



Monroe County Water Authority

Memorandum

To: Board Members

Date: December 5, 2024

From: Nicholas Noce, Executive Director

Subject: **Regular Board Meeting – Wednesday, December 12, 2024 @ 9:00 a.m.
Board Room, 475 Norris Drive**

AGENDA ITEMS:

1. There is an item on the agenda to purchase one new 2026 Five Person, Four Door Crew Cab Truck
2. There is an item on the agenda for the purchase of eight new 2025 Ford Maverick XL Super Crew AWD Compact Pickup Trucks.
3. There is an item on the agenda authorize the use of Monroe County Contract with Smitty's Transmission for the repair and rebuilding of transmissions and torque converters.
4. There is an item on the agenda to authorize a Blanket Purchase Order from Kenworth Northeast for the purchase of various parts, supplies and repairs for the Authority's Kenworth dump trucks and crew trucks.
5. There is an item on the agenda to authorize the use of New York State Contract for the purchase of Ultra Low Sulfur Diesel Fuel.
6. There is an item on the agenda to authorize a blanket order for the purchase of various electrical materials and equipment from Cooper Electric. The electrical materials and equipment are utilized for maintenance and repair of the Authority's equipment and facilities.
7. There is an item on the agenda to authorize a blanket purchase order for the purchase of materials and supplies from W.W. Grainger, Inc. for items not available through the New York State Contract. The blanket purchase order will be for an estimated total cost of \$25,000 for a one-year term beginning January 1 through December 31, 2025.
8. There is an item on the agenda to authorize a blanket order for the purchase of various process instrumentation and radio communication equipment from Ritec Enterprises, Inc. (Ritec). Process instrumentation is utilized for water quality monitoring and control throughout the Authority's treatment and distribution system. Radio communication equipment is utilized in the Authority's Supervisory Control and Data Acquisition (SCADA)

communication network for monitoring and control of water treatment plants, storage sites, booster pumping stations, and other remote facilities.

The Authority standardized on Analytical Technology, Inc. (ATI) online amperometric chlorine residual monitoring equipment in December 2022, and standardized on General Electric Industrial Communications LLC MDS (GE MDS) radio equipment in August 2020. Ritec, located in Rochester New York, is the sole authorized dealer in the Authority's service area for ATI and GE MDS equipment.

9. There is an item on the agenda to purchase Allen-Bradley® Programmable Logic Controllers (PLCs) and ancillary equipment such as network interface cards, power supplies, input/output cards, cabling, and displays from Rexel USA, Inc. (previously known as Horizon Solutions, LLC). Allen-Bradley® is a brand of Rockwell Automation.

Allen-Bradley® PLCs and ancillary equipment are uniformly incorporated into the Authority's Supervisory Control and Data Acquisition (SCADA) system. The Authority standardized on Allen-Bradley® PLCs in October 2014, which was approved by the Board under Resolution #14-188. The standardization was reconfirmed in accordance with the MCWA Purchasing Guidelines, most recently in November 2024. This equipment will be located at the water treatment plants and at many remote facilities in the distribution system including storage facilities and pump stations.

The proposed purchase is for an estimated total cost up to \$150,000 for the term ending December 31, 2025. This amount includes the anticipated purchase of new PLCs to continue replacement and upgrade of PLCs located at remote facilities and treatment plants in 2025 by Authority maintenance personnel.

Rexel USA, Inc. located in Rochester New York is the sole authorized dealer in this region of New York State.

10. There is an item on the agenda to authorize the Executive Director to enter into an agreement with Frontier Communications of America, Inc. (Frontier) to provide a dedicated metro Ethernet based private network (PN) for the Authority's Supervisory Control and Data acquisition (SCADA) communication network at multiple facilities.

The Authority owns and operates water supply facilities including booster pumping stations, water storage facilities, water treatment plants (WTPs), and valve control vaults distributed throughout its service area. Operators located at the Authority's Shoremont WTP in the Town of Greece use a telecommunications system network to monitor and control equipment at its remote facilities through its SCADA system. The telecommunications

system is critical in the operation of the Authority's system, including monitoring, reporting, and storing of water quality data. The SCADA PN is a critical component of the telecommunications system.

Frontier has provided this SCADA PN to the Authority since 2014. The Authority originally standardized on Frontier for this SCADA PN in November 2018. The standardization was most recently confirmed in January 2022. The new agreement is for a three year term beginning January 1, 2025 at an estimated annual cost of up to \$84,000, which includes 27 Authority facilities. Frontier has maintained the same unit price per facility since 2014.

11. There is an item on the agenda to approve payments to Stolt Realty Inc., for granting permanent easements on three parcels located at 1616, 1618 and 1620 Penfield Road in the Town of Penfield. The permanent easements are needed to install a new water main to replace the existing water main with a high break frequency. Based on an appraisal of the properties done for the Authority by GAR Appraisal LLC, the total compensation for the permanent easements is \$23,375.
12. There is an item on the agenda to approve payment to McDonald's Corporation for granting permanent easements on three parcels located at 29, 31, and 35 Spencerport Road in the Town of Gates. The three easements are needed to install a new water main to replace the existing water main with a high break frequency. Based on an appraisal of the properties done for the Authority by GAR Appraisal LLC, the total compensation for the permanent easements is \$15,000.00.
13. There is an item on the Agenda to authorize the purchase of Office Supplies from W.B. Mason in the amount of \$30,000 utilizing the City of Rochester Contract through the contract period ending December 31, 2025.
14. There is an item on the Agenda to ratify and confirm MCWA Water Rates effective January 1, 2025. The required Public Information Meeting on the rate changes will have taken place on Wednesday, December 4, 2024 at 3:00 p.m.
15. There is an item on the Agenda to authorize the use of NYS OGS Contract for the purchase of a one-year Cisco Smartnet Maintenance and Support Agreement from Aspire Technology. See enclosed memorandum from Justin Moore.
16. There is an item on the Agenda to authorize the use of the New York State Contract for the purchase of Rubrik Software Licenses, Support and Implementation.

17. There is an item on the Agenda to establish the MCWA Board Meeting Schedule for 2025.

18. There is a resolution to approve Board and Staff travel for training and MCWA mission-related seminars, conferences, and meetings during 2025.

AUDIT COMMITTEE REPORTING

19. Authorization for the Executive Director to enter into an Agreement for the purchase of MCWA Group Life and Long Term Disability Insurances for applicable employees with Met Life Insurance Company as brokered through MCWA's Broker of Record, Brown & Brown Insurance.

Please refer to the enclosed corresponding documentation for this item.

20. The Authority's Standard Procurement Compliance Resolution.

- In Board Folders for Review:
 - Routine Monthly Informational Reports and/or Updates
 - Minutes from Public Information Meeting

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

NN/dlh
Enclosures

cc: Executive Staff



MONROE COUNTY WATER AUTHORITY

P.O. Box 10999 • 475 Norris Drive • Rochester, N.Y. 14610-0999

Phone: (585) 442-2000 Fax (585) 442-0220

To: Steve Trotta

Date: 11/26/2024

From: Laurel Neff

File: WA 112415

Subject: **Recommendation for Bid Award**

Copies:


Bids were received on November 21, 2024 for **One (1) New 2026 Five Man, Four Door Crew Cab Truck with Body**. The apparent low responsive responsible bidder was Regional Truck and Trailer with a bid of \$216,537.03.

No other bids were received. Bid packages were sent to Conway Beam, Tracey Road Equipment, Kenworth Northeast, Prime Vendor, STS Trailer, and Nassau Trading Inc.

I recommend that the bid be awarded to the low responsive, responsible bidder.

/In

(Dis)Approved by


Department Head

11-26-24
Date

(Dis)Approved by


Purchasing

11/26/2024
Date

(Dis)Approved by


Executive Director

11/27/24
Date

(Dis)Approved by

Executive Assistant/Board

Date



MONROE COUNTY WATER AUTHORITY

P.O. Box 10999 • 475 Norris Drive • Rochester, N.Y. 14610-0999

Phone: (585) 442-2000 Fax (585) 442-0220

To: Steve Trotta

Date: 11/26/2024

From: Laurel Neff

File: WA 112414

Subject: **Recommendation for Bid Award**

Copies:

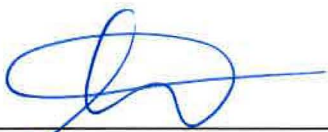
Bids were received on November 20, 2024 for **Eight (8) New Compact Pickup Trucks**. The apparent low responsive responsible bidder was Van Bortel Ford, Inc. with a bid of \$231,960.00.

No other bids were received. Bid packages were sent to Van Bortel Chevrolet, Robert Green Truck, Joe Basil Chevrolet, Jim Barnard Chevrolet, West Herr Dodge, Cortese Ford, Bob Johnson Greece, and Prime Vendor, Inc.

I recommend that the bid be awarded to the low responsive, responsible bidder.

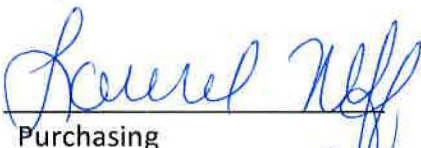
/In

~~(Dis)~~Approved by


Department Head

11-26-24
Date

~~(Dis)~~Approved by


Purchasing

11/24/2024
Date

~~(Dis)~~Approved by


Executive Director

11/27/24
Date

(Dis)Approved by

Executive Assistant/Board

Date



Monroe County Water Authority

Memorandum

To: Larry Magguilli, Deputy Executive Director **Date:** 11/26/2024
From: Justin Moore, Manager of Information Technology **File:**
Subject: Cisco Smartnet renewal with Aspire Technology **Copies:**
December 12, 2024 Board Meeting

Information Technology is requesting authorization to renew the Cisco Smartnet support contract for all network infrastructure at MCWA. This renewal includes 24x7 manufacturer support for critical network equipment for both the Business and SCADA networks. Furthermore, all of these devices are renewed co-terminus, eliminating the need for multiple renewals on network equipment throughout the year, effectively reducing administrative overhead.

We received three valid quotes in response to our solicitation of vendors via the New York State Office of General Services Information Technology Umbrella Contract Group 73600, Award 22802, Lot 2 (Contract Number PM20800). Our recommendation is to award this contract to the low responsive quote from Aspire Technology Partners at an estimated one-year cost of \$66,000.00

/dh



Monroe County Water Authority

Memorandum

To: Larry Magguilli, Deputy Executive Director **Date:** 11/26/2024
From: Justin Moore, ^{JMM} Manager of Information Technology **File:**
Subject: Rubrik Software and Hardware Purchase Awards **Copies:**
December 12, 2024 Board Meeting

Information Technology is requesting authorization to purchase a new Rubrik backup system, including both new software licenses and hardware. Furthermore, Rubrik will replace the current legacy end of life Veeam backup system. The new Rubrik system will securely backup critical MCWA data to both on prem DR servers and air gapped cloud storage. This is a significant improvement from the current single on prem backup server with tape backup. Lastly, the new software has data threat analytics to continuously monitor risks to MCWA data, including ransomware, data destruction, and IOCs, further strengthening cyber protections at MCWA.

For the Software purchase, we received two valid quotes out of twelve eligible vendors in response to our solicitation of vendors via the New York State Office of General Services Information Technology Umbrella Contract Group 73600, Award 22802, Lot 3 and 4 (Contract Number PM69732). Our recommendation is to award this contract to the low responsive quote from Insight Public Sector at an estimated one-year cost of \$116,022.00.

For the Hardware purchase, we received two valid quotes out of five eligible vendors in response to our solicitation of vendors via the New York State Office of General Services Information Technology Umbrella Contract Group 73600, Award 22876, Lot 2 (Contract Number PD67647). Our recommendation is to award this contract to the low responsive quote from SHI International Corp at an estimated one-time cost of \$45,673.00.

/dh

[illegible]

Dear Benefits Administrator:

After careful review, we have prepared the group renewal rates for your Basic Life, Basic AD&D, Dependent Basic Life and LTD coverages.

Billing statements as of January 1, 2025 will reflect the renewal rates listed in the Renewal Rates section. Any additional group coverages not specifically mentioned in this letter that are active at the time of the renewal will have their rates continued through the coming year.

MetLife offers a range of products and services designed, priced and administered to help satisfy all types of benefit plan objectives and the diverse needs of employees. Providing access to valuable employee-paid benefits is a smart, easy and cost effective way to enhance overall satisfaction with your company's benefit package and help attract and retain employees.

MetLaw MetLife's Legal Services plan, helps employees navigate important moments in their life by providing convenient, full-service access to local attorneys at a competitive monthly rate. Employees can meet with attorneys face-to-face or over the phone on an unlimited number of personal matters such as buying a home or creating a will. Our network contains nearly 14,000 attorneys who meet established criteria and have an overall average of 25 years of experience.

MetLife's Accident, Cancer, Critical Illness and Hospital Indemnity insurance can help employees address their diverse protection needs. These types of employee-paid benefits provide additional protection to help bridge the financial gap between what existing medical insurance may cover and additional expenses associated with a covered accident, cancer treatment, critical illness or hospital stay. As a result, your employees can focus on recovery rather than finances.

Optimize your benefits investment by adding a MetLife group Dental plan to your benefits program. Our unmatched product suite, exceptional service and results driven enrollment programs can help you build a benefits program that's right for you and your employees.

[illegible]

cc: New York Sales Office

[illegible]

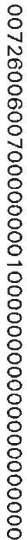
<u>Coverage</u>	<u>Current Rate(s)</u>	<u>Renewal Rate(s)</u>	<u>Volume/Lives</u>	<u>Renewal Annual Premium</u>	<u>% Change</u>
Basic AD&D	\$0.020/\$1,000	\$0.020/\$1,000	\$15,434,000.00	\$3,704.16	0.0%
Rates are guaranteed from January 1, 2025 - December 31, 2025 (12 months)					

<u>Coverage</u>	<u>Current Rate(s)</u>	<u>Renewal Rate(s)</u>	<u>Covered Payroll</u>	<u>Renewal Annual Premium</u>	<u>% Change</u>
LTD	\$0.134/\$100 of covered payroll	\$0.134/\$100 of covered payroll	\$280,000.00	\$4,502.40	0.0%
Rates are guaranteed from January 1, 2025 - December 31, 2025 (12 months)					



If you are a customer with employees working in the State of Connecticut, please review the "CT Employee Terminations" topic found in MetLife's Administration Manual. Choose the appropriate coverage section (Reporting Changes and Terminations tab, then click Connecticut Insured Terminations). <https://www.metlifeadminmanual.com/sm-administration-manual/>

MetLife's Critical Illness Insurance is not intended to be a substitute for Medical Coverage providing benefits for medical treatment, including hospital, surgical and medical expenses. MetLife's Critical Illness Insurance does not provide reimbursement for such expenses.



Hospital does not include certain facilities such as nursing homes, convalescent care or extended care facilities. See MetLife's Disclosure Statement or Outline of Coverage/Disclosure Document for full details.

Group legal plans and Family Matters are provided by Hyatt Legal Plans, Inc., a MetLife company, Cleveland, OH. In certain states, group legal plans and Family Matters are provided through insurance coverage underwritten by Metropolitan Property and Casualty Insurance Company, Warwick, RI. Payroll deduction required. Like most group benefit programs, benefit programs offered by MetLife and its affiliates contain certain exclusions, exceptions, reductions, limitations, waiting periods, and terms for keeping them in force. For costs and complete details of the coverage, call or write the company.



Metropolitan Life Insurance Company, Metropolitan Tower Life Insurance Company, MetLife Consumer Services, Inc. and Metropolitan General Insurance Company (collectively herein called MetLife), enters into arrangements concerning the sale, servicing and/or renewal of MetLife group insurance and certain other group-related insurance and non-insurance products (Products) with brokers, agents, consultants, third party administrators, general agents, associations, and other parties that may participate in the sale, servicing and/or renewal of such products (each an Intermediary). MetLife may pay your Intermediary compensation, which may include, among other things, base compensation, supplemental compensation and/or a service fee. MetLife may pay compensation for the sale, servicing and/or renewal of products, or remit compensation to an Intermediary on your behalf. Your Intermediary may also be owned by, controlled by or affiliated with another person or party, which may also be an Intermediary and who may also perform marketing and/or administration services in connection with your products and be paid compensation by MetLife.

The cost of supplemental compensation is not directly charged to the price of our products except as an allocation of overhead expense, which is applied to all eligible group insurance products, whether or not supplemental compensation is paid in relation to a particular sale or renewal. As a result, your rates will not differ by whether or not your Intermediary receives supplemental compensation. If your Intermediary collects the premium or fees from you in relation to your products, your Intermediary may earn a return on such amounts. Additionally, MetLife may have a variety of other relationships with your Intermediary or its affiliates, or with other parties, that involve the payment of compensation and benefits that may or may not be related to your relationship with MetLife (e.g., insurance and employee benefits exchanges, enrollment firms and platforms, sales contests, consulting agreements, participation in an insurer panel, or reinsurance arrangements).

More information about the eligibility criteria, limitations, payment calculations and other terms and conditions under MetLife's base compensation and supplemental compensation plans can be found on MetLife's Website at www.metlife.com/business-and-brokers/broker-resources/broker-compensation. Questions regarding Intermediary compensation can be directed to ask4met@metlifeservice.com, or if you would like to speak to someone about Intermediary compensation, please call (800) ASK 4MET. In addition to the compensation paid to an Intermediary, MetLife may also pay compensation to your representative. Compensation paid to your representative is for participating in the sale, servicing, and/or renewal of products, and the compensation paid may vary based on a number of factors including the type of product(s) and volume of business sold. If you are the person or entity to be charged under an insurance policy or annuity contract, you may request additional information about the compensation your representative expects to receive as a result of the sale or concerning compensation for any alternative quotes presented, by contacting your representative or calling (866) 796-1800.

When providing you with information concerning an eligible group insurance policy issued or proposed to your affiliate or subsidiary outside the United States by a MetLife affiliate or by other locally licensed insurers that are members of the MAXIS Global Benefits Network (MAXIS GBN), New York insurance law requires the person providing the information to be licensed as an insurance broker. In this capacity, the information provided to you will only be on behalf of such insurers and not on behalf of MetLife or any other insurer that is not a member of MAXIS GBN. Please note that while MetLife is a member of MAXISGBN and is licensed to transact insurance business in New York, the other MAXIS GBN member insurers are not licensed or authorized to do business in New York. The group insurance policies they issue are for coverage outside the United States and are governed by the laws of the country they were issued in. These policies have not been approved by the New York Superintendent of Financial Services, are not subject to all of the laws of New York, and are not protected by the New York State Guaranty Fund.