

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
February 18, 2021**

BUFFALO SEWER AUTHORITY

February 18, 2021

REGULAR MEETING **9:00 A.M.** **VIA TELECONFERENCE**
+ 1 929-229-5044 United States, New York City
Phone Conference ID: 438 226 780#

<u>ITEM NO.</u>	<u>CONTENTS</u>	<u>PAGE NO.</u>
	Roll Call	
1	Motion to Adopt the Minutes of January 13, 2021	57441
2	Informative: Temporary Investments	57442-43
3	Informative: Reallocation of Funds	57444
4	Authorization for a Change Order to Agreement with AECOM, USA, Inc., for Engineering Design and Bid Services for Secondary System Rehabilitation and Upgrades	57445
5	Amendment to Sole Source Listing for Selected Instrumentation, Maintenance, Laboratory and Office Equipment	57446
6	Authorization to Purchase Exmaxmobile Licenses, Support and Maintenance	57447
7	Authorization for Purchase of Muffin Monster Band Screen Parts for Final Effluent	57448
8	Report on Bids Received – Purchase of Pipe Fitting Supplies for the In-Plant Mechanical and In-Plant Steam Maintenance Contracts	57449
9	Report on Bids Received – Moyno Pump Parts for Thickeners	57450
10	Report on Bids Received – Phase II Purchase of New and Unused Maintenance Shop Equipment	57451-53
11	Authorization to Purchase a 2021 Doosan Air Compressor under New York State Contract	57454
12	Report on Bids Received – Purchase of Various New and Unused Steel Products	57455-56

13	Report on Bids Received – Purchase of Various Gray Cast Iron Castings	57457
14	Authorization to Purchase Auxiliary Light with Back up Camera for the EnviroSight Camera System	57458-59
15	Change Order No. 2 – Contract No. 81900002	57460-61
16	Certificate of Acceptance and Occupancy – Contract No. 81900002	57462
17	Amendment to Schedule of Job Classification Plan	57463
18	Amendment to Schedule of Job Classification Plan	57464
19	Confirmation of Appointments	57465-66
20	Tuition Reimbursement	57467
21	Adjournment of Meeting	57468

ITEM NO. 2

INFORMATIVE: TEMPORARY INVESTMENTS (CERTIFICATES OF DEPOSIT AND TREASURY BILLS)
MARKET VALUE

As of January 31, 2021

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	Money Market		\$184,432.37	Key	0.01%	Public NOW
01-Nov-19	Money Market		\$9,089,473.91	Bank on Buffalo	0.15%	
28-Sept-20	29-Mar-21	183	\$8,007,424.87	Key Banc Capital	0.38%	\$15,386.18
30-Sep-20	30-Mar-21	182	\$5,836,832.40	Key Banc Capital	0.31%	\$9,099.17
03-Nov-20	03-May-21	181	\$10,116,036.30	Key Banc Capital	0.41%	\$20,861.26
20-Nov-20	20-May-21	181	\$6,397,040.00	Key Banc Capital	0.35%	\$11,262.22
01-Dec-20	18-Feb-21	79	\$2,099,871.65	Key Banc Capital	0.12%	\$553.00
13-Jan-21	14-Apr-21	90	\$4,398,900.00	M&T Securities	0.12%	\$1,334.67
			<u>\$46,130,011.50</u>			
LIABILITY AND CASUALTY RESERVE FUND						
31-Jul-12	Money Market		\$100,956.98	Key	0.01%	Public NOW
11-Dec-19	Money Market		\$916,376.41	Bank on Buffalo	0.15%	
			<u>\$1,017,333.39</u>			
OPERATING FUND						
31-Jul-12	Super NOW		\$4,336,454.72	Key	0.01%	Public NOW
TRUST & AGENCY FUND						
31-Jul-12	Super NOW		\$7,320.58	Key	0.01%	Public NOW
SURPLUS FUND						
			\$234.86	Wilmington US Treasury		
14-Dec-20	14-Jun-21	182	\$10,004,367.41	Key Bank Capital	0.21%	\$10,632.59
			\$2,862.62	Accrued Income		
			<u>\$10,007,464.89</u>			
NET REVENUE FUND						
			\$0.00	Wilmington US Treasury		
30-Sep-20	30-Mar-21	182	\$5,999,634.31	Key Banc Capital	0.31%	\$9,365.69
03-Nov-20	03-May-21	181	\$4,996,678.63	Key Banc Capital	0.41%	\$10,321.37
30-Nov-20	26-Apr-21	147	\$2,798,285.00	Key Banc Capital	0.15%	\$1,715.00
08-Dec-20	26-May-21	169	\$1,998,497.78	Key Banc Capital	0.16%	\$1,502.22
30-Dec-20	26-Feb-21	58	\$3,599,420.00	Key Banc Capital	0.10%	\$580.00
27-Jan-21	25-May-21	118	\$1,799,351.00	Key Banc Capital	0.11%	\$649.00
			\$13,129.83	Accrued Income		
			<u>\$21,204,996.55</u>			

DEBT RESERVE FUND

				Series J	
02-Jul-14	13-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%
			<u>\$3,001.22</u>	Accrued Income	
			\$518,880.22		
				Series K	
02-Jul-14	15-Feb-33	5803	\$361,415.00	UST State/Local Govt	2.70%
			<u>\$4,507.87</u>	Accrued Income	
			\$365,922.87		
				Series L	
12-Nov-15	01-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%
			<u>\$5,685.35</u>	Accrued Income	
			\$695,232.35		
				Series M	
27-Jun-14	01-May-44	10901	\$595,613.00	UST State/Local Govt	2.70%
			<u>\$4,087.02</u>	Accrued Income	
			\$599,700.02		
				Series N	
15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%
			<u>15,704.74</u>	Accrued Income	
			\$2,182,861.74		
				EFC 2021	
28-Jan-21			\$317,474.00	Total Cash Balance	
			<u>\$0.01</u>	DSF PRIN & INT	
				Wilmington Fund	

RECEIVE & FILE

Board Meeting of February 18, 2021

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

1/7/2021	00380103 GRIT Repairs	\$98,100.00	00380106 INCI Repairs to Equipment	-\$98,100.00
2/3/2021	00300105- BLOW Equipment Maintenance	\$30,000.00	00350105 FILT Equipment Maintenance	-\$30,000.00

Sewer Maintenance

01/15/2021	00660107 SWRR Operating Equipment	\$20,000.00	00690107 Auto Cars and Other Vehicle	-\$20,000.00
------------	---	-------------	---	--------------

Industrial Waste

01/05/2021	00550106 IWS ENG and Tech	\$2,800.00	00550105 IWS LAB Supplies	-\$2,800.00
------------	------------------------------	------------	------------------------------	-------------

General Financial Charges

01/15/2021	00800183 FIN Contingency	\$270.00	00110106 ADMIN Auditing Services	-\$270.00
01/21/2021	00800183 FIN Contingency	\$865.00	00110106 ADMIN Non-Professional	-\$865.00
01/28/2021	00800183 FIN Contingency	\$165.00	00600106 ENG Advertising	-\$165.00

RECEIVE & FILE

Board Meeting of February 18, 2021

ITEM NO. 4

**AUTHORIZATION FOR A CHANGE ORDER TO AGREEMENT WITH AECOM USA, INC.,
FOR ENGINEERING DESIGN AND BID SERVICES FOR SECONDARY SYSTEM
REHABILITATION AND UPGRADES**

WHEREAS: AECOM USA, Inc. (AECOM) was the professional engineering firm selected by the Buffalo Sewer Authority (BSA) for engineering design and bid services to develop plans and specifications to assist the Buffalo Sewer Authority with a Rehabilitation and Upgrade for the Secondary System Facility; and

WHEREAS: At the request of the Authority, AECOM was tasked with reevaluating the design package to more closely align budget and construction capabilities; and

WHEREAS: AECOM submitted a request for a change order to complete this work at an additional not-to-exceed cost of \$115,000.00 with an expected award for a series of design packages by June 2021; and

WHEREAS: This scope of work has been reviewed and recommended by the Treatment Plant Administrator and staff.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute a Change Order for a not-to-exceed cost of \$115,000.00 for a final Contract cost of \$785,137.00. The cost of this contract will be funded from account no. 02000528-432004.

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

Board Meeting of February 18, 2021

ITEM NO. 5

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 manufacturers:

InterPro Solutions	EZMaxMobile developer; software, maintenance, service, licenses and mapping.
Super Products LLC	Parts and service for a Camel 1200 Eject Combination Sewer Cleaning Machine
STETCO, Inc.	Parts and service for a STETCO, Inc. Catch Basin Cleaning Unit

; and

WHEREAS: The Systems Administrator, Director of Sewer Maintenance and Purchasing Department 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 MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 18, 2021

ITEM NO. 6

AUTHORIZATION TO PURCHASE EXMAXMOBILE LICENSES, SUPPORT AND MAINTENANCE

WHEREAS: The Buffalo Sewer Authority utilizes the Maximo Maintenance System software for asset management, work order tracking, purchasing and inventory control program; and

WHEREAS: The Buffalo Sewer Authority Sewer Maintenance Division and Computer Systems Administrator researched products compatible with Maximo for a mobile solution to use for work order tracking for repairs and services performed throughout the City of Buffalo; and

WHEREAS: The Systems Administrator and staff recommend the purchase of EZMAXMOBILE licenses, mapping service license and annual support and maintenance services from InterPro Solutions for a cost of \$58,200.00; and

WHEREAS: InterPro Solutions is the sole and exclusive developer, owner and distributor of EZMAXMOBILE software and owns exclusive rights to the software; 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 EZMAXMOBILE licenses, mapping service license and annual support and maintenance services from InterPro Solutions at a cost not to exceed \$58,200.00. Account no. 00200107-474300 will be charged for this purchase.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MS. PETRUCCI

AYES 3 NOES 0

Board Meeting of February 18, 2021

ITEM NO. 7

AUTHORIZATION FOR PURCHASE OF MUFFIN MONSTER BAND SCREEN PARTS FOR FINAL EFFLUENT

WHEREAS: J.W.C. Environmental LLC is the original equipment manufacturer for the Muffin Monster Grinders located at the Bird Island Treatment Facility Final Effluent Building; and

WHEREAS: The Superintendent of Mechanical Maintenance has determined a need to purchase J.W.C. Environmental LLC muffin monster band screen replacement parts for the preventative maintenance and availability of this process equipment; and

WHEREAS: Upon request, GP Jager, Inc., the authorized local representative, submitted a quote in the amount of \$107,214.80 for the needed muffin monster band screen parts; and

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

WHEREAS: To date, there are no monies payable to GP Jager, Inc., the authorized local representative of J.W.C. Environmental LLC in this current aggregate year. This purchase will bring the total monies payable for purchases to \$107,214.80; 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 muffin monster band screen parts from GP Jager, Inc., the authorized local representative, at a total cost of \$107,214.80. This purchase will be charged to account no. 00330105-466107.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 18, 2021

ITEM NO. 10

REPORT ON BIDS RECEIVED - PHASE II PURCHASE OF NEW AND UNUSED MAINTENANCE SHOP EQUIPMENT

WHEREAS: The Buffalo Sewer Authority Maintenance Department metal shop is being upgraded to provide expanded in-house capabilities; and

WHEREAS: Significant cost and schedule reductions are expected due to procurement of in-house machine shop equipment, enabling high quality precision repairs to be made at a much lower cost in lieu of sending parts to an outside repair facility; and

WHEREAS: Formal bids were advertised and solicited for the Phase II purchase of new and unused maintenance shop equipment; and

WHEREAS: The following bids were received and opened by the Purchasing Department on January 6, 2021:

Table 1A	Variable Speed Bandsaw	8' x 4' Precision Welding Table	172-Piece Fixturing Kit	Siphon-Feed Abrasive Blast Cabinet	4800 CNC Plasma System
	PHILIPPS BROTHERS SUPPLY				
Mfg.:	JET	BUILDPRO	BUILDPRO	ECONOLINE	TORCHMATE
Model:	16" VBS-1610	TMRC 59446	TMK 550		
Price	\$6,640.00	\$5,160.00	\$4,620.00	\$2,850.00	\$45,995.00
Installation Cost	\$0.00	\$300.00	\$0.00	\$0.00	\$1,000.00
Commissioning & Start-up	\$300.00	\$200.00	\$0.00	\$150.00	\$1,000.00
Training Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$7,500.00
Total	\$6,940.00	\$5,660.00	\$4,620.00	\$3,000.00	\$55,495.00
	JACKSON WELDING & GAS PRODUCTS				
Mfg.:	JET	BUILDPRO	BUIDPRO		TORCHMATE
Model:	16" VBS-1610	TMRC 59446			PRO CUT 80
Price	\$5,775.00	\$4,555.00	\$3,075.00	NO BID	\$34,900.00
Installation Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Commissioning & Start-up	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Training Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
Total	\$5,775.00	\$4,555.00	\$3,075.00	\$0.00	\$40,900.00

Table 2A	RS-750DS Parts Washer	Industrial Bench Grinder	Industrial Grinder w/Multi-Tool Accessory	Metal Dust Collector System	1-3/4 Ratchet Leverage Arbor Side Mount
PHILIPPS BROTHERS SUPPLY					
Mfg.:	RANGER	JET	JET	JET	DAKE
Model:		IBG-10	IBGM-8	JDCS-505	
				2 @ \$989.00 EA	
Price	\$10,650.00	\$575.00	\$719.00	\$1,978.00	\$1,300.00
Installation Cost	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00
Commissioning & Start-up	\$500.00	\$0.00	\$0.00	\$100.00	\$0.00
Training Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$11,450.00	\$575.00	\$719.00	\$2,078.00	\$1,300.00
JACKSON WELDING & GAS PRODUCTS					
Mfg.:		JET	JET	JET	
Model:		IBG-10	IBGB-248*	JDCS-505	
				2 @ \$915.00 EA	
Price	NO BID	\$540.00	\$455.00	\$1,830.00	NO BID
Installation Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Commissioning & Start-up	\$0.00	\$0.00	\$0.00	\$349.00	\$0.00
Training Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$540.00	*Alternative Unaccepted	\$2,179.00	\$0.00

Table 3	
VENDOR	Total Cost
PHILIPPS BROTHERS SUPPLY	\$18,547.00
JACKSON WELDING & GAS PRODUCTS	\$54,845.00
	\$73,392.00

Overall Cost

; and

WHEREAS:

The Superintendent of Mechanical Maintenance and staff have reviewed the quote received and recommend this purchase be awarded to Phillips Bros. Supply at a cost of \$18,547.00 and Jackson Welding & Gas Products at a cost of \$54,845.00 for total cost not to exceed \$73,392.00.

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 Phillips Bros. Supply to purchase new and unused maintenance shop equipment, at a total cost not to exceed \$18,547.00 and Jackson Welding & Gas Products at a cost of \$54,845.00 for an overall total cost not to exceed of \$73,392.00. Expenses for this contract will be charged to account no. 00520106-443200.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of February 18, 2021

