

MINUTES OF THE REGULAR MEETING

OF THE

BUFFALO SEWER AUTHORITY

January 8, 2020

BUFFALO SEWER AUTHORITY

January 8, 2020

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

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CALL OF THE ROLL

| | | |
|----------|-------------------------------|---|
| Present: | <u>Herbert Bellamy Jr.</u> | <u>Chairman</u> |
| | <u>Christopher Roosevelt</u> | <u>Assistant Vice Chairman</u> |
| | <u>Eleanor Petrucci</u> | <u>Secretary</u> |
| | <u>Oluwole A. McFoy, P.E.</u> | <u>General Manager</u> |
| | <u>Ron Brown</u> | <u>Executive Secretary</u> |
| | <u>Thomas Smith</u> | <u>Secretary to General Manager</u> |
| | <u>Gelea James</u> | <u>Director of Employee Relations</u> |
| | <u>Allison Lack</u> | <u>General Counsel (BSA)</u> |
| | <u>Frank Rafferty</u> | <u>Treatment Plant Superintendent</u> |
| | <u>Paul Harris</u> | <u>Superintendent of Mechanical Maintenance</u> |
| | <u>Catherine Knab</u> | <u>Principal Sanitary Engineer</u> |
| | <u>Roberta Gaiek</u> | <u>Treatment Plant Administrator</u> |
| | <u>LaToya Cunningham</u> | <u>Special Assistant</u> |
| | <u>Tracy King</u> | <u>Press Information Officer</u> |
| | <u>Laura Surdej</u> | <u>Erie County Dept. of Sewage</u> |
| Absent: | <u>John D. Kennedy Sr.</u> | <u>Vice Chairman</u> |

The meeting was called to order at 9:30 A.M. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of December 5, 2019

| | |
|--------------------|------------------------|
| MOTION TO | <u>ADOPT</u> |
| MADE BY | <u>MS. PETRUCCI</u> |
| 2 ND BY | <u>MR. ROOSEVELT</u> |
| AYES | <u>3</u> NOES <u>0</u> |

Board Meeting of January 8, 2019

ITEM NO. 2

BUFFALO SEWER AUTHORITY**TEMPORARY INVESTMENTS****MARKET VALUE****As of 12/31/19**

| ISSUE DATE | MATURITY DATE | TOTAL DAYS | AMOUNT | BANK | RATE | INTEREST AMOUNT |
|--|---------------|------------|-----------------|---------------------|-------|-----------------|
| CONSTRUCTION/CAPITAL IMPROVEMENT FUND | | | | | | |
| 31-Jul-12 | Money Market | | \$2,383,062.82 | Key | 0.15% | Public NOW |
| 01-Nov-19 | Money Market | | \$4,846,196.46 | Bank On Buffalo | 1.80% | Money Market |
| 29-Jul-19 | 29-Jan-20 | 184 | \$5,949,226.12 | Key Banc Capital | 2.31% | \$70,332.31 |
| 02-Aug-19 | 03-Feb-20 | 185 | \$5,092,197.00 | Key Banc Capital | 2.32% | \$60,803.32 |
| 22-Aug-19 | 28-Feb-20 | 190 | \$5,883,755.41 | Key Banc Capital | 2.25% | \$70,062.50 |
| 10-Sep-19 | 20-Mar-20 | 192 | \$7,900,394.69 | Key Banc Capital | 2.21% | \$93,468.27 |
| 02-Oct-19 | 02-Apr-20 | 183 | \$4,081,358.65 | Key Banc Capital | 1.95% | \$40,641.25 |
| 01-Nov-19 | 27-Apr-20 | 178 | \$1,988,462.24 | Key Banc Capital | 1.86% | \$18,393.34 |
| 25-Oct-19 | 30-Apr-20 | 188 | \$2,231,493.20 | Key Banc Capital | 1.83% | \$21,454.72 |
| 16-Dec-19 | 29-May-20 | 165 | \$7,994,824.98 | JPMorgan Securities | 2.18% | \$80,652.73 |
| | | | \$48,350,971.57 | | | |
| LIABILITY AND CASUALTY RESERVE FUND | | | | | | |
| | | | \$101,196.15 | Key | 0.15% | Public NOW |
| 04-Nov-19 | 11-Dec-19 | 37 | \$912,666.16 | Bank on Buffalo | 1.80% | Money Ma |
| | | | \$1,013,862.31 | | | |
| OPERATING FUND | | | | | | |
| 31-Jul-12 | Super NOW | | \$3,175,905.22 | Key | 0.15% | Public NOW |
| TRUST & AGENCY FUND | | | | | | |
| 31-Jul-12 | Money Market | | \$5,746.58 | Key | 0.20% | Public Savings |
| SURPLUS FUND | | | | | | |
| | | | \$1,347.26 | Wilmington Fund | 1.87% | |
| 25-Jun-19 | 20-Mar-20 | 269 | \$10,003,247.45 | Key Banc Capital | 2.53% | \$192,752.55 |
| | | | \$136,146.16 | Accrued Income | | |
| | | | \$10,140,740.87 | | | |
| NET REVENUE FUND | | | | | | |
| | | | \$0.00 | Wilmington Fund | | |
| 26-Jul-19 | 29-Jan-20 | 187 | \$6,899,209.82 | Key Banc Capital | 2.31% | \$83,790.18 |
| 26-Nov-19 | 03-Feb-20 | 69 | \$2,390,294.00 | Key Banc Capital | 2.11% | \$9,706.00 |
| 11-Dec-19 | 05-Feb-20 | 56 | \$406,984.53 | Key Banc Capital | 1.60% | \$1,015.47 |
| 31-Dec-19 | 05-Feb-20 | 36 | \$2,495,850.00 | Key Banc Capital | 1.66% | \$4,150.00 |
| 30-Sep-19 | 25-Feb-20 | 148 | \$5,946,966.67 | Key Banc Capital | 2.15% | \$53,033.33 |
| 25-Oct-19 | 24-Mar-20 | 151 | \$5,599,241.73 | Key Banc Capital | 2.10% | \$49,758.27 |
| | | | \$132,537.64 | Accrued Income | | |
| | | | \$23,871,084.39 | | | |

DEBT RESERVE FUND

| | | | | | |
|-----------|-----------|-------|-----------------------|---------------------------|-------|
| 02-Jul-14 | 15-Nov-33 | | \$515,879.00 | UST State/Local Govt | 2.70% |
| | | | \$1,798.49 | Accrued Income | |
| | | | <u>\$517,677.49</u> | | |
| | | | | Series K | |
| 02-Jul-14 | 15-Feb-33 | 6803 | \$361,415.00 | UST State/Local Govt | 2.70% |
| | | | \$3,685.84 | Accrued Income | |
| | | | <u>\$365,100.84</u> | | |
| | | | | Series L | |
| 12-Nov-15 | 01-Oct-35 | 7263 | \$689,547.00 | UST State/Local Govt | 2.44% |
| | | | \$4,229.22 | Accrued Income | |
| | | | <u>\$693,776.22</u> | | |
| | | | | Series M | |
| 27-Jun-14 | 01-May-44 | 10901 | \$595,613.00 | US State/Local Govt | 2.70% |
| | | | \$2,694.99 | Accrued Income | |
| | | | <u>\$598,307.99</u> | | |
| | | | | Series N | |
| 15-Nov-12 | 15-Apr-32 | 7091 | \$2,167,157.0 | UST State/Local Govt | 2.42% |
| | | | \$11,176.85 | Accrued Income | |
| | | | <u>\$2,178,333.85</u> | | |
| | | | \$0.01 | DSF PRIN & INT | |
| | | | | Wilmington Fund | |

RECEIVE & FILE

Board Meeting of January 8, 2020

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

| | | | | |
|------------|--|-------------|--|--------------|
| 11/25/2019 | 00370105 Centrifuge Equipment Maintenance | \$100.00 | 00330105 FINA Equipment Maintenance | -\$100.00 |
| 11/26/2019 | 00300103 Blow Electric Light & Right Maintenance | \$45,000.00 | 00360103 DEWA Water | -\$45,000.00 |
| 12/05/2019 | 00370105 Centrifuge Equipment Maintenance | \$32,000.00 | 00340105 THIC Equipment Maintenance | -\$32,000.00 |
| 12/05/2019 | 00370105 Centrifuge Equipment Maintenance | \$1,500.00 | 00520105 MAIN Equipment Maintenance | -\$1,500.00 |
| 12/19/2019 | 00370105 Centrifuge Equipment Maintenance | \$10,000.00 | 00520105 MAIN Equipment Maintenance | -\$10,000.00 |

Engineering Division

| | | | | |
|------------|--------------------------------------|-------------|---------------------------------------|--------------|
| 12/12/2019 | 00600106 ENG Engineering and Tech | \$30,210.00 | 00650106 SWRM Engineering and Tech | -\$30,210.00 |
|------------|--------------------------------------|-------------|---------------------------------------|--------------|

Sewer Maintenance Division

| | | | | |
|------------|--|------------|--------------------------------------|-------------|
| 12/12/2019 | 0066107 SWRR Operating Equipment | \$6,000.00 | 00670107 SWRC Operating Equipment | -\$6,000.00 |
|------------|--|------------|--------------------------------------|-------------|

RECEIVE & FILE
Board Meeting of January 8, 2020

ITEM NO. 4

APPROVAL OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT AND THE ANNUAL INVESTMENT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2019

WHEREAS: New York State Public Authorities Law requires the Comprehensive Annual Financial Report and the Annual Investment Report of the Buffalo Sewer Authority to be approved by the Board; and

WHEREAS: The Comprehensive Annual Financial Report (Attachment A) and the Annual Investment Report (Attachment B) of the Buffalo Sewer Authority have been made available to your Honorable Body; and

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves and adopts the Comprehensive Annual Financial Report and the Annual Investment Report for the fiscal year ended June 30, 2019.

| | |
|--------------------|------------------------|
| MOTION TO | <u>APPROVE</u> |
| MADE BY | <u>MR. ROOSEVELT</u> |
| 2 ND BY | <u>MS. PETRUCCI</u> |
| AYES | <u>3</u> NOES <u>0</u> |

Board Meeting of January 8, 2020

ITEM NO. 5

INFORMATIVE: REPORT ON FISCAL YEAR 2019-20 RATES AND CHARGES FOR SEWER SERVICES

Periodically a report on the rates and charges for sewer service is prepared for the Buffalo Sewer Authority. This report presents findings regarding the revenue requirements of the sewer system and the adequacy of the budgeted sewer rates and charges.

The Report on Fiscal Year 2019-20 Rates and Charges for Sewer Services has been made available to your Honorable Body.

This report has been reviewed by the Audit Committee for the Buffalo Sewer Authority Board and is presented to the Board for their information to be acknowledged, received and filed.

RECEIVE AND FILE

Board Meeting of January 8, 2020

ITEM NO. 6

CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND

WHEREAS: Sean Irwin of 80 Linden Ave., Buffalo, N.Y. 14214 filed a Claim with the City of Buffalo for damage to his property on April 16, 2018; and

WHEREAS: The City of Buffalo Law Department, General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$600.00 as the full and complete settlement of this matter.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Sean Irwin, of 80 Linden Ave., Buffalo, N.Y. 14214 in the final settlement amount of \$600.00 as the full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

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

Board Meeting of January 8, 2020

ITEM NO. 7

CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND

WHEREAS: Anthony Mustachia of 297 St. Lawrence Ave., Buffalo, N.Y. 14216 filed a Claim with the City of Buffalo for damage to his property on October 13, 2017; and

WHEREAS: The City of Buffalo Law Department, General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$2,500.00 as the full and complete settlement of this matter.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to make payment to Anthony Mustachia, of 297 St. Lawrence Ave., Buffalo, N.Y. 14216 in the final settlement amount of \$2,500.00 as the full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES NOES

Board Meeting of January 8, 2020

ITEM NO. 8

TRAVEL AUTHORIZATION - ANAHEIM, CALIFORNIA

WHEREAS: The Buffalo Sewer Authority seeks to embark on a strategic effort, focused on effective utility management approach endorsed by the US Environmental Protection Agency, Water Environment Federation (WEF) and American Water Works Association (AWWA); and

WHEREAS: The WEF/AWWA Utility Management Conference will be held in Anaheim, California from February 25–28, 2020, covering latest approaches, practices, case studies and research in various areas of utility management; and

WHEREAS: The Chairman of the Board and General Manager are leading the efforts in exploration of best industry performance practices; and

WHEREAS: The General Manager recommends attendance at the WEF/AWWA Utility Management Conference.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the Chairman of the Board and General Manager to travel to Anaheim, California from February 24–29, 2020, to attend the WEF/AWWA Utility Management Conference at a total cost not to exceed \$6,000.00. Account nos. 00110104-458010, 00110104-458012, 00100104-458010, and 00100104-458012 will be utilized for this travel.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 9

TRAVEL AUTHORIZATION - JERSEY CITY, NEW JERSEY

WHEREAS: The Buffalo Sewer Authority continues an effective utility management approach as endorsed by US Environmental Protection Agency, Water Environment Federation (WEF) and American Water Works Association (AWWA); and

WHEREAS: The Water Environment Federation Member Association Exchange (WEFMAX) will hold an annual program meeting in Jersey City, New Jersey from March 25–27, 2020 where participants will exchange ideas and best practices; and

WHEREAS: The General Manager is a member of the WEF House of Delegates and needs to remain active on member association and utility best practices innovations; and

WHEREAS: The General Manager recommends attendance to the WEFMAX Conference.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to travel to Jersey City, New Jersey from March 24–28, 2020, to attend the WEFMAX Meeting at a total cost not to exceed \$1,500.00. Account nos. 00110104-458010 and 00110104-458012 will be utilized for this travel.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 10

CHANGE ORDER NO. 1 – CONTRACT NO. 81800012

| | | |
|------------------------------|------------------------|---------------------|
| CONTRACTOR: | ORIGINAL CONTRACT COST | \$250,000.00 |
| Arcadis | PREVIOUS CHANGE ORDER | n/a |
| 50 Fountain Plaza, Suite 600 | THIS CHANGE ORDER | <u>\$120,000.00</u> |
| Buffalo, New York 14202 | ADJUSTED CONTRACT COST | \$370,000.00 |

PROJECT: Three (3) Year Term Agreement

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Change order request to cover specification and plan development for the Gate 17 Project, and construction administration and inspection services for the Boiler Deaerator Systems Improvement Project as well as various other engineering services.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 Arcadis will perform emergency engineering services for the Gate 17 Project. Arcadis will provide construction administration and inspection services for the Boiler Deaerator System Improvement Project. Based on qualifications and Arcadis' familiarity with the projects mentioned above, the Buffalo Sewer Authority has identified Arcadis as being the most qualified entity to proceed with engineering services.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$120,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$120,000.00

The total INCREASE to the contract as a result of this Change Order is \$120,000.00

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the Original contract or as modified by previous Contract Supplements remains unchanged. 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 designated none and under the provisions of the Original Contract, including compliance with applicable Equipment specifications, General Specifications and Project Specifications for the same type of work.
2. 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.

3. 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%).
4. 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. 81800012 as written in the above Agenda Item, increasing the contract cost in the amount of \$120,000.00, making the adjusted contract cost \$370,000.00.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 11

CHANGE ORDER NO. 1 – CONTRACT NO. 81800014

| | | |
|-------------------------------|------------------------|---------------------|
| CONTRACTOR: | ORIGINAL CONTRACT COST | \$500,000.00 |
| Wendel Companies | PREVIOUS CHANGE ORDER | n/a |
| 375 Essjay Road Suite 200 | THIS CHANGE ORDER | <u>\$175,000.00</u> |
| Williamsville, New York 14221 | ADJUSTED CONTRACT COST | \$675,000.00 |

PROJECT: Three (3) Year Term Agreement

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Change order request to cover ongoing construction administration and inspection services for the Air Handling Unit Project, and engineering services for the gunite repair of the cobblestone sewer at Albany Street and Niagara Street, as well as various other engineering services.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 Wendel Companies is performing additional administration and inspection services on the Air Handling Unit Project. BSA expected to provide engineering services for gunite repair of the cobblestone sewer at Albany Street and Niagara Street.

COST OF CHANGE FOR EXTRA WORK:

Item #1 \$175,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$175,000.00

The total INCREASE to the contract as a result of this Change Order is \$175,000.00

CONTRACT SUPPLEMENT CONDITIONS:

- The contract completion date established in the Original contract or as modified by previous Contract Supplements remains unchanged. 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 designated none and under the provisions of the Original Contract, including compliance with applicable Equipment specifications, General Specifications and Project Specifications for the same type of work.
- 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.

7. 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%).
8. 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. 81800014 as written in the above Agenda Item, increasing the contract cost in the amount of \$175,000.00, making the adjusted contract cost \$675,000.00.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MS. PETRUCCI

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 12

CHANGE ORDER NO. 2 – CONTRACT NO. 81900007

| | | |
|---------------------------|---------------------------|----------------------|
| CONTRACTOR: | ORIGINAL CONTRACT COST | \$92,936.43 |
| Quackenbush Company, Inc. | PREVIOUS CHANGE ORDERS | \$322,863.57 |
| 495 Kennedy Road | THIS CHANGE ORDER(DEDUCT) | <u>(\$80,699.50)</u> |
| Buffalo, New York 14227 | ADJUSTED CONTRACT COST | \$335,100.50 |

PROJECT: In-Plant Steam System Repair Services

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Deduction change order for unused contract funds.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 On July 31, 2019 the Buffalo Sewer Authority board approved a change order extension from July 1, 2019 to August 31, 2019 in the amount of \$115,800.00 for Quackenbush to complete necessary work on the Valves Actuators and Flowmeters project. In addition to that project, Quackenbush worked on the temporary cooling system for the Administration Building. The work did not require as much as originally anticipated.

COST OF CHANGE OR EXTRA WORK:

Item #1 (\$80,699.50)

THE TOTAL COST OF THE CHANGE OR EXTRA WORK (\$80,699.50)

The total DECREASE to the contract as a result of this Change Order is (\$80,699.50)

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the Original contract or as modified by previous Contract Supplements remains unchanged. 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 designated none and under the provisions of the Original Contract, including compliance with applicable Equipment specifications, General Specifications and Project Specifications for the same type of work.
2. 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.

3. 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%).
4. 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. 2 to Contract No. 81900007 as written in the above Agenda Item, decreasing the contract cost in the amount of (\$80,699.50), making the adjusted contract cost \$335,100.50

| | | |
|--------------------|----------------------|---------------|
| MOTION TO | <u>APPROVE</u> | |
| MADE BY | <u>MR. ROOSEVELT</u> | |
| 2 ND BY | <u>MS. PETRUCCI</u> | |
| AYES | <u>3</u> | NOES <u>0</u> |

Board Meeting of January 8, 2020

ITEM NO. 13

CONTRACT NO. 81900007

CERTIFICATE OF ACCEPTANCE AND OCCUPANCY

PROJECT: In-Plant Steam Services

BID: \$92,936.43

CONTRACTOR: Quackenbush Company, Inc.
495 Kennedy Drive
Buffalo, NY 14227

WHEREAS: The Treatment Plant Superintendent and staff have certified that the Contractor completed the work in accordance with the plans and specifications on August 31, 2019; and

WHEREAS In Item No. 11 at the May 30, 2018, Board Meeting the Board approved awarding the contract to the lowest bidder, Quackenbush Company, Inc., at a yearly cost not to exceed \$300,000.00. and

WHEREAS In Item No. 19, at the July 31, 2019, Board Meeting the contract value was increased by \$115,800.00. Therefore, the adjusted contract cost was \$415,800.00; and

WHEREAS In Item No. 12, on January 8, 2020, the contract value was decreased by (\$80,699.50). Therefore, the adjusted contract cost is \$335,100.50.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby finds and determines that:

- a. The work to be performed under the terms of the Contract has been complete and is accepted;
- b. The date of entrance and occupancy be fixed as of August 31, 2019;
- c. The final cost of the Contract is \$335,100.50.

MOTION TO APPROVEMADE BY MR. ROOSEVELT2ND BY MS. PETRUCCIAYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 14

CHANGE ORDER NO. 1 – CONTRACT NO. 82000005

| | | |
|-----------------------------|----------------------------|---------------------|
| CONTRACTOR: | ORIGINAL CONTRACT COST | \$144,270.00 |
| National Vacuum Corp. | PREVIOUS CHANGE ORDERS | \$0.00 |
| 408 47 th Street | THIS CHANGE ORDER (DEDUCT) | <u>(\$8,534.72)</u> |
| Niagara Falls, NY 14304 | ADJUSTED CONTRACT COST | \$135,735.28 |

PROJECT: North Mix Tank and Digester #6 Cleaning

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Unused Allowance

REASON FOR CHANGE OR EXTRA WORK:

Item #1 There original contract included an allowance item for additional cleaning and disposal in the amount of \$50,000.00 of which only \$41,465.28 was used.

COST OF CHANGE OR EXTRA WORK:

Item #1 (\$8,534.72)

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: (\$8,534.72)

The Total DECREASE to the Contract as a result of this Change Order is (\$8,534.72)

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the original contract or as modified by previous contract supplements 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 designated none and under the provisions of the original contract, including compliance with applicable equipment specifications, general specifications, and project specifications 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. 82000005 as written in the above Agenda Item, decreasing the contract cost in the amount of (\$8,534.72) making the adjusted contract cost \$135,735.28.

| | | |
|--------------------|----------------------|---------------|
| MOTION TO | <u>APPROVE</u> | |
| MADE BY | <u>MS. PETRUCCI</u> | |
| 2 ND BY | <u>MR. ROOSEVELT</u> | |
| AYES | <u>3</u> | NOES <u>0</u> |

Board Meeting of January 8, 2020

ITEM NO. 15

CONTRACT NO. 82000005

CERTIFICATE OF ACCEPTANCE AND OCCUPANCY

PROJECT: North Mix Tank and Digester #6 Cleaning

BID: \$144,270.00

CONTRACTOR: National Vacuum Corp.
408 47th Street
Niagara Falls, NY 14304

WHEREAS: The Treatment Plant Administrator and staff have certified that the Contractor completed the work in accordance with the plans and specifications on January 8, 2020; and

WHEREAS On January 8th, 2020 the board of the Buffalo Sewer Authority approved a deduction change order in the amount of (\$8,534.72) Therefore, the final adjusted contract cost is \$135,735.28.NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby finds and determines that:

- d. The work to be performed under the terms of the Contract has been complete and is accepted;
- e. The date of entrance and occupancy be fixed as of January 8, 2020;
- f. The maintenance period commences on June 19, 2019;
- g. The final cost of the Contract is \$135,735.28.

MOTION TO APPROVEMADE BY MR. ROOSEVELT2ND BY MS. PETRUCCIAYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 17

AUTHORIZATION TO INSTALL GREEN INFRASTRUCTURE AT 612 NORTHLAND AVENUE, BUFFALO, NY IN CONJUNCTION WITH BUFFALO URBAN DEVELOPMENT CORPORATION (BUDC)

WHEREAS: In compliance with the requirements of its Long Term Control Plan (LTCP), the Buffalo Sewer Authority will be implementing green infrastructure stormwater retention systems throughout the City of Buffalo; and

WHEREAS: The Buffalo Sewer Authority seeks to fund the design and construction of green infrastructure retrofits on private property as part of its LTCP implementation; and

WHEREAS: In Partnership with Buffalo Urban Development Corporation (BUDC) as owner of 612 Northland Avenue, Buffalo, NY and affiliate NorDel I Inc. LLC (NorDel I); and

WHEREAS: Buffalo Urban Development Corporation (BUDC) seeks to retrofit their property at 612 Northland Avenue, Buffalo, NY with green infrastructure in partnership with Buffalo Sewer Authority; and

WHEREAS: The Principal Sanitary Engineer, Landscape Architect and engineering staff have reviewed the design and determined that it is satisfactory; and

WHEREAS: A suitable reimbursement of \$22,684.00 for the cost of green infrastructure design and construction at 612 Northland Avenue, Buffalo, NY.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the General Manager to enter into an agreement with NorDel I to fund the design and construction of green infrastructure at 612 Northland Avenue in an amount not to exceed \$22,684.00. Account no. 02000503-432004 will be utilized for these services.

| | |
|--------------------|------------------------|
| MOTION TO | <u>APPROVE</u> |
| MADE BY | <u>MR. ROOSEVELT</u> |
| 2 ND BY | <u>MS. PETRUCCI</u> |
| AYES | <u>3</u> NOES <u>0</u> |

Board Meeting of January 8, 2020

ITEM NO. 18

REPORT ON BIDS RECEIVED - FOR MOYNO PUMP PARTS FOR THICKENERS

WHEREAS: Bids were solicited and received for various Moyno Pump parts needed for the repair and preventative maintenance of the thickeners. Bids are as follows:

| VENDOR | BID |
|-------------------------------------|-------------|
| Corrosion Products & Equipment Inc. | No Bid |
| Midway | No Bid |
| Shrier Martin Process | \$31,080.00 |

; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff have reviewed and recommend this purchase be awarded to Shrier Martin Process at a cost of \$31,080.00; and

WHEREAS: Monies payable to date for the purchase of Moyno Pump parts in the twelve (12) month aggregate period are \$57,837.96. This purchase will bring the total monies payable for Moyno Pump parts for purchases to \$88,917.96; 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 Moyno Pump parts for the thickeners from Shrier Martin Process at a total cost of \$31,080.00. This purchase will be charged to account no. 00340105-466107.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 19

AUTHORIZATION FOR PURCHASE OF VAUGHAN CHOPPER PUMP PARTS FOR PRIMARY CONTROL

WHEREAS: Vaughan Co. Inc., is the original equipment manufacturer for the Vaughan Chopper Pumps located at the Bird Island Treatment Facility; and

WHEREAS: The Superintendent of Mechanical Maintenance has determined a need to purchase Vaughan Chopper Pump parts to replace worn out parts and to repair broken parts to keep the Vaughan Chopper Pumps in operation; and

WHEREAS: Upon request, GP Jager, the authorized local representative, submitted a quote in the amount of \$11,975.80 for the needed chopper pump parts; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff have reviewed the quote and recommend this purchase; and

WHEREAS: Monies payable to date to GP Jager, the authorized local representative of Vaughan Co. Inc., in the current aggregate year are \$109,633.50. This purchase will bring the total monies payable for purchases to \$121,609.30; 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 needed Vaughan Chopper Pump Parts from GP Jager, the authorized local representative, at a total cost of \$ 11,975.80. This purchase will be charged to account no. 00260105-466107. The Board further authorizes total monies payable to GP Jager, for the purchase of Vaughan Chopper Pump Parts, of \$121,609.30 for the current aggregate year.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 20

AUTHORIZATION FOR PURCHASE OF INFILCO DEGREMONT INC. CLIMBER SCREEN PARTS FOR THE SCREEN ROOM

WHEREAS: Infilco Degremont Inc., is the original equipment manufacturer for the Infilco Climber Screens and Helico Presses located at the Bird Island Treatment Facility Screen Room; and

WHEREAS: The Superintendent of Mechanical Maintenance has determined a need to purchase Infilco Degremont Inc. climber screen parts to replace worn out parts and to repair broken parts to keep the Climber Screens in operation; and

WHEREAS: Upon request, GP Jager, the authorized local representative, submitted a quote in the amount of \$31,244.06 for the needed climber screen parts; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff have reviewed the quote and recommend this purchase; 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 needed Climber Screen Parts from GP Jager, the authorized local representative, at a total cost of \$31,244.06. This purchase will be charged to account no. 00220105-466107.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 21

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) Labor Supervisor I 00530131 411001

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 22

UPGRADE C.S.E.A. POSITION

WHEREAS: The Board of the Buffalo Sewer Authority with the C.S.E.A. Union have restructured the Labor Supervisor I Position; and

WHEREAS: The Board of the Buffalo Sewer Authority with the C.S.E.A. Union have reviewed and approved the duties and responsibilities of its Labor Supervisor I position; and

WHEREAS: The Board with the C.S.E.A. Union desires to upgrade the position of Labor Supervisor I in Job Group IX (M07) to X (M09).

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above upgrade.

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

Board Meeting of January 8, 2020

ITEM NO. 23

CONFIRMATION OF APPOINTMENTS

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$110.00 PER DAY
EFFECTIVE: DECEMBER 2, 2019

BRANDON DONOHUE
173 COLUMBUS AVENUE
BUFFALO, NY

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$110.00 PER DAY
EFFECTIVE: DECEMBER 2, 2019

LUCAS FRANCE
26 COPELAND PLACE
BUFFALO, NY

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$110.00 PER DAY
EFFECTIVE: DECEMBER 2, 2019

DAVON D. ALEXANDER
117 LOMBARD STREET
BUFFALO, NY

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$110.00 PER DAY
EFFECTIVE: DECEMBER 2, 2019

NICHOLAS A. JULIEN
253 ST. LAWRENCE AVENUE
BUFFALO, NEW YORK

LABORER I (SEASONAL)
 SEWAGE TREATMENT PLANT
 \$110.00 PER DAY
 EFFECTIVE: DECEMBER 2, 2019

ELIJAH PURDUE
 291 OLYMPIC AVENUE
 BUFFALO, NEW YORK

MAINTENANCE ASSISTANT (SEWER CLEANING) (PROVISIONAL)
 SEWAGE TREATMENT PLANT
 \$21.01 PER HOUR
 EFFECTIVE: DECEMBER 9, 2019

DWAIN LAWS
 427 CORNWALL AVENUE
 BUFFALO, NY

MAINTENANCE ASSISTANT (SEWER CLEANING)
 (PROVISIONAL)
 SEWAGE TREATMENT PLANT
 \$21.01 PER HOUR
 EFFECTIVE: DECEMBER 9, 2019

FREDDIE L. WALKER
 62 CARL 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 January 8, 2020

ITEM NO. 24

TUITION ASSISTANCE

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 Assistance.

| <u>EMPLOYEE</u> | <u>SCHOOL</u> | <u>COURSE</u> | <u>TUITION</u> |
|------------------------|--------------------------|----------------------|-----------------------|
| Perry L. Pope | Buffalo State College | Engineering Concepts | \$16,500.00 |

WHEREAS: No Funds will be expended at this time.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Assistance

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

Board Meeting of January 8, 2020

ITEM NO. 25

TUITION ASSISTANCE

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 Assistance.

| <u>EMPLOYEE</u> | <u>SCHOOL</u> | <u>COURSE</u> | <u>TUITION</u> |
|------------------------|-----------------------------------|-----------------------------|-----------------------|
| William R. Conroy | SUNY Erie Community College | General Studies Bio/Math | \$1,845.00 |

WHEREAS: No Funds will be expended at this time.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Assistance

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 26

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 employees have applied for Tuition Reimbursement:

| <u>EMPLOYEE</u> | <u>SCHOOL</u> | <u>COURSE</u> | <u>TUITION%</u> | <u>REIMBURSEMENT</u> |
|-------------------|------------------------|-----------------------------|-----------------|--------------------------|
| Daniel O'Sullivan | Erie Community College | Technical Physics I | 100% | <u>TOTAL</u> \$739.58 |
| Daniel O'Sullivan | Erie Community College | Lab for Technical Physics I | 100% | \$257.57 |
| Daniel O'Sullivan | Erie Community College | Computer Aided Drafting | 100% | \$736.72 |

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$1,733.87. These Reimbursements will be charged to account no. 00820102-421026.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020

ITEM NO. 27

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of January 8, 2020