

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING
THURSDAY, May 9, 2019
9:30 a.m.**

Board Room, General Offices, 475 Norris Drive, Rochester, New York

Roll Call

Pledge of Allegiance

#19-089 Approve minutes of the Authority's Regular Meeting and Annual Meeting both held on April 24, 2019.

Moved By:
Seconded By:
Voice Vote:

#19-090 Accept list of disbursements on check registers dated April 10, April 17, April 24 and May 2, 2019, which were forwarded to the Authority Members for their review.

Moved By:
Seconded By:
Voice Vote:

#19-091 Accept Purchase Order List of materials and supplies for the period April 4, 2019 through May 1, 2019 in the amount of \$703,094.

Moved By:
Seconded By:
Voice Vote:

COMMUNICATIONS / NOTIFICATIONS

#19-092 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:

Provisional Appointment of Autumn Ashley to the title of Engineering Technician, effective May 20, 2019, at Salary Schedule 5, Group 4, Step 1.

Moved By:
Seconded By:
Roll Call Vote:

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- #19-093 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Appointment of Daniel Austin to the position of Laborer in the Facilities, Fleet and Operations Department at an hourly rate of \$17.14 effective May 28, 2019.

Moved By:
Seconded By:
Roll Call Vote:

- #19-094 Confirm the following personnel appointment pending approval and pursuant to the Rules and Regulations of the Monroe County Civil Service Commission:
Provisional Appointment of Pamela Bernardi to the title of Accountant, effective June 3, 2019 at Salary Schedule 3, Group 2.

Moved By:
Seconded By:
Roll Call Vote:

AUDIT COMMITTEE REPORT

- #19-095 Upon recommendation of the Monroe County Water Authority’s Audit Committee, **accept the Independent Auditor’s Report on the financial statements for the Deferred Compensation Plan** for the Employees of the Monroe County Water Authority for year ending December 31, 2018.

Moved By:
Seconded By:
Roll Call Vote:

- #19-096 Upon recommendation of the Monroe County Water Authority’s Audit Committee **Authorize the execution of a Professional Services Agreement with Brown & Brown of NY Inc. for Placement of General Insurance Coverage, to serve as Broker of Record and for provision of risk management services** for a period of 1 year, the fee for this service is \$50,000. Brown & Brown of NY Inc. is designated as Broker of Record for MCWA’s general insurance program for coverage commencing July 1, 2019.

Moved By:
Seconded By:
Roll Call Vote:

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#19-097 Upon recommendation of the Monroe County Water Authority’s Audit Committee, **Approve proposal as submitted by broker, Brown & Brown of NY Inc. and authorizing to place insurance coverage** to include: General Liability insurance, Public Officials Liability insurance, Employment Practices Liability insurance, Property insurance, Inland Marine insurance, Vehicle insurance, Crime insurance, Flood and Earthquake insurance, Pollution insurance, Owners Contractors Protective insurance, Travel Accident insurance, and Umbrella Excess Liability insurance with the limits of liability and deductibles as proposed and including any fees for service, for an estimated total cost of \$459,171.

Additionally, Brown & Brown of NY Inc. is directed to obtain quotations for an additional \$40,000,000 of Excess Liability coverage, net of commission, due to MCWA no later than May 27, 2019. The term for insurance coverage is July 1, 2019 through June 30, 2020.

Moved By:
Seconded By:
Roll Call Vote:

#19-098 Authorize the Executive Director to enter into a **professional services agreement with Barton & Loguidice, DPC** for the Asset Management Software Consulting Services Project with the estimated budget amount of \$35,000 for software upgrade, training, and evaluation services.

Moved By:
Seconded By:
Roll Call Vote:

#19-099 Authorize the **award of a unit price contract for the Baker Hill Tank Rehabilitation** project to the low responsive, responsible bidder, Amstar of Western New York, Inc. in the bid amount of \$530,000.

Moved By:
Seconded By:
Roll Call Vote:

#19-100 Authorize the **purchase of AutoCAD subscriptions from SHI International Corp.**, (NYS Contract No. PD67647, Group No. 73600, Award No. 22876) for a quoted amount of \$17,015.33.

Moved By:
Seconded By:
Roll Call Vote:

#19-101 Authorize the **renewal of annual support contracts** for existing Oracle licenses from Oracle Corp. under NYS OGS Contract #PM20940 for an estimated total cost of \$24,500.

Moved By:
Seconded By:
Roll Call Vote:

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#19-102 Authorize the **use of Automotive Parts and Supplies Contract BP #0312-16**, (SAP Contract #4700007341) held by the County of Monroe (currently awarded to Nu-Way Auto Parts) for various parts and supplies for MCWA vehicles at an estimated cost of \$50,000 to be ordered as needed, through the current contract period ending April 30, 2020.

Moved By:
Seconded By:
Roll Call Vote:

#19-103 Authorize a **unit price contract award for the purchase of Mechanical Joint Fittings & Accessories** from low responsive, responsible bidder, Core & Main, LP in the bid amount of \$102,337.73 based on estimated quantities. This is a one-year unit price contract with the option to renew for up to four additional one-year terms upon mutual consent.

Moved By:
Seconded By:
Roll Call Vote:

#19-104 Authorize **bid award for the purchase of one 2019 Genie Trailer-Mounted Z-Boom Man Lift, Model TZ50** from the low responsive, responsible bidder, Skyworks Equipment, in the bid amount of \$46,400.

Moved By:
Seconded By:
Roll Call Vote:

#19-105 Authorize the **use of Monroe County Contract #0911-18** (#4700007496) currently awarded to Davis-Ulmer, to provide labor and materials related to the Authority's Fire Sprinkler System, Flushing and Fire Head Replacement project at an estimated cost to not exceed \$51,750.

Moved By:
Seconded By:
Roll Call Vote:

#19-106 The Members of the Authority expressly make the following determinations for all awards of Procurement Contracts made during this meeting: (i) the proposed awardee has been found to be responsible; (ii) the proposed awardee complied with the State Finance Law provisions regarding Permissible Contacts (as defined in the Authority's Procurement Disclosure Policy); (iii) the proposed awardee has (or will prior to the final award being effective) complied with the State Finance Law provisions that require disclosure of all information required to be in the Authority's Solicitation Materials (as such term is defined in the Authority's Procurement Disclosure Policy); and (iv) the procurement process did not involve conduct that is prohibited by the Public Officers Law, the Authority's Procurement Disclosure Policy, and the Authority's Code of Ethics and Conflict of Interest Policies.

Moved By:
Seconded By:
Roll Call Vote:

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#19-107 Approve the Authority’s **1st Quarter Investment Report** for the period ending March 31, 2019, as presented.

Moved By:
 Seconded By:
 Roll Call Vote:

#19-108 BE IT RESOLVED, that the Monroe County Water Authority (the “Authority” hereby establishes the following standard work day for Members of the Authority, effective June 10, 2019, and will report the following days worked to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the Secretary of this body:

Name	Standard Work Day (Hours/Day)	Term Begins/Ends	Participates in the Authority’s Time Keeping System (Y/N)	Days/ Month (Based on Record of Activities)
Title: Members of the Authority				
Matthew J. Fero	Six (6)	1/09/18 – 1/01/22	N	2.00
Joseph R. Rulison	Six (6)	3/12/19 – 4/01/24	N	2.44
Wendy Bleier-Mervis	Six (6)	6/13/17 – 4/01/21	N	2.20

Moved By:
 Seconded By:
 Roll Call Vote:
