

**MINUTES OF THE REGULAR MEETING
OF THE
BUFFALO SEWER AUTHORITY
May 25, 2016**

BUFFALO SEWER AUTHORITY

May 25, 2016

REGULAR MEETING

9:00 A.M.

1038 CITY HALL

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ITEM NO. 2

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

As of May 17, 2016

ISSUE DATE	MATURITY DATE	TOTAL DAYS	AMOUNT	BANK	RATE	INTEREST AMOUNT
CONSTRUCTION/CAPITAL IMPROVEMENT FUND						
31-Jul-12	Money Market		\$22,564,368.00	First Niagara	0.15%	Municipal Premium
			\$46.70	Wilmington Fund		
08-Dec-15	06-Jun-16	181	\$12,537,655.69	M&T Securities	0.55%	\$34,679.35
08-Dec-15	20-Jun-16	195	\$12,532,866.00	M&T Securities	0.43%	\$29,198.43
12-May-16	15-Jul-16	64	14,182,437.43	M&T Securities	0.30%	\$7,570.67
			\$61,817,373.82			
LIABILITY AND CASUALTY RESERVE FUND						
31-July-12	Money Market		\$1,076,840.22	First Niagara	0.15%	Municipal Premium
OPERATING FUND						
31-Jul-12	Super NOW		\$4,529,896.26	First Niagara	0.10%	Municipal Premium
TRUST & AGENCY FUND						
31-Jul-12	Money Market		\$36,630.95	First Niagara	0.02%	Municipal Premium
SURPLUS FUND						
			\$782.60	Wilmington Fund		
27-Apr-16	29-Aug-16	124	\$10,000,575.36	M&T Securities	0.50%	\$17,249.78
			\$10,001,357.96			
NET REVENUE FUND						
26-Apr-16	26-May-16	30	\$499,960.00	M&T Securities	0.22%	\$91.67
27-Apr-16	30-June-16	64	\$2,897,695.45	M&T Securities	0.30%	\$1,546.13
27-Apr-16	03-Aug-16	98	\$2,999,966.97	M&T Securities	0.31%	\$3,433.43
			\$6,397,622.42			

DEBT RESERVE FUND**Series J (1004209)**

02-Jul-14	15-Nov-33	7076	\$515,879.00	UST State/Local Govt	2.70%
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Series K (1004925)

02-Jul-14	15-Feb-33	6803	\$361,415.00	UST State/Local Govt	2.70%
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Series L (3001357)

				Federated Treasury Obligation	
12-Nov-15	01-Oct-35	7263	\$0.12 \$689,547.00	UST State/Local Govt	2.44%
			\$689,547.12		

Series M (1039308)

27-Jun-14	01-May-44	10901	\$595,613.00	US State/Local Govt	2.70%
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Series N (1002070)

15-Nov-12	15-Apr-32	7091	\$2,167,157.00	UST State/Local Govt	2.42%
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Board Meeting May 25, 2016

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

4/27/2016	00340105 BLOW Equip. Maintenance	-\$17,401.00	00290105 AER Equip. Maintenance	\$17,401.00
4/29/2016	00340105 BLOW Equip. Maintenance	-\$5,320.00	00230105 GRIT Equip. Maintenance	\$5,320.00
05/09/2016	00340105 THIC Equip. Maintenance	-\$5,091.00	00520105 Main Gasoline and Lubricants	\$5,091.00
05/09/2016	00340105 THIC Equip. Maintenance	-\$980.00	00520105 Main Office Supplies	\$980.00
05/09/2016	00340105 THIC Equip. Maintenance	-\$146.00	00530105 Yard Equip. Maintenance	\$146.00
05/10/2016	00210105 RWWP Equip. Maintenance	-\$390.00	00530105 Yard Small Tools	\$390.00
05/10/2016	00210105 RWWP Equip. Maintenance	-\$10.00	00520105 Main Gasoline and Lubricants	\$10.00
05/10/2016	00340105 THIC Equip. Maintenance	-\$90.00	00410105 HAMB Equip. Maintenance	\$90.00
05/12/2016	00210105 RWWP Equip. Maintenance	-\$2,415.00	00240105 PSED Equip. Maintenance	\$2,415.00

Sewer Maintenance

05/05/2016	00660105 SWRC Road and Highway	-\$500.00	00670105 SWRC Small Tools	\$500.00
05/10/2016	00660105 SWRC Road and Highway	-\$7,000.00	00670105 SWRC Equip. Maintenance	\$7,000.00
05/16/2016	00690105 Auto Gasoline and Lubricants	-\$12,000.00	00670105 SWRC Equip. Maintenance	\$12,000.00

Administration Division

05/04/2016	00110103 Admin Telephone	-\$612.00	00100103 Board Telephone Charges	\$612.00
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General Financial Charges

04/27/2016	00800183 Financial Contingency	\$-60,000.00	00820102 FR Workers Compensation	\$60,000.00
04/27/2016	00820102 Financial Contingency	-\$8,000.00	00200106 Plan Medical Services	\$8,000.00
04/28/2016	00800183 Financial Contingency	-\$612.00	00110106 Admin Advertising	\$612.00
05/05/2016	00800183 Financial Contingency	-\$1,200.00	00600105 ENG Office Supplies	\$1,200.00
05/10/2016	00800183 Financial Contingency	-\$550.00	00800108 Financial Fiscal Agent Expenses	\$550.00

05/10/2016	00800183 Financial Contingency	-\$1,530.00	00110104 Admin Travel Expenses	\$1,530.00
05/10/2016	00820102 FR Hospital & Surgical	-\$5,000.00	00200106 Plan Medical Services	\$5,000.00

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Board Meeting of May 25, 2016

**BUFFALO SEWER AUTHORITY
CONSTRUCTION FUND BUDGET AMENDMENT #1
2015-2016 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 \$ 20,566,048

TOTAL REVENUE & RESOURCES \$20,566,048

APPROPRIATIONS

TREATMENT PLANT:

Incinerator Rehabilitation	\$ 3,000,000
Chiller Replacement	640,000
Plant-Wide Grit Removal	700,000
Rehabilitation of RWW Pump and Motor	700,000
High Strength Food Waste	450,000
Plant Water System Improvements	200,000
Repair Digester #5	350,000
Ultrafine Bubble Pilot	350,000
Primary Treatment Rehabilitation	2,000,000
SWW Controls/Facility Controls/Fiber Optic	250,000
Install Low NO _x Burners and Stack for Aux Boiler #3	500,000
Thickener Rehabilitation, Pumps, Controls and Top/Bottom Collectors/Retention Tanks	500,000
Term Plant Contracts (In-Plant Service)	2,000,000
Miscellaneous Pipe Replacement	200,000
Aeration Lighting	1,000,000
Incinerator #3 DCS System Integration	250,000
Locker Room Improvements - WWTP	300,000

COLLECTION SYSTEM:

Sewer Cleaning/TV Inspection	\$ 500,000
Unanticipated Sewer Replacement	1,516,048
Smith Street RTC/Optimization	4,000,000
Hamburg Drain Optimizations SPP 281	300,000
Kay Street RTC	160,000
Greening of Vacant Lots	500,000
Scajaquada Creek Water Quality Restoration	<u>200,000</u>
TOTAL APPROPRIATIONS	<u>\$20,566,048</u>

ITEM NO. 5

NYS PREFERRED SOURCE - JANITORIAL SERVICES CONTRACT RENEWAL

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 May 6, 2015, 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 by Allentown Industries, to perform janitorial services at the Buffalo Sewer Authority facilities for a one-year period from July 1, 2015 to June 30, 2016, at a total cost not to exceed \$60,154.20; and

WHEREAS: The NYS Department of Labor’s prevailing wage and supplemental benefit rate increased on July 1, 2015, from \$9.40 to \$12.78 per hour and again on January 1, 2016, this rate increased from \$12.78 to \$13.15 per hour, resulting in a total contract increase of \$6,770.24, as approved on November 4, 2015, for the fiscal year; and

WHEREAS: The General Manager, Treatment Plant Superintendent, and staff recommend renewal of this contract for janitorial services for fiscal year 2016-2017.

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 renewal with NYSID, as a Preferred Source, through its member agency, Heritage Centers, also known by Allentown Industries, to perform janitorial services at the Buffalo Sewer Authority facilities for a one-year period from July 1, 2016 to June 30, 2017, at a total cost not to exceed \$66,924.44. Expenses for this contract will be charged to account nos. 00110106-434000, 00200106-434000, and 00650106-434000.

MOTION TO	<u>APPROVE</u>
MADE BY	<u>MR. KENNEDY</u>
2 ND BY	<u>MS. PETRUCCI</u>
AYES	<u>4</u> NOES <u>0</u>

ITEM NO. 6

CHANGE ORDER NO. 1 – CONTRACT NO. 81600011

CONTRACTOR:	ORIGINAL CONTRACT COST	\$1,539,570.00
CIR Electrical Construction	PREVIOUS CHANGE ORDER	\$0.00
400 Ingham Ave	THIS CHANGE ORDER	<u>18,468.42</u>
Buffalo, New York 14218	ADJUSTED CONTRACT COST	\$1,558,038.42

CONTRACT: Indoor Lighting Project at the Bird Island Wastewater Treatment Plant

DESCRIPTION OF CHANGE OR EXTRA WORK:

Item #1 Additional work to accommodate electrical wiring throughout the Treatment Plant

REASON FOR CHANGE OR EXTRA WORK:

Item #1 Additional electrical work to accommodate wiring concerns in the Megastructure

COST OF CHANGE OR EXTRA WORK:

Item #1 \$18,468.42

THE TOTAL COST OF THE CHANGE OR EXTRA WORK \$18,468.42

The total INCREASE to the contract as a result of this Change Order is \$18,468.42

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. 7

REPORT ON BIDS RECEIVED - GAS BURNER SYSTEM INSPECTION, PREVENTIVE MAINTENANCE, AND REPAIR SERVICES

WHEREAS: Formal Bids were advertised and solicited for gas burner system inspection, preventive maintenance, and repair services located at the Bird Island Wastewater Treatment Plant; and

WHEREAS: The following bids were received and opened by the Buffalo Sewer Authority Purchase Department on March 22, 2016:

		MOLLENBERG-BETZ		INDUSTRIAL FURNANCE CO.	
A.	QUARTERLY INSPECTION & PREVENTIVE MAINTENANCE BID				
1	Hourly rate for first person	\$100.00	\$1,200.00	\$187.50	\$1,500.00
	service hours required	12		8	
2	Hourly rate for second person	\$70.00	\$840.00	\$187.50	\$1,500.00
	service hours required	12		8	
3	Miscellaneous charges		\$0.00		\$0.00
	Total cost for each quarterly service (subtotal 1 +2 +3)		\$2,040.00	\$3,000.00	
	TOTAL ANNUAL COST FOR QUARTERLY SERVICES (subtotal x 4)	A.	\$8,160.00	A	\$12,000.00
B.	CORRECTIVE & EMERGENCY MAINTENANCE REPAIRS				
1	Hourly rate for first person	\$100.00		\$187.50	
2	Hourly rate for second person	\$70.00		\$187.50	
	Hourly team rate		\$170.00	\$375.00	
	TOTAL ANNUAL COST FOR CORRECTIVE REPAIRS (hrly. team rate x 125 hrs.)	B.	\$21,250.00	B.	\$46,875.00
	*OVERTIME RATE (shall not be calculated into the total annual costs)				
1	Overtime hourly rate for first person	\$140.00		\$281.25	
2	Overtime hourly rate for second person	\$140.00		\$281.25	
	Overtime hourly team rate		\$280.00	\$562.50	
C.	PARTS/MATERIALS NOT DEFINED BY PREVENTIVE MAINTENANCE SERVICES	% mark-up	12%	% mark-up	10%
	TOTAL ANNUAL COST FOR PARTS/ MATERIALS (% mark-up x \$7,500)	C.	\$8,400.00	C.	\$8,250.00
	GRAND TOTAL COST FOR INITIAL TERM OF CONTRACT (A+B+C)		\$37,810.00	\$67,125.00	

Applied Technical Services Corp.	NO Bid
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;and

WHEREAS: The Treatment Plant Superintendent, Treatment Plant Administrator; Principal Chief Stationary Engineer, and staff have reviewed the bids received and recommend awarding the bid to the lowest responsible bidder, Mollenberg-Betz, at a total cost not to exceed \$37,810.00.

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 Mollenberg-Betz, for gas burner system inspection, preventive maintenance, and repair services at the Bird Island Wastewater Treatment Plant at a total cost not to exceed \$37,810.00. Expenses for this contract will be charged to account no. 00380106-443421.

MOTION TO APPROVE

MADE BY MS. PETRUCCI

2ND BY MR. KENNEDY

AYES 4 NOES 0

Board Meeting of May 25, 2016

ITEM NO. 10

REPORTS ON BIDS RECEIVED - PURCHASE OF VARIOUS NEW & UNUSED STEEL PRODUCTS

WHEREAS: Formal bids were advertised and solicited for the purchase of the following various steel products:

- 1.) Receiver Bottom Sections w/slide
 - 2.) Catch Basin Double Inlet Plates
 - 3.) Catch Basin Hood; 12inch
- ; and

WHEREAS: The following bids were received and opened by the Buffalo Sewer Authority Purchase Department on May 17, 2016:

VENDOR		MELIUS WELDING		NEENAH FOUNDRY		HOHL MACHINE		EJ	
	Qty	Unit Price	Price Extension	Unit Price	Price Extension	Unit Price	Price Extension	Unit Price	Price Extension
Receiver Bottom Section	10	\$600.00	\$6,000.00	No Bid	No Bid	No Bid	No Bid	\$1,259.67	\$12,596.70
Catch Basin Double Inlet Plate	5	\$245.00	\$1,225.00	\$290.00	\$1,450.00	No Bid	No Bid	\$484.65	\$2,423.25
Catch Basin Hood: 12inch	20	\$60.00	\$1,200.00	\$125.00	\$2,500.00	No Bid	No Bid	\$194.02	\$3,880.40
GRAND TOTAL		\$8,425.00		\$3,950.00		NO BID		\$18,900.35	

; and

WHEREAS: The Director of Sewer Maintenance and staff carefully reviewed the quotes received and recommend awarding the entire purchase to the lowest bidder, Melius Welding, at a total cost of \$8,425.00.

NOW THEREFORE
BE IT RESOLVED:

That the Board of the Buffalo Sewer Authority hereby authorizes the General Manager to purchase the above listed various steel products from the lowest bidder, Melius Welding, at a total cost of \$8,425.00. This purchase will be charged to account no. 00660105-466269.

MOTION TO APPROVE

MADE BY MR. KENNEDY

2ND BY MR. ROOSEVELT

AYES 4 NOES 0

Board Meeting of May 25, 2016

ITEM NO. 12

CONFIRMATION OF APPOINTMENTS

LABORER I (SEASONAL)
SEWAGE TREATMENT PLANT
\$105.00 PER DAY
EFFECTIVE: APRIL 18, 2016

JULIUS LEWIS
208 HASTINGS
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PERMANENT)
SEWAGE TREATMENT PLANT
\$22.08 PER HOUR
EFFECTIVE: MAY 2, 2016

LEONARD FALZONE
494 COLVIN
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PERMANENT)
SEWAGE TREATMENT PLANT
\$22.08 PER HOUR
EFFECTIVE: MAY 2, 2016

WILLIAM CONROY
373 CUMBERLAND
BUFFALO, NY

INSTRUMENT TECHNICIAN (PROVISIONAL)
SEWAGE TREATMENT PLANT
\$22.31 PER HOUR
EFFECTIVE: MAY 2, 2016

JOHN W. RICHARDSON
54 MEECH ST.
BUFFALO, NY

SEWER CONSTRUCTION INSPECTOR (PERMANENT)
SEWAGE TREATMENT PLANT
\$57,397 PER ANNUM
EFFECTIVE: MAY 2, 2016

JOHN KERRUISH II
179 FENTON ST.
BUFFALO, NY

SEWER MAINTENANCE SUPERVISOR I (PROVISIONAL)
SEWAGE TREATMENT PLANT
\$52,333 PER ANNUM
EFFECTIVE: MAY 2, 2016

DESMOND LAWS
4 NOKOMIS PKWY.
CHEEKTOWAGA, NY

SEWER CONSTRUCTION WORKER (PROVISIONAL)
SEWAGE TREATMENT PLANT
\$20.09 PER HOUR
EFFECTIVE: MAY 9, 2016

PATRICK O'CONNOR
202 CULVER RD.
BUFFALO, NY

CLERK (SEASONAL)
SEWAGE TREATMENT PLANT
\$105 PER DAY
EFFECTIVE: MAY 9, 2016

JULIA O'SULLIVAN
832 MCKINLEY PKWY.
BUFFALO, NY

SEWER MAINTENANCE SUPERVISOR I (PERMANENT)
SEWAGE TREATMENT PLANT
\$50,235 PER ANNUM
EFFECTIVE: MAY 2, 2016

WAYNE HOWARD
115 MARIEMONT
BUFFALO, NY

SEWER CONSTRUCTION INSPECTOR (PERMANENT)
SEWAGE TREATMENT PLANT
\$57,397 PER ANNUM
EFFECTIVE: MAY 2, 2016

DOUGLAS SMITH
44 FAIRVALE DR.
CHEEKTOWAGA, NY

SEWER CONSTRUCTION INSPECTOR (PERMANENT)
SEWAGE TREATMENT PLANT
\$57,397 PER ANNUM
EFFECTIVE: MAY 2, 2016

JOSEPH PARADISI
44 ARUNDEL RD.
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PERMANENT)
SEWAGE TREATMENT PLANT
\$20.09 PER HOUR
EFFECTIVE: MAY 2, 2016

EDWARD BYRNE
174 LOCKWOOD
BUFFALO, NY

SEWER CONSTRUCTION WORKER (PERMANENT)
SEWAGE TREATMENT PLANT
\$19.42 PER HOUR
EFFECTIVE: MAY 2, 2016

SEAN MORAN
80 ONTARIO ST.
BUFFALO, NY

FIELD TECHNICIAN (WPC) (TEMPORARY)
 SEWAGE TREATMENT PLANT
 \$39,261 PER ANNUM
 EFFECTIVE: MAY 9, 2016

BRIAN NAGY
 103 SHENANDOAH RD.
 BUFFALO, NY

INVESTIGATOR (PROVISIONAL)
 SEWAGE TREATMENT PLANT
 \$51,424 PER ANNUM
 EFFECTIVE: MAY 16, 2016

MICHAEL SZILAGYI
 11 SAGE BUSH LANE
 BUFFALO, NY

WHEREAS: The preceding appointments were made by the General Manager since the last Board Meeting; and

WHEREAS: The General Manager requests confirmation of each appointment.

NOW THEREFORE
 BE IT RESOLVED: That the preceding appointments are hereby confirmed by the Board of the Buffalo Sewer Authority.

MOTION TO APPROVE
 MADE BY MS. PETRUCCI
 2ND BY MR. KENNEDY
 AYES 4 NOES 0

Board Meeting of May 25, 2016

ITEM NO. 13

ADJOURNMENT OF MEETINGMOTION TO APPROVEMADE BY MS. PETRUCCI2ND BY MR. ROOSEVELTAYES 4 NOES 0

Board Meeting of May 25, 2016