

MINUTES

**MONROE COUNTY WATER AUTHORITY
REGULAR MEETING**

THURSDAY, January 9, 2020

9:30 a.m.

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

9:30 a.m. The Chairman called this Regular Meeting to order.

Roll Call of the membership of the Board and determination that a quorum was present.

Members present (4): S. Nasca, S. Volpe, M. Fero, J. Rulison

Members absent (3): A. Bernstein, W. Bleier-Mervis, R. Hurlbut

Staff present: N. Noce, Executive Director; L. Magguilli, Assistant to the Executive Director; D. Hendrickson, Director of Human Resources; S. Savage, P.E., Director of Engineering; R. Benschhoff, Executive Director of Operations; C. LaManna, P.E., Director of Production; A. Molinari, Director of Finance & Business Services

General Counsel present: E. Hebert, Attorney – Harter, Secrest & Emery

Monroe County Legislative Liaison present: Hon. Frank X. Allkofer

Packets containing detailed information on Agenda items were distributed in advance of the meeting date to each Member, Executive Staff, and Counsel for their prior review.

Pledge of Allegiance – Lead by Chairman Nasca

#20-001 Approve minutes of the Authority's Regular Meeting held on December 12, 2019.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #20-001 was put to a voice vote and unanimously carried. AYES: 4; NAYS: 0

#20-002 Approve list of disbursements on check registers dated December 4, December 11, December 18, December 26, and December 30, 2019, which were forwarded to the Authority Members for their review.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #20-002 was put to a voice vote and unanimously carried. AYES: 4; NAYS: 0

#20-003 Accept Purchase Order List of materials and supplies for the period December 5 through December 31, 2019 in the amount of \$708,015.81.

On a motion made by Mr. Fero, seconded by Mr. Rulison, the foregoing resolution #20-003 was put to a voice vote and unanimously carried. AYES: 4; NAYS: 0

COMMUNICATIONS/NOTIFICATIONS – No Report

For Item #20-004, Mr. Benschhoff briefed the Board for authorization in utilizing the Monroe County Contract for collision and body repair work on Authority vehicles and equipment, and stated that the County has renewed this contract as currently awarded to Hawk Frame & Axle, Inc. The Authority has done business for many years with this firm, and they have done a good job.

#20-004 Authorize the use of **Monroe County Contract #1104-16 – SAP Contract #4700007380 Collision Repair, Vehicle** to vendor awarded **Hawk Frame & Axle, Inc.** for **collision repair** of MCWA vehicles and equipment in an estimated amount of \$50,000 through the current contract period ending December 31, 2020.

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 9, 2020

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #20-004 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

For Item #20-005, Mr. Benschhoff addressed the Board for purchase authorization for a new crane truck to replace our existing aging unit, which was acquired in 2004. This budgeted item is part of our Renewal and Replacement program.

#20-005 Authorize the purchase of one **(1) New 2020 Conventional Full Truck with Crane and Custom Platform Body** from **Regional International Corporation** at a net delivered cost of \$244,561 with trade-in of one (1) MCWA Unit #761, Freightliner M2/Flatbed with Palfinger Crane.

On a motion made by Mrs. Volpe, seconded by Mr. Rulison, the foregoing resolution #20-005 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

For Item #20-006, Mr. Benschhoff again addressed the Board for purchase authorization for nine (9) new Chevrolet vehicles to be used by various departments. These vehicles are part of our Renewal and Replacement program, and they are replacing vehicles which will be sold later this year at the Monroe County auction.

#20-006 Authorize the purchase of a total of **nine (9) New 2020 Chevrolet Vehicles** in the amount of \$311,236 from low responsive, responsible bidder, **Hoselton Chevrolet, Inc.**

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #20-006 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

For Item #20-007, Mr. Noce addressed the Board regarding entering into a Professional Services Agreement for the MCWA website redesign, customer portal and chat window project. He explained that we received 19 responses to a Request for Proposals and that the Selection Committee took great care in determining the firm best suited to provide these services. Mr. Magguilli added that we are in discussions with another firm we hope to recruit for design and implementation of the third party payment processing component of our website, and that we anticipate having everything up and running within the next several months.

#20-007 Authorize the Executive Director to execute an agreement with **Spruce Technology, Inc.** for **Professional Information Technology Services** associated with the **MCWA Website Redesign, Customer Portal, and Chat Window** project.

On a motion made by Mr. Fero, seconded by Mr. Rulison, the foregoing resolution #20-007 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

For Item #20-008, Mr. LaManna briefed the Board for purchase authorization. He explained the need for these preventive maintenance services on our larger, more complex equipment. He recapped bid results and mentioned that HMT, Inc. has successfully completed work for the Authority in the past. He also answered a follow-up question from Mr. Nasca regarding escalation in unit prices per year of extension.

#20-008 Authorize the award of a unit price contract for **Medium Voltage Electrical Equipment Preventive Maintenance and Repair Services** to the low responsive, responsible bidder, **HMT, Inc.**, in the bid amount of \$41,678 with the option to extend the contract up to four (4) additional one-year terms upon mutual consent.

MONROE COUNTY WATER AUTHORITY
REGULAR MEETING – January 9, 2020

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #20-008 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

For Item #20-009, Mr. Savage addressed the Board regarding authorization for the award of a unit price contract for a water main replacement project at Brace Road and Boughton Hill Road in the Town of Victor. He summarized the bid results and provided detail on the scope of the project. He fielded questions pertaining to the project from several Board members.

#20-009 Authorize the award of a unit price contract for the **Brace Road and Boughton Hill Road Water Main Replacements Project** to the low responsive, responsible bidder, **Villager Construction, Inc.** in the bid amount of \$1,130,000.

On a motion made by Mr. Rulison, seconded by Mrs. Volpe, the foregoing resolution #20-009 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0

#20-010 The Members of the Authority expressly make the following determination 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.

On a motion made by Mr. Rulison, seconded by Mr. Fero, the foregoing resolution #20-010 was put to a roll call vote and unanimously carried. AYES: 4 (S. Nasca, S. Volpe, M. Fero, J. Rulison); NAYS: 0


* * *

In Board folders for review:

- Routine monthly informational reports and/or updates.

* * *

There being no further business to come before the Authority, Chairman Nasca adjourned the meeting at 10:00 a.m.


 Diane L. Hendrickson, Recording Secretary


 Scott D. Nasca, Chairman