820046**
  
4. **VENDOR:** Toshiba Business Solutions, Inc.  
**DESCRIPTION:** Lease of a Toshiba e-Studio 307 w/ Jamex Kit copier  
**REQUESTED BY:** R. Blythe, R. Zanker, County Clerk  
**TERM:** 10/1/16-9/31/21  
**COST:** NTE \$10,140.00 @ \$169.00/month plus .0065/mono copy over 2500 copies/month  
**BAC ACTION:** **Approved, Law Dept. to process**  
**CA 3-178**  
**BUDGET LINE:** **04010001.1010.6004196**
  
5. **VENDOR:** Jennings Environmental Management, Inc.  
**DESCRIPTION:** Amend contract to include mold remediation and additional asbestos and lead testing. Also extend term of contract by 150 calendar days to 9/30/16  
**REQUESTED BY:** M. Scarinzi, Land Bank/Planning  
**TERM:** Additional 150 days - new completion date 9/30/16  
**COST:** NEW NTE \$20,055.00 - Increase of \$11,345.00  
**BAC ACTION:** **Approved, Law Dept. to process**  
**CA 9-334**  
**BUDGET LINE:** **37000007.1011.6004147.3710078**

6.     VENDOR: Various  
DESCRIPTION: EMS Instructors List  
REQUESTED BY: J. Marinich, P. Wiggins, Emergency Services  
TERM: 7/1/16-12/31/16  
COST: Per attached rates  
**BAC ACTION: Approved, Law Dept. to process**  
**CA 10-220**  
**BUDGET LINE: 20040003.?.6004570**
  
7.     VENDOR: WBNG-TV  
DESCRIPTION: Amend contract to increase amount on advertising air time of older adults fall prevention commercials under the Better Balance for Broome Projects  
REQUESTED BY: S. Britton, C. Fedor, M. McFadden, Health  
TERM: 5/16/16-6/29/16  
COST: NEW NTE \$8,564.00 - Increase of \$1,000.00  
**BAC ACTION: Approved, Law Dept. to process**  
**CA 10-757e**  
**BUDGET LINE: 25010004.1011.6004137.2510490/2510489/2510505/2510488**
  
8.     VENDOR: WIVT-TV/WBGH-TV Newschannel 34  
DESCRIPTION: Amend contract to increase amount on advertising air time of older adults fall prevention commercials under the Better Balance for Broome Projects  
REQUESTED BY: S. Britton, C. Fedor, M. McFadden, Health  
TERM: 5/16/16-6/29/16   **CORRECTED TERM: 5/16/16-7/13/16**  
COST: NEW NTE \$8,645.00 - Increase of \$1,000.00 (\$7,645.00 + \$81.00/copies of commercials)  
**BAC ACTION: Approved as amended, Law Dept. to process**  
**CA 10-763-3d**  
**BUDGET LINE: 25010004.1011.6004137.2510490/2510489/2510505/2510488**
  
9.     VENDOR: WICZ-TV Fox 40  
DESCRIPTION: Amend contract to increase amount on advertising air time of older adults fall prevention commercials under the Better Balance for Broome Projects  
REQUESTED BY: S. Britton, C. Fedor, M. McFadden, Health  
TERM: 5/16/16-6/29/16   **CORRECTED TERM: 5/16/16-7/13/16**  
COST: NEW NTE \$8,564.00 - Increase of \$1,000.00  
**BAC ACTION: Approved as amended, Law Dept. to process**  
**CA 10-833c**  
**BUDGET LINE: 25010004.1011.6004137.2510490/2510489/2510505/2510488**

10. **VENDOR:** Time Warner Cable Media  
**DESCRIPTION:** Amend contract to increase amount on advertising air time of older adults fall prevention commercials under the Better Balance for Broome Projects  
**REQUESTED BY:** S. Britton, C. Fedor, M. McFadden, Health  
**TERM:** 5/16/16-6/29/16 **CORRECTED TERM:** 5/16/16-7/13/16  
**COST:** NEW NTE \$8,564.00 - Increase of \$1,000.00  
**BAC ACTION:** **Approved as amended, Law Dept. to process**  
**CA 10-970-1**  
**BUDGET LINE:** 25010004.1011.6004137.2510490/2510489/2510505/2510488
  
11. **VENDOR:** Rosanne Sall Advertising, Inc.  
**DESCRIPTION:** Advertising on Transit Buses for WIC Program  
**REQUESTED BY:** S. Britton, H. Ludwig, Health  
**TERM:** 7/1/16-9/30/16  
**COST:** NTE \$16,680.00  
**BAC ACTION:** **Approved, 2 yay, 1 nay, Law Dept. to process**  
**CA 10-1065b**  
**BUDGET LINE:** 25010004.1011.6004137.2510484
  
12. **VENDOR:** IRR Supply Centers, Inc.  
**DESCRIPTION:** Bid #2014-045 - Renewal - Purchase of plumbing supplies for various county facilities/open to political subdivisions  
**REQUESTED BY:** H. Miller, A. Martin, DPW/B&G  
**TERM:** 6/1/16-5/31/17 - Final renewal  
**COST:** Per attached pricing - no change  
**BAC ACTION:** **Approved, Purchasing Dept. to process**  
**CA 2386**  
**BUDGET LINE:** Various
  
13. **VENDOR:** KB Services  
**DESCRIPTION:** Bid #2015-053 - Renewal - Roofer services for county departments/open to political subdivisions  
**REQUESTED BY:** H. Miller, A. Martin, DPW  
**TERM:** 7/1/16-6/30/17 - Two (2) optional one year renewals remain through 6/30/19  
**COST:** Per attached hourly rates and markups - rates increased per prevailing wage  
**BAC ACTION:** **Approved, Law Dept. to process**  
**CA 11-2412**  
**BUDGET LINE:** Various

14. **VENDOR:** L&T Construction  
**DESCRIPTION:** Bid #2016-004 - Change Order #1 - Increase cost due to unforeseen and unsuitable subgrade conditions for Airport Road Reconstruction Project  
**REQUESTED BY:** L. Boulton, B. Gowe, DPW/Engineering  
**TERM:** No change  
**COST:** NEW NTE \$6,762,247.10 - Increase of \$670,000.00  
**BAC ACTION:** **Approved, 2 yag, 1 nay, Law Dept. to process**  
**CA 11-2437**  
**BUDGET LINE:** 29010105.5202.6002201.2920077
  
15. **VENDOR:** American Technologies Network Corp.  
**DESCRIPTION:** Fed-GSA-07F-0169M/FED Sched 84 - Purchase of 18 PVS14-3 night vision devices for SWAT Team  
**REQUESTED BY:** D. Harder, R. Holdrege, Sheriff's Office  
**TERM:** One time purchase - EST 30 days after issuance of PO  
**COST:** NTE \$45,324.00 @ \$2,518.00/each  
**BAC ACTION:** **Approved, Purchasing Dept. to process**  
**CA 12-Misc.**  
**BUDGET LINE:** 23020403.1011.6002708.2310128
  
16. **VENDOR:** Fur and Feathers Veterinary Care  
**DESCRIPTION:** Veterinary services on an as needed basis for Sheriff's Office K9 Unit  
**REQUESTED BY:** D. Harder, R. Holdrege, Sheriff's Office  
**TERM:** 8/1/16-7/31/18 - One (1) two year optional renewal through 7/31/20  
**COST:** NTE \$14,999.00  
**BAC ACTION:** **Approved, Law Dept. to process**  
**CA 12-704**  
**BUDGET LINE:** 23020303.1010.6004568
  
17. **VENDOR:** Brite Computers  
**DESCRIPTION:** GS-35F-0143R - Renew licenses and support for law enforcement mobile devices  
**REQUESTED BY:** K. Andrews, N. Townsend, Information Technology  
**TERM:** 6/1/16-5/31/17 **CORRECTED TERM:** 3/1/16-2/28/17  
**COST:** NTE \$11,906.76  
**BAC ACTION:** **Approved as amended, Law Dept. to process**  
**CA 1236-208-1**  
**BUDGET LINE:** 10020001.1010.6004055
  
18. **VENDOR:** Paper Mart, Inc.  
**DESCRIPTION:** Bid #2016-061 - Purchase of copier papers and other papers for Information Technology Print Shop

REQUESTED BY: D. O'Keefe, C. Heide, Information Technology  
TERM: 7/1/16-12/31/16  
COST: NTE \$14,986.11  
**BAC ACTION: Approved, Purchasing Dept. to process**  
**CA 1236-228**  
**BUDGET LINE: 10010001.1010.6004012**

19. 

VENDOR: Sirius Computer Solutions  
DESCRIPTION: GS-35F-0422L - Prepaid hours (up to 48/hrs.) of support and implementation services for VOIP Upgrade and Firesight configuration and training  
REQUESTED BY: K. Andrews, N. Townsend, Information Technology  
TERM: One year from date payment is received  
COST: NTE \$9,500.00  
**BAC ACTION: Approved, Law Dept. to process**  
**CA 1236-311-2**  
**BUDGET LINE: 10020001.5202.6004055.1002022**
20. 

VENDOR: Sirius Computer Solutions  
DESCRIPTION: State Contract #PM20810, Award #22802, Group #73600 - Renewal of Citrix Xen Desktop Licenses, Branch Repeaters, and Netscaler Appliances  
REQUESTED BY: D. O'Keefe, N. Townsend, Information Technology  
TERM: 6/1/16-5/31/17  
COST: NTE \$44,870.86  
**BAC ACTION: Approved, Law Dept. to process**  
**CA 1236-383**  
**BUDGET LINE: 10020001.1010.6004192**
21. 

VENDOR: W.W. Grainger, Inc.  
DESCRIPTION: State Contract #PC67235, Award #22918, Group #39000 - Purchase of a decontamination tent  
REQUESTED BY: J. Marinich, N. Desko, Emergency Services  
TERM: Est. 30 days after purchase order is issued  
COST: NTE \$16,300.00  
**BAC ACTION: Approved, Purchasing Dept. to process**  
**CA 2000-Misc.**  
**BUDGET LINE: 20010003.1011.6002709.2010032**
22. 


VENDOR: Association for Vision Rehabilitation and Employment (AVRE)  
DESCRIPTION: Purchase of copy paper for all county departments and open to political subdivisions  
REQUESTED BY: J. Flynn, C. Ellsworth, Purchasing  
TERM: 7/1/16-6/30/17

COST: Per attached pricing - no change  
**BAC ACTION: Approved, Purchasing Dept. to process  
CA 2569**  
**BUDGET LINE: Various**

23. **VENDOR:** BC Flyfishers, Inc.  
**DESCRIPTION:** One time donation for local veterans fly fishing program  
**REQUESTED BY:** B. Vojtisek, S. Rittenhouse, Veterans  
**TERM:** One time donation  
**COST:** NTE \$10,000.00  
**BAC ACTION: Approved, Purchasing Dept. to process  
CA 2820**  
**BUDGET LINE: 36000006.1010.6004146**
24. **VENDOR:** United Health Services  
**DESCRIPTION:** Chemical dependency treatment services for indigent clients to secure treatment at appropriate facilities  
**REQUESTED BY:** J. Wilber, Y. LaViola, Public Defender  
**TERM:** 7/1/16-6/30/17 - Two (2) optional one year renewal options through 6/30/19  
**COST:** NTE \$14,999.00  
**CA 2836**  
**BUDGET LINE: 14000001.01010001.1010.6004539/6004540/6004255**

John Flynn and Kellie Garrison gave a brief summary of their Broome County Business Outreach Program to increase the number of vendors registered with the Empire State Purchasing Group. Attached, please find the presentation that Purchasing distributed.

There being no further business at hand, the meeting was adjourned at 11:35am.

  
Ann Marie Suer, Secretary  
Board of Acquisition and Contract

**Purchasing Internship - 2017 Summer Project**  
Kellie Garrison – Syracuse University, Mathematics

**Broome County Business Outreach Program**

**Description**

- Broome County Purchasing distributes bid documents exclusively through the Empire State Purchasing Group.
- Bids are no longer available in paper copy.
- Despite repeated efforts to inform the Broome County vendor community, some vendors are still not registered with Empire State Purchasing Group.
- Goal: Register as many as these vendors as possible during the internship.

**Methodology**

- Filter through the vendor mailing lists from the past five years.
- Reviewed against the Empire State vendor database to find who is and is not registered online.
- Contact the missing vendors who are not registered and assist with the registration process.

**Results to Date (6/22)**

- Identified approximately 500 vendors from old vendor lists that are not registered on Empire State Purchasing Group.
- Made contact with approximately 100 vendors
- Registered approximately 50 vendors