

BUFFALO SEWER AUTHORITY

REGULAR MEETING

March 1, 2023

9:00 A.M.

**Bird Island Treatment Facility, 90 West Ferry St.
Teleconference +1 917- 933-2166, ID #203 007 588**

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ATTACHMENT A: Report on Fiscal Year 2022-23 Rates and Charges for Sewer Services

CALL OF THE ROLL

Present:

_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____

Absent:

_____	_____
_____	_____

The meeting was called to order at _____. A quorum was present.

ITEM NO. 1

Motion to Adopt the Minutes of the Meeting of January 4, 2023

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

ITEM NO. 2

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

As of January 31st, 2023

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	MONEY MARKET		\$1,939,686.89	Key	0.01%	Public NOW
18-Oct-22	14-Feb-23	119	\$998,133.62	Key Banc Capital	3.85%	\$12,866.38
7-Sep-22	23-Feb-23	169	\$9,454,183.31	Key Banc Capital	3.17%	\$142,816.69
4-Nov-22	3-Mar-23	119	\$6,936,712.48	JP Morgan	4.65%	\$108,287.52
22-Dec-22	16-Mar-23	84	\$1,898,711.31	Key Banc Capital	4.31%	\$19,288.69
1-Dec-22	23-Mar-23	112	\$9,078,007.47	Key Banc Capital	4.40%	\$125,992.53
30-Dec-22	31-Mar-23	91	\$3,759,760.92	Key Banc Capital	4.21%	\$37,239.08
13-Jan-23	4-Apr-23	81	\$6,096,937.00	Key Banc Capital	4.55%	\$63,063.00
31-Jan-23	18-Apr-23	77	\$990,481.94	Key Banc Capital	4.45%	\$9,518.06
			\$41,152,614.94			
LIABILITY AND CASUALTY RESERVE FUND						
31-Jul-12	MONEY MARKET		\$56,158.89	Key	0.01%	Public NOW
19-Jan-23	20-Apr-23	91	\$931,284.75	Key Banc Capital	4.50%	\$10,715.25
			\$987,443.64			
OPERATING FUND						
31-Jul-12	Super NOW		\$3,321,859.51	Key	0.01%	Public NOW
TRUST & AGENCY FUND						
31-Jul-12	Super NOW		\$5,129.97	Key	0.01%	Public NOW
SURPLUS FUND						
			\$1,511.13	Wilmington US Treasury	3.19%	
30-Nov-22	1-Jun-23	183	\$10,003,260.81	Key Banc Capital	2.24%	\$258,739.19
			\$10,004,771.94			
NET REVENUE FUND						
			\$179,757.80	Wilmington U.S. Treasury		
5-Jan-23	28-Feb-23	54	\$5,962,155.00	Key Banc Capital	4.20%	\$37,845.00
5-Jan-23	29-Mar-23	83	\$6,928,181.94	Key Banc Capital	4.45%	\$71,818.06
25-Jan-23	27-Apr-23	92	\$4,499,652.00	M&T Securities	4.50%	\$52,348.00
			\$17,569,746.74			
BSA 2021 EIB FUND						
			\$5,643.76	Cash	0.00%	
26-Aug-22	23-Feb-23	181	\$32,925,645.64	M&T Securities	3.03%	\$509,354.36

26-Oct-22	27-Feb-23	124	\$9,988,737.00	Key Banc Capital	4.50%	\$157,263.00
23-Sep-22	23-Mar-23	181	\$2,266,795.30	Key Banc Capital	3.72%	\$43,204.70
30-Nov-22	23-Mar-23	113	\$1,844,852.88	Key Banc Capital	4.62%	\$27,147.12
1-Dec-22	23-Mar-23	112	\$1,996,293.69	Key Banc Capital	4.40%	\$27,706.31
30-Dec-22	23-Mar-23	83	\$3,996,858.04	Key Banc Capital	4.10%	\$38,141.96

\$53,024,826.31

DEBT RESERVE FUND

Series J						
02-Jul-14	13-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%	
Series K						
02-Jul-14	15-Feb-33	6803	\$361,415.00	UST State/Local Govt	2.70%	
Series L						
12-Nov-15	1-Oct-35	7263	\$689,547.00	UST State/Local Govt	2.44%	
Series M						
27-Jun-14	1-May-44	10901	\$595,613.00	UST State/Local Govt	2.70%	
Series N						
15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%	
EFC 2021						
			\$3,574.51	Wilmington U.S. Treasury	0.90%	
3-Jan-23	11-May-23	128	\$318,919.68	M&T Securities	4.41%	\$ 5,080.32
			\$322,494.19			
			\$0.01			
DSF PRIN & INT						
Wilmington Fund						

DSF 2021 EIB

Wilmington Fund 3.72%

RECEIVE & FILE

Board Meeting of March 1, 2023

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

1/3/2023	00460105 KELX Equipment Maint.	-\$5,000.00	00520105 MAIN Gas & Lubricants	\$5,000.00
1/3/2023	00460105 KELX Equipment Maint.	-\$1,000.00	00480105 TIFF Equipment Maint.	\$1,000.00
1/3/2023	00300103 KELX Equipment Maint.	-\$20,000.00	00520105 MAIN Equipment Maint.	\$20,000.00
1/13/2023	00200106 PLAN Building Repairs	-\$5,782.00	00200107 PLAN Office Equipment	\$5,782.00
1/13/2023	00460105 KELX Equipment Maint.	-\$1,700.00	00520105 Main Office Supplies	\$1,700.00
1/17/2023	00230106 Refuse Disposal Service	-\$20,000.00	00290106 AERATION Refuse Disposal	\$20,000.00
1/20/2023	00460105 KELX Equipment Maint.	-\$15,000.00	00370105 Centrifuge Equipment Maint.	\$15,000.00
1/31/2023	00360103 DEWA Water	-\$850.00	00400103 SOUTH Water	\$850.00
2/7/2023	00460105 KELX Equipment Maint.	-\$40,135.00	00300106 BLOW Repairs	\$40,135.00
2/8/2023	00200106 PLAN Engineering and Tech	-\$5,345.00	00200103 PLAN Telephone	\$5,345.00
2/8/2023	00200106 PLAN Engineering and Tech	-\$4,504.00	00200103 PLAN Telephone	\$4,504.00

Engineering Division

1/12/2023	00600106 ENG Engineering & Tech	-\$50,000.00	00520106 MAIN Maint.	\$50,000.00
1/17/2023	00800183 FIN Contingency	-\$2,000.00	00110105 ADMIN Postage	\$2,000.00
2/8/2023	00800183 FIN Contingency	-\$450.00	00550106 IWS Maintenance	\$450.00

RECEIVE & FILE

Board Meeting of March 1, 2023

ITEM NO. 4

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

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

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

Fund Balance as of June 30, 2022	\$1,002,192.41
Interest Earnings	\$5,868.76
Claims Paid	\$21,885.74
Transfer from Operating Fund	\$15,000.00
Fund Balance as of December 31, 2022	<u>\$1,001,175.43</u>

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

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

During the period of July 1, 2022 – December 31, 2022 the B.S.A. settled six (6) claims, resulting in cash payments from the Buffalo Sewer Authority for \$21,885.74. No claims were denied in this time period.

Total Active Claims Pending as of December 31st, 2022

Bodily Injury	8
Property Damage	2
Motor Vehicle	0
Auto B.I. & P.D	4
Other Liability	1
Total	<u>15</u>

RECEIVE & FILE

Board Meeting of March 1, 2023

ITEM NO. 5

INFORMATIVE: REPORT ON FISCAL YEAR 2022-23 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 2022-23 Rates and Charges for Sewer Services (Attachment A) 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 March 1, 2023

ITEM NO. 6

PRELIMINARY OUTLINE OF OPERATING BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2023

A proposed Operating Budget, with full details, for the fiscal year beginning July 1, 2023, will be presented for formal consideration by your Honorable Body at the next scheduled meeting on April 5, 2023. This proposed budget will be in an amount not to exceed \$69,750,000 which is a \$8,250,000 increase from the current budget of \$61,500,000.

At this time, an outline of the proposed budget is submitted for your tentative approval. Once approved, we will proceed in the preparation of a formal budget document complete with comparison charts and exhibits. Attached to this outline are the following exhibits:

A Revenue Estimate and comparison for the years 2020-2021 to 2023-2024 Proposed;

A comparison of Appropriation by Division for the years 2020-2021 to 2023-2024 Proposed;

Capital Budget Projects for 2023-2024.

Sewer rents based on assessed valuation will be increased to fund this proposed budget. The final rate for sewer rent will be dependent upon the final City assessed valuation. Sewer rents based upon water usage will not be increased. The estimate of sewer rents based on water use and the final budget appropriation estimates will be detailed at the scheduled meeting of April 5, 2023.

WHEREAS: The preliminary budget presented herein reflects a balanced plan to fund the necessary operations of the Buffalo Sewer Authority for the fiscal year beginning July 1, 2023.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to proceed in preparing a detailed budget not to exceed \$69,750,000 to be submitted to this Body at the meeting of April 5, 2023.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

**BUFFALO SEWER AUTHORITY
REVENUE ESTIMATE
2023-2024 PRELIMINARY BUDGET**

Revenue	2020-2021 Actual	2021-2022 Actual	2022-2023 Budget	2023-2024 Budget
Assessment Sewer Rents	\$12,127,418	\$12,052,518	\$12,099,600	\$19,852,600
Water Use Sewer Rents	24,704,647	24,716,758	25,370,000	24,460,000
Outside City-Sewer Connection	18,827,354	14,874,382	14,250,000	13,750,000
Industrial Waste	3,561,369	4,505,575	4,035,000	3,525,000
Interest Income	719,538	746,737	1,470,000	3,471,000
Miscellaneous	1,001,110	1,689,443	4,275,400	4,691,400
Total Revenues	<u>\$60,941,436</u>	<u>\$58,585,413</u>	<u>\$61,500,000</u>	<u>\$69,750,000</u>

**BUFFALO SEWER AUTHORITY
APPROPRIATIONS BY DIVISION
2023-2024 PRELIMINARY BUDGET**

Division	2020-2021 Actual	2021-2022 Actual	2022-2023 Budget	2023-2024 Budget
General Offices	\$1,678,422	\$1,728,515	\$2,251,293	\$2,088,975
Wastewater Treatment Facility	21,680,194	23,179,049	25,720,218	31,367,579
Industrial Waste	762,230	774,338	778,774	855,023
Engineering	1,034,147	1,206,647	1,655,954	1,643,533
Sewer Maintenance	4,532,469	4,751,684	6,367,500	7,202,645
Miscellaneous Financial Chgs	4,155,702	4,102,332	5,734,690	5,919,690
Fringe Benefits	10,300,039	10,025,523	11,508,000	12,628,548
Debt Service & Reserve	3,407,147	6,264,949	7,483,571	8,044,007
Total Appropriations	<u>\$47,550,350</u>	<u>\$52,033,037</u>	<u>\$61,500,000</u>	<u>\$69,750,000</u>

**BUFFALO SEWER AUTHORITY
CAPITAL PROJECTS
2023 - 2024 PRELIMINARY BUDGET**

<u>PROJECT TITLE:</u>	ESTIMATED COST
<u>TREATMENT PLANT:</u>	
RWW/SWW Pump/Motor Rehab (Includes Discharge Valve/Controls)	\$2,500,000
Seepage and Subsidence	1,000,000
Ash Exhauster/Silo/Ancillary Ductwork	2,500,000
Replace Gas Compressors	3,500,000
TREATMENT PLANT TOTAL	\$9,500,000
<u>COLLECTION SYSTEM:</u>	
Raincheck 2.0 GI Opportunity Projects	\$10,000,000
Sewer Cleaning and TV Inspections PM w/ DPW	1,000,000
Canisius OLS and SPP 229 A Modification	45,000,000
Jefferson Avenue GI	2,000,000
Amherst Quarry Upgrade RTC	250,000
CSO053 Edison Martha OLS	1,000,000
CSO053 SPP336B OLS (Sidney OLS)	1,000,000
CSO053 South Bailey DUC/ILS	500,000
Water Quality Monitoring	412,000
Hertel Ave. and Smith St. Backwater Prevention	150,000
Fruit Belt Sewer Rehab	3,000,000
COLLECTION SYSTEM TOTAL	\$64,312,000
<u>GRAND TOTAL</u>	<u>\$73,812,000</u>

ITEM NO. 7

CLAIM AGAINST LIABILITY AND CASUALTY RESERVE FUND

WHEREAS: James E. Rogers of 902 South Park Ave., filed a Claim with the Buffalo Sewer Authority for property damage on October 21, 2022; and

WHEREAS: The General Counsel (BSA) and General Manager reviewed this Claim and have negotiated a final settlement in the amount of \$4,500.00 in 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 James E. Rogers of 902 South Park Ave., Buffalo, NY 14210 in the final settlement amount of \$4,500.00 in full and complete settlement of this matter. This Claim will be paid out of the Liability and Casualty Reserve Fund.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 8

PAYMENTS FROM JUDGMENT AND CLAIMS

WHEREAS: Board approval is required for charges made against the Buffalo Sewer Authority’s current budget for services and/or materials received during prior fiscal year; and

WHEREAS: The following services were received during a prior fiscal year and charged to the 2022-2023 budget account no. 00800108-480214

VENDOR	INVOICE	AMOUNT
On The Mark Utility Locating Services	6835	\$1,280.16

; and

WHEREAS: The Executive Secretary and staff recommend the above payments from the Judgment and Claims account.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the above payments from the Judgment and Claims account.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 9

AMENDMENT TO BOARD RESOLUTION NO. 6 OF THE NOVEMBER 10, 2022, BOARD MEETING - SERIES 2022 BOND ANTICIPATION NOTE RESOLUTION

WHEREAS: On November 10, 2022, the Board of the Buffalo Sewer Authority authorized Resolution No. 6: the Series 2022 Bond Anticipation Note Resolution for the Scajaquada Creek/Black Rock Canal Smart Sewer Project; and

WHEREAS: The original board item incorrectly stated the date of the board meeting; and

WHEREAS: The Executive Secretary recommends that an amendment to Resolution No. 6 of the Board Meeting of November 10, 2022, be approved reflecting the correct date of the board meeting.

NOW THEREFORE
BE IT RESOLVED: That Resolution No. 6 of the Board Meeting of November 10, 2022, hereby be amended to read as follows:

“I, ELEANOR PETRUCCI, Secretary of the Buffalo Sewer Authority in the County of Erie, State of New York, HEREBY CERTIFY that the foregoing annexed extract from the Minutes of a meeting of the Board of Directors of said Authority, duly called and held on November 10, 2022, and at which a quorum was present and acting throughout and the resolution contained therein is a true and complete copy of the resolution thereupon adopted and recorded in the Minutes of said Authority and that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Authority and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matters referred to in said extract, and that said resolution has not been amended or repealed but is in full force and effect.”

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 10

AUTHORIZATION FOR PURCHASE OF THE YEARLY SUBSCRIPTION FOR EZMAXMOBILE

WHEREAS: On February 17, 2021, the Board of the Buffalo Sewer Authority designated Interpro, the owner and distributor of EZMAXMOBILE software as a sole source for the purchase of software and technical support and professional services for EZMAXMOBILE; and

WHEREAS: The Buffalo Sewer Authority Sewer Maintenance Division currently uses EZMAXMOBILE for work order tracking for repairs and service performed throughout the City of Buffalo and plan on expanding the services for the Green Infrastructure Program; and

WHEREAS: Interpro Solutions submitted a quote for \$9,800.00 for additional services to continue to develop the system and work with the Buffalo Sewer Authority’s IT Department; and

WHEREAS: Monies payable to date to Interpro Solutions in the aggregate year are \$73,456.00. This purchase will bring the total monies payable for purchases to \$83,256.00; and

WHEREAS: The Computer System Administrator and staff reviewed the quote received and recommend authorizing the purchase for the additional services and further recommend authorization for total monies payable to Interpro for the current aggregate year to not exceed \$83,256.00; and

WHEREAS: Board approval is required on purchases over \$20,000.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the additional services from Interpro Solutions at a total cost of \$9,800.00. Account number 00200106-443420 will be charged for this purchase. The Board further authorizes total monies payable to Interpro Solutions for the current aggregate year not to exceed \$83,256.00.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

ITEM NO. 11

TRAVEL AUTHORIZATION - WASHINGTON, D.C.

WHEREAS: The White House Administration has invited the General Manager to attend an event focused on water infrastructure, held in Washington, D.C.; and

WHEREAS: The event will take place on Friday, January 27, 2023 at the White House Complex to champion federally funded infrastructure projects; and

WHEREAS: The Chairman of the Board recommends that the General Manager attend the White House Administration infrastructure event in Washington, D.C.

WHEREAS: Due to time constraints, the Board was polled on January 23, 2022, and verbally authorized acceptance of this proposal; and

WHEREAS: It is now necessary to formally ratify that authorization.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby formally authorizes the General Manager to travel to Washington, DC. On Friday, January 27, 2023 to attend the White House Infrastructure event at a total cost not to exceed \$750. Account nos. 000110104-458010 will be utilized for this travel.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 12

TRAVEL AUTHORIZATION - SYRACUSE, NY

WHEREAS: The New York State Floodplain and Stormwater Managers Association (NYSFSMA) is holding their Annual Conference in Syracuse, NY April 18-20, 2023; and

WHEREAS: The Buffalo Sewer Authority holds permits as both a Municipal Separate Storm Sewer System (MS4) and Publicly Owned Treatment Works (POTW) with Combined Sewer Overflows (CSOs); and

WHEREAS: Both CSOs and MS4s are impacted by stormwater and flooding risk, mitigation, and regulation; and

WHEREAS: The Principal Sanitary Engineer is a Certified Floodplain Manager and member of the Board of NYSFSMA; and

WHEREAS: The Principal Sanitary Engineer needs to remain up to date on regulations and mitigation strategies in relation to stormwater and flooding; and

WHEREAS: The General Manager recommends that the Principal Sanitary Engineer and Forester attend the 2023 NYSFSMA Annual Conference.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the Principal Sanitary Engineer to travel to Syracuse, NY from April 17, 2023, to April 21, 2023, to attend the 2023 NYSFSMA Annual Conference at a total cost not to exceed \$1,500.00. Account nos. 00600104-458010 and 00600104-458012 will be utilized for this travel.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 13

TRAVEL AUTHORIZATION - WASHINGTON, D.C.

WHEREAS: The National Association of Clean Water Agencies (NACWA) is holding its Board of Directors meeting in conjunction with Water Week Policy Fly-In in Washington, D.C. from April 24 – April 28, 2023; and

WHEREAS: The General Manager serves as Vice President for the Board of Directors for NACWA; and

WHEREAS: The Principal Sanitary Engineer serves as a Water Environment Federation (WEF) House of Delegates representative for New York Water Environment Association (NYWEA); and

WHEREAS: The General Manager and Principal Sanitary Engineer needs to remain active on the latest regulatory issues, infrastructure funding and utility best practices; and

WHEREAS: The Chairman of the Board recommends attendance to the Water Week Policy Fly-In and Board of Directors Meeting for the General Manager and the Principal Sanitary Engineer.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager and Principal Sanitary Engineer to travel to Washington, D.C from April 23 – April 29, 2023, to attend the NACWA Board Meeting and Water Week Fly-In at a total cost not to exceed \$5,000.00. Account nos. 00110104-458010, 00110104-458012, 00600104-458010, and 00600104-458012 will be utilized for this travel.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 14

TRAVEL AUTHORIZATION - KNOXVILLE, TN

WHEREAS: Emerson AMS is offering AMS Machinery Manager Training to include PEAKVUE technology, Vibration Analysis module, reporting module, exception analysis, Nspectr, BMview, Data Transfer and Route Modification in Knoxville, TN from April 30, 2023 through May 4, 2023; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff have determined a need for Senior Instrument Technician to attend the training; and

WHEREAS: The training will further support the Buffalo Sewer Authority’s development of a comprehensive predictive maintenance program that will include the ability to monitor, record and analyze vibration characteristics of rotating equipment throughout the facility, allowing the Authority to predict machinery component failure before it occurs, translating to cost savings.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the Senior Instrument Technician to travel to Knoxville, TN from April 30, 2023 through May 4, 2023, to attend the AMS Machinery Manager Training at a total cost not to exceed \$1,900.00 and will be charged to account no. 00200104-458010.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 15

TRAVEL AUTHORIZATION - PHILADELPHIA, PA

WHEREAS: The Buffalo Sewer Authority has incorporated Green Infrastructure into our approved Combined Sewer Overflow Long-Term Control Plan; and

WHEREAS: The Buffalo Sewer Authority is a member of the Green Infrastructure Leadership Exchange; and

WHEREAS: The Green Infrastructure Leadership Exchange is hosting its 2023 Annual Meeting in Philadelphia, PA May 1-4, 2023; and

WHEREAS: The Principal Sanitary Engineer and the Forester and need to remain up to date on best management design and maintenance practices; and

WHEREAS: The General Manager recommends that the Principal Sanitary Engineer and Forester attend the 2023 Green Infrastructure Leadership Exchange Annual Meeting.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the Principal Sanitary Engineer and Forester to travel to Philadelphia, PA from April 30, 2023, to May 5, 2023, to attend the 2023 Green Infrastructure Leadership Exchange Annual Meeting at a total cost not to exceed \$2,500.00. Account nos. 00600104-458010 and 00700104-458010 will be utilized for this travel.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 16

AUTHORIZATION FOR CHANGE ORDER TO PURCHASE ORDER NO. 22300265

WHEREAS: On September 7, 2022, Comairo Equipment Incorporated was awarded the lowest bid at \$16,238.00; and

WHEREAS: On September 23, 2022, due to a major malfunction upon start-up of Compressor #3, additional tasks were added at the cost of \$4,046.00; and

WHEREAS: On December 19, 2022, additional necessary work to reinstall high stage rotor on #3 compressor cost of \$36,473.00; and

WHEREAS: It is now necessary to increase the Purchase Order no. 22300265 in the amount of \$36,473.00 from \$20,284.00 to \$56,757.00 through June 30, 2023; and

WHEREAS: The Treatment Plant Superintendent and Acting Principal Chief Stationary Engineer recommend this increase at a total cost not to exceed \$56,757.00.

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 \$36,473.00, increasing Purchase Order No. 22300265 with Comairco Equipment, Inc., from \$20,284.00 to \$56,757.00 through June 30, 2023. Funds for this change order will be charged to account no. 00380106-443301.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 17

EXTENSION OF THE CONTRACT FOR GAS BURNER SYSTEM INSPECTION, PREVENTIVE MAINTENANCE AND CORRECTIVE REPAIR SERVICES

WHEREAS: On April 7, 2021, the Board of the Buffalo Sewer Authority awarded a contract to Mollenberg-Betz, Inc., for Gas Burner System Inspection, Preventive Maintenance and Corrective Repair Services for the period July 1, 2021 to June 30, 2022 with an option to renew four (4) one-year periods, at an annual cost not to exceed \$40,924.00; and

WHEREAS: On May 4, 2022, the Board authorized the extension of this contract for the period July 1, 2022 to June 30, 2023; and

WHEREAS: Mollenberg-Betz Inc., has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2023-2024;

WHEREAS: The Treatment Plant Superintendent and staff recommend this extension at a total cost not to exceed \$40,924.00.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorize the General Manager to renew the contract with Mollenberg-Betz, Inc., for Gas Burner System Inspection, Preventive Maintenance and Corrective Repair Services for the period July 1, 2023 to June 30, 2024, at a total cost not to exceed \$40,924.00. Expenses for this contract will be charged to account no. 00380106-443421.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 18

EXTENSION OF THE CONTRACT FOR INDUCED FAN (ID) INSPECTION, PREVENTIVE MAINTENANCE AND REPAIR SERVICES

WHEREAS: On April 10, 2019, the Board of the Buffalo Sewer Authority awarded a contract to Hohl Industrial Services, Inc., to provide Induced Draft (ID) Fan, Inspection, Preventive Maintenance & Repair Services at the Bird Island Treatment Facility for the period 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 \$80,060.00; and

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

WHEREAS: On March 10, 2021, the Board authorized the extension of this contract for the period July 1, 2021 to June 30, 2022; and

WHEREAS: On April 6, 2022, the Board authorized the extension of this contract for the period July 1, 2022 to June 30, 2023; and

WHEREAS: Hohl Industrial Services, Inc., has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2023-2024

WHEREAS: The Treatment Plant Superintendent and staff recommend this extension at a total cost not to exceed \$80,060.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Hohl Industrial Services, Inc., to provide Induced Draft (ID) Fan, Inspection, Preventive Maintenance & Repair Services for the period July 1, 2023 to June 30, 2024, at a total cost not to exceed \$80,060.00. Expenses for this contract will be contract will be charged to account no. 00380106-443421.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 19

EXTENSION OF THE CONTRACT FOR SECURITY GUARD SERVICES

- WHEREAS: On May, 27, 2020, the Board of the Buffalo Sewer Authority awarded a contract to Don's Security Services, for security guard services at the Bird Island Treatment Facility at a total cost not to exceed \$382,812.00 for the period July 1, 2020 to June 2021 with an option to renew for four (4) one-year periods; and
- WHEREAS: On July 1, 2020, the NYS Department of Labor's prevailing wage rate increased by \$1.73/hr. and .07% for supplemental benefits, resulting in the billable rate increasing from \$21.85/hr. to \$23.65/hr.; and
- WHEREAS: On September 30, 2020, the Board authorized a change order in the amount of \$31,536.00 to the blanket purchase order in order to increase the previously authorized amount from \$382,812.00 to a total not to exceed \$414,348.00 for fiscal year 2020-2021; and
- WHEREAS: On March 10, 2021, the Board authorized the extension of this contract for one (1) additional year under the same terms and conditions for fiscal year July 1, 2021 to June 30, 2022; and
- WHEREAS: On April 6, 2022, the Board authorized the extension of this contract for one (1) additional year under the same terms and conditions for fiscal year July 1, 2022 to June 30, 2023; and
- WHEREAS: Don's Security Services has agreed to extend this contract for one (1) additional year under the same terms and conditions for fiscal year 2023-2024; and
- WHEREAS: The Superintendent of Mechanical Maintenance and staff recommend this extension at a total cost not to exceed \$414,348.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to renew the contract with Don’s Security Services for the security guard services for the period July 1, 2023 to June 30, 2024, at a total cost not to exceed \$414,348.00. Expenses for this contract will be charged to account no. 00200106-434000.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 20

REPORT ON BIDS RECEIVED-NATURAL GAS SUPPLY

WHEREAS: Bids were solicited by United Energy, the Buffalo Sewer Authority’s energy consultant, for natural gas supply to the Bird Island Treatment Plant facility and outlying stations for various terms beginning on February 1, 2023. The following bids were received and opened via e-mail for the Bird Island Treatment Facility on Wednesday, January 25, 2023;

	Bird Island Treatment Facility (Dth + NYMEX)	STBA Satellite Stations (Dth + NYMEX)
	1-Year	1-Year
Energy Mark, LLC	\$3.40	\$4.26
New Wave Energy Corp.	\$4.00	\$4.80

All to be determined based on Bids received, plus the monthly closing price on the NYMEX; and

WHEREAS: Upon review of the bids received United Energy recommends that the Buffalo Sewer Authority enter into an agreement with EnergyMark, LLC for the period February 1, 2023, through December 31, 2023; and

WHEREAS: The General Manager, Treatment Plant Superintendent, and Treatment Plant Administrator concur with United Energy and recommend awarding a one-year contract to EnergyMark, LLC for natural gas supply for the Bird Island Treatment Facility and outlying stations.

NOW THEREFORE BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into a contract with EnergyMark, LLC for natural gas supply for the Bird Island Treatment Facility and outlying statins for a one-year period, February 1, 2023 through December 31,2023, at a cost of \$3.40/Dth for the Bird Island Treatment Facility and a cost of \$4.26/Dth for the outlying stations, plus the monthly closing price on the New York Mercantile Exchange (NYMEX). The purchase of this commodity will be charged to various Treatment Plant accounts.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

ITEM NO. 21

AUTHORIZATION TO ENTER INTO AGREEMENT WITH KOESTER ASSOCIATES, INC.

WHEREAS: The Board of the Buffalo Sewer Authority authorized the installation of a fine bubble diffusion system on 16 aeration tanks at the Bird Island Treatment Facility in 1995. Sanitaire, the original equipment manufacturer of the diffuser and the holder of the patent on the gas cleaning procedure, recommends annual gas cleaning of the diffuser elements; and

WHEREAS: Performance reports have proven that the continued cleaning and maintenance of these diffusers lowers electrical usage and improves oxygen-transfer efficiency; and

WHEREAS: The annual cleaning was last performed in June 2021 and plant staff recommend that annual cleaning of the aeration tank diffusers be approved at this time; and

WHEREAS: Koester Associates, Inc. a representative of Sanitaire has submitted a quote in the amount of \$122,249.80 for the cleaning of 22 aeration tanks. The quote includes labor and chemicals; and

WHEREAS: The Treatment Plant Superintendent and staff recommend accepting the quote from Koester Associates, Inc., for the cleaning of 22 aeration tanks, including labor chemicals, at a total cost not to exceed \$122,249.80.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to enter into and execute an agreement with Koester Associates, Inc., for the annual cleaning of 22 aeration tank diffusers at a total cost not to exceed \$122,249.80. Expenses for this agreement will be charged to account no. 00290106-443301.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 22

CHANGE ORDER NO. 1 – CONTRACT NO. 82000023 FOR PROFESSIONAL ENGINEERING SERVICES

CONSULTANT:	ORIGINAL CONTRACT COST	\$250,000.00
Jacobs Civil Consultants, Inc.	PREVIOUS CHANGE ORDER	N/A
50 Fountain Plaza, Suite 600	THIS CHANGE ORDER	<u>\$196,400.00</u>
Buffalo, NY 14202	ADJUSTED CONTRACT COST	\$446,400.00

PROJECT: Jacobs Civil Consultants, Inc. 3yr. Professional Engineering Agreement FY21-23

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Additional Engineering Task as identified through preliminary evaluation efforts.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 Jacobs Engineering has been working with BSA on the seepage and subsidence project. Due to the increasing incidence of cracks, ground water infiltration and safety concerns, it is necessary to expand the scope of Jacobs work. This will include engineering design and construction administration/construction inspection, (CA/CI).

COST OF CHANGE OR EXTRA WORK:

Item #1 \$196,400.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: \$196,400.00

The total INCREASE to the contract as a result of this Change Order is \$196,400.00

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. 82000023 as written in the above Agenda Item, increasing the contract cost in the amount of \$196,400.00, making the adjusted contract cost \$446,400.00. These funds shall be drawn from account number 02000513-432004.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 23

AUTHORIZATION TO PURCHASE A MT100 MINI TRACK LOADER UNDER STATE CONTRACT

WHEREAS: The Director of Sewer Maintenance, Head Motor Equipment Mechanic and staff request approval to purchase the following MT100 Mini Track Loader with additional options available under New York State Contract, to add to the existing fleet for Green Infrastructure:

State Contract	Vendor	Vehicle	Cost
PC69396 Award PGB#22792 Group 40625	Clark Equipment Company DBA Bobcat Company	MT100 Mini Track Loader 25HP Tier IV Diesel	\$37,812.16

WHEREAS: The Director of Sewer Maintenance, Head Motor Equipment Mechanic and staff recommend the purchase of the above MT100 Mini Track Loader at a total cost of \$37,812.16.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority authorizes the General Manager to purchase the above MT100 Mini Track Loader and additional options indicated from Clark Equipment Company DBA Bobcat Company at a total cost of \$37,812.16. This purchase will be charged to account no.00700107-474200.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 24

AUTHORIZATION FOR PREVENTATIVE MAINTENANCE FOR HIGH EFFICIENCY TURBO BLOWERS

WHEREAS: On September 29, 2021, the Board of the Buffalo Sewer Authority designated APG-Neuros Corporation, the original equipment manufacturer, and/or their local representative, as a sole source for equipment repairs and supplies for the five (5) High Efficiency Turbo Blowers; and

WHEREAS: In accordance with the standards outlined with the Turbo Blower O&M manual, an Extended Preventative Routine Maintenance plan (EPRM) is necessary to be conducted to prevent unnecessary equipment down time, emergency service and enhance overall reliability, and

WHEREAS: APG-Nueros supplied a quote for the EPRM services in the amount of \$43,135.00 for the 2022-2023 fiscal year; and

WHEREAS: The Superintendent of Mechanical Maintenance and staff reviewed the quote received and recommend the repairs needed at a cost not to exceed \$43,135.00; and

WHEREAS: Board approval is required on services over \$30,000.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to authorize the services needed for the High Efficiency Turbo Blowers at a total estimated cost of \$43,135.00. Account no. 00300106-443301 will be charged for these repairs.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO.25

AUTHORIZATION FOR CHANGE ORDER TO BLANKET PURCHASE ORDER NO. 22300059

CONTRACTOR:	ORIGINAL CONTRACT COST	\$184,800.00
Sicoli Construction Services, Inc.	CONTRACT RENEWAL 2021-2022	\$102,000.00
4800 Hyde Park Blvd	CONTRACT RENEWAL 2022-2023	\$102,000.00
Niagara Falls, NY 14305	THIS CHANGE ORDER NO. 1	<u>\$135,000.00</u>
	ADJUSTED CONTRACT COST	\$523,000.00

WORK: Door Repair & Preventive Maintenance Services

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 \$135,000.00 – Additional repairs and service support projected through balance of 2022-2023.

REASON FOR CHANGE OR EXTRA WORK:

Item#1 Significant door, door frame, hardware and accessory needs and repairs due to excessive damage & wear from years of extended deferred maintenance.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$135,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$135,000.00

The total INCREASE to the contract as a result of this Change Order is \$135,000.00

CHANGE ORDERS

WHEREAS: On February 12, 2020, the Board of the Buffalo Sewer Authority approved to enter into and execute a contract with Sicoli Construction, to provide the Inspection and Preventative Maintenance and Repair Services to approximately 560 passageway doors at the Bird Island Treatment Facility and Outlying Stations for the period beginning March 1, 2020 to June 30, 2021 with an option to renew for three (3) one-year periods, at an annual cost not to exceed \$102,000.00

WHEREAS: On March 10, 2021, the Board of the Buffalo Sewer Authority authorized the General Manager to renew the contract with Sicoli Construction to provide the inspection and preventative maintenance and repair services to approximately 560 passageway doors for the period July 1, 2021 to June 30, 2022, at a total cost not to exceed \$102,000.00

WHEREAS: On April 6, 2022, the Board of the Buffalo Sewer Authority authorized the General Manager to renew the contract with Sicoli Construction to provide the inspection and preventative maintenance and repair services to approximately 560 passageway doors for the period July 1, 2022 to June 30, 2023, at a total cost not to exceed \$102,000.00

WHEREAS: It is now necessary to increase the Blanket Purchase Order No. 22300059 in the amount of \$135,000.00 from \$102,000.00 to \$237,000.00 through June 30, 2023; and

CONTRACT SUPPLEMENT CODITIONS:

1. The contract completion date established in the original contract or as modified by previous contract 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 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 authorizes the General Manager to approve a change order in the amount of \$135,000.00, increasing Blanket Purchase Order No. 22300059 with Sicoli Construction to provide the inspection and preventative maintenance and repair services to approximately 560 passageway doors at the Buffalo Sewer Authority facilities, from \$102,000.00 to \$237,000.00 through June 30, 2023, making the adjusted contract cost \$523,800.00. Funds for this change order will be charged to account no. 00520106-443421.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 26

CERTIFICATE OF ACCEPTANCE AND OCCUPANCY

WORK: Colvin Estates Phase III Project – Part 2

BID: N/A

CONTRACTOR: On Track Construction Inc.

WHEREAS: The Principal Sanitary Engineer of the Buffalo Sewer Authority has certified that the Contractor completed the work in accordance with the plans and specifications on August 21, 2022.

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 November 10, 2022.
- c. The maintenance period commences on November 10, 2022;
- d. No payment will be made from Authority funds as this is a privately installed sewer extension.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 27

CHANGE ORDER NO. 1 – CONTRACT NO. 82000021

CONSULTANT:	ORIGINAL CONTRACT COST	\$250,000.00
Erdman Anthony and Associates, Inc.	PREVIOUS CHANGE ORDER	N/A
145 Culver Road, Suite 200	THIS CHANGE ORDER	<u>\$235,000.00</u>
Rochester, NY 14620	ADJUSTED CONTRACT COST	\$485,000.00

WORK: Three (3) Year Professional Engineering Services Term Agreement

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Design, public outreach, and bidding services associated with lining of sewer mains within the Fruit Belt neighborhood to prevent sinkholes associated with publicly owned sewer mains.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 The Fruit Belt neighborhood has experienced a large number of sink holes in recent years. A recent report commissioned by the City of Buffalo's Department of Public Works indicated that at least some of the sink holes may be attributed to open joints or hairline cracks in otherwise sound public sewer mains. In the interest of expediency and to prevent further degradation of the sewers which would result in more costly repairs and replacement work, Buffalo Sewer Authority has chosen to use UV lining technology in combination with spot repairs to fully rehabilitate and restore to like-new condition the public sewers within the Fruit Belt neighborhood which have been brought into question.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$235,000.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: \$235,000.00

The total INCREASE to the contract as a result of this Change Order is \$235,000.00

WHEREAS: In Item No. 10, on April 1, 2020, the Board of the Buffalo Sewer Authority awarded six (6) term engineering contracts for work on an as needed and as directed basis for capital improvement projects for up to three (3) years for \$250,000.00 each; and

WHEREAS: On August 4, 2020, Erdman Anthony and Associates, Inc. entered into a contract with the Buffalo Sewer Authority in accordance with the previously stated conditions; and

WHEREAS: The Principal Sanitary Engineer solicited a proposal from Erdman Anthony and Associates, Inc. for design, public outreach, and bidding services associated with Fruit Belt public sewer main rehabilitation; and

WHEREAS:

The Principal Sanitary Engineer have reviewed the proposal solicited “Buffalo Sewer Authority Term Agreement Contract No. 82000021 Fruit Belt Sewers” and the Change Order No. 1 request required to approve the proposal and recommend their approval.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 1 to Contract No. 82000021 as written in the above Agenda Item, increasing the contract cost in the amount of \$235,000.00, making the adjusted contract cost \$485,000.00.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 28

CHANGE ORDER NO. 4 – CONTRACT NO. 81900014

CONSULTANT:	ORIGINAL CONTRACT COST	\$188,527.00
Arcadis	PREVIOUS CHANGE ORDER	\$130,710.00
50 Fountain Plaza, Suite 600	THIS CHANGE ORDER	<u>\$16,500.00</u>
Buffalo, NY 14202	ADJUSTED CONTRACT COST	\$335,737.00

WORK: Smith at Eagle Inline Storage Real Time Control Project

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Additional design work to allow for installation of backwater valves within combined sewer overflow pipes to the Smith Drain.

REASON FOR CHANGE OR EXTRA WORK:

Item #1 Backflow valves need to be installed within existing pipes to prevent flooding within the Valley neighborhood, engineering assistance will be rendered by Arcadis to ensure proper retrofits of existing pipe and weir structures will allow these valves to be installed and maintained while not compromising the function of the weirs.

COST OF CHANGE OR EXTRA WORK:

Item #1 \$16,500.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK: \$16,500.00

The total INCREASE to the contract as a result of this Change Order is \$16,500.00

WHEREAS: In Item No. 21, on July 26, 2017, the Board of the Buffalo Sewer Authority prequalified five (5) engineering firms for submission of proposals for the engineering services for future real time control projects; and

WHEREAS: In Item No. 30, on March 6, 2019 the Board of the Buffalo Sewer Authority authorized the General Manager to enter into an agreement with Arcadis ; one of those five engineering firms which were pre-qualified on July 26, 2017, in the amount of \$188,527.00 to perform design and bid services for the Smith at Eagle Real Time Control Project; and

WHEREAS: In Item No. 17, on October 28, 2020, the Board of the Buffalo Sewer Authority authorized a change order in the amount of \$82,710.00 to perform construction administration services and complete funding applications for the Smith at Eagle Real Time Control Project; and

WHEREAS: In Item No. 18, on October 20, 2021, the Board of the Buffalo Sewer Authority authorized a change order in the amount of \$15,510.00 to perform additional construction administration and redesign services for the Smith at Eagle Real Time Control Project; and

WHEREAS: In Item No. 33, on April 6, 2022, the Board of the Buffalo Sewer Authority authorized a change order in the amount of \$32,490.00 to perform additional Engineering services and subcontracting Inspection services for the Smith at Eagle Real Time Control Project; and

WHEREAS: The Principal Sanitary Engineer and staff have reviewed a request for a Change Order No. 4 to Contract No. 81900014 (Proposal for Additional Engineering Services Smith- Eagle RTC Construction Administration) for \$16,500.00 as detailed above and recommend its approval.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 4 to Contract No. 81900014 as written in the above Agenda Item, increasing the contract cost in the amount of \$16,500.00, making the adjusted contract cost \$335,737.00.

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 29

AUTHORIZATION TO ENTER INTO THREE (3) YEAR PROFESSIONAL ENGINEERING SERVICES TERM AGREEMENTS

WHEREAS: There is a need to retain the services of six (6) engineering firms on an as needed and as directed basis for capital improvement projects; and

WHEREAS: A total of fourteen (14) engineering firms responded to a request for qualifications; and

WHEREAS: A consultant selection committee appointed by the General Manager reviewed and ranked the proposals received; and

WHEREAS: Based upon the proposal review, the consultant selection committee recommends retaining the following firms for three (3) year Engineering Services Term Agreements:

1. AECOM USA, Inc. (AECOM)
2. Arcadis of New York, Inc. (Arcadis)
3. Greeley and Hansen, LLC (Greeley and Hansen);
4. Hazen and Sawyer, DPC (Hazen),
5. Jacobs Civil Consultants, Inc. (Jacobs);
6. Wendel WD Architecture, Engineering, Surveying, & Landscape Architecture, P.C., and

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to execute agreements with AECOM, Arcadis, Greeley and Hansen, Hazen, Jacobs, and Wendel. The cost of these contracts will be funded equally at not to exceed amount of \$250,000.00 from account nos. 02000563-432004, 02000564-432004, 02000565-432004, 02000566-432004, 02000567-432004, 02000568-432004 subsequently assigned in an aggregate amount not to exceed \$1,500,000.00

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 30

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 deletion of the following positions in the Job Classification Plan:

One (1) Human Resources Generalist	00120121 411001
Personnel Specialist I	00120121 411001
Personnel Specialist II	00120121 411001

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 32

CONFIRMATION OF APPOINTMENTS

LABORER II (PERMANENT)
SEWER MAINTENANCE DIVISION
\$22.95 HOURLY
EFFECTIVE: JANUARY 9, 2023

CARL JONES
28 A CAMELOT COURT
BUFFALO, NY 14214

MAINTENANCE ASSISTANT (SEWER CLEANING)
(PROVISIONAL)
SEWER MAINTENANCE DIVISION
\$21.20 HOURLY
EFFECTIVE: JANUARY 9, 2023

RICKY VIRGIL
398 SHERMAN
BUFFALO, NY 14212

LABORER I (SEASONAL)
YARDS & GROUNDS DIVISION
\$140.00 PER DAY
EFFECTIVE: JANUARY 17, 2023

BRUCE FRYER JR.
69 PROCTOR
BUFFALO, NY 14215

LABORER I (SEASONAL)
YARDS & GROUNDS DIVISION
\$140.00 PER DAY
EFFECTIVE: JANUARY 17, 2023

PHILLIP SINGLETEARY JR.
435 STOCKBRIDGE
BUFFALO, NY 14215

LABORER I (SEASONAL)
YARDS & GROUNDS DIVISION
\$140.00 PER DAY
EFFECTIVE: JANUARY 17, 2023

LAMARR WHITFIELD
200 VILLA
BUFFALO, NY 14216

PREVENTIVE MAINTENANCE COORDINATOR (PERMANENT)
MAINTENANCE DIVISION
\$54,562 PER ANNUM
EFFECTIVE: JANUARY 10, 2023

BLAKE HARPER III
102 WINGATE
BUFFALO, NY 14216

ASSISTANT COMPUTER PROGRAMMER (PROVISIONAL)
TREATMENT PLANT ADMINISTRATION
\$55,894 PER ANNUM
EFFECTIVE: FEBRUARY 21, 2023

MAHA ALABBADI
927 BROADWAY
BUFFALO, NY 14201

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 _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 33

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>
Edwin Geter	Buff State	Europe Since 1500	100%	\$885.00
Edwin Geter	Buff State	Fees		\$150.00
Daniel O’Sullivan	SUNY Erie	University Chemistry	90%	\$667.45
Daniel O’Sullivan	SUNY Erie	Lab for University Chemistry	90%	\$195.30
Daniel O’Sullivan	SUNY Erie	Fees		\$150.00
Conor Flannery	Buff State	Technology & Values	100%	\$885.00
Conor Flannery	Buff State	Ergonomics	100%	\$885.00
Perry Pope	ECC	Survey 1	50%	\$485.49
Perry Pope	ECC	Computer Aide Digital Applications	75%	\$618.51
Perry Pope	ECC	Survey 1 Lab		\$80.00
Casey Wiles	Medaille College	Principles of Finance	100%	\$3,238.10
Casey Wiles	Medaille College	Organizational Development and Behavior	100%	\$3,138.75
Zachary Isch	Buffalo State	Intro to Human	100%	\$1,117.50
Zachary Isch	Buffalo State	Understanding Culture	100%	\$1,117.50

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above applications for Tuition Reimbursement totaling \$13,613.60. These Reimbursements will be charged to account no. 00200106-421026 and 00650106-421026 .

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023

ITEM NO. 34

ADJOURNMENT OF MEETING

MOTION TO _____

MADE BY _____

2ND BY _____

AYES _____ NOES _____

Board Meeting of March 1, 2023