

WARREN-HAMILTON COUNTIES OFFICE FOR THE AGING  
1340 STATE ROUTE ♦ LAKE GEORGE, NY 12845  
PH#(518)761-6347 ♦ FAX#(518)761-6344

**HUMAN SERVICES COMMITTEE MEETING**  
**OFFICE FOR THE AGING AGENDA**  
**February 25, 2019 10:15AM**

Committee Members: Chairman Edna Frasier, Peter McDevitt, Claudia Braymer, Craig Leggett, William Loeb, Bennett Driscoll, Cynthia Hyde, Brad Magowan, Matthew Sokol

- I. Committee meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee meeting
- III. Action Agenda
  1. **Request:** Permission to pay invoices from Adirondack Technical Services in the amount of \$1,567.37.  
**Rationale:** The services were requested the end of December, but not completed until 1/2/19. The contract with Adirondack Technical Services ran out on 12/31/2018. They did not wish to renew the contract and a new contract for repairs to refrigeration/freezer units and ice machines was not in place yet.
  2. **Request:** Permission to enter into contract with BPI Mechanical at a rate of \$89.66/hr (M-F, 8-4PM), \$134.49/hr (OT), 30% mark up on materials.  
**Rationale:** For repairs to refrigeration/freezer units and ice machines at sites throughout Warren County, including Office for the Aging meal sites, Warren County Jail, Countryside Adult Home, Department of Public Works, and any other locations requiring service during the term of the contract. Permission for two (2) one (1) year renewals if no changes.
  3. **Request:** Amend EISEP contracts as reflected in the EISEP Schedule "A". Reduce contract with Fort Hudson Health System to \$40,000 and remove PC1, PC2 and case management services. Increase contract with Greater Adirondack Home Aides to \$225,000(case management \$3,100/month).  
**Rationale:** Fort Hudson Health System expressed that they no longer wished to provide case management services to clients receiving PC1 and PC2 level of care. Monies will be moved to Greater Adirondack Home Aides. There is no change in the amount of the overall funding provided.

Referral/pending items- None

IV. Information for Discussion/Review

V. Privilege of the floor to discuss any additional items to come before the Committee.

VI. Motion to adjourn

# **RESOLUTION REQUEST FORM NO. 20**

## **MISCELLANEOUS**

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Warren/Hamilton Counties Office for the Aging**

**DATE: 2/14/2019**

- (a) Purpose of Request: **Pay invoices from Adirondack Technical Services Heating, Air Conditioning and Refrigeration, Inc. in the amount of \$1,567.37 for services rendered in January of 2019.**
- (b) Details: **The services were requested the end of December, but not completed until 1/2/19. The contract with Adirondack Technical Services ran out on 12/31/2018. They did not wish to renew the contract and a new contract for repairs to refrigeration/freezer units and ice machines was not in place yet.**
- (c) Previous Resolution Number: **378 of 2015**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.6772.422 Warren County**

**Sample: A.8021 470 Planning & Community Development – Contract**

**\* as listed in budget and LOGOS**

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME: Office for the Aging**

**DATE: 2/14/2019**

- (a) Is this a Result of a Bid or Request for Proposal? Request for Quotes
  
- (b) Purpose of Contract: Provide for repairs to refrigeration/freezer units and ice machines at sites throughout Warren County, including Office for the Aging meal sites, Warren County Jail, Countryside Adult Home, Department of Public Works, and any other locations requiring service during the term of the contract.
  
- (c) Name of Contractor: BPI Mechanical Service
  
- (d) Address of Contractor: 95 Hudson Rier Road, Waterford, NY 12188
  
- (e) Contractor's Contact Person and Telephone Number: Daniel Keating, PH#(518)326-8450
  
- (f) Has or will the Contract be provided, if so, please attach: Need
  
- (g) Commencement Date of Contract: 1/1/2019
  
- (h) Termination Date of Contract: 12/31/2019, with option for two(2) one (1) year renewals if no material changes
  
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. \$89.66/hr (M-F, 8-4PM); \$134.49/hr (OT); 30% Markup for Materials
  
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: OR Capital Project OR Capital Reserve Project Number, Title, and Amount: Various budget codes of the aforementioned departments.

# **RESOLUTION REQUEST FORM NO. 20**

## **MISCELLANEOUS**

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Warren/Hamilton Counties Office for the Aging**

**DATE: 2/22/2019**

- (a) Purpose of Request: **Amend EISEP Contracts - 4/1/19-3/31/20**
- (b) Details:  
**4/1/19-3/31/20; See Attached EISEP Schedule "A", Changes as follow:**
  - a. **Reduce contract with Fort Hudson Health System to \$40,000 and remove PC1, PC2 and case management services;**
  - b. **Increase GAHA contract to \$225,000, change case management to \$3,100/month.**

**\*\*All contracts will continue to have automatic one year renewals if no monetary or program changes.**

- (c) Previous Resolution Number: **119 of 2016, 153 of 2017, 75 of 2018**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

WARREN/HAMILTON COUNTIES OFFICE FOR THE AGING  
EISEP CONTRACTS [4/1/19-3/31/20]

SCHEDULE A

VENDOR	SERVICE	SPECIFICS	STATE FUNDS	COUNTY FUNDS	YEARLY TOTAL AMOUNT	
Glens Falls Hospital	Medical Alert	Warren-\$4,000; Hamilton-\$3,000; \$30/Set Up Fee; \$35/Monthly Fee	\$5,600	\$1,400	\$7,000	
Greater Adirondack Home Aides	PC1, PC2, CM & CD	PC1 & PC2-\$24/Hr; CM-\$3,100/Month; Add Consumer Directed Services	\$168,750	\$56,250	\$225,000	↑\$45,000
Hamilton County DSS	CM	\$1,922/Month	\$24,400	\$6,100	\$30,500	
Hamilton County Public Health	PC1 & PC2	PC1 & PC2 - \$30.31/hr	\$26,325	\$8,775	\$35,100	
Home Health Care Partners	PC1 & PC2	PC2-\$25.69/hr; PC1-\$25.40/hr	\$32,000	\$8,000	\$40,000	
Home Aide Services of the Central Adirondacks, Inc.	PC1 & PC2	PC 1 & PC2-\$25/hr	\$32,000	\$8,000	\$40,000	
Fort Hudson Health System	SADC	\$15/Transport(one way), \$35/half day, \$55/whole day)	\$30,000	\$10,000	\$40,000	↓\$45,000
Countryside Adult Home	SADC	\$15/Transport(one way), \$45/whole day	\$16,366	\$4,092	\$20,458	

Revised (2/22/19)

Total Funding

\$438,058