

MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
December 8, 2004

50278.....50298

BUFFALO SEWER AUTHORITY

December 8, 2004

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

<u>ITEM NO.</u>	<u>CONTENTS</u>	<u>PAGE NO.</u>
	Roll Call	
1	Motion to Adopt the Minutes of November 10, 2004	50278
2	Temporary Investments (Certificates of Deposit and Treasury Bills)	50279
3	Foreclosure of Properties with Unpaid Sewer Rent	50280
4	Construction Fund Amendment	50281-82
5	Travel Authorization – New York City	50283
6	Report on Bids Received – Removal and Disposal of Grit, Screenings, and Trash	50284
7	Authorization to Purchase Legend Building for Centrifuge	50285-86
8	Authorization for Service from Act Associates, Inc.	50287-88
9	Report on Bids Received – Analytical Services	50289
10	Change Order No. 1 – Contract No. 84500007	502990-91
11	Change Order No. 3 – Contract No. 84100018	50292-95
12	Establishment of Temporary Position – Stock Clerk	50296
13	Tuition Reimbursement	50297
14	Adjournment	50298

ITEM NO. 2

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

November 26, 2004

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CAPITAL IMPROVEMENT FUND						
15-Apr-02	Money Market		\$500,000.00	Chase	2.01%	High Yield
CONSTRUCTION FUND						
08-Apr-02	Money Market		\$11,148,187.86	Chase	2.01%	High Yield
LIABILITY AND CASUALTY RESERVE FUND						
22-Apr-02	Money Market		\$1,141,919.64	Chase	2.01%	High Yield
OPERATING FUND						
08-Apr-02	Money Market		\$3,514,096.32	Chase	2.01%	High Yield
TRUST & AGENCY FUND						
06-May-02	Money Market		\$27,602.84	Chase	2.01%	High Yield
SURPLUS FUND						
01-Sep-04	03-Feb-05	155	\$3,719,759.86	M&T Securities	1.75%	\$28,240.14
NET REVENUE FUND						
			\$912.80	MTB Funds		
01-Jul-04	23-Dec-04	175	\$5,200,000.00	M&T	1.70%	\$42,972.22
25-Aug-04	31-Dec-04	128	\$1,820,193.03	M&T Securities	1.66%	\$10,806.97
25-Aug-04	25-Jan-05	153	\$1,999,927.80	M&T Securities	1.76%	\$15,072.20
27-Sep-04	25-May-05	240	\$2,502,835.06	M&T Securities	2.02%	\$34,164.93
25-Oct-04	25-Feb-05	123	\$4,327,673.76	M&T Securities	1.97%	\$29,326.24
24-Nov-04	25-Mar-05	121	\$1,199,856.94	M&T Securities	2.25%	\$9,143.06
			\$17,051,399.39			
DEBT RESERVE FUND						
30-Jun-04	31-May-06	700	\$1,156,364.75	Series F U.S. Treasury Notes	2.50%	
23-Sep-03	15-Aug-08	1788	\$7,350,000.00	Series I M&T Securities	3.25%	\$119,437.50
13-Mar-03	15-Apr-32		\$2,825,593.00	Series H SLG	4.35%	(2/15/05)
04-Mar-04	15-Nov-33		\$774,061.00	Series J SLG	3.82%	
22-Jul-04	15-Feb-33		\$498,654.00	Series K SLG	5.26%	
CONSTRUCTION FUND SERIES H						
			\$870.42	MTB Funds		
04-Nov-04	02-Dec-04	28	\$1,250,000.13	M&T	1.85%	\$1,798.61
18-Nov-04	09-Dec-04	21	\$1,131,711.21	M&T Securities	1.95%	\$1,288.79
24-Nov-04	16-Dec-04	22	\$878,956.71	M&T Securities	1.94%	\$1,043.29
			\$3,261,538.47			
CONSTRUCTION FUND SERIES J						
18-Nov-04	02-Dec-04	14	\$34,618.97	M&T	1.92%	\$25.85
CONSTRUCTION FUND SERIES K						
			\$569.53	MTB Funds		
18-Nov-04	02-Dec-04	14	\$1,402,940.76	M&T Securities	1.94%	\$1,059.24
24-Nov-04	09-Dec-04	15	\$1,775,563.59	M&T Securities	1.94%	\$1,436.41
			\$3,179,073.88			

RECEIVE & FILE

ITEM NO. 4

CONSTRUCTION FUND AMENDMENT

WHEREAS: The Buffalo Sewer Authority desires to fund the Five Year Capital Plan in order to continue its program of improving the sewer system; and

WHEREAS: There is funding available from the 2003-2004 Fund Balance designated for Capital Projects; and

WHEREAS: The General Manager recommends approval of this transfer.

NOW THEREFORE
BE IT RESOLVED: That the Board of the Buffalo Sewer Authority hereby approves the transfer of funds from the Fund Balance Designated for Capital Projects to the Construction Fund Budget Amendment for 2004-2005 for the funding of the listed projects as designated by the Amendment.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 8, 2004

**BUFFALO SEWER AUTHORITY
CONSTRUCTION FUND BUDGET AMENDMENT #1
2004-2005 FISCAL YEAR**

This Amendment to the Construction Fund utilizes funds from prior years to provide improvements to the infrastructure of the Buffalo Sewer Authority as designated by the Five Year Capital Plan.

The funds will be added to the various appropriation accounts as listed below:

REVENUES & RESOURCES

FUND BALANCE DESIGNATED FOR CAPITAL PROJECTS	<u>\$7,188,010</u>
TOTAL REVENUE & RESOURCES	<u>\$7,188,010</u>

APPROPRIATIONS

TREATMENT PLANT:

CENTRIFUGE PROJECT – PHASE II	\$4,900,000
INCINERATOR REHAB	350,000
SO. BUFFALO BACKUP TRANSFORMER	250,000
FINE BUBBLE DIFFUSER CLEANING	200,000

COLLECTION SYSTEM:

SEWER RELINING	\$ 300,000
SEWER CLEANING	300,000
RECONSTRUCTION-UNDESIGNATED PROJECTS	563,010
SEWER RENOVATIONS	<u>325,000</u>

TOTAL APPROPRIATIONS	<u>\$7,188,010</u>
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ITEM NO. 7

AUTHORIZATION TO PURCHASE LEGEND BUILDING FOR CENTRIFUGE

- WHEREAS: On July 21, 2004, the Board of the Buffalo Sewer Authority authorized the General Manager to enter into an agreement with Westfalia Separator, Inc. for the rental of a centrifuge on a month-to-month basis at a cost of \$17,500.00 per month; and
- WHEREAS: This temporary centrifuge unit needs to be protected from the winter elements as it is currently mounted outdoors on a tractor-trailer bed. The New York State Department of Environmental Conservation also requested a method to help contain the odors emitted from this process as this unit is discharging dewatered sludge into a temporary sludge hopper; and
- WHEREAS: The Superintendent of Mechanical Maintenance, Treatment Plant Administrator, and Senior Sanitary Engineering Supervisor researched these issues and designed a legend building to meet this need as required by the Building Codes for New York State; and
- WHEREAS: Cover-All Building Systems of New York, Inc., was the only vendor able to meet the specifications for this specialized application; and
- WHEREAS: The Superintendent of Mechanical Maintenance, Treatment Plant Administrator, and Treatment Plant Superintendent recommend purchasing a legend building from Cover-All Buildings of New York, Inc., based on their preliminary design and estimated cost of \$44,390.00 plus appurtenances; and
- WHEREAS: Due to time constraints, the Board of the Buffalo Sewer Authority was polled and verbally authorized this purchase on November 10, 2004; and
- WHEREAS: It is now necessary to formally ratify that authorization.

ITEM NO. 8

AUTHORIZATION FOR SERVICE FROM ACT ASSOCIATES, INC.

- WHEREAS: Board approval is required for services over \$20,000.00; and
- WHEREAS: On November 10, 2004, the Board authorized the replacement of bearings, balancing, and preventative maintenance on the No. 1 ID fan by Act Associates, Inc., the low bidder for the required services, at a cost not to exceed \$4,376.70, bringing the total monies payable to Act Associates, Inc., for fiscal year 2004-2005 to over \$20,000.00; and
- WHEREAS: The Buffalo Sewer Authority has been experiencing an unusual frequency of problems associated with the ID fans located at the Treatment Plant; and
- WHEREAS: On November 15, 2004, the No. 2 ID fan was experiencing high vibration and needed to be serviced immediately. Informal bids were solicited and received as follows:
- | | |
|----------------------|-------------------------------|
| Act Associates, Inc. | \$1,500.00 |
| GE Energy | No reply |
| Ingersoll Rand | Does not perform this service |
- ; and
- WHEREAS: The Treatment Plant Superintendent has requested that the Superintendent of Mechanical Maintenance research the constant problems associated with these ID fans which are vital to the plant process; and
- WHEREAS: The Superintendent of Mechanical Maintenance is requesting authorization for any services required on these ID fans through Act Associates, provided they are the low bidder, for the remainder of the fiscal year while these problems are being researched to a maximum amount of \$30,000.00; and
- WHEREAS: Due to the vital part these fans provide in the process of the Treatment Plant facility, the Treatment Plant Superintendent, Superintendent of Mechanical Maintenance, and staff recommend approval for any services required on these ID fans through Act Associates, provided they are the low bidder, for the remainder of the fiscal year while these problems are being researched to a maximum amount of \$30,000.00.

ITEM NO. 9

REPORT ON BIDS RECEIVED - ANALYTICAL SERVICES

WHEREAS: Formal bids were advertised and solicited for analytical services. The following bids were received and opened by the Buffalo Sewer Authority on November 30, 2004:

Severn Trent Laboratories, Inc.	\$82,633.00
Life Science Laboratory	\$90,557.00
Waste Stream Technology	\$90,848.00
ASC - Ecology & Environment	\$123,540.00
Microbac Laboratories	\$130,977.00
; and	

WHEREAS: The Treatment Plant Superintendent, Industrial Waste Administrator, and Associate Chemist reviewed the bids and recommend awarding a contract to the low bidder, Severn Trent Laboratories, 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 Severn Trent Laboratories, Inc., to provide analytical services for an eighteen-month period beginning January 1, 2005 through June 30, 2006, with an option to renew for three (3) one-year periods if agreeable to both parties, at an estimated annual cost not to exceed \$82,633.00. Expenses for this contract will be charged to account no. 00550106-432004.

MOTION TO APPROVE

MADE BY MR. NAPLES

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 8, 2004

ITEM NO. 10

CHANGE ORDER NO. 1 – CONTRACT NO. 84500007

CONTRACTOR:	ORIGINAL CONTRACT COST	\$158,500.00
Nicholson & Hall Corporation	PREVIOUS CHANGE ORDER	0.00
41 Columbia Street	THIS CHANGE ORDER	<u>\$19,250.00</u>
Buffalo, New York 14203	ADJUSTED CONTRACT COST	\$177,750.00

WORK: Retubing of No. 3 High Pressure Steam Boiler

DESCRIPTION OF CHANGE OR EXTRA WORK:

- Item #1 Complete replacement of rear wall, point and patch front wall, and repair/replace floor tile.
- Item #2 Complete inner casing repair/replace.

REASON FOR CHANGE OR EXTRA WORK:

- Item #1 Additional work was found to be required after boiler was shut down and the interior could be examined.
- Item #2 Additional work was found to be required after boiler was shut down and the interior could be examined.

COST OF CHANGE OR EXTRA WORK:

- Item #1 \$12,900.00
- Item #2 \$6,350.00

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$19,250.00

The total INCREASE to the contract as a result of this Change Order is \$19,250.00

CONTRACT SUPPLEMENT CONDITIONS:

- 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.

ITEM NO. 11

CHANGE ORDER NO. 3 – CONTRACT NO. 84100018

CONTRACTOR:	ORIGINAL CONTRACT COST	\$16,296,101.00
C. O. Falter Construction Corp.	PREVIOUS CHANGE ORDERS	\$2,912,126.00
403 West Bear Street	THIS CHANGE ORDER	<u>\$411,000.00</u>
Syracuse, New York 13204	ADJUSTED CONTRACT COST	\$19,619,227.00

WORK: Grit Removal System Modifications

DESCRIPTION OF CHANGE OR EXTRA WORK:

- Item #1 Credit for additional Bid Items not utilized including: Additional excavation, Bid Item 5; Additional crushed stone & gravel, Bid Item 6; Additional class concrete, Bid Item 7; Additional reinforcing steel, Bid Item 8; and Additional bearing piles, Bid Item 10.
- Item #2 Additional paving, Bid Item 9.
- Item #3 Additional spare parts, Bid Item 11.
- Item #4 Additional maintenance assistance, Bid Item 12.
- Item #5 Additional general/mechanical work, Bid Item 13.
- Item #6 Additional instrumentation/electrical work, Bid Item 14.
- Item #7 Additional hazardous material excavation/disposal, Bid Item 15.
- Item #8 Rooftop unit's scaffolds.
- Item #9 Rooftop unit's weatherhoods.
- Item #10 Water system modifications.
- Item #11 Time extension.

REASON FOR CHANGE OR EXTRA WORK:

- Item #1 Credit adjustment for work items not required in the scope of the contracted work.

- Item #2 Adjustment to additional paving allowance to accommodate repair of plant roadways at conclusion of project; as requested by Buffalo Sewer Authority Plant Staff.
- Item #3 Adjustment to additional spare parts allowance to perform screen repairs to optimize performance of screen facilities and grit removal capabilities; as requested by Buffalo Sewer Authority Plant Staff.
- Item #4 Adjustment to additional maintenance assistance allowance to replace Sluice Gate no. 5 in existing Grit/Screen Building and to replace primary flow meters; as requested by Buffalo Sewer Authority Plant Staff.
- Item #5 Adjustment to additional general/mechanical work allowance for demolition of the deteriorated Harbor Pump Station and for additional restoration of the existing Grit/Screen Building, including ceiling painting following lead abatement and door replacement; as requested by Buffalo Sewer Authority Plant Staff.
- Item #6 Adjustment to additional instrumentation/electrical work to add conduit and cable for site lighting and replace unusable existing conduits.
- Item #7 Adjustment to additional hazardous material excavation/disposal to abate lead paint in existing Grit / Screen Building; as requested by Buffalo Sewer Authority Plant Staff.
- Item #8 Provide scaffolds, in lieu of ladders, for safe, permanent access to Rooftop Air Handling Units for replacement of air filters by plant maintenance personnel.
- Item #9 Provide hoods for Rooftop Air Handling Units to weatherproof the units and decrease the likelihood of damage.
- Item #10 Additional repair to existing water system piping in the tunnel that requires replacement because it is severely corroded; as requested by Buffalo Sewer Authority Plant Staff.
- Item #11 The Contract times with respect to the work to be completed under the Contract is changed to 999 days (substantial completion date: January 15, 2005) for all work, the Contract time to achieve final completion except restoration activities is changed to 1014 days (January 30, 2005), and the Contract time to achieve readiness for final payment relating to all work under the Contract, including restoration, is changed to 1136 days (final completion date: June 1, 2005).

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves Change Order No. 3 to Contract No. 84100018 as written in the above Agenda Item, increasing the contract cost in the amount of \$411,000.00, making the adjusted contract cost \$19,619,227.00.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 8, 2004

ITEM NO. 13

TUITION REIMBURSEMENT

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

EMPLOYEE	SCHOOL	COURSE	TUITION%	<u>REIMBURSEMENT</u> <u>TOTAL</u>
George Giambrone	Empire Safety Council	Defensive Driving	100%	\$25.00

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby approves the above application for Tuition Reimbursement totaling \$25.00. This Reimbursement will be charged to account no. 00800108-480214.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of December 8, 2004

ITEM NO. 14

ADJOURNMENT OF MEETING

MOTION TO APPROVE

MADE BY MR. ROOSEVELT

2ND BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of December 8, 2004