

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY**

June 23, 2021

5776657809

BUFFALO SEWER AUTHORITY

June 23, 2021

REGULAR MEETING **9:00 A.M.** **VIA TELECONFERENCE**
+ 1 917-933-2166 United States, New York City
Phone Conference ID: 462 412 576#

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Attachments:

Attachment A: Capital Asset Guide

Attachment B: Purchasing Guidelines

Attachment C: Investment Guidelines

Attachment D: Credit Card Policy

ITEM NO. 2

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

As of May 31, 2021

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	Money Market		\$132,218.02	Key	0.01%	Public NOW
01-Nov-19	Money Market		\$7,302,271.69	Bank on Buffalo	0.15%	
18-Feb-21	1-Jun-21	103	\$1,799,991.99	Key Banc Capital	0.12%	\$618.00
20-May-21	2-Aug-21	74	\$3,499,615.00	Key Banc Capital	0.08%	\$575.55
20-May-21	01-Sep-21	105	\$2,499,400.00	Key Banc Capital	0.08%	\$577.78
14-Mar-21	5-Oct-21	174	\$4,101,518.32	M&T Securities	0.12%	\$2,379.74
3-May-21	19-Nov-21	200	\$9,993,680.50	Key Banc Capital	0.16%	\$8,888.89
26-Apr-21	22-Nov-21	180	\$13,000,638.07	Key Banc Capital	0.15%	\$9,756.75
			<u>\$42,329,333.59</u>			
LIABILITY AND CASUALTY RESERVE FUND						
31-Jul-12	Money Market		\$100,333.89	Key	0.01%	Public NOW
11-Dec-19	Money Market		\$916,699.51	Bank on Buffalo	0.15%	
			<u>\$1,017,033.40</u>			
OPERATING FUND						
31-Jul-12	Super NOW		\$2,906,481.71	Key	0.01%	Public NOW
TRUST & AGENCY FUND						
31-Jul-12	Super NOW		\$5,847.54	Key	0.01%	Public NOW
SURPLUS FUND						
			\$234.86	Wilmington US Treasury		
14-Dec-20	14-Jun-21	182	\$10,004,367.41	Key Banc Capital	0.21%	\$10,632.59
			\$9,873.12	Accrued Income		
			<u>\$10,014,475.39</u>			
NET REVENUE FUND						
			\$1,168.56	Wilmington US Treasury		
26-Feb-21	25-Aug-21	180	\$4,995,000.00	Key Banc Capital	0.20%	\$5,000.00
26-Apr-21	2-Aug-21	98	\$3,499,047.22	Key Banc Capital	0.10%	\$952.78
25-May-21	2-Sep-21	100	\$1,798,600.22	Key Banc Capital	0.08%	\$399.78
3-May-21	2-Nov-21	183	\$4,996,441.67	Key Banc Capital	0.14%	\$3,558.33
26-May-21	22-Nov-21	180	\$6,197,348.50	Key Banc Capital	0.15%	\$4,651.50
			\$3,735.81	Accrued Income		
			<u>\$21,491,341.98</u>			

DEBT RESERVE FUND

				Series J		
02-Jul-14	13-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%	
			\$643.45	Accrued Income		
			\$516,522.45			
				Series K		
02-Jul-14	15-Feb-33	5803	\$361,415.00	UST State/Local Govt	2.70%	
			\$2,857.37	Accrued Income		
			\$364,272.37			
				Series L		
12-Nov-15	01-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%	
			\$2804.16	Accrued Income		
			\$692,351.16			
				Series M		
27-Jun-14	01-May-44	10901	\$595,613.00	UST State/Local Govt	2.70%	
			\$1,354.70	Accrued Income		
			\$596,967.70			
				Series N		
15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%	
			\$6,734.77	Accrued Income		
			\$2,173,891.77			
				EFC 2021		
			\$566.46	Wilmington Fund		
8-Apr-21	22-Jul-21	105	\$316,907.54	Key Banc Capital	0.10%	\$92.46
			\$47.55	Accrued Income		
			\$317,521.55			
				DSF PRIN &INT		
			\$0.01	Wilmington Fund		

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Board Meeting of June 23, 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

5/13/2021	00520107 MAIN Equipment Maintenance	\$850.00	00200105 Plant Clothing Safety	-\$850.00
5/13/2021	00520107 LAB Office Equipment	\$13,000.00	00510105 LAB Laboratory Supplies	-\$13,000.00
5/19/2021	00520105 MAIN Gasoline and Lubricants	\$12,850.00	00290105 AER Equipment Maintenance	-\$12,850.00
5/24/2021	00200106 PLAN Eng. and Tech	\$47,678.00	00380106 INCIN Eng. And Tech	-\$47,678.00
5/25/2021	00200106 PLAN Eng. and Tech	\$905.00	00550106 IWS ENG and Tech	-\$905.00
06/3/2021	00210105 RWWP Equipment Maintenance	\$400.00	00220105 SCRE Equipment Maintenance	-\$400.00
6/3/2021	00520105 MAIN Equipment Maintenance	\$300.00	00530107 YARD Operating Equipment	-\$300.00
6/3/2021	00200106 PLAN Eng. and Tech	\$70.00	00550106 IWS Eng. and Tech	-\$70.00
6/4/2021	00200106 PLAN Eng. and Tech	\$6,200.00	00380106 INCIN Eng. and Tech	-\$6,200.00
6/7/2021	00230105 GRIT Equipment Maintenance	\$13,000.00	00520105 Main Gasoline and Lubricants	-\$13,300.00
6/7/2021	00210105 RWWP Equipment Maintenance	\$250.00	00530105 Equipment	-\$250.00
6/7/2021	00210105 RWWP Equipment Maintenance	\$325.00	00210105 SECO Equipment Maintenance	-\$325.00

Sewer Maintenance

5/25/2021	00700131 Annual Salary	\$200,000.00	00700106 Eng. & Technical Services	-\$200,000.00
5/26/2021	00650103 SWRM Gas	\$300.00	00670105 SWRC Small Tools	-\$300.00
6/4/2021	00670105 SWRC Equipment Maintenance	\$3,000.00	00660107 SWRR Operating Equipment	-\$3,000.00
6/4/2021	00650107 SWRM Office Equipment	\$1,000.00	00690107 AUTO Operating Equipment	-\$1,000.00

6/4/2021	00650106 SWRM Maintenance Contract	\$145.00	00650105 SWRM Office Supplies	-\$145.00
6/7/2021	00660105 SWRR Road and Highway	\$24,000.00	00670106 SWRC Repairs to Equipment	-\$24,000.00

Engineering Division

5/28/2021	00600105 ENG Office Supplies	\$500.00	00110105 ADMIN Office Supplies	-\$500.00
5/26/2021	00650103 SWRM Gas	\$300.00	00670105 SWRC Small Tools	-\$300.00

General Financial Charges

5/27/2021	00800183 FIN Contingency	\$350.00	00700105 MISC Supplies	-\$350.00
5/27/2021	00800183 FIN Contingency	\$3000.00	00700105 MISC Supplies	-\$3,000.00
6/1/2021	00800183 FIN Contingency	\$50,000.00	00550106 IWS Legal Services	-\$50,000.00
6/3/2021	00800183 FIN Contingency	\$50.00	00700105 MISC Supplies	-\$50.00

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Board Meeting of June 23, 2021

ITEM NO. 4

AUTHORIZATION FOR BANKING TRANSACTIONS

WHEREAS: The Buffalo Sewer Authority currently maintains banking relationships with Key Bank, M&T Bank, JP Morgan Chase Bank, M&T Securities, JP Morgan Securities, Bank on Buffalo, and Key Banc Capital Markets; and

WHEREAS: Regulations require corporate resolutions to designate individuals to complete banking transactions.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager, Oluwole A. McFoy, P.E., to execute banking agreements. In addition to Mr. McFoy, the Board of the Buffalo Sewer Authority designates: Ronald Brown, Executive Secretary; Thomas J. Peltz, Supervising Accountant; Charles Riley, Supervising Accountant; Carlos Costner, Associate Accountant; and, Jeffrey DiPalma, Senior Accountant as authorized persons in connection with all accounts hereafter maintained by the aforementioned banking institutions.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MR. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 5

REVISION TO BUFFALO SEWER AUTHORITY POLICIES AND GUIDELINES

WHEREAS: The Buffalo Sewer Authority has developed the following policies and guidelines:
Capital Asset Guide (Attachment A)
Purchasing Guidelines (Attachment B)
Investment Guidelines (Attachment C)
Credit Card Policy (Attachment D); and

WHEREAS: These policies and guidelines shall be annually reviewed and approved by the Board.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby adopts the policies and guidelines listed above.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 6

AUTHORIZATION TO PURCHASE CYBER INSURANCE

WHEREAS: As cybercrimes have impacted many sectors, and costs for applicable coverage continues to rise, the Buffalo Sewer Authority, through its third-party vendor, USI received renewal quotes for the upcoming fiscal year; and

WHEREAS: Based on its efforts, the Authority had 15 respondents, 8 of whom declined to provide a quote, 5 respondents who were not considered due to proposed reduction in coverage limits, leaving three respondents as follows:

Coverage	Expiring Travelers Insurance Company 2020 – 2021 Admitted	Proposed Travelers Insurance Company 2021-2022 Admitted	Proposed BCS Insurance Company 2021-2022 Admitted	Proposed Tokio Marine/HCC Insurance Company 2021-2022 Non-Admitted
Rating*	A++Rating XV	A++Rating XV	A Rating IX	A++Rating XV
Cyber Liability	\$19,338.00	\$28,684.00	\$18,184.00	\$19,483.00
Taxes and Fees for Non Admitted				\$929.51
Total Cost	\$19,338.00	\$28,684.00	\$18,184.00	\$20,412.51

**Rating Description*

Travelers	BSE Ins.	Tokio Marine/HCC Insurance Company
A++ & A+ Superior	A&A- Excellent	A++ & A+ Superior

Financial Size Category (In \$ Thousands)			
	Less than		
Class IX BCBS Insurance	\$250,000	to	\$500,000
Class XV Travelers	\$2,000,000	to	or greater
Class XV Tokio Marine/HCC Insurance Company	\$2,000,000	to	or greater

WHEREAS: Travelers is our existing cyber insurance provider whose premium increased by 48% over the prior year to \$28,684.00; and

ITEM NO. 7

TRAVEL AUTHORIZATION - ATLANTA, GEORGIA

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 Atlanta, Georgia from August 3 - 6, 2021, 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 Atlanta, Georgia from August 2 - 7, 2021, 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	<u>APPROVE</u>	
MADE BY	<u>MRS. PETRUCCI</u>	
2 ND BY	<u>MR. ROOSEVELT</u>	
AYES	<u>3</u>	NOES <u>0</u>

Board Meeting of June 23, 2021

ITEM NO. 8

TRAVEL AUTHORIZATION - ST. LOUIS, MO

WHEREAS: The 2021 American Public Works Association (APWA) Public Works Expo (PWX) is being held in St. Louis, MO from August 29 – September 1, 2021; and

WHEREAS: The Junior Sanitary Engineer is a director of the APWA New York Chapter Western Branch, part of the APWA Emerging Leaders Academy Class of 2021, and will be presenting at the conference; and

WHEREAS: The General Manager recommends that the Junior Sanitary Engineer attend the 2021 APWA PWX.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the Junior Sanitary Engineer to travel to St. Louis, MO from August 28 - September 1, 2021, to attend the 2021 APWA PWX at a total cost not to exceed \$1,900.00. Account nos. 00600104-458010 and 00600104-458012 will be utilized for this travel.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 9

AUTHORIZATION FOR CHANGE ORDER TO BLANKET PURCHASE ORDER NO. 22100156

WHEREAS: On May 8, 2019, the Board of the Buffalo Sewer Authority awarded a contract to Geiter Done of WNY, Inc., to provide the removal and disposal of sewage screenings for the period beginning July 1, 2019 to June 30, 2020, with an option to renew for four (4) one-year periods, at an annual cost not to exceed \$47,800.00; and

WHEREAS: On March 4, 2020, the Board authorized the extension of this contract for the period July 1, 2020 to June 30, 2021; and

WHEREAS: Due to the existing heavier loads, additional funds are needed; and

WHEREAS: It is now necessary to increase the Blanket Purchase Order No. 22100156 in the amount of \$6,000.00 from \$47,800.00 to \$53,800.00 through June 30, 2021; and

WHEREAS: The Acting Treatment Plant Superintendent, Treatment Plant Administrator, Principal Chief Stationary Engineer and staff recommend this increase at a total cost not to exceed \$53,800.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to approve a change order in the amount of \$6,000.00, increasing Blanket Purchase Order No. 22100156 with Geiter Done of WNY, Inc., for the removal and disposal of sewage screenings from \$47,800.00 to \$53,800.00 through June 30, 2021. Funds for this change order will be charged to account nos. 00230106-442100 and 00660106-442100.

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

Board Meeting of June 23, 2021

ITEM NO. 10

EXTENSION OF THE CONTRACT FOR THE IN-PLANT HIGH PRESSURE STEAM SYSTEM MAINTENANCE SERVICES

WHEREAS: On July 31, 2019, the Board of the Buffalo Sewer Authority awarded a contract to Quackenbush, Inc., for In-Plant High Pressure Steam System Maintenance Services at a total cost not to exceed \$204,999.00 for the fiscal year 2019-2020; and

WHEREAS: On September 30, 2020, the Board authorized the extension of this contract for the period July 1, 2020 through June 30, 2021; and

WHEREAS: Quackenbush Company, Inc., has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2021-2022; and

WHEREAS: The Principal Chief Stationary Engineer recommends this extension at a total cost not to exceed \$300,000.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Quackenbush Company, Inc., for In-Plant High Pressure Steam System Maintenance Services for the period July 1, 2021 through June 30, 2022, at a total cost not to exceed \$300,000.00. Expenses for this contract will be charged to account no. 00380106-443421.

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

Board Meeting of June 23, 2021.

ITEM NO. 11

JANITORIAL SERVICES CONTRACT RENEWAL - NYS PREFERRED SOURCE

- WHEREAS: New York State Industries for the Disabled (NYSID) is a not-for-profit corporation appointed by the New York State Department of Education to secure and administer contracts on behalf of community rehabilitation agencies. NYSID is a New York State preferred source under Section 162 of the State Finance law. This preferred source status authorizes state and local governments to utilize and purchase NYSID products and services without competitive bidding; and
- WHEREAS: On June 24, 2020, the Board of the Buffalo Sewer Authority authorized the General Manager to renew the contract with the preferred source vendor, NYSID, through its member agency, Heritage Centers, also known as Allentown Industries, to perform janitorial services at the Buffalo Sewer Authority facilities for the period July 1, 2020 to June 30, 2021 at a total cost not to exceed \$84,003.61; and
- WHEREAS: On October 14, 2020, the prevailing wage increased the cost to \$84,906.39; and
- WHEREAS: The NYS Department of Labor's prevailing wage and supplemental benefit rate will increase on July 1, 2021 from \$84,906.39 to \$100,262.13 resulting in total contract increase of \$15,355.74; and
- WHEREAS: New York State Industries of the Disabled (NYSID) has agreed to extend: this contract for one (1) additional year under the same terms and conditions for fiscal year 2021-2022; and
- WHEREAS: The Acting Treatment Plant Superintendent and staff recommend this extension at the total cost not to exceed \$100,262.13.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with New York State Industries for the Disabled (NYSID) as a preferred source, through its member Heritage Centers, also known as Allentown Industries, to perform janitorial services at the Buffalo Sewer Authority facilities for the period July 1, 2021 to June 30, 2022, at a total cost not to exceed \$100,262.13. Expenses for this contract will be charged to account nos. 00110106-434000, 00200106-434000 and 00650106-434000.

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

Board Meeting of June 23, 2021

ITEM NO. 12

AUTHORIZATION FOR RENEWAL OF ANNUAL CUSTOMER SUPPORT PLAN

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

WHEREAS: An annual customer support plan is beneficial in order to keep current, receive the latest releases of this program and receive unlimited off-site support; and

WHEREAS: The Treatment Plant Superintendent, Systems Administrator and staff recommend renewal of the annual customer support plan with International Business Machines Corporation for the period July 1, 2021 through June 30, 2022 for a cost of \$103,564.00; 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 renew the annual customer support plan with International Business Machines Corporation for a one-year period, July 1, 2021 through June 30, 2022, at a cost not to exceed \$103,564.00. Account no. 00200106-443420 will be charged for this service.

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

Board Meeting of June 23, 2021

ITEM NO. 13

CHANGE ORDER NO. 1 – CONTRACT NO. 82000012

CONTRACTOR:	ORIGINAL CONTRACT COST	\$873,000.00
Quackenbush Company, Inc.	PREVIOUS CHANGE ORDER	N/A
495 Kennedy Road	THIS CHANGE ORDER (Deduct)	<u>(\$19,220.40)</u>
Buffalo, New York 14227	ADJUSTED CONTRACT COST	\$853,779.60

PROJECT: Bird Island WWTP Boiler Deaerator System Improvements

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Unused Contingency Allowance.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 The original contract called for a contingency allowance of \$80,000.00 of which \$19,220.40 went unused.

COST OF CHANGE OR EXTRA WORK:

Item #1 (\$19,220.40)

THE TOTAL COST OF THE CHANGE OR EXTRA WORK (\$19,220.40)

The total DECREASE to the contract as a result of this Change Order is \$19,220.40

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 June 23, 2021.
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.

ITEM NO. 14
CONTRACTNO. 82000012

CERTIFICATE OF ACCEPTANCE AND OCCUPANCY

PROJECT: Bird Island WWTP Boiler Deaerator System Improvements

BID: \$873,000.00

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

WHEREAS: The Consulting Engineer, Arcadis, Inc has certified that the contractor completed the work in accordance with the plans and specification on June 23, 2021. The Treatment Plant Administrator and staff concur; and

WHEREAS: On June, 23 2021 the Board of the Buffalo Sewer Authority approved a deduction change order in the amount of \$19,220.40; thereby making the adjusted contract value \$853,779.60.

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 June 23, 2021;
- c. The maintenance period commences on June 23, 2021;
- d. The final cost of the Contract is \$853,779.60.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 15

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH AECOM USA, INC., FOR CONSTRUCTION ADMINISTRATION AND CONSTRUCTION INSPECTION SERVICES FOR SECONDARY SYSTEM REHABILITATION AND UPGRADES

WHEREAS: The Buffalo Sewer Authority (BSA) issued a request for proposals (RFP) on October 2, 2020, for construction administration and construction inspection services to develop plans and specifications to assist the Buffalo Sewer Authority with a Rehabilitation and Upgrade for the Secondary System Facility; and

WHEREAS: The RFP was issued to multiple firms including AECOM USA, Inc., Arcadis, GHD, Ramboll, Stantec, and Wendel Companies; and

WHEREAS: AECOM USA, Inc., Arcadis, Ramboll, and Wendel Companies, responded to the RFP by the specified deadline of 10:00 AM November 19, 2020; and

WHEREAS: A consultant selection committee lead by the Treatment Plant Administrator reviewed and ranked the proposals received; and

WHEREAS: Based upon the proposal review and interviews, the consultant selection committee recommended retaining AECOM USA, Inc., for the professional services outlined in the RFP at an agreed upon cost not to exceed \$3,509,328.00.

NOW THEREFORE

BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute an agreement with AECOM USA, Inc., to complete the professional services or the Secondary System Rehabilitation and Upgrades, at a cost not to exceed \$3,509,328.00. The cost of this contract will be funded from account no. 02000530-432004.

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

Board Meeting of June 23, 2021

ITEM NO. 16

REPORT ON BIDS RECEIVED – SECONDARY SYSTEM REHABILITATION AND UPGRADE PROJECT - CONTRACT A- PIPING

WHEREAS: Formal bids were advertised and solicited for the Secondary System Rehabilitation and Upgrade Project - Contract A - Piping at the Bird Island Treatment Facility. The following bids were received and opened by the Buffalo Sewer Authority on May 26, 2021:

Bidder	Total Bid
J.W. Danforth, Co.	\$16,430,069.00
American Contracting Environmental Services	\$16,442,000.00
Quackenbush, Co.	\$20,277,700.00

; and

WHEREAS: The bids were received, and the contract will be awarded on the basis of unit bid and lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Consulting Engineer, AECOM, has reviewed the bid packages and recommend awarding the contract to the lowest bidder, J.W. Danforth, Co., at a total cost not to exceed \$16,430,069.00; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed and concur with the recommendation provided by AECOM to award Contract A – Piping to the lowest responsible bidder J.W. Danforth, Co.

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 J.W. Danforth, Co., for Bird Island Treatment Facility Secondary System Rehabilitation and Upgrade Project – Contract A Piping at a cost not to exceed \$16,430,069.00. Expenses for this contract will be charged to account no. 02000531-490740.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 17

REPORT ON BIDS RECEIVED – SECONDARY SYSTEM REHABILITATION AND UPGRADE PROJECT - CONTRACT B – CLEANING & DEWATERING

WHEREAS: Formal bids were advertised and solicited for the Secondary System Rehabilitation and Upgrade Project - Contract B - Cleaning at the Bird Island Treatment Facility. The following bids were received and opened by the Buffalo Sewer Authority on May 26, 2021:

Bidder	Total Bid
J.A. Brundage the Drain Doctor, Inc.	\$10,220,036.38
American Contracting & Environmental Services	\$12,876,000.00

; and

WHEREAS: The bids were received, and the contract will be awarded on the basis of unit bid and lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Consulting Engineer, AECOM, has reviewed the bid packages and recommend awarding the contract to the lowest bidder, J.A. Brundage the Drain Doctor, Inc., at a total cost not to exceed \$10,220,036.38; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed and concur with the recommendation provided by AECOM to award Contract B – Cleaning & Dewatering to the lowest responsible bidder, J.A. Brundage the Drain Doctor, Inc.

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 J.A. Brundage The Drain Doctor, Inc., for Bird Island Treatment Facility Secondary System Rehabilitation and Upgrade Project – Contract B - Cleaning & Dewatering at a cost not to exceed \$10,220,036.38. Expenses for this contract will be charged to account no. 02000532-490740.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 18

REPORT ON BIDS RECEIVED – SECONDARY SYSTEM REHABILITATION AND UPGRADE PROJECT - CONTRACT C-SLUICE GATES

WHEREAS: Formal bids were advertised and solicited for the Secondary System Rehabilitation and Upgrade Project - Contract C-Sluice Gates at the Bird Island Treatment Facility. The following bids were received and opened by the Buffalo Sewer Authority on May 26, 2021:

<u>Bidder</u>	<u>Total Bid</u>
American Contracting Environmental Services	\$6,744,000.00
J.W. Danforth, Co.	\$9,314,000.00

; and

WHEREAS: The bids were received, and the contract will be awarded on the basis of unit bid and lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Consulting Engineer, AECOM, has reviewed the bid packages and recommend awarding the contract to the lowest responsible bidder, American Contracting Environmental Services, at a cost not to exceed \$6,744,000.00; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed and concur with the recommendation provided by AECOM to award Contract C – Sluice Gates to American Contracting Environmental Services.

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 American Contracting Environmental Services., for Bird Island Treatment Facility Secondary System Rehabilitation and Upgrade Project – Contract- C - Sluice Gates in an amount not to exceed \$6,744,000.00 Expenses for this contract will be charged to account no. 02000533-490740.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 19

REPORT ON BIDS RECEIVED – SECONDARY SYSTEM REHABILITATION AND UPGRADE PROJECT - CONTRACT D - AERATION SYSTEM

WHEREAS: Formal bids were advertised and solicited for the Secondary System Rehabilitation and Upgrade Project - Contract D - Aeration System at the Bird Island Treatment Facility. The following bids were received and opened by the Buffalo Sewer Authority on May 26, 2021:

Bidder	Total Bid
STC Construction, Inc.	\$7,300,500.00
Mollenberg-Betz Co.	\$7,470,000.00
Villager Construction	\$8,464,000.00
American Contracting Environmental Services	\$10,777,000.00
D.V.Brown Co.	\$10,920,000.00

; and

WHEREAS: The bids were received, and the contract will be awarded on the basis of unit bid and lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Consulting Engineer, AECOM, has reviewed the bid packages and recommends awarding the contract to the lowest responsible bidder, STC Construction, Inc, at a cost not to exceed \$7,300,500.00; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed and concur with the recommendation provided by AECOM to award Contract D – Aeration System to STC Construction, Inc.

ITEM NO. 20

REPORT ON BIDS RECEIVED – SECONDARY SYSTEM REHABILITATION AND UPGRADE PROJECT - CONTRACT E - ELECTRICAL

WHEREAS: Formal bids were advertised and solicited for the Secondary System Rehabilitation and Upgrade Project - Contract E-Electrical at the Bird Island Treatment Facility. The following bids were received and opened by the Buffalo Sewer Authority on May 26, 2021:

Bidder	Total Bid
Frey Electric Construction Co., Inc.	\$1,230,000.00
CIR Electric	\$1,401,658.00

; and

WHEREAS: The bids were received, and the contract will be awarded on the basis of unit bid and lump sum prices. The bids reflect the true amount of the contract; and

WHEREAS: The Buffalo Sewer Authority's Consulting Engineer, AECOM, has reviewed the bid packages and recommend awarding the contract to the lowest responsible bidder, Frey Electric Construction Co., Inc., at a cost not to exceed \$1,230,000.00; and

WHEREAS: The Treatment Plant Administrator and staff have reviewed and concur with the recommendation provided by AECOM to award Contract E – Electrical to Frey Electric Construction Co., Inc.

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 Frey Electric Construction Co., Inc. for Bird Island Treatment Facility Secondary System Rehabilitation and Upgrade Project- Contract – E Electrical in an amount not to exceed \$1,230,000.00 Expenses for this contract will be charged to account no. 02000535-490740.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 21

CHANGE ORDER NO. 2 – CONTRACT NO 82000002

CONTRACTOR:	ORIGINAL CONTRACT COST	\$455,777.00
Quackenbush Company Inc.	PREVIOUS CHANGE ORDERS	\$346,961.00
495 Kennedy Road	THIS CHANGE ORDER	<u>\$195,000.00</u>
Buffalo, New York 14227	ADJUSTED CONTRACT COST	\$997,738.00

WORK: In-Plant Mechanical Services

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 \$195,000.00 – Additional planned mechanical work and repairs projected through balance of 2020-2021 contract term.

REASON FOR CHANGE OR EXTRA WORK:

Item#1 Further plant repair work needed to satisfy treatment plant operability, availability and safety concerns for the remaining 2020-2021 fiscal year.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$195,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$195,000.00

The total INCREASE to the contract as a result of this Change Order is \$195,000.00

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the original contract or as modified by previous contract remains unchanged.

ITEM NO. 22

CHANGE ORDER NO. 1 – PURCHASE ORDER NO. 22101011

CONTRACTOR:	ORIGINAL CONTRACT COST	\$200,000.00
Power Corp PHL	PREVIOUS CHANGE ORDERS	N/A
990 Spring Garden St.	THIS CHANGE ORDER	<u>\$20,000.00</u>
Suite 601	ADJUSTED TOTAL CONTRACT COST	\$220,000.00
Philadelphia, PA 19123		

PROJECT: Development of 3rd Party GI Stewardship Service Program

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 National Green Infrastructure Certification Program (NGICP) scope moved from BSA responsibility to Power Corp PHL.

REASON FOR CHANGE OR EXTRA WORK:

Item #1

As Power Corp PHL staff will be directly involved in training of GI Stewardship Service Program members and coordinating daily GI maintenance work and activities with BSA staff, it is advantageous to include NGICP training by Power Corp PHL staff as this will provide enhanced integration of program members and BSA staff.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$20,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$20,000.00

The total INCREASE to the contract as a result of this Change Order is \$20,000.00

CONTRACT SUPPLEMENT CONDITIONS:

1. The contract completion date established in the original contract or as modified by previous contract supplements remains 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 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 Purchase Order No. 22101011 as written in the above Agenda Item, increasing the contract cost in the amount of \$20,000.00, making the adjusted contract cost \$220,000.00.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 23

REPORT ON BIDS RECEIVED – IN-PLANT ELECTRICAL MAINTENANCE SERVICES

WHEREAS: Formal bids were solicited and received for In-Plant Electrical Services for a one-year period, July 1, 2021 to June 30, 2022, with an option to renew for four (4) one-year periods; and

WHEREAS: The following bids were received and opened by the Purchase Department on June 15, 2021:

	O'Connell Electric Company	CIR Electrical Construction Corp.	Ferguson Electric Services	Frey Electric
Labor Costs	\$443,889.70	No Quote	No Quote	No Response
Equip. Rental Costs	\$10,486.31			
Parts/Materials	\$44,000.00			
Sub-Contractor Mark Up	10%			
Grand Total	\$498,376.01			

; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff have reviewed the bids received and recommend this service be awarded to the lowest bidder, O'Connell Electric Company, based on their total quote of \$498,376.01; and

WHEREAS: The overall 2021-2022 fiscal year In-Plant Electrical Services budget has been approved in the amount of \$600,000.00.

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 O'Connell Electric company, to provide In-Plant Electrical Maintenance Services for the period July 1, 2021 to June 30, 2022, with an option to renew for four (4) one-year periods, at an annual cost not to exceed \$600,000.00. Expenses for this contract will be charged to account no. 00520106-443421.

MOTION TO TABLE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 24

AUTHORIZATION TO PURCHASE COMMODITIES UTILIZING CITY OF BUFFALO CONTRACT PRICING FOR FISCAL YEAR 2021-2022

WHEREAS: Board approval is required on purchases made over \$20,000.00; and

WHEREAS: The Sewer Maintenance Department purchases the following commodities available through City of Buffalo Contract:

Product	Vendor	City of Buffalo Contract	Amount	Account No.
Stone & Slag	New Enterprise Stone & Lime Co. DBA: Buffalo Crushed Stone	Informal #500 (through 6/30/21)	\$60,000.00	00660105-466269
Ready Mix Concrete	New Enterprise Stone & Lime Co. Inc. DBA: Buffalo Redi-Mix A Division of New Enterprise Stone and Lime Co. Inc.)	Formal #7782 (through 6/30/21)	\$70,000.00	00660105-466269

; and

WHEREAS: The Director of Sewer Maintenance and staff recommend the utilization of City of Buffalo Contract pricing for these purchases.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to utilize City of Buffalo Contract pricing to purchase the above commodities for fiscal year 2021-2022 at a cost not to exceed the amounts listed and further authorizes any subsequent extension or changes to City of Buffalo contracts for the fiscal year through June 30, 2022.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 25

AUTHORIZATION TO PURCHASE VARIOUS COMMODITIES UTILIZING NEW YORK STATE CONTRACT PRICING FOR FISCAL YEAR 2021-2022

WHEREAS: Board approval is required on purchases made over \$20,000.00; and

WHEREAS: The Sewer Maintenance Division purchases the following commodities available through New York State Contract pricing:

Product	NYS Contract	Current Vendor	Amount	Account No.
Gasoline	PC68459 Group: 05600	NOCO Energy Corp. Award: 23092 (through 12/16/21)	\$105,000.00	00520105-462600 (\$40,000.00) 00690105-462600 (\$65,000.00)
Diesel Fuel	PC68209 Group: 05602	Goetz Energy Award: 23094 (through 8/26/21)	\$85,000.00	00520105-462600 (\$25,000.00) 00690105-462600 (\$60,000.00)
Automotive Tires	PC68490 Group: 30600	Goodyear Tire & Rubber Company Award: PGB-23149 (through 3/31/24)	\$25,000.00	00690105-465001

; and

WHEREAS: The Director of Sewer Maintenance and staff recommend the utilization of New York State Contract pricing for these purchases.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to utilize New York State Contract pricing to purchase the above commodities for the fiscal year 2021-2022 at a cost not to exceed the amounts listed and further authorizes any subsequent extensions of the above New York State Contract awards for new awards for the commodities listed for the fiscal year through June 30, 2022.

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO.27

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR PROFESSIONAL ENGINEERING SERVICES

- WHEREAS: The Buffalo Sewer Authority issued a request for qualifications (RFQ) for the purposes of prequalifying various firms for delivery of green infrastructure capital improvement projects and approved these entities on September 30, 2020; and
- WHEREAS: Stantec Consulting Services, Inc., as a prequalified firm, submitted a proposal for delivery of professional engineering services in support of Green Infrastructure capital projects; and
- WHEREAS: Stantec Consulting Services, Inc., brings a wealth of experience in delivering programmatic large scale Green Infrastructure capital projects, and assessments, while managing risks and providing necessary engineering support ; and
- WHEREAS: Based upon the review of the General Manager and staff, it is recommended to proceed with the proposal and scope of work for professional services at an agreed upon cost not to exceed \$682,320.00.
- NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute an agreement with Stantec Consulting Services, Inc. to provide professional engineering services at a cost not to exceed 682,320.00. The cost of this contract will be funded from account no.02000536-432004.

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MRS. PETRUCCI

AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO.28

CONFIRMATION OF APPOINTMENTS

WASTEWATER TREATMENT PLANT OPERATOR I (PROVISIONAL)
SEWAGE TREATMENT PLANT
\$20.19 PER HOUR
EFFECTIVE: JUNE 14, 2021

DOMINIC GIAMBRA
33 INWOOD PL. APT. 2
BUFFALO, NY

WASTEWATER TREATMENT PLANT OPERATOR I (PROVISIONAL)
SEWAGE TREATMENT PLANT
\$20.19 PER HOUR
EFFECTIVE: JUNE 14, 2021

STEPHEN O'CONNELL
20 CRESTWOOD AVE. UPPER
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE TREATMENT PLANT
\$19.59 PER HOUR
EFFECTIVE: JUNE 14, 2021

JASON KUSMIERSKI
797 AMHERST ST.
BUFFALO, NY

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$114 PER DAY
EFFECTIVE: JUNE 14, 2021

MICAH LAMARTI
200 CABLE ST.
BUFFALO, NY

LABORER I (PERMANENT)
SEWAGE TREATMENT PLANT
\$19.59 PER HOUR
EFFECTIVE: JUNE 14, 2021

TIMOTHY WHITE
490 BROADWAY ST. APT. #348.
BUFFALO, NY

SENIOR ACCOUNTANT (PROVISIONAL)
CITY HALL - ADMINISTRATION
\$54,798 PER ANNUM
EFFECTIVE: JUNE 28, 2021

JEFFREY DIPALMA
177 COMMONWEALTH AVE..
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 MRS. PETRUCCI
2ND BY MR. ROOSEVELT
AYES 3 NOES 0

Board Meeting of June 23, 2021

ITEM NO. 29

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 TOTAL</u>
Taylor A. Brown	University at Buffalo	Environmental Health	90%	\$1,576.41
Taylor A. Brown	University at Buffalo	Intro to Epidemiology	90%	\$1,535.68
Perry Pope	Buffalo State College	Operations Management	75%	\$1,209.75

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$4,321.84. These Reimbursements will be charged to account no. 00820102-421026.

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

Board Meeting of June 23, 2021

ITEM NO. 30

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 employees have applied for Tuition Assistance:

<u>EMPLOYEE</u>	<u>SCHOOL</u>	<u>COURSE</u>	<u>TUITION</u>
Latasha Lamont	Erie Community College	Business Administration	\$1,140.00

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 applications for Tuition Assistance.

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

Board Meeting of June 23, 2021.

ITEM NO. 31

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MRS. PETRUCCI

2ND BY MR. ROOSEVELT

AYES 3 NOES 0

Board Meeting of June 23, 2021