



Memorandum

To: Board Members

Date: April 9, 2019

From: Nicholas Noce

Subject: **Regular Board Meeting – Wednesday, April 24, 2019 9:30 a.m.**
Annual Board Meeting – Immediately following Regular Board Meeting
at 475 Norris Drive – Board Room

Agenda Items:

1. Personnel Items:

- Resolution marking the Retirement of Edward Heindl; we appreciate his many years of dedicated service to the Authority and wish him a happy and fulfilling retirement.
- There is a resolution on this agenda to confirm the following provisional appointment: Nathanael Huzyk to the title of Engineering Technician effective May 28, 2019 at Salary Schedule 5, Group 4, Step 1 at \$25.89/hour.
- There is a resolution on this agenda to confirm the following provisional appointment: Mike Kloppel to the title of Assistant Construction Inspector effective April 29, 2019 at Salary Schedule 5, Group 2, Step 1 at \$20.89/hour.
- There is a resolution on this agenda to confirm the temporary appointment of Amy Molinari as Acting Director of Finance and Business Services effective April 29, 2019 at Salary Schedule 6, Group 3.
- There are items on the agenda for approval of updated Salary Schedules for Student Interns and for Seasonal Laborers/Clerks. These are being revised to more closely align with current market in recruiting capable student intern candidates and in keeping pace with minimum wage escalation in hiring of college students for seasonal employment. Both schedules as proposed are enclosed for Board review.

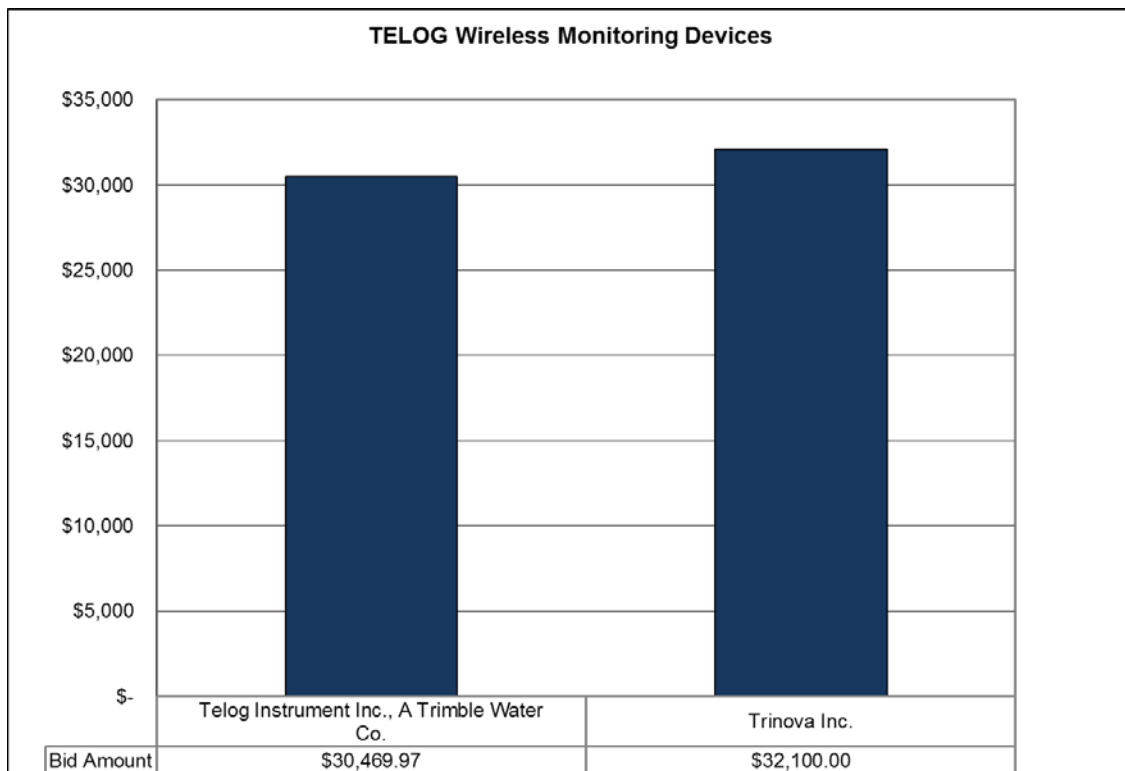
2. There is an item on the agenda to authorize an amendment to the Agreement for Professional Consulting Services (Agreement) with Arcadis of New York, Inc. (Arcadis) for the Emergency Generator Optimization Project. Bids were received for the Project in November 2018; however, they exceeded the Authority's available budget. The scope of the Project has been reduced so that the estimated cost is within the Authority's available budget. The bid documents will be revised and the Project will be re-bid later this year. The amendment to the Agreement with Arcadis is for additional final design and bid phase services necessary to revise the bid documents and re-bid the Project.

3. There is an item on the agenda to authorize the purchase of variable frequency drive (VFD) maintenance and repair parts, materials, and services from EMA of New York, Inc. (EMA) via an existing Monroe County contract. In particular, this will enable the Authority to utilize EMA's technical expertise for preventative maintenance and repair of our larger, more complex VFD equipment, which is an integral component of our water supply system.

4. There is an item on the agenda to authorize utilizing Monroe County Contract – General Motors, Automotive Engine & Auto Body Parts – BP #0213-16 (currently held by Hoselton Chevrolet) for the purchase of various General Motors (GM) parts and/or supplies for maintenance and repair of Water Authority vehicles for an estimated amount of \$25,000 through the contract period ending March 31, 2020.

5. There is an item on the agenda to authorize the purchase of ten (10) 2019 Ford Vehicles through the New York State Office of General Services (OGS) Vehicle Marketplace (Mini-Bid) in the amount of \$340,229.84: Nine of these ten vehicles total \$274,983.84 from low responsive, responsible bidder, Van Bortel Ford, Inc., and one (1) vehicle from low responsive, responsible bidder, Genesee Valley Ford, LLC, in the amount of \$65,246. Recommendation memo and bid tabulation sheets are enclosed for Board review.

6. There is an item on the agenda to award a contract to furnish and deliver Telog Wireless Monitoring Devices. These devices are connected to hydrants or ports in the distribution system to measure water system pressure. The data is transmitted through Bluetooth technology to a portable electronic device or remotely through cellular communication to the Trimble Unity remote monitoring website. The purchase includes access to the Trimble website for one year. There will be an annual subscription required to maintain access to the website beyond the initial year. The website offers visualization of the data, reporting and analysis tools, and the ability to view and manage the remote locations. There were two bids submitted. Our recommendation is to award this work to Telog Instrument Inc., A Trimble Water Co. in the bid amount of \$30,469.97.



Board Members - Regular Meeting and Annual Meeting – April 24, 2019

7. There is an item on the agenda to authorize the purchase of GPS survey equipment (two Trimble Geo 7X mapping grade units and one Trimble TSC7 survey grade data collector) and conventional land surveying equipment, including related accessories and software updates. This equipment is in the 2019 Budget. Our recommendation is to purchase this equipment under New York State Contract from Trimble Navigation, Ltd. Waypoint Technology Group will provide the equipment and support.
8. The Authority's standard procurement compliance resolution.
9. There is an item on the agenda for approval of the Monroe County Water Authority's 2018 Annual Report, submitted in accordance with Section 2800 of the Public Authorities Law and entered electronically into the Public Authorities Reporting Information System (PARIS) as required by the New York State Authorities Budget Office. This report was previously emailed to each Board Member for prior review.

There may be additional items placed on the agenda not finalized for this mailing.

There may be items presented for discussion and/or notification.

- There will be a presentation at this meeting to the Board by Mr. Metzger and Mr. Noce regarding the DRAFT Rate Study Report.

The Authority's Annual Meeting will follow upon adjournment of the Regular Meeting.

The Agenda for the Annual Meeting and applicable supporting reference materials are enclosed for Board Members' review.

Enclosures

cc: Department Heads



Monroe County Water Authority

PURCHASE REQUISITION

COPY

REQUISITION AND ORDER NO. _____

DATE : March 21, 2019 Do Not Duplicate

ORDERED BY : Mark Iannitti 769
Name and Emp. #

DELIVER TO:
 OPERATION CENTER (1)
 TREATMENT PLANT (2)
 MCWA PICK UP (7)
 AS SPECIFIED BELOW (99)

APPROXIMATE DATE REQUIRED : 4/11/2019 (Must Provide A Date) Approximate Cost: \$25,000.00

ACCT., JOB ORDER OR AUTHORIZATION # : 8270

Bid Item Quote Item

PO DESCRIPTION : Vehicle Parts

Contract Item

VENDOR # : 525 VENDOR NAME: Hoselton Chevrolet Inc.

ITEM NO.	QUANTITY NEEDED	UNIT TYPE	PURCH. NUMBER	DESCRIPTION OF MATERIAL
1	1	ea		<p>Contract order for various parts and or supplies for maintenance and repair on Water Authority vehicles. All material will be ordered as needed.</p> <p>Pricing per Monroe County contract BP #0213-16 SAP #4700007335</p> <p>Contact period 4-11-19 to 3-31-20</p>

APPROVED BY:
Mark Iannitti 769
Manager/Supervisor # and Name
Blair 772
Department Head # and Name

APPROVED BY:
L. J. V. #826
Director of Finance # and Name
Blair #143
Executive Director



CONTRACT DATA SHEET

Monroe County Division of Purchasing
200 County Office Building, Rochester NY 14614

TITLE: General Motors, Automotive Engine & Auto Body Parts

CONTRACT #: BP #0213-16 (SAP Contract #4700007335)

CONTRACT DATES: 4/1/2016 – 3/31/2020

BUYER: Phil DiFrancesco
PHONE: 585-753-1130
FAX: 585-324-4278

VENDOR(S): Hoselton Chevrolet
909 Fairport Rd.
E. Rochester, NY 14445

ph: 586-7067



To: Raymond Benshoff
From: Karin Anderson
Subject: **Recommendation for Bid Award
April 11, 2019 Board Meeting**

Date: 04/03/2019
File: WA 031908
Copies: J. Hillman
F. Bodnar

Bids were received on March 18 and April 1, 2019 for the purchase of ten (10) **2019 Ford Vehicles** through the New York State Office of General Services Vehicle Marketplace (Mini-Bid).

Group #40451, Award #22898:

1. Three bids were received for Two (2) New 2019 Ford F250 XL SuperCab w/6.75' Box & ARE Cap (Mini-Bid #19030047):

- Genesee Valley Ford, LLC \$65,246.00
- Van Bortel Ford, Inc. \$66,319.62
- Beyer Ford, LLC \$66,974.32

I recommend the bid be awarded to the low responsive, responsible bidder, **Genesee Valley Ford, LLC**, in the amount of \$65,246.

2. Two bids were received for three (3) New 2019 Ford Ranger XL SuperCab 4WD with 6' Box & Tonneau Cover (Mini-Bid #19030054):

- Van Bortel Ford, Inc. \$81,064.89
- Beyer Ford, LLC \$84,720.00

I recommend the bid be awarded to the low responsive, responsible bidder, **Van Bortel Ford, Inc.**, in the amount of \$81,064.89.

3. Two bids were received for one (1) New 2019 Ford Ranger XL SuperCab 4WD with 6' Box & ARE Cap (Mini-Bid #19030055):

- Van Bortel Ford, Inc. \$27,871.63
- Beyer Ford, LLC \$30,017.35

I recommend the bid be awarded to the low, responsive, responsible bidder, **Van Bortel Ford, Inc.**, in the amount of \$27,871.63.

4. Two bids were received for two (2) New 2019 Ford Transit 350XL Medium Roof Cargo Vans with Adrian Steel Shelving Upfit (Mini-Bid #19030129):

- Van Bortel Ford, Inc. \$73,422.96
- Beyer Ford, LLC \$79,018.12

I recommend the bid be awarded to the low responsive, responsible bidder, **Van Bortel Ford, Inc.**, in the amount of \$73,422.96.

Group #40500, Award #22904:

1. Two bids were received for one (1) New 2019 Ford F-350XL Regular Cab 4WD Chassis with Knapheide Service Body (Mini-Bid #T19030010):

- Van Bortel Ford, Inc. \$40,807.26
- Genesee Valley Ford, LLC \$41,019.30

I recommend the bid be awarded to the low responsive, responsible bidder, **Van Bortel Ford, Inc.**, in the amount of \$40,807.26.


2. Two bids were received for one (1) New 2019 Ford F-450XL Regular Cab 4 WD Chassis with Knapheide Value Master Platform Body and Tommy Lift Gate (Mini-Bid #T19030009):

- Van Bortel Ford, Inc. \$51,817.10
- Genesee Valley Ford, LLC \$52,125.11

I recommend the bid be awarded to the low responsive, responsible bidder, **Van Bortel Ford, Inc.**, in the amount of \$51,817.10.

/ka

Attachments: Bid Tabulations, NYS OGS

~~(Dis)~~ Approved by:  Department Head 4/3/2019 Date

~~(Dis)~~ Approved by:  Purchasing Manager 4/3/2019 Date

~~(Dis)~~ Approved by:  Executive Director 4/3/19 Date

(Dis) Approved by: _____ Executive Assistant, Board _____ Date

Award 22898 Mini-Bid Response Opening Results for Mini-Bid # 19030047

Summary of Vehicle(s) Built to Specifications offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level
1	Bidder (3)	19030047	GENESEE VALLY FORD LLC	PC67357	2	\$85,246.00	2019	FORD	F250 XL SUPERCAB 148" WB
2	Bidder (2)	19030047	Van Bortel Ford, Inc.	PC66688	2	\$86,319.62	2019	Ford	F-250 XL SuperCab
3	Bidder	19030047	BEYER FORD LLC	PC66676	2	\$66,974.32	2019	Ford	F250

Summary of Pre-Existing Inventory Vehicle(s) offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Grand Total NYS Contract Price of Vehicles Bid

Detail of each Pre-Existing Inventory Vehicle offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Ref. #	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level

Late Bids and No Bids Received for Mini-Bid

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				

Award 22898 Mini-Bid Response Opening Results for Mini-Bid # 19030054

Summary of Vehicle(s) Built to Specifications offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level
1	Bidder (2)	19030054	Van Bortel Ford, Inc.	PC66688	3	\$81,064.89	2019	Ford	Ranger XL SuperCab 101A
2	Bidder	19030054	BEYER FORD LLC	PC66676	3	\$84,720.00	2019	Ford	Ranger

Summary of Pre-Existing Inventory Vehicle(s) offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Grand Total NYS Contract Price of Vehicles Bid

Detail of each Pre-Existing Inventory Vehicle offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Ref. #	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level

Late Bids and No Bids Received for Mini-Bid

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				

Award 22898 Mini-Bid Response Opening Results for Mini-Bid # 19030055

Summary of Vehicle(s) Built to Specifications offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level
1	Bidder (2)	19030055	Van Bortel Ford, Inc.	PC66688	1	\$27,871.63	2019	Ford	Ranger XL SuperCab 101A
2	Bidder	19030055	BEYER FORD LLC	PC66676	1	\$30,017.35	2019	Ford	Ranger

Summary of Pre-Existing Inventory Vehicle(s) offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Grand Total NYS Contract Price of Vehicles Bld

Detail of each Pre-Existing Inventory Vehicle offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Ref. #	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level

Late Bids and No Bids Received for Mini-Bid

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				

Award 22898 Mini-Bid Response Opening Results for Mini-Bid # 19030129

Summary of Vehicle(s) Built to Specifications offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level
1	Bidder (2)	19030129	Van Bortel Ford, Inc.	PC66688	2	\$73,422.96	2019	Ford	Transit -350 MR XL
2	Bidder	19030129	BEYER FORD LLC	PC66678	2	\$79,018.12	2019	Ford	Transit

Summary of Pre-Existing Inventory Vehicle(s) offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Total # of Vehicles	Grand Total NYS Contract Price of Vehicles Bid

Detail of each Pre-Existing Inventory Vehicle offered by Contractors

Rank	Bidder (#)	Mini-Bid #	Contractor	Contract #	Ref. #	Total NYS Contract Price for Mini-Bid	Model Year	Make	Model and Trim Level

Late Bids and No Bids Received for Mini-Bid

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				

Group 40500-22904, VEHICLES, Class 3-8; Mini-Bid Response Opening Results

Mini-Bid Number: T19030010

Bidder (#)	Mini-Bid #	Contractor	Contract #	Grand Total Evaluation Price for Mini-Bid
Response Summary	T19030010	Van Bortel Ford, Inc.	PC67290	\$40,807.26
Response Summary (2)	T19030010	Genesee Valley Ford LLC	PC67927	\$41,019.30

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				

Group 40500-22904, VEHICLES, Class 3-8; Mini-Bid Response Opening Results

Mini-Bid Number: T19030009

Bidder (#)	Mini-Bid #	Contractor	Contract #	Grand Total Evaluation Price for Mini-Bid
Response Summary	T19030009	Van Bortel Ford, Inc.	PC67290	\$51,817.10
Response Summary (2)	T19030009	Genesee Valley Ford LLC	PC67927	\$52,125.11

Late Bid (#)	Mini-Bid #	Contractor	Contract #	Date/Time Bid Arrived
None				

No Bid (#)	Mini-Bid #	Contractor	Contract #	Reason for No Bid
None				