



To: Board Members

Date: January 2, 2025

From: Nicholas Noce, Executive Director

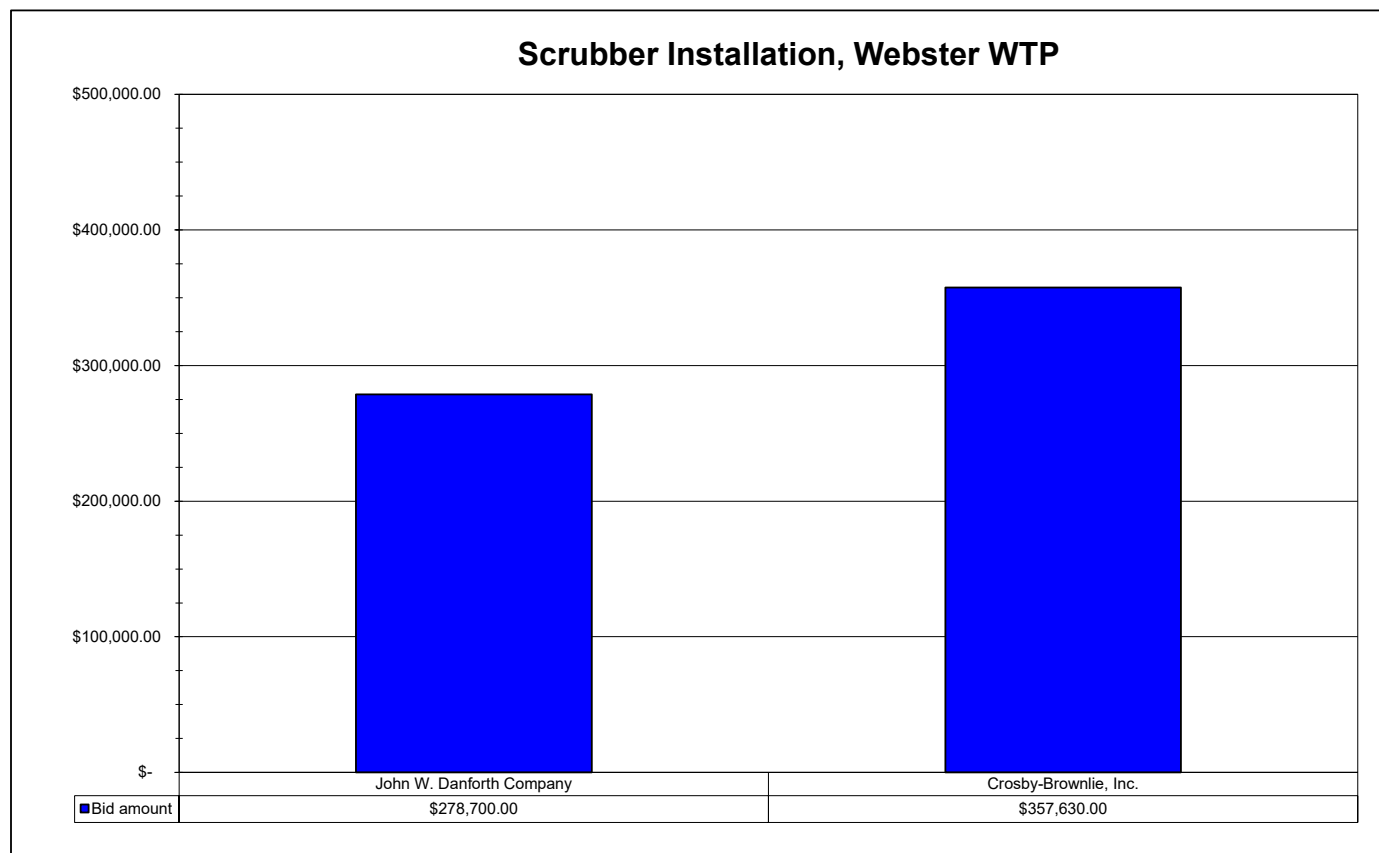
Subject: **Regular Board Meeting – Thursday, January 9, 2025 @ 9:00 a.m.
Board Room, 475 Norris Drive**

AGENDA ITEMS:

1. Personnel Item

- Appointment in our Facilities, Fleet and Operations for Tyler Zinck to the title of Maintenance Mechanic III. Tyler has most recently been working at Prince William Water as a utility worker repairing and maintaining underground water and sewer utilities. Mr. Zinck interviewed well and will be a good fit for the operations area. This position is to fill a recent vacancy. See enclosed memorandum from Stephen Trotta.
- Appointment of Sean Connell to the title of Utility Stakeout Technician – Water Authority. Sean has most recently been working at USIC as a locator. He interviewed well and is reachable on the Civil Service eligible list for this title. See enclosed memorandum from Stephen Trotta.
- Promotional Appointment of Casey Bauch to the title of Skilled Laborer for the Facilities, Fleet and Operations department. Casey has the skills and experience for this title. See enclosed memorandum from Stephen Trotta.

2. There is an item on the agenda to authorize purchase of four (4) New 2025 Ford Transit 350 AWD vans from Van Bortel in the amount of \$303,388.12, utilizing the Onondaga County Contract.
3. There is an item on the Agenda to authorize the purchase of one (1) New 2025 Ford F350 XL Extended Cab 4x4 from Van Bortel Ford in the amount of \$85,840.63, utilizing Onondaga County Contract.
4. There is an item on the agenda to award a contract for Scrubber Installation, Webster Water Treatment Plant project, which includes installation of a new scrubber for the emergency chlorine gas disinfection system. Two responsive bids were received. Our recommendation is to award this contract to John W. Danforth Company for the bid amount of \$278,700.



5. There is an item on the agenda to authorize the purchase of 18 communication switches and accessories from CDW Government LLC for an estimated amount of \$74,100 utilizing the New York State Office of General Services Information Technology Umbrella Contract–Manufacturer Based Group #73600, Award #22802, Contract #PM20800. These devices, which are manufactured by Cisco, will be utilized for the Authority’s supervisory control and data acquisition (SCADA) system communication network. Seven of the switches will be utilized to implement improvements to the SCADA system remote facilities communication network. The remaining switches and accessories will be utilized to create a new fiber optic communication ring inside the Shoremont Water Treatment Plant to improve communication and resiliency.

6. There is an item on the agenda to award a contract for supply of an estimated 170 tons annually of sodium chloride to the Corfu Water Treatment Plant for the water treatment process. This chemical is used in the softening process. Bid documents were sent to five potential suppliers; however, only one responsive bid was received from Midwest Salt, LLC (West Chicago, Illinois).

This contract is a unit price contract for an initial one year term, with the option to extend for up to four additional one year terms upon mutual consent with a maximum price escalation of 5% per year of extension.

Our recommendation is to award this contract to the lowest responsive, responsible bidder, Midwest Salt, LLC for the bid amount of \$89,250 (\$525.00 per ton). This bid price is an approximate 164% increase over the current price the Authority pays for this chemical. The Authority's current supplier did not submit a responsive bid.

7. There is also an item on the agenda to authorize the purchase of industrial and commercial supplies and equipment from MSC Industrial Supply Company (MSC) for other items not available through the New York State Office of General Services (NYSOGS) contract. These items will be purchased under our blanket purchase order procedures for an estimated total cost of \$5,000 for the term ending December 31, 2025. Although this amount is less than the threshold requiring Board approval, the total amount combined with the \$12,000 purchase order with MSC for items included on the NYSOGS contract previously authorized by the Board in May 2023 through resolution #23-094 exceeds \$15,000.
8. There is an item on the agenda authorizing the Executive Director to enter into agreements and sign any and all associated documents for New York State Department of Transportation's (NYSDOT's) projects in 2025 that impact facilities of Monroe County Water Authority. Typically, agreements with NYSDOT allow their contractors to adjust water system facilities as necessary to accommodate the work associated with their project. Any work of this nature, performed by NYSDOT or their contractor is completed at no cost to the Water Authority.
9. There is an item on the Agenda to enter into agreements for Broker of Record to two firms for the Authority's general insurance policies. See enclosed memorandum from Amy Molinari.
10. There is an item on the Agenda to approve the updated Prohibited Contractors list, as issued by the Monroe County Water Authority Ethics Committee.
11. The Authority's Standard Procurement Compliance Resolution.

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

BOARD DISCUSSION/NOTIFICATION ITEMS

- In Board Folders for Review:
 - Routine Monthly Informational Reports and/or Updates
 - No Sick Time Used in 2024
 - November Financials
 - Notification for RFP for Environmental Engineering Services

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

NN/dlh

Enclosures

cc: Executive Staff



Memorandum

To: Nicholas Noce, Executive Director

Date: December 31, 2024

From: Stephen Trotta, Director of Operations

Subject: Recommendation to Hire

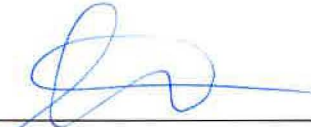
Copies: D. Hendrickson

I would like to recommend the appointment of Tyler Zinck to the position of Maintenance Mechanic III in the Facilities, Fleet and Operations Department.

Tyler was interviewed by Larry Magguilli, Steve Kromer, Mike Sullivan, and myself and was found to be very well suited for this position. Tyler has recently been employed by Prince William Water in Virginia. He has over three years' experience working as a utility worker, repairing and maintaining underground water and sewer utilities.

The position will be at an hourly rate of \$32.67.

Mr. Zinck's appointment will be effective January 13, 2025

(Dis)Approved:  1-2-25
 Director of Operations Date

(Dis)Approved: _____
 Deputy Executive Director Date

(Dis)Approved:  1/2/25
 Executive Director Date

Board Resolution: _____



Memorandum

To: Nicholas Noce, Executive Director

Date: December 31, 2024

From: Stephen Trotta, Director of Operations

Subject: Recommendation to Hire

Copies: D. Hendrickson

I would like to recommend the appointment of Sean Connell to the position of Utility Stakeout Technician – Water Authority in the Facilities, Fleet and Operations Department.


Sean was interviewed by Mike Quattrone, and myself and was found to be very well suited for this position. Sean has recently been employed as a locator with USIC. He is currently reachable on the eligible Civil Service list for this title.

The position will be at an hourly rate of \$34.56.

Mr. Connell’s appointment will be effective January 27, 2025.

(Dis)Approved:  1-2-25
 Director of Operations Date

(Dis)Approved: _____
 Deputy Executive Director Date

(Dis)Approved:  1/2/25
 Executive Director Date

Board Resolution: _____



Memorandum

To: Nicholas A. Noce, Executive Director

Date: December 31, 2024

From: Stephen T. Trotta, Director of Operations

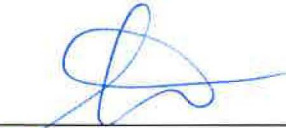
Subject: Recommendation for Promotion

Copies: D. Hendrickson
File

I would like to recommend the promotion of Casey Bauch to the position of Skilled Laborer in the Operations Department. Casey has been working in the Operations Department for over one year, most recently as a laborer to gain the necessary experience to attain a skilled laborer title..

Casey is a responsible, conscientious employee and has been doing a great job for the Authority.

Casey's appointment will be effective January 13, 2025 at an hourly rate of \$27.11.

(Dis)Approved:  1-2-25
Director Date

(Dis)Approved: _____
Deputy Executive Director Date

(Dis)Approved:  1/2/25
Executive Director Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Chris LaManna, P.E., Director of Production and Transmission
Laurie Neff, Purchasing Agent

From: Roy Cleveland, Supervisor of Engineering Support RAC

Subject: January 9, 2025 Board Meeting - Agenda Item
Scrubber Installation, Webster WTP

Date: December 30, 2024

File: 24-S01 #3

Copies: N. Noce
L. Magguilli
D. Hendrickson
M Cavallaro

Attached are the results of the bid opening on December 12, 2024, for the above project. The contract involves installation of an emergency gas dry scrubber at the Webster Water Treatment Plant. There were two contractors submitting bids of \$278,700 and \$357,630. The Engineer's estimate was \$279,616. A bid tabulation sheet is attached. John W. Danforth Company submitted the lowest bid. There were no bid informalities.


John W. Danforth Company has successfully completed many projects for the Authority.

The Authority's engineer consultant for the project, Erdman Anthony, reviewed John W. Danforth Company's bid and qualifications. Based on their review of the bid and qualifications, their recommendation of award, and John W. Danforth Company's past performance with the Authority, it is my recommendation that the Board authorize the Executive Director, to award this contract to the lowest responsive, responsible bidder, John W. Danforth Company for the bid amount of \$278,700.

~~(Dis)~~ Approved by:  12/30/24
Director of Production and Transmission Date

~~(Dis)~~ Approved by:  12/31/24
Purchasing Agent Date

(Dis) Approved by: _____
Secretary to the Authority Date

~~(Dis)~~ Approved by:  12/31/24
Executive Director Date

Attachments: Bid Tabulation Sheet
Erdman Anthony Recommendation Letter

Scrubber Installation, Webster WTP

I certify that this tabulation is a true representation of bids received on December 12, 2024 at 10:00 a.m. for this project:

Eng. No.: 24-S01
Auth. No.: 241-000
Bid Opening: 12/12/2024

By: Branden Farnsworth-Weinblatt
Branden Farnsworth-Weinblatt, PE
Erdman Anthony

Date: 20-Dec-2024

				Engineer's Estimate		John W. Danforth Company 930 Old Dutch Road Victor, NY 14564 (585) 924-7030		Crosby-Brownlie, Inc. 100 Nassau Street Rochester, NY 14605 (585) 325-1290	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.0	WWTP Scrubber	1	LS	\$ 279,616.00	\$ 279,616.00	\$ 278,700.00	\$ 278,700.00	\$ 357,630.00	\$ 357,630.00
				\$ 279,616.00		\$ 278,700.00		\$ 357,630.00	

Bid Informalities:

1. There were no informalities in the bids.

December 23, 2024
Roy J. Cleveland
Monroe County Water Authority
475 Norris Drive
Rochester, NY 14610

**SUBJECT: Project 24-S01 - Scrubber Installation, Webster WTP – Recommendation to Award
Bid Opening: December 12, 2024**

Dear Mr. Cleveland:

Two Bids were received for the above captioned project to provide a new Emergency Chlorine-Gas Scrubber, associated ductwork, and accessories at the Webster Water Treatment Plant. Two bids were received ranging from \$278,700 to \$357,630 with the Engineer's Opinion of Probable Construction cost noted at \$279,616.

Erdman Anthony has reviewed the documentation provided by the apparent low-bidder John W. Danforth Company and conducted additional verification as part of the Bid Evaluation Process. The Bids were reviewed with no major discrepancies identified, appropriate Bid Bonds were provided by a NYS licensed surety, and required forms and certifications were satisfactorily completed. The apparent low-bidder was also verified not to be in arrears with MCWA or Monroe County and is not on the NYS OGS debarred list.

Please refer to the Contractor's supplemental information and the signed Bid Tabulation Excel file attached under separate cover.

Based on the above findings, Erdman Anthony recommends that the Authority Awards a Contract totaling \$278,700 for this project to John W. Danforth Company.

Sincerely,



Branden Farnsworth-Weinblatt, PE
Senior Associate

ERDMAN ANTHONY

Cc: Matt Cavallaro, MCWA



Monroe County Water Authority

Memorandum

To: Laurie Neff, Purchasing Agent

Date: December 31, 2024

From: Chris J. LaManna, Dir. of Production and Transmission

File:

Subject: Bid WA122416 – Salt Supply for Corfu WTP Rebid

Copies: N. Noce
L. Magguilli
D.Hendrickson

The following responsive bid was received for WA122416 – Salt Supply for Corfu WTP Rebid, which consists of supply of approximately 170 tons of sodium chloride to the Corfu Water Treatment Plant for water treatment operations (see attached bid tabulation):

- Midwest Salt, LLC: \$ 89,250.00 (\$525.00/ton)

One additional bid from Compass Minerals in the amount of \$35,700.00 (\$210.00/ton) was received; however, it was determined to be non-responsive for multiple deficiencies including submission of the bid by electronic mail, failure to complete all required forms properly, and failure to submit required documentation for the product including copy of NSF certification, Safety Data Sheet (SDS), and chemical analysis. It is recommended that this bid be rejected. Notification of bid rejection should be sent to this bidder including the reasons their bid was determined to be non-responsive.

I recommend the bid be awarded to Midwest Salt, LLC as the lowest, responsive, responsible bidder in the amount of \$89,250.00 (\$525.00/ton). The contract is for an initial term of one year, with the option to extend for up to four additional one-year periods upon mutual consent. An annual increase of up to five percent is allowable under the terms of the contract.

~~(Dis)~~ Approved by: Chris J. LaManna
Director of Production & Transmission

12/31/24
Date

~~(Dis)~~ Approved by: Laurie Neff
Purchasing Agent

1/2/25
Date

(Dis) Approved by: _____
Secretary to the Authority

Date

~~(Dis)~~ Approved by: Neil Zuber
Executive Director

1/2/25
Date

Monroe County Water Authority
WA 122416 - Salt Supply for Corfu WTP
Bid Tabulation



I certify that this tabulation is a true representation of bids received
on December 20, 2024 at 11am for this contract.

Eng. No.: N/A
Auth. No.: N/A
Bid Opening: December 20, 2024 at 11am

By: 
Christopher J. LaManna, P.E., Director of Production

Date: 12/31/24

				Midwest Salt LLC		Compass	
				1300 West Washington St West Chicago, IL 60185		9900 W. 109th St. Overland Park, KS 66210	
				630.513.7575		913.344.9200	
Item No.	Description	Estimated Quantity	Unit	Unit Price	Amount	Unit Price	Amount
1	Delivery of Salt for Corfu WTP	170	TON	\$ 525.00	\$ 89,250.00	\$ 210.00	\$ 35,700.00
Total Bid Price				\$	89,250.00	\$	35,700.00
				Non-Responsive ⁽¹⁾			

Notes:

1. Bid determined to be non-responsive for multiple deficiencies including submission of the bid by electronic mail (not acceptable), failure to complete all required forms properly, and failure to submit required documentation for the product including copy of NSF certification, Safety Data Sheet (SDS), and chemical analysis.



MONROE COUNTY WATER AUTHORITY

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

Phone: (585) 442-2001 Fax (585) 442-0220

MEMORANDUM

To: Scott Nasca, Chairman, & MCWA Board Members
From: Amy Molinari, Director of Finance and Business Services
Date: December 30, 2024
Subject: Broker of Record for General Insurance RFQ

A handwritten signature in blue ink, appearing to read 'AM', is written over the 'From:' line of the memorandum.

A Request for Qualifications (RFQ) was posted on November 26, 2024 for Broker of Record for General Insurance. Proposals of Qualifications were requested from multiple firms as well as being posted on the Authority's website.

The Authority received two proposals from the following firms:

- Arthur J Gallagher & Co.
- USI Insurance Services

After review of the proposals received, it was determined that both firms have the qualifications to perform the services listed in the RFQ. Therefore, it is recommended to the Board to accept both proposals received to establish a stable of two firms for the services pertaining to Broker of Record for General Insurance for an initial term of three (3) years with the option of two (2) additional 1-year terms.

**MONROE COUNTY WATER AUTHORITY
PROHIBITED CONTRACTORS LIST – DECEMBER 2024**

<u>Prohibited Contractor</u>	<u>MCWA Employee/Member - Relationship to Contractor</u>
Generation Capital Management LLC	Scott Nasca, Member President
Fero & Caputo, LLP	Matthew J. Fero, Member Partner
Patriot Business and Realty Services, d/b/a Community Document Services	Sheryal A. Volpe, Member President
Rochester Community Baseball (Redwings)	Sheila Mason, Member Husband is general manager, son is Director of Operations
First Team Real Property Inc.	Larry Magguilli, Deputy Executive Director President and son is associate Marcia Van Vechten, Member (husband salesperson)
Hunt Real Estate Corp.	Larry Magguilli, Deputy Executive Director Vice President
Bauman's Farm Market	Alane Mammino, Senior Cash Management Analyst Sister, Barbara Mammino Bauman, is owner
Home Referral Corp.	Marcia Van Vechten, Member Licensed Salesperson
Blue Line Homes	Amy Molinari, Director of Finance and Business Services (brother and mother own the company).
AMCML, LLC	Amy Molinari, Director of Finance and Business Services, Owner
Priem Financial Group	Samuel Priem, Construction Supervisor Wife is principal

Royce Priem Web Development

Samuel Priem, Construction Supervisor
Brother owns

Piascik Engineering

Anthony Thomas Piascik, New Services Supervisor
Father owns

2024 W. Henrietta Rd. Ste. 3c, LLC

Matthew Fero, Member
Owner

Teamsters Local 118

Timothy Barbeto, Member
President

The following items are not part of the Prohibited Contractor List. Rather, they show instances where an employee or Member of the Authority has an outside relationship that may require him to take or refrain from taking certain actions. Each of the individuals either has previously or will now receive a letter explaining the potential conflict and a recommended course of action.

MCWA Employee/Member

Outside Relationship/Interest

Scott Nasca, Member

Executive Vice Chair, Monroe County Conservative Party
 Mercer Advisors (son is Ops. Associate)
 Crescent Capital (son is Associate)
 Google (brother is manager)
 Supreme Court Justice Nasca (brother is Justice)

Sheila Mason, Member

Caktus AI (daughter is social media manager)
 Avobus Equipment (sibling is Vice Pres.)
 Pennsylvania Senate (sibling is field rep.)

Sheryal A. Volpe, Member

Wegmans Construction (son is foreman)
 Kaffinove & Raskin LLP (Jonathan Volpe, son is paralegal)

Matthew Fero, Member

Vice Chair, Monroe County Conservative Party

Marcia Van Vechten, Member

Audrey McKenzie (sister, insurance agent)
 VEITHsymposium LLC (sister is member)
 Brown & Brown (sister benefits enroller)

Laurel Neff, Purchasing Accountant

Constellation Brands (son is sales administrator)
 Erie East Windows & Doors (daughter is customer service manager)

Tod A. Ferguson, Technical Support Supervisor

Town of Parma Town Board
 Board Member, Cross Connection Control Foundation of the Niagara Frontier

Gregory R. Ippolito, Supervisor of Meter Services

Village of Webster (brother is Trustee)

Stephen Kromer, Distribution Manager

Mark IV Enterprises (sister is property manager)
 Microsoft (brother-in-law is team leader)
 Rochester Midland Chemical (sister-in-law is supervisor)

Christopher LaManna, Dir. Prods. & Transmission

URMC Wilmot Cancer Treatment Center (Wife is Clinical Research Coordinator)
 Dynamic Imaging (NJ) (Brother is Vice President)
 McCabe, Weisberg & Conway (Brother is an Attorney)

Amy Molinari, Dir. Finance & Business Servs.	Howard Hanna Real Estate (brother is realtor)
Larry Magguilli, Assistant to the Executive Director	Executive Committee, Monroe County Conservative Party
Nicholas Noce, Executive Director	SPX Flow (wife e-sales administrator) Western OTB (son is senior accountant)
Michael Quattone, Manager of Fleets and Crews	Bad Drip LLC (stepson is graphic designer) Bob Johnson Chevrolet (stepdaughter is accounts payable) St. Pius Federal Credit Union (sister is office employee)
Felicia Romagnolo, Manager of Customer Servs.	Pinewood Country Club (husband is superintendent)
Steven Trotta, Distribution Manager	J. Elizabeth Salon (child owns)
David Young, Member	Billitier Electric (son and brother are electricians) Mb Management Group (sister is owner)