MINUTES OF THE REGULAR MEETING

OF THE

BUFFALO SEWER AUTHORITY

FEBRUARY 14, 2018
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<th>PAGE NO.</th>
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</tr>
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<td></td>
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<td>Report on Bids Received – Purchase of Various New and Unused Steel Products</td>
<td></td>
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<td>Change Order No. 1 – Contract No. 81700003</td>
<td>56261</td>
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<td>56262-63</td>
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<td>Report on Bids Received – Green Infrastructure Landscape Maintenance</td>
<td>56264-65</td>
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<td>56266</td>
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<td>Request for Leave of Absence</td>
<td>56267</td>
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<tr>
<td>16</td>
<td>Request for Leave of Absence</td>
<td>56268</td>
</tr>
<tr>
<td></td>
<td>Agenda Item</td>
<td>Number</td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------</td>
<td>---------</td>
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<tr>
<td>17</td>
<td>Amendment to Schedule of Job Classification Plan</td>
<td>56269</td>
</tr>
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<td>18</td>
<td>Confirmation of Appointments</td>
<td>56270-71</td>
</tr>
<tr>
<td>19</td>
<td>Tuition Reimbursement</td>
<td>56272</td>
</tr>
<tr>
<td>20</td>
<td>Adjournment of Meeting</td>
<td>56273</td>
</tr>
</tbody>
</table>
CALL OF THE ROLL

Present:  
John D. Kennedy, Sr.  
Christopher Roosevelt  
(via telephone)  
Eleanor Petrucci  
Oluwole A. McFoy, P.E.  
Thomas Smith  
Ronald Brown  
Catherine Knab, P.E.  
Julie Barrett-O’Neill, Esq.  
Teresa Pleasant  
Michael Letina  
Roberta Gaiek, P.E.  
Paul Harris  
Laura Surdej

Vice Chairman
Assistant Vice Chairman
Secretary
General Manager
Secretary to the General Manager
Executive Secretary
Principal Sanitary Engineer
General Counsel
Senior Administrative Assistant
Treatment Plant Superintendent
Treatment Plant Administrator
Superintendent of Mechanical Maintenance
Erie County Depart. of Sewerage

Absent:  
Herbert L. Bellamy, Jr.

Chairman

The meeting was called to order at 9:00 AM. A quorum was present.

ITEM NO. 1
Motion to Adopt the Minutes of the Meeting of January 3, 2018

MOTION TO ADOPT
MADE BY MS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 2
INFORMATIVE: TEMPORARY INVESTMENTS (CERTIFICATES OF DEPOSIT AND TREASURY BILLS)
MARKET VALUE

As of December 31, 2017

<table>
<thead>
<tr>
<th>ISSUE DATE</th>
<th>MATURITY DATE</th>
<th>TOTAL DAYS</th>
<th>AMOUNT</th>
<th>BANK</th>
<th>RATE</th>
<th>INTEREST AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONSTRUCTION/CAPITAL IMPROVEMENT FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31-Jul-12</td>
<td>Money Market</td>
<td></td>
<td>$3,886,657.95</td>
<td>Key</td>
<td>0.15%</td>
<td>Public NOW</td>
</tr>
<tr>
<td>05-Jun-17</td>
<td>05-Jan-18</td>
<td>214</td>
<td>$9,997,284.00</td>
<td>JP Morgan Securities</td>
<td>1.34%</td>
<td>$79,655.56</td>
</tr>
<tr>
<td>08-Aug-17</td>
<td>08-Feb-18</td>
<td>184</td>
<td>$2,305,685.45</td>
<td>Key Banc Capital</td>
<td>1.51%</td>
<td>$17,828.07</td>
</tr>
<tr>
<td>10-Jul-17</td>
<td>27-Mar-18</td>
<td>260</td>
<td>$2,987,680.02</td>
<td>Key Banc Capital</td>
<td>1.75%</td>
<td>$37,916.67</td>
</tr>
<tr>
<td>16-Oct-17</td>
<td>17-Apr-18</td>
<td>183</td>
<td>$5,968,753.38</td>
<td>Key Banc Capital</td>
<td>1.62%</td>
<td>$49,410.00</td>
</tr>
<tr>
<td>14-Nov-17</td>
<td>15-May-18</td>
<td>182</td>
<td>$12,018,496.46</td>
<td>Key Banc Capital</td>
<td>1.75%</td>
<td>$107,051.39</td>
</tr>
<tr>
<td>08-Dec-17</td>
<td>08-Aug-18</td>
<td>243</td>
<td>8,404,968.00</td>
<td>JP Morgan Securities</td>
<td>1.82%</td>
<td>$103,275.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$45,569,525.26</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LIABILITY AND CASUALTY RESERVE FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31-Jul-12</td>
<td>Money Market</td>
<td></td>
<td>$1,001,591.92</td>
<td>Key</td>
<td>0.15%</td>
<td>Public NOW</td>
</tr>
<tr>
<td>OPERATING FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31-Jul-12</td>
<td>Super NOW</td>
<td></td>
<td>$3,316,712.88</td>
<td>Key</td>
<td>0.15%</td>
<td>Public NOW</td>
</tr>
<tr>
<td>TRUST &amp; AGENCY FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31-Jul-12</td>
<td>Money Market</td>
<td></td>
<td>$3,315.88</td>
<td>Key</td>
<td>0.02%</td>
<td>Public Savings</td>
</tr>
<tr>
<td>SURPLUS FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30-Jun-17</td>
<td>02-Jan-18</td>
<td>186</td>
<td>$9,998,400.00</td>
<td>Key Banc Capital</td>
<td>1.60%</td>
<td>$82,666.67</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$10,080,756.75</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NET REVENUE FUND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13-Oct-17</td>
<td>12-Jan-18</td>
<td>91</td>
<td>$1,999,260.00</td>
<td>Key Banc Capital</td>
<td>1.52%</td>
<td>$7,684.44</td>
</tr>
<tr>
<td>27-Oct-17</td>
<td>28-Feb-18</td>
<td>124</td>
<td>$3,092,684.00</td>
<td>Key Banc Capital</td>
<td>1.36%</td>
<td>$14,521.78</td>
</tr>
<tr>
<td>06-Nov-17</td>
<td>07-Mar-18</td>
<td>121</td>
<td>$5,963,913.80</td>
<td>JP Morgan Securities</td>
<td>1.47%</td>
<td>$29,546.18</td>
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<tr>
<td>18-Dec-17</td>
<td>26-Apr-18</td>
<td>129</td>
<td>$7,960,800.00</td>
<td>JP Morgan Securities</td>
<td>1.75%</td>
<td>$49,306.07</td>
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<tr>
<td>29-Nov-17</td>
<td>29-May-18</td>
<td>181</td>
<td>$7,041,433.50</td>
<td>Key Banc Capital</td>
<td>1.71%</td>
<td>$60,956.27</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$26,058,091.30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Series</td>
<td>Date</td>
<td>Maturity Date</td>
<td>Par Value</td>
<td>Type</td>
<td>Rate</td>
<td></td>
</tr>
<tr>
<td>--------</td>
<td>------------</td>
<td>---------------</td>
<td>-----------</td>
<td>-----------------------</td>
<td>-------</td>
<td></td>
</tr>
<tr>
<td>J</td>
<td>02-Jul-14</td>
<td>15-Nov-33</td>
<td>$515,879.00</td>
<td>UST State/Local Govt</td>
<td>2.70%</td>
<td></td>
</tr>
<tr>
<td>K</td>
<td>02-Jul-14</td>
<td>15-Feb-33</td>
<td>$361,415.00</td>
<td>UST State/Local Govt</td>
<td>2.70%</td>
<td></td>
</tr>
<tr>
<td>L</td>
<td>12-Nov-15</td>
<td>01-Oct-35</td>
<td>$689,547.00</td>
<td>UST State/Local Govt</td>
<td>2.44%</td>
<td></td>
</tr>
<tr>
<td>M</td>
<td>27-Jun-14</td>
<td>01-May-44</td>
<td>$595,613.00</td>
<td>US State/Local Govt</td>
<td>2.70%</td>
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<tr>
<td>N</td>
<td>15-Nov-12</td>
<td>15-Apr-32</td>
<td>$2,167,157.00</td>
<td>UST State/Local Govt</td>
<td>2.42%</td>
<td></td>
</tr>
</tbody>
</table>

**RECEIVE & FILE**

Board Meeting of February 14, 2018
ITEM NO. 3

INFORMATIVE: REALLOCATION OF FUNDS

The following budgetary transfers have been made to cover unforeseen shortages. These transfers do not change the total amount of the Buffalo Sewer Authority’s operating budget.

**Wastewater Treatment Plant**

<table>
<thead>
<tr>
<th>Date</th>
<th>Item No.</th>
<th>Description</th>
<th>Amount</th>
<th>Item No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/15/2017</td>
<td>00240106</td>
<td>PSED Repairs to Equipment</td>
<td>-$20,000.00</td>
<td>00520106</td>
<td>MAIN Laundry &amp; Towel Service</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>12/27/2017</td>
<td>00320105</td>
<td>Chem Equipment Maintenance</td>
<td>-$3,365.00</td>
<td>00520105</td>
<td>MAIN Building Materials</td>
<td>$3,365.00</td>
</tr>
<tr>
<td>12/27/2017</td>
<td>00320105</td>
<td>Chem Equipment Maintenance</td>
<td>-$71.00</td>
<td>00520105</td>
<td>MAIN Building Materials</td>
<td>$71.00</td>
</tr>
<tr>
<td>1/02/2018</td>
<td>00320105</td>
<td>Chem Equipment Maintenance</td>
<td>-$4,885.00</td>
<td>00520105</td>
<td>MAIN Building Materials</td>
<td>$4,885.00</td>
</tr>
<tr>
<td>1/11/2018</td>
<td>00370106</td>
<td>Centrifuge Repairs to Equipment</td>
<td>-$35,000.00</td>
<td>00370105</td>
<td>Centrifuge Equipment Maintenance</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>1/12/2018</td>
<td>00380105</td>
<td>INCIN Equipment Maintenance</td>
<td>-$850.00</td>
<td>00520105</td>
<td>MAIN Equipment Maintenance</td>
<td>$850.00</td>
</tr>
<tr>
<td>1/22/2018</td>
<td>00380105</td>
<td>INCIN Equipment Maintenance</td>
<td>-$17,600.00</td>
<td>00370105</td>
<td>Centrifuge Equipment Maintenance</td>
<td>$17,600.00</td>
</tr>
<tr>
<td>1/22/2018</td>
<td>00380105</td>
<td>INCIN Equipment Maintenance</td>
<td>-$300.00</td>
<td>00530105</td>
<td>Yard Equipment Maintenance</td>
<td>$300.00</td>
</tr>
</tbody>
</table>

**RECEIVE & FILE**

Board Meeting of February 14, 2018
ITEM NO. 4

INFORMATIVE: REPORT ON THE CONDITION OF THE LIABILITY AND CASUALTY RESERVE FUND

The Resolution that created the Liability and Casualty Reserve Fund provides that:

“The General Manager shall regularly and not less than semi-annually render to the Board a detailed report of the operation and condition of the Liability and Casualty Reserve Fund.”

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund Balance as of June 30, 2017</td>
<td>$1,097,489.45</td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>$2,102.47</td>
</tr>
<tr>
<td>Claims Paid</td>
<td>$110,000.00</td>
</tr>
<tr>
<td>Transfer from Operating Fund</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Fund Balance as of December 31, 2017</td>
<td>$1,001,591.92</td>
</tr>
</tbody>
</table>

The Resolution that created the Liability and Casualty Reserve Fund provides that:

“When the amount of the Liability and Casualty Reserve Fund reaches the sum of $1,000,000.00, no further additions shall be made thereto until the Fund has been reduced below $1,000,000.00”.

Because the balance of the Liability and Casualty Reserve Fund was below $1,000,000.00, a transfer in the amount of $12,000.00 was made from the Operating Fund on November 29, 2017.

During the period of July 1, 2017 – December 31, 2017 the B.S.A. settled eighteen (18) claims. Seventeen (17) claims were denied and one (1) claim was negotiated resulting in a cash payment from the BSA totaling $110,000.00.

Total Active Claims Pending

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bodily Injury</td>
<td>0</td>
</tr>
<tr>
<td>Property Damage</td>
<td>7</td>
</tr>
<tr>
<td>Auto B.I. &amp; P.D</td>
<td>0</td>
</tr>
<tr>
<td>Other Liability</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>7</td>
</tr>
</tbody>
</table>

RECEIVE & FILE

Board Meeting of February 14, 2018
AMENDMENT TO SOLE SOURCE LISTING FOR SELECTED INSTRUMENTATION, MAINTENANCE, LABORATORY AND OFFICE EQUIPMENT

WHEREAS: A Sole Source procurement, in accordance with New York State Procurement Guidelines, is one in which an item is only available from one source due to patents, exclusive franchises, etc. and there is no possibility of competition for the item; and

WHEREAS: The Board of the Buffalo Sewer Authority approves and designates a list of original equipment manufacturers as Sole Sources; and

WHEREAS: An amendment to the Sole Source Listing is requested to add the following software manufacturer:

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>PRODUCT/SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>HappyFox, Inc.</td>
<td>HappyFox software and support</td>
</tr>
</tbody>
</table>

; and

WHEREAS: HappyFox software is sold only as a direct transaction between HappyFox, Inc., and end customers; and

WHEREAS: The Superintendent of Mechanical Maintenance, Systems Administrator and Purchasing Department have reviewed supporting documentation and recommend this amendment to the Sole Source Listing.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above amendment to the Sole Source Listing.

MOTION TO _______ APPROVE

MADE BY _______ MS. PETRUCCI

2ND BY _______ MR. ROOSEVELT

AYES _______ 3 NOES _______ 0

Board Meeting of February 14, 2018
AMENDMENT TO SOLE SOURCE LISTING FOR SELECTED INSTRUMENTATION, MAINTENANCE, LABORATORY AND OFFICE EQUIPMENT FOR FISCAL YEAR 2017-2018

WHEREAS: A Sole Source procurement, in accordance with New York State Procurement Guidelines, is one in which an item is only available from one source due to patents, exclusive franchises, etc. and there is no possibility of competition for the item; and

WHEREAS: Yeomans Chicago/Grundfos-Chicago (formerly Shone Valve) is the sole manufacturer of Yeomans Chicago scum ejector parts and valves; and

WHEREAS: On November 7, 2012, the Board of the Buffalo Sewer Authority approved Gartner Equipment as the sole designated authorized provider for this region by the manufacturer; and

WHEREAS: Siewert Equipment has replaced Gartner Equipment as the authorized provider for this region by the manufacturer for the Yeomans Chicago scum ejector parts and valves; and

WHEREAS: An amendment to the Sole Source Listing is requested to add the following manufacturer:

<table>
<thead>
<tr>
<th>Siewert Equipment</th>
<th>Shone/Yeoman Chicago-scum ejector parts, valves</th>
</tr>
</thead>
</table>

; and

WHEREAS: The Superintendent of Mechanical Maintenance and Purchasing Department staff have reviewed all supporting documentation and recommend this amendment to the Sole Source Listing.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above amendment to the Sole Source Listing.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MS. PETRUCCI

AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 7

REPORT ON BIDS RECEIVED - ANALYTICAL SERVICES

WHEREAS: Formal bids were advertised and solicited for analytical services at the Bird Island Facility; and

WHEREAS: The following bids were received and opened by the Buffalo Sewer Authority Purchase Department on January 9, 2018:

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>BID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha Analytical, Inc.</td>
<td>$71,632.00</td>
</tr>
<tr>
<td>ALS Group</td>
<td>$72,728.00</td>
</tr>
<tr>
<td>Test America</td>
<td>$82,457.00</td>
</tr>
</tbody>
</table>

; and

WHEREAS: The Treatment Plant Superintendent, Industrial Waste Administrator, Laboratory Director and staff reviewed the quotes received and recommend this service be awarded to the low bidder, Alpha Analytical, Inc., at a total cost not to exceed $71,632.00; and

WHEREAS: Board approval is required on services over $35,000.00.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute a contract with Alpha Analytical, Inc., to provide analytical services for the period beginning July 1, 2018 to June 30, 2019, with an option to renew for four (4) one-year periods, at an annual cost not to exceed $71,632.00. Expenses for this contract will be charged to account no. 00550106-432004.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MS. PETRUCCI

AYES 3 NOES 0

Board Meeting of February 14, 2018
AUTHORIZATION FOR PURCHASE OF PARTS AND SERVICES FOR WESTFALIA CENTRIFUGE NOS. 1, 2, & 3

WHEREAS: On July 29, 2015, the Board of the Buffalo Sewer Authority designated GEA Mechanical Equipment US Inc./GEA Westfalia Separator Division, the original equipment manufacturer, and/or their authorized local representative, as a sole source for all Westfalia brand centrifuge parts, supplies and service; and

WHEREAS: The Superintendent of Mechanical Maintenance has determined a need for scroll parts, solids catcher replacement and service for the gear repair/refurbishment for Westfalia Centrifuge Nos. 1, 2 and 3. Upon request, GEA Westfalia Separator Division Inc., submitted the following quotes:

<table>
<thead>
<tr>
<th>SCROLL REPAIR – CENTRIFUGE NO. 1</th>
<th>Parts</th>
<th>Labor</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$35,193.46</td>
<td>$14,197.50</td>
<td>$1,000.00</td>
<td>$50,390.96</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>GEAR EXCHANGE – CENTRIFUGE NO. 1</th>
<th>New with Core Return</th>
<th>Reconditioned with Core Return</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$52,232.63</td>
<td>$11,364.22</td>
<td>$1,700.00</td>
<td>$65,296.85</td>
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</table>

<table>
<thead>
<tr>
<th>SECONDARY GEAR – CENTRIFUGE NO. 2</th>
<th>Parts</th>
<th>Installation</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$14,572.94</td>
<td>$3,210.00</td>
<td>$3,000.00</td>
<td>$20,782.94</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOLIDS CATCHER REPLACEMENT – CENTRIFUGE NO. 3</th>
<th>Parts</th>
<th>Labor</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$53,331.42</td>
<td>$9,440.00</td>
<td>n/a</td>
<td>$56,695.67</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REPLACEMENT OF WORN BEARINGS &amp; SEALS – CENTRIFUGE NOS. 1, 2 &amp; 3</th>
<th>Parts</th>
<th>Service Costs</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$53,331.42</td>
<td>$17,655.00</td>
<td>$1,000.00</td>
<td>$71,986.42</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOOLS FOR REPAIRS TO CENTRIFUGE NOS. 1, 2 &amp;3</th>
<th>Parts</th>
<th>Labor</th>
<th>Freight</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$12,395.94</td>
<td>n/a</td>
<td>$70.00</td>
<td>$12,465.94</td>
</tr>
</tbody>
</table>

| TOTAL COSTS | $277,618.78 |

; and
WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Superintendent of Mechanical Maintenance and staff reviewed the quotes received and recommend the purchase for the scroll, solids catcher replacement and gear repair services; and

WHEREAS: Monies payable to date to GEA Mechanical Equipment US Inc. brand products for parts and services in fiscal year 2017-2018 are $10,606.80. This purchase will bring the total monies payable for purchase to $288,225.55; and

WHEREAS: Board approval is required on purchases over $20,000.00.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the GEA Westfalia parts for the scroll, solids catcher replacement and gear repair services plus labor and estimated freight for a total cost of $277,618.78. These purchases and repair services will be charged to accounts nos. 00370105-466107 and 00370106-443301.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 9

AUTHORIZATION FOR THE PURCHASE OF SCUM EJECTOR PARTS

WHEREAS: On July 29, 2015, the Board of the Buffalo Sewer Authority designated Yeomans-Chicago/Grundfos-Chicago (formerly Shone Valve), the original equipment manufacturer, and/or their authorized local representative, as a sole source for all Shone/Yeoman Chicago-scum ejector parts, valves, supplies and service; and

WHEREAS: The Superintendent of Mechanical Maintenance has determined a need for scum ejector parts. Upon request, Siewert Equipment, the representative for Yeomans-Chicago/Grundfos-Chicago, submitted a quote in the amount of $40,630.72; and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator, Superintendent of Mechanical Maintenance and staff reviewed the quote received and recommend the purchase for the scum ejector parts; and

WHEREAS: Board approval is required on purchases over $20,000.00.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the Yeomans Chicago scum ejector parts from Siewert Equipment for a total cost of $40,630.72. This purchase will be charged to account no. 00290105-466107.

MOTION TO APPROVE
MADE BY MS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of February 14, 2018
REPORTS ON BIDS RECEIVED - PURCHASE OF VARIOUS NEW AND UNUSED STEEL PRODUCTS

WHEREAS: Formal bids were advertised and solicited for the purchase of the following various new and unused steel products:
   1.) (30) Receiver Bottom Section w/slide
   2.) (120) Curb Box: 23” x 9”; 7” Reveal
   3.) (40) McConnell Curb Box: 23”x10”;8” Reveal
   4.) (120) 6” Dark Curb Boxes
   ; and

WHEREAS: The following bids were received and opened by the Buffalo Sewer Authority Purchase Department on February 7, 2018:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Total Cost:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melius Welding</td>
<td>$50,900.00</td>
</tr>
<tr>
<td>Neenah Foundry</td>
<td>$42,600.00 *did not bid Items 1 &amp; 3</td>
</tr>
<tr>
<td>EJ USA</td>
<td>No Response</td>
</tr>
</tbody>
</table>

; and

WHEREAS: The Principal Sanitary Engineer and staff reviewed the quotes received for each item needed and recommend awarding the entire purchase to the lowest eligible bidder, Melius Welding, at a cost not to exceed $50,900.00.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the above listed various new and unused steel products from the lowest eligible bidder, Melius Welding, at a total cost of $50,900.00. This purchase will be charged to account no. 00660105-466269.

MOTION TO APPROVE
MADE BY MR. ROOSEVELT
2ND BY MS. PETRUCCI
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 11

CHANGE ORDER NO. 1 – CONTRACT NO. 81700003

CONSULTANT: RedZone Robotics
91 43rd Street #250
Pittsburgh, PA 15201

ORIGINAL CONTRACT COST $79,500.00
PREVIOUS CHANGE ORDER N/A
THIS CHANGE ORDER (DEDUCT) ($5,000.00)
ADJUSTED CONTRACT COST $74,500.00

PROJECT: Collection System Assessment Demonstration Project

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Deduct change order for uncompleted work

REASON FOR CHANGE OR EXTRA WORK:

Item #1 The consultant did not complete all agreed upon scopes of work.

COST OF CHANGE OR EXTRA WORK:

Item #1 ($5,000.00)

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: ($5,000.00)

The total DECREASE to the contract as a result of this Change Order is: $5,000.00

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 1 to Contract No. 81700003 as written in the above Agenda Item, decreasing the contract cost in the amount of $5,000.00, making the adjusted contract cost $74,500.00.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 12

CHANGE ORDER NO. 1 – CONTRACT NO. 81700020

CONTRACTOR: Concrete Applied Technologies Corp.  
PREVIOUS CHANGE ORDER: N/A
THIS CHANGE ORDER: $145,142.55
1266 Townline Road
Alden, NY  14004
ADJUSTED CONTRACT COST: $4,959,728.55

PROJECT: Willert Park Green Infrastructure & Miami Street and Louisiana Street Sewer Improvements

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1  Revised construction plans for Jesse Clipper Square

Item #2  New construction plans for curb ramps on south side of William Street

REASON FOR CHANGE OR EXTRA WORK:

Item #1  Following award of the project, design modifications were made to the improvements to Jesse Clipper Square.

Item #2  Additional sidewalk curb ramp modifications are needed to meet ADA requirements that were not included in the original design.

COST OF CHANGE OR EXTRA WORK:

Item #1  $109,321.01

Item #2  $ 35,821.54

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: $145,142.55

The Total INCREASE to the Contract as a result of this change order is $145,142.55

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the original contract or as modified by previous contract supplement is hereby changed by 0 calendar days, making the final completion date unchanged.

2. Any additional work to be performed under this contract supplement shall be carried out in compliance with the specifications included in the preceding description of changes involved with the supplemental contract drawings and under the provisions of the original contract,
including compliance with applicable equipment specifications, general specifications, and project specification for the same type of work.

3. This contract supplement unless otherwise provided herein does not relieve the Contractor from strict compliance with the guarantee provisions of the original contract, particularly those pertaining to performance and operation of equipment.

4. The Contractor expressly agrees that he will place under coverage of his performance and payment bonds and Contractor’s Insurance all work covered by this contract supplement. The Contractor will furnish to the Owner evidence of increased coverage of his performance and payment bonds for the accrued value of all contract supplements that exceeds the original contract price by twenty percent (20%).

5. The costs established under this contract supplement are acknowledged as including any and all costs associated with the work described herein and including any and all costs associated with any and all work performed or to be performed by the Contractor that may be affected in any manner by the work described herein.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 1 to Contract No. 81700020 as written in the above Agenda Item, increasing the contract cost in the amount of $145,142.55, making the adjusted contract cost $4,959,728.55.

MOTION TO APPROVE
MADE BY MS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 13

REPORT ON BIDS RECEIVED - GREEN INFRASTRUCTURE LANDSCAPE MAINTENANCE

WHEREAS: Formal bids were advertised and solicited for Green Infrastructure Landscape Maintenance. The following bids were received and opened by the Buffalo Sewer Authority on January 30, 2018:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Vaillancourt</td>
<td>$49,990.00</td>
</tr>
<tr>
<td>CJM Lawn Care Services</td>
<td>$61,110.20</td>
</tr>
<tr>
<td>Wayside Landscaping</td>
<td>$164,900.00</td>
</tr>
<tr>
<td>Titan Development</td>
<td>$365,900.00</td>
</tr>
<tr>
<td>Push Buffalo</td>
<td>$334,775.00</td>
</tr>
<tr>
<td>Beau Enterprises</td>
<td>$111,166.80</td>
</tr>
</tbody>
</table>

; and

WHEREAS: The proposals were received and the contract will be awarded on the basis of unit bid prices. The bids do not reflect the true amount of the contract; and

WHEREAS: The Principal Sanitary Engineer, RENEW Fellow, and staff reviewed the bids and determined that A. Vaillancourt did not submit a bid based on complete information, including Addendum, and therefore are deemed irresponsible; and

WHEREAS: The Principal Sanitary Engineer, RENEW Fellow, and staff recommend awarding the contract to the lowest responsible bidder, CJM Lawn Care Services, at a cost not to exceed $61,110.20.
NOW THEREFORE  
BE IT RESOLVED:  

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute a contract with CJM Lawn Care Services for Green Infrastructure Landscape Maintenance for the period April 1, 2018 to March 31, 2019, at a cost not to exceed $61,110.20. Expenses for this contract will be charged to account no. 00600106-443420.

MOTION TO APPROVE  
MADE BY MR. ROOSEVELT  
2ND BY MS. PETRUCCI  
AYES  3  NOES  0

Board Meeting of February 14, 2018
ITEM NO. 14

REQUEST FOR LEAVE OF ABSENCE

WHEREAS: The Buffalo Sewer Authority has received a request from Michael Licata, a permanent Laborer I, for an unpaid leave of absence. Mr. Licata has accepted a position as a City of Buffalo Firefighter beginning February 5, 2018, and has requested this unpaid leave of absence for the duration of his probationary period; and

WHEREAS: The General Manager has reviewed this request and recommends approval of Mr. Licata’s request for an unpaid leave of absence for the duration of his probationary period.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby grants Michael Licata an unpaid leave of absence beginning February 5, 2018, and extending until the end of his probationary period.

MOTION TO APPROVE
MADE BY MS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 15

REQUEST FOR LEAVE OF ABSENCE

WHEREAS: The Buffalo Sewer Authority has received a request from William Conroy, a permanent Sewer Construction Worker, for an unpaid leave of absence. Mr. Conroy has accepted a position as a City of Buffalo Firefighter beginning February 5, 2018, and has requested this unpaid leave of absence for the duration of his probationary period; and

WHEREAS: The General Manager has reviewed this request and recommends approval of Mr. Conroy’s request for an unpaid leave of absence for the duration of his probationary period.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby grants William Conroy an unpaid leave of absence beginning February 5, 2018, and extending until the end of his probationary period.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 16

REQUEST FOR LEAVE OF ABSENCE

WHEREAS: The Buffalo Sewer Authority has received a request from Patrick Donohue, a permanent Laborer I, for an unpaid leave of absence. Mr. Donohue has accepted a position as a City of Buffalo Firefighter beginning February 5, 2018, and he has requested this unpaid leave of absence for the duration of his probationary period; and

WHEREAS: The General Manager has reviewed this request and recommends approval of Mr. Donohue’s request for an unpaid leave of absence for the duration of his probationary period.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby grants Patrick Donohue an unpaid leave of absence beginning February 5, 2018, and extending until the end of his probationary period.

MOTION TO APPROVE
MADE BY MR. ROOSEVELT
2ND BY MS. PETRUCCI
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 17

AMENDMENT TO SCHEDULE OF JOB CLASSIFICATION PLAN

WHEREAS: There is a need to modify the Job Classification Plan.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority approves the addition of the following position to the Job Classification Plan:

One (1) Senior Sanitary Engineering Supervisor 00600131 411001

MOTION TO APPROVE
MADE BY MR. ROOSEVELT
2ND BY MS. PETRUCCI
AYES  3  NOES  0

Board Meeting of February 14, 2018
CONFIRMATION OF APPOINTMENTS

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
$110.00 PER DAY
EFFECTIVE: JANUARY 8, 2018

JUSTIN HAMMER-O’BANION
191 ONTARIO STREET
BUFFALO, NY

____________________________________
___________________________________________

MILLWRIGHT (PERMANENT)
SEWAGE TREATMENT PLANT
$23.21 PER HOUR
EFFECTIVE: JANUARY 8, 2018

MICHAEL EWING
98 TURNER AVENUE
BUFFALO, NY

____________________________________
___________________________________________

LABORER I (TEMPORARY)
SEWAGE TREATMENT PLANT
$18.46 PER HOUR
EFFECTIVE: JANUARY 8, 2018

DWAIN LAWS
427 CORNWALL AVENUE
BUFFALO, NY

____________________________________
___________________________________________

SUPERINTENDENT OF MECHANICAL MAINTENANCE
(PROVISIONAL)
SEWAGE TREATMENT PLANT
$88,355 PER ANNUM
EFFECTIVE: JANUARY 16, 2018

PAUL V. HARRIS
798 FILLMORE AVENUE (REAR)
BUFFALO, NY
LABORER I (PERMANENT)
SEWAGE TREATMENT PLANT
$18.46 PER HOUR
EFFECTIVE: JANUARY 22, 2018

JACK GERARD
298 WEIMAR
BUFFALO, NY

LABORER I (TEMPORARY)
SEWAGE TREATMENT PLANT
$18.46 PER HOUR
EFFECTIVE: JANUARY 22, 2018

KEVIN BRIGGS
684 EAST UTICA STREET
BUFFALO, NY

WHEREAS: The preceding appointments were made by the General Manager since the last Board Meeting; and

WHEREAS: The General Manager requests confirmation of each appointment.

NOW THEREFORE BE IT RESOLVED: That the preceding appointments are hereby confirmed by the Board of the Buffalo Sewer Authority.

MOTION TO APPROVE
MADE BY MS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 19

**TUITION REIMBURSEMENT**

WHEREAS: In accordance with the Agreements between the Buffalo Sewer Authority and CSEA Local 815 and the Communications Workers of America, the following Buffalo Sewer Authority employee has applied for Tuition Reimbursement:

<table>
<thead>
<tr>
<th>EMPLOYEE</th>
<th>SCHOOL</th>
<th>COURSE</th>
<th>TUITION%</th>
<th>REIMBURSEMENT TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick D. Lauerman</td>
<td>SUNY Empire State College</td>
<td>Biology I</td>
<td>100%</td>
<td>$1,777.45</td>
</tr>
</tbody>
</table>

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Reimbursement totaling $1,777.45. This Reimbursement will be charged to account no. 00820102-421026.

MOTION TO APPROVE

MADE BY Mr. Roosevelt
2ND BY Ms. Petrucci
AYES 3 NOES 0

Board Meeting of February 14, 2018
ITEM NO. 20

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 14, 2018