



# Memorandum

To: Board Members

Date: March 8, 2019

From: Nicholas Noce

Subject: **Regular Board Meeting – Thursday, March 14, 2019 9:30 a.m.  
at 475 Norris Drive – Board Room**

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## Agenda Items:

### 1. Personnel Items:

There are resolutions on this agenda to confirm the following appointments.

- Provisional Appointment of David Walker to the title of Senior Programmer Analyst in the IT Department effective March 18, 2019 at Salary Schedule 3, Group 5. Mr. Walker is the recommended candidate recruited by iProfessionals Inc.
- Appointment of John Sokolofsky to the title of Construction Inspector effective April 1, 2019 at Salary Schedule 5, Group 3, Step 1.
- Title change for Jon Osucha to Utility Worker, effective March 4, 2019 with no change to current salary at this time.
- Appointment of Anthony Cangialosi to the title of Electrical & Instrumentation Mechanic III, effective April 3, 2019 at Salary Schedule 4, Group 3, Step 1.

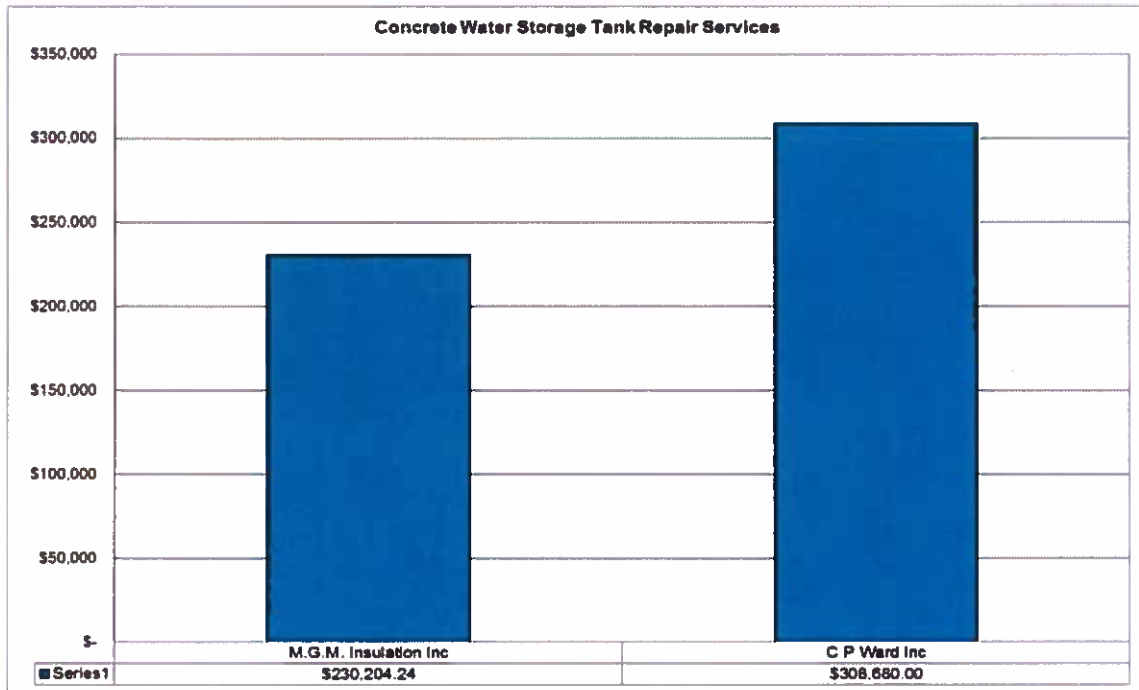
### 2. The Authority's Audit Committee met on March 7, 2019 and with their consideration and recommendation, there are resolutions on the agenda for the following approvals. A representative from Bonadio & Co., LLP is scheduled to be present at this board meeting to discuss the Authority's 2018 Fiscal Audit with the full Board.

- Approve MCWA's 2018 Annual Financial Statements as audited by Bonadio & Co., LLP.
- Approve the Authority's 2018 Investment Audit as performed by Bonadio & Co., LLP.
- Approve the 2018 Annual Investment Report as directed under Title 7, Section 2925 of the Public Authorities Law, issued under the Annual Statement of Investment Policy in effect through December 31, 2018.
- Approve as presented, the Management's Assessment of the Effectiveness of Internal Control Structure and Procedures pursuant to the memorandum from Ms. Molinari and Mr. Uschold dated February 8, 2019.

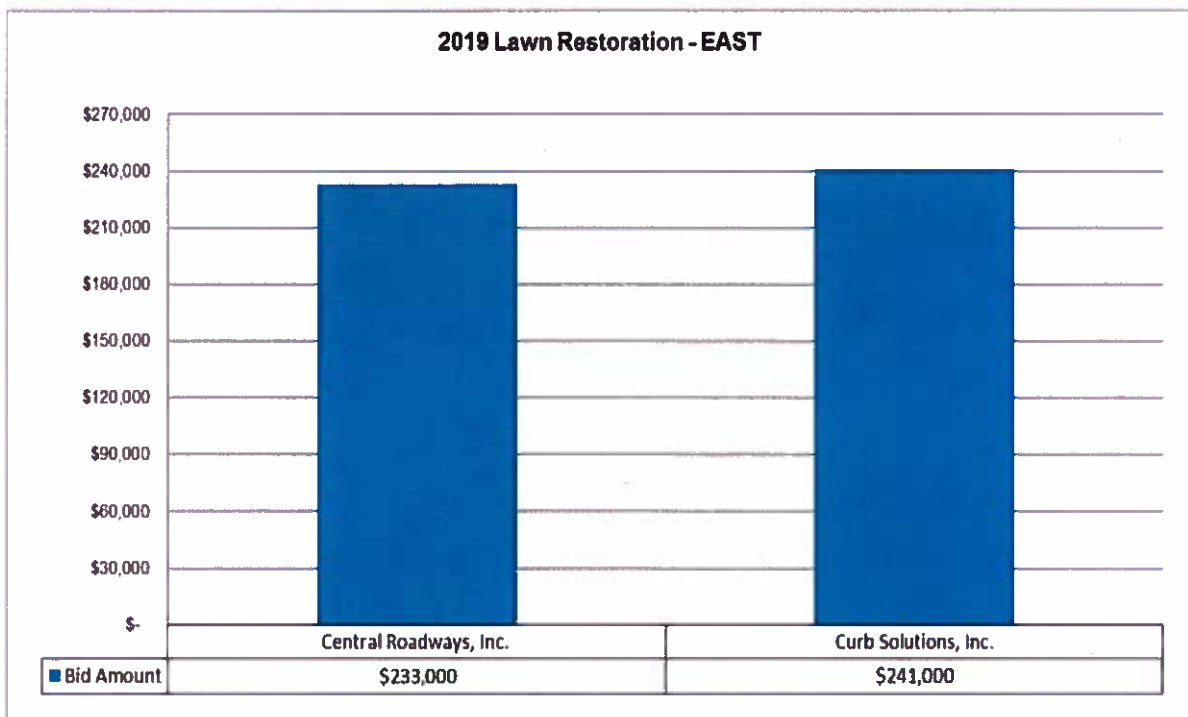
### 3. There is an item on the agenda to award a contract for Concrete Water Storage Tank Repair Services. The Contract includes an initial term through December 31, 2019 with the option to renew for up to four (4) additional one-year terms upon mutual consent. This project includes minor repairs and coating work to the exterior of the one million gallon Douglas Road concrete water storage tank located in the Town of Mendon and other miscellaneous concrete tank repair services.

*Board Members - Regular Meeting and Annual Meeting – March 14, 2019*

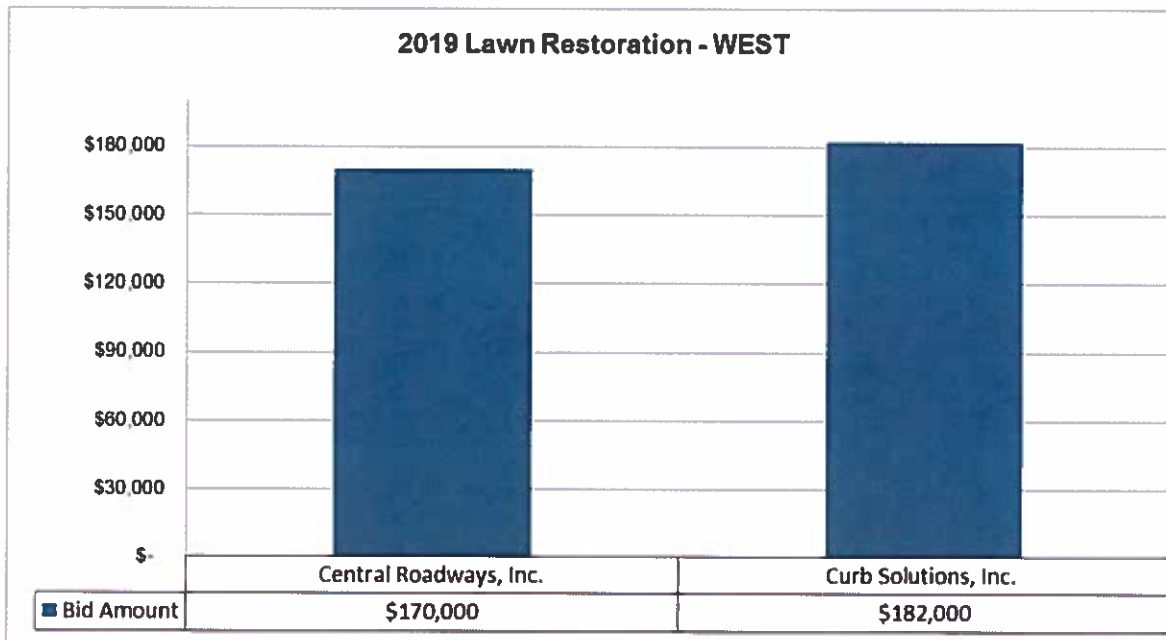
There were two bids submitted and our recommendation is to award this work to the low responsive, responsible bidder, MGM Insulation, Inc. in the bid amount of \$230,204.24.



- There is an item on the agenda to award a unit price contract for the 2019 Lawn Restoration Contract – East Side. This contract is for lawn restoration within the east side of the Authority’s service area. There were two bids submitted. Our recommendation is to award this contract to Central Roadways, Inc. in the bid amount of \$233,000. This contract includes provisions for four, one-year extensions with mutual, written consent from the Authority and the Contractor.



5. There is an item on the agenda to award a unit price contract for the 2019 Lawn Restoration Contract – West Side. This contract is for lawn restoration within the west side of the Authority’s service area. There were two bids submitted. Our recommendation is to award this contract to Central Roadways, Inc. in the bid amount of \$170,000. This contract includes provisions for four, one-year extensions with mutual, written consent from the Authority and the Contractor.

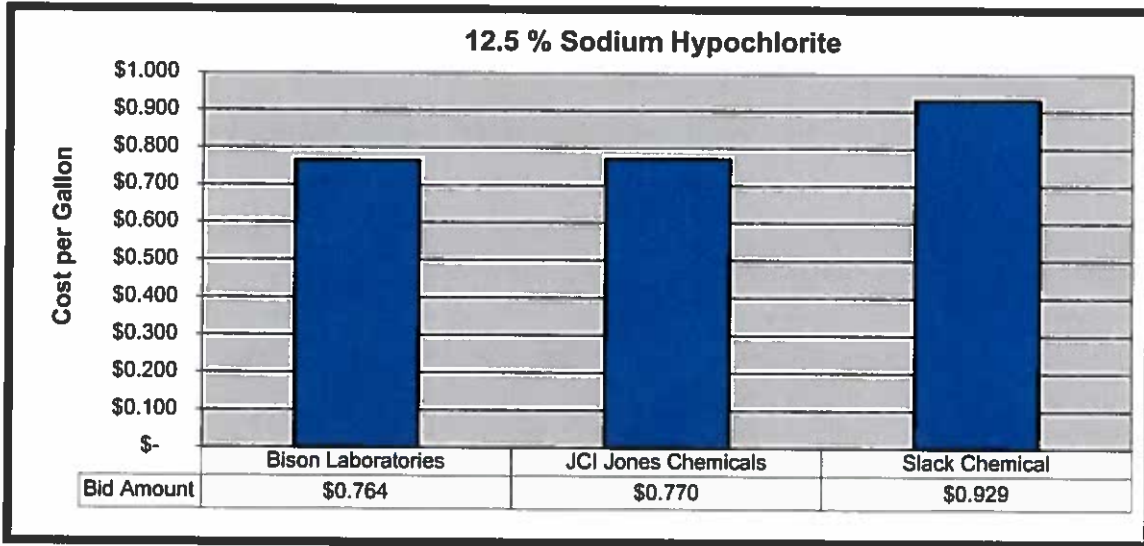


6. There are items on the agenda to authorize utilizing Monroe County Contract - Highway Materials Contract #0103-16 Group II, for the purchase of the following from various vendors, awarded under this Monroe County Contract, as listed in each resolution, through the current contract period ending February 28, 2019:
- Screened Top Soil, Fill Dirt, Select Fill and Various Sands.
  - Construction Stone Products.
  - Temporary Asphalt Material (Cold Patch Material and Hot Mix Material from Rochester Asphalt and Innovative Municipal, US).
7. There is an item on the agenda to authorize the purchase of pipe and plumbing supplies via an existing Monroe County contract. Purchases will be made from three local vendors authorized by the Monroe County contract, which include Commercial Pipe & Supply Corporation, Geck Plumbing & Heating Supply Company, Inc., and Rochester Windustrial.
8. There is an item on the agenda to authorize a blanket order for the purchase of various electrical materials and supplies from Kovalsky-Carr Electrical Supply Company, Inc., located in Rochester. The electrical materials and supplies are utilized for maintenance and repair of the Authority’s various equipment and facilities.
9. There is an item on the agenda for a unit price contract award for the purchase of small tools from low responsive responsible bidder Hanes Supply Inc., with a unit price total of \$3,698.42, based on estimated quantities. This is a one-year contract with the option to renew for four additional one-year periods, upon mutual consent. Recommendation memorandum and bid tabulation materials are attached for Board review.

10. There are three items on the agenda to authorize the purchase of water treatment chemicals. The low responsive, responsible bid for all three were from our current suppliers of each chemical.

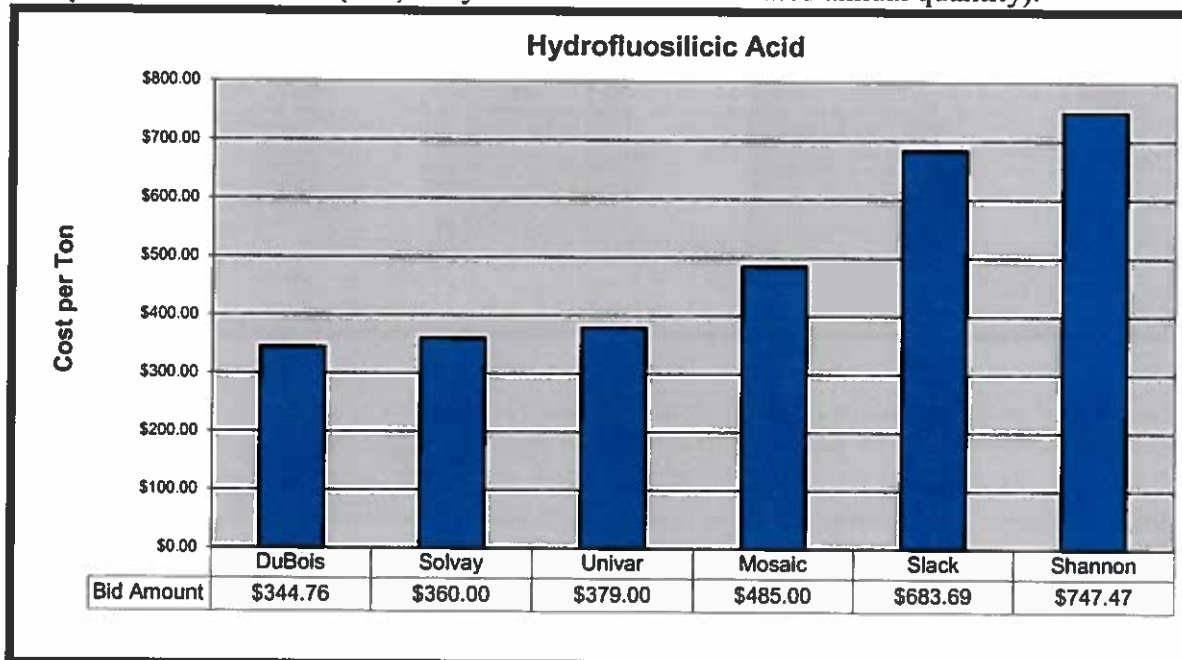
- **Sodium Hypochlorite**

Three bids were received for the purchase of 12.5% sodium hypochlorite delivered in bulk. The lowest bid was received from Bison Laboratories Inc., our current supplier. Their bid price of \$0.764/gallon is up 14% over their current price. The product which Bison proposes to supply meets our specifications and has proven to be effective in our treatment process. We recommend acceptance of the bid proposal offered by Bison at a unit price of \$0.764/gallon (\$244,480/year based on the estimated annual quantity).



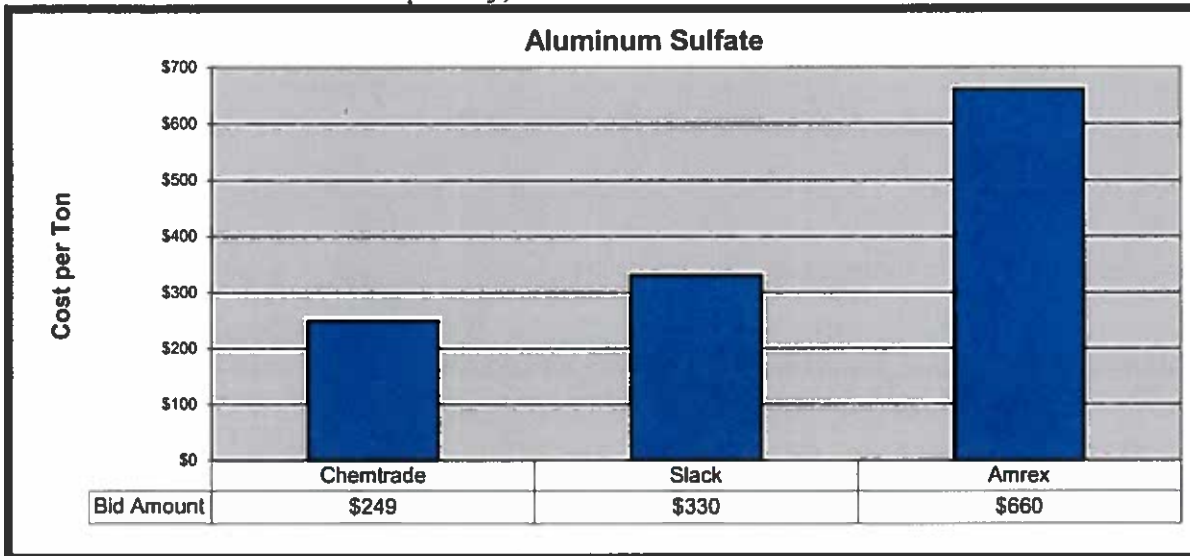
- **Hydrofluosilicic Acid**

Six bids were received for purchase of Hydrofluosilicic acid (fluoride). The low bid was received from DuBois Chemicals, our current supplier. Their bid price is \$344.76 per ton, a decrease of 22% from the current price. The product which DuBois Chemicals proposes to supply meets our specifications. We recommend acceptance of the bid proposal offered by DuBois Chemical at a unit price of \$344.76/ton (\$82,742/year based on the estimated annual quantity).



• **Aluminum Sulfate**

Three bids were received for purchase of 48.5% liquid Aluminum Sulfate delivered in bulk. The low bid was received from Chemtrade Chemicals US LLC, our current supplier. Their bid price of \$249.00/ton is up 24% over the current price. The product which Chemtrade proposes to supply meets our specifications and has proven to be effective in our treatment process. We recommend acceptance of the bid proposal offered by Chemtrade at a unit price of \$249.00/ton (\$149,400/year based on the estimated annual quantity).



11. There are two items on the Agenda for procurement authorization requested by the IT Department. Mr. Jablonski is recommending the purchase of Dell computers under NYS OGS Umbrella Hardware Contract Group 73600 – Award 22802 - Lot 2 Information Technology Umbrella Contract. The requested equipment is as follows:

- An estimated twelve (12) Desktop computers to be used by office personnel at an estimated cost of \$53,000. These desktop computers are replacements for those purchased from 2011 through 2016.
- An estimated thirteen (13) Laptop computers to be used by office personnel for an estimated cost of \$36,000. These laptop computers are replacements for those purchased from 2013 through 2016.

12. The Authority’s standard procurement compliance resolution.

13. The Authority’s Governance Committee met on March 7, 2019, and upon their consideration and recommendation there are resolutions for the following on this agenda; supporting documentation enclosed for full Board review:

- Readopting the Authority’s Mission Statement.
- Accepting report on 2018 ABO Performance Measurements.
- Adopting 2019 ABO Performance Measurements.

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

**Board Discussion / Notification Items:**

- In Board folders for review: Any routine monthly informational updates.
- There will be a presentation at this meeting to the Board by Mr. Metzger on the subject of Solar Power.

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

Enclosures

cc: Department Heads



**Monroe County Water Authority**

# Memorandum

February 8, 2019

To: Nicholas Noce, Executive Director

From: Amy Molinari, Compliance Officer  
Thomas Uschold, Compliance Officer

Handwritten signatures in blue ink for Amy Molinari and Thomas Uschold.

Subject: Annual Assessment of the Effectiveness of MCWA Internal Controls and Risks

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Annually a number of Authority functions are reviewed to assess potential risks to Authority operations and assets. This assessment includes both a review of Authority documents and also employee interviews to evaluate compliance with the Authority's policies and procedures. An additional component of this assessment is a review of the Water Authority's compliance with the reporting requirements established by the New York State Authority Budget Office. The 2018 assessment confirmed that the Authority's policies and procedures are being followed and that the Authority has complied with Authority Budget Office reporting requirements.

In 2018 the Authority completed an internal control assessment of processes and procedures performed by the Authority's staff. The 2018 assessment included the review of the following: procurement procedures, accounts payable procedures, payroll procedures including a review of random weeks of payroll records to insure accurate charging of hours worked as well as time off hours, mobile communication device allowance and mobile communication devices issued by the Authority, charge card and credit card usage.

Seven members of the Authority's senior staff and four other management employees were interviewed as part of a risk assessment process. The interviews covered a wide range of topics to assess employee knowledge, compliance with Authority policies and procedures, employee access to safety and job related training, stimulate thought processes regarding risks the Authority may face and to identify potential internal and external risks to the Water Authority.

Consistent with past years reviews it is concluded that:

- Key Water Authority assets are protected by extensive security systems and inspection protocols
- Cross checks effectively monitor the purchasing and inventorying of procured items
- The Water Authority is in compliance with the requirements of the NYS Authority Budget Office and maintains transparency of its operations through its web site
- No material weakness of the Authority's financial procedures were identified by the most recent external audit of the Authority's financial transactions

As observed in past assessments, Authority employees remain committed to delivering the highest level of services to the Authority's customers.

While no assessment of compliance with current policies and procedures can guarantee the absence of any risk to Authority operations, the 2018 assessment did not detect discrepancies to its internal controls that would compromise the financial or operational integrity of the Authority.



# Monroe County Water Authority

## PURCHASE REQUISITION

REQUISITION AND ORDER NO. **COPY**

DATE : March 5, 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 : 3/15/2019 ( Must Provide A Date )

Approximate Cost: \$40,000.00

ACCT., JOB ORDER OR AUTHORIZATION # : 1460

Bid Item

Quote Item

PO DESCRIPTION : Topsoil, Fill Dirt, and Select Fill

Contract Item

VENDOR # : \_\_\_\_\_ VENDOR NAME: Various Vendors

ITEM NO.	QUANTITY NEEDED	UNIT TYPE	PURCH. NUMBER	DESCRIPTION OF MATERIAL
1	1	ea		Contract order for topsoil, fill dirt, and select fill per Monroe County contract, Highway Materials, Group 2 - #0103-16  All material will be ordered as needed.  Contract period ends 2-28-20  Brongo - \$10,000.00  Greentech - \$3,000.00  Macedon Landscaping - \$3,000.00  Monroe Roadways - \$10,000.00  Morrison Excavating - \$10,000.00  RM Landscaping - \$3,000.00  Taouk Development - \$5,000.00  Blake Miller Lawn - \$3,000.00

APPROVED BY: *Mark Iannitti 769*  
 Manager/Supervisor # and Name  
*Bill Hill 1216*  
 Department Head # and Name

APPROVED BY: \_\_\_\_\_  
 Director of Finance # and Name  
*A. L. Miller #1013*  
 Executive Director

HIGHWAY MATERIALS GROUP II

ITEM TOP SOIL, FILL, DIRT, SELECT FILL AND VARIOUS SANDS

Revised 2/27/23

ITEM #	MATERIAL	UWT	Berre Stone Products	Brange Supply	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	Dolanite - Odele	
	Topsoil - Screened	Ton	12.75															13.50	
	Topsoil - Screened	CY		20.00						20.00				18.50	18.50	17.50 & 24.00	20.00 & 25.00	18.00	15.00
	Topsoil - Unscreened	Ton	11.50																9.00
	Topsoil - Unscreened	CY		14.00						10.00					11.00	12.00	14.00	10.00	10.00
	Compost Topsoil	CY		25.00						35.00							30.00		
	Fill Dirt Material	Ton	5.25							5.75									3.50
	Fill Dirt Material	CY		5.00														7.00	4.00
	Select Structural Fill	Ton	8.75																
	Select Structural Fill	CY																	
	Mortar Sand	Ton	15.00		15.00	15.00	6.75	15.00											17.68
	Grout Sand	CY	15.00																
	Concrete Sand	Ton	15.00																13.52
	Ice Control Sand - Aggregate A	Ton	13.50		15.00		6.00	15.00						15.00					
	Ice Control Sand - Aggregate B	Ton			15.00		6.00	15.00						15.00					
	Material Hauling (Aggregate Items) 0 to 1 Mile	Ton			3.25	3.25	3.25	3.25			3.00	3.25				5.00			
	Material Hauling (Aggregate Items) >1 Mile	Ton			0.40	0.40	0.40	0.40			0.35	0.40				0.60			
	Material Hauling (Aggregate Items) 0 to 1 Mile	CY		6.00												6.00		6.00	
	Material Hauling (Aggregate Items) >1 Mile	CY		6.00												6.00		6.00	

1 = 20 Ton Minimum Load  
 2 = 15 CY Minimum Load  
 \*\* Dry (Stored Inside)





# Monroe County Water Authority

## PURCHASE REQUISITION

# COPY

REQUISITION AND

ORDER NO. \_\_\_\_\_

DATE : March 5, 2019Do 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 : 3/15/2019 ( Must Provide A Date )Approximate Cost: \$400,000.00ACCT., JOB ORDER  
OR AUTHORIZATION # : Various Bid Item Quote ItemPO DESCRIPTION : Construction Stone Products Contract ItemVENDOR # : \_\_\_\_\_ VENDOR NAME: Dolomite, Hanson Aggregates, Iroquois Rock

ITEM NO.	QUANTITY NEEDED	UNIT TYPE	PURCH. NUMBER	DESCRIPTION OF MATERIAL
1	1	ea		Contract order for various grades of stone per Monroe County Contract, Highway Materials, Group 2 - #0103-16  All material will be ordered as needed.  Contract period ends 2-28-20  Dolomite - \$320,000.00  Hanson Aggregates - \$20,000.00  Iroquois Rock - \$60,000.00

APPROVED BY:

Mark Iannitti 769  
Manager/Supervisor # and NameJan Hill 1276  
Department Head # and Name

APPROVED BY:

Paul N. ... #1013  
Director of Finance # and Name

Executive Director

HIGHWAY MATERIALS GROUP II

ITEM STONE AGGREGATE (QUARRY)

Revised: 2/26/19

ITEM #	MATERIAL	UNIT	Barre Stone - Albion	Dolomite - Gates	Dolomite - LeRoy	Dolomite - Ogden	Dolomite - Penfield	Dolomite - Walworth	Hanson Aggregates - Butler	Hanson Aggregates - Clarendon	Hanson Aggregates - IIF	Hanson Aggregates - McKee Rd	Hanson Aggregates - Sctvy. Rd	Hanson Aggregates - Stafford	Iroquois Rock Brockport	Keeler Construction
	5/8" Crushed Stone	Ton	\$ 13.00													
	5/8" Crusher Run	Ton	\$ 9.25	\$ 15.75	\$ 8.75		\$ 10.50	\$ 9.00	\$ 12.60	\$ 12.60	\$ 12.60	\$ 17.36	\$ 17.36	\$ 12.60	\$ 8.75	
	#1 Crushed Stone	Ton	\$ 13.00	\$ 21.25	\$ 13.50		\$ 15.00	\$ 13.25	\$ 13.99	\$ 13.99	\$ 13.99			\$ 13.99	\$ 13.50	
	#1 Crusher Run	Ton	\$ 9.00	\$ 15.75	\$ 8.25	\$ 10.00	\$ 10.00	\$ 9.50	\$ 10.07	\$ 10.07	\$ 10.07	\$ 17.36	\$ 17.36	\$ 10.07	\$ 8.25	
	#2 Crushed Stone	Ton	\$ 12.00	\$ 21.25	\$ 13.50		\$ 15.00	\$ 13.25	\$ 13.99	\$ 13.99	\$ 13.99			\$ 13.99	\$ 13.50	
	#2 Crusher Run	Ton	\$ 8.75	\$ 15.75	\$ 8.00	\$ 9.50	\$ 9.75	\$ 8.00	\$ 9.79	\$ 9.79	\$ 9.79	\$ 17.36	\$ 17.36	\$ 9.79	\$ 8.00	
	#3 Crusher Run	Ton	\$ 8.55		\$ 8.50		\$ 10.25	\$ 8.50		\$ 9.79	\$ 9.79			\$ 9.79	\$ 8.50	
	Crushed Stone Screenings	Ton	\$ 11.75		\$ 14.00		\$ 15.00	\$ 13.50			\$ 14.55			\$ 14.55	\$ 14.00	
	#1 Washed Crushed Stone	Ton	\$ 13.00		\$ 14.00		\$ 15.50	\$ 13.75	\$ 13.99		\$ 13.99			\$ 13.99	\$ 14.00	
	#1A Stone	Ton	\$ 13.75	\$ 21.25	\$ 14.00		\$ 15.50	\$ 14.00	\$ 15.95		\$ 15.95			\$ 15.95	\$ 14.00	
	3/8" Washed Stone	Ton	\$ 13.00		\$ 13.50			\$ 15.00	\$ 15.95		\$ 15.95			\$ 15.95		
	#1A Washed Stone	Ton	\$ 13.75		\$ 15.00	\$ 15.00	\$ 16.00	\$ 15.00	\$ 15.95	\$ 15.95	\$ 15.95			\$ 15.95	\$ 14.50	
	#1B Stone	Ton	\$ 13.00		\$ 14.00		\$ 16.00	\$ 13.50	\$ 15.95	\$ 15.95	\$ 15.95			\$ 15.95	\$ 14.00	
	#1B Washed Stone	Ton	\$ 13.00			\$ 15.00		\$ 14.50	\$ 15.95	\$ 15.95	\$ 15.95			\$ 15.95		
	#1 ST Washed Stone	Ton	\$ 13.50						\$ 13.99		\$ 13.99			\$ 13.99		
	#2 Stone	Ton	\$ 12.00	\$ 21.25	\$ 14.00		\$ 15.00	\$ 13.25	\$ 13.99	\$ 13.99	\$ 13.99			\$ 13.99	\$ 13.50	
	#2 Washed Stone	Ton	\$ 12.00		\$ 14.00		\$ 15.50	\$ 13.75	\$ 13.99	\$ 13.99	\$ 13.99			\$ 13.99	\$ 14.00	
	#3 Stone	Ton	\$ 12.25	\$ 21.25	\$ 13.50		\$ 15.00	\$ 13.25			\$ 13.99			\$ 13.99	\$ 13.50	

\* Delivery to be done by Keeler Construction. Need Keeler PO.

HIGHWAY MATERIALS GROUP II

ITEM STONE AGGREGATE (QUARRY)

Revised: 2/26/19

ITEM #	MATERIAL	UNIT	Barre Stone - Albion	Dolomite - Gates	Dolomite - LeRoy	Dolomite - Ogden	Dolomite - Penfield	Dolomite - Walworth	Hanson Aggregates - Butler	Hanson Aggregates - Clarendon	Hanson Aggregates - IIF	Hanson Aggregates - McKee Rd	Hanson Aggregates - Setav. Rd	Hanson Aggregates - Stafford	Iroquois Rock Brockport	Keeler Construction
	#4 Stone	Ton	\$ 12.25		\$ 13.00		\$ 15.50	\$ 13.25								
	#4A Stone	Ton	\$ 12.25		\$ 13.00		\$ 15.50	\$ 13.25								
	#5 Stone	Ton	\$ 12.25		\$ 15.00											
	#1 & #2 Stone Blended (Washed)	Ton	\$ 11.50				\$ 15.50	\$ 13.75								
	#1 & #2 Stone Blended (Dry)	Ton		\$ 21.25	\$ 13.00		\$ 15.00	\$ 13.25		\$ 13.99	\$ 13.99			\$ 13.99	\$ 13.50	
	Recycled Concrete	Ton	\$ 10.25	\$ 7.25									\$ 7.80	\$ 11.20		
	Stone Filling (Fine)	Ton	\$ 13.25						\$ 15.67		\$ 15.67			\$ 15.67		
	Stone Filling (Light)	Ton	\$ 13.25		\$ 15.50		\$ 17.50	\$ 15.50	\$ 15.67		\$ 15.67			\$ 15.67	\$ 16.00	
	Stone Filling (Medium)	Ton	\$ 15.25		\$ 17.50	\$ 18.75	\$ 20.00	\$ 17.50		\$ 19.03	\$ 19.03			\$ 19.03	\$ 17.50	
	Stone Filling (Heavy)	Ton	\$ 23.00		\$ 20.00	\$ 21.00	\$ 22.00	\$ 19.25			\$ 20.15			\$ 20.15	\$ 19.75	
	Rip Rap	Ton	\$ 60.00		\$ 14.50	\$ 17.00	\$ 17.00	\$ 14.50			\$ 21.27			\$ 21.27	\$ 14.50	
	Plant Mixing of Aggregates	Ton														
	Material Hauling (Aggregate Items) 0 to 1 Mile	Ton		\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.25	\$ 3.00	\$ 3.00	\$ 3.00			\$ 3.00	\$ 3.25	\$ 3.00
	Material Hauling (Aggregate Items) > 1 Mile	Ton		\$ 0.40	\$ 0.40	\$ 0.40	\$ 0.40	\$ 0.40	\$ 0.35	\$ 0.35	\$ 0.35			\$ 0.35	\$ 0.40	\$ 0.40
	Material hauling & loading for Stone Filling (Heavy) ONLY (Additional Charge)	Fixed Price / Ton		\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 13.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 12.00

\* Delivery to be done by Keeler Construction. Need Keeler PO

\* Delivery to be done by Keeler Construction. Need Keeler PO.

HIGHWAY MATERIALS GROUP II

ITEM      STONE AGGREGATE (GRAVEL PIT)

Revised: 2/27/19

ITEM #	MATERIAL	UNIT	Dolomite - Gates	Dolomite - Penfield	Dolomite - Palmyra
	5/8" Crushed Stone	TON			
	#1 Crushed Stone	TON			\$ 13.50
	#1 Crusher Run	TON			
	#2 Crushed Stone	TON			\$ 13.50
	#2 Crusher Run	TON			
	Crushed Stone Screenings	TON			
	#1 Washed Crushed Stone	TON	\$ 16.00	\$ 16.00	\$ 13.50
	#1A Stone	TON			\$ 13.50
	3/8" Washed Stone	TON			
	#1A Washed Stone	TON			\$ 13.50
	#1B Stone	TON			
	#1B Washed Stone	TON			
	#1 ST Washed Stone	TON			
	#2 Stone	TON	\$ 16.00	\$ 16.00	\$ 13.50
	#2 Washed Stone	TON			\$ 13.50
	Screened Gravel	TON			
	Recycled Concrete	TON			
	Stone Filling (Fine)	TON			
	Stone Filling (Light)	TON			
	Material Hauling (Aggregate Items) 0 to 1 Mile	TON	\$ 3.25	\$ 3.25	\$ 3.25
	Material Hauling (Aggregate Items) > 1 Mile	TON	\$ 0.40	\$ 0.40	\$ 0.35

HIGHWAY MATERIALS GROUP II

ITEM TOP SOIL, FILL DIRT, SELECT FILL AND VARIOUS SANDS

Revised 2/27/20

ITEM #	MATERIAL	UNIT	Bare Stone Products	Brings Supply	Dobsonville - Green	Dobsonville - Dypen	Dobsonville - Palmyra	Dobsonville - Parfield	Overbeck - Shverts Dr.	Hessum Aggregate - Victor	Inequale - Broadport	Marsden Landscaping	Manco Roadways - Veritas	Merrison Excavating	R.M. Landscape	Track Development	Blake Miller Lunn & Landscape
	Topsoil - Screened	Ton	12.75														13.50
	Topsoil - Screened	CY		20.00					20.00			18.50	18.50	17.50 & 24.00	20.00 & 25.00	18.00	15.00
	Topsoil - Unscreened	Ton	11.50														9.00
	Topsoil - Unscreened	CY		14.00					10.00				11.00	12.00	14.00	10.00	10.00
	Compost Topsoil	CY		25.00					35.00						30.00		
	Fill Dirt Material	Ton	5.25			5.75											3.50
	Fill Dirt Material	CY		5.00					5.00							7.00	4.00
	Select Structural Fill	Ton	8.75														
	Select Structural Fill	CY															
	Mortar Sand	Ton	15.00		15.00	15.00	6.75	15.00		17.68							
	Grout Sand	CY	15.00														
	Concrete Sand	Ton	15.00							13.52							
	Ice Control Sand - Aggregate A	Ton	13.50		15.00		6.00	15.00			15.00						
	Ice Control Sand - Aggregate B	Ton			15.00		6.00	15.00			15.00						
	Material Hauling (Aggregate Items) 0 to 1 Mile	Ton			3.25	3.25	3.25	3.25		3.00	3.25			5.00			
	Material Hauling (Aggregate Items) > 1 Mile	Ton			0.40	0.40	0.40	0.40		0.35	0.40			0.60			
	Material Hauling (Aggregate Items) 0 to 1 Mile	CY		6.00										6.00		6.00	
	Material Hauling (Aggregate Items) > 1 Mile	CY		6.00										6.00		6.00	

1 = 20 Ton Minimum Load  
 2 = 15 CY Minimum Load  
 \*\* Dry (Stored Inside)

\*\*\* Keeler Construction delivery for Bare Stone Products. Need Keeler PDF

COPY



Monroe County Water Authority

PURCHASE REQUISITION

REQUISITION AND ORDER NO.

DATE : March 5, 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 : 3/15/2019 ( Must Provide A Date ) Approximate Cost: \$125,000.00

ACCT., JOB ORDER OR AUTHORIZATION # : Various

Bid Item, Quote Item checkboxes

PO DESCRIPTION : Temporary Patching Material

Contract Item checkbox

VENDOR # : VENDOR NAME: Rochester Asphalt

Table with 5 columns: ITEM NO., QUANTITY NEEDED, UNIT TYPE, PURCH. NUMBER, DESCRIPTION OF MATERIAL. Row 1: 1, 1, ea, [blank], Contract order for purchasing and stockpiling temporary patching materials per Monroe County Contract, Highway Materials, Group 2 - #0103-16. All material will be ordered as needed. Contract period ends 2-28-20

APPROVED BY: [Signature] 769 Manager/Supervisor # and Name [Signature] 1276 Department Head # and Name

APPROVED BY: [Signature] #013 Director of Finance # and Name [Signature] Executive Director

HIGHWAY MATERIALS GROUP II

ITEM ASPHALT CONCRETE ASPHALT COURSES

Base Price = \$521 / US Ton

1/2000 200000

ITEM #	MATERIAL	Unit	Barre Stone - Albion	Hanson Aggregates - IIF	Hanson Aggregates - McKee Rd	Hanson Aggregates - Stafford	Iroquois Rock - Brockport	Iroquois Rock - Henrietta	Rochester Asphalt Material - Gates	Rochester Asphalt Material - Penfield	Rochester Asphalt Material - Watworth	Keeler Construction	Innovative Municipal Products (US) Inc.	Shelby Crushed Stone	Unique Paving @ Power & Construction or Synclusa
	Plant Mixed Stockpile Patching Material	Ton											\$ 110.95	\$ 100.00	
	Modified Stockpile Patching Materials	Ton	\$ 118.00	\$ 117.50			\$ 119.00	\$ 119.00	\$ 119.00	\$ 119.00	\$ 119.00		\$ 110.95	\$ 100.00	\$ 110.00
	Modified Stockpile Patching Materials	Pound (Bag)											\$ 9.95	\$ 9.75	
	Reclaimed Asphalt Pavement (RAP)/ Millings 1"	Ton	\$ 11.50	\$ 10.75		\$ 10.75									
	Reclaimed Asphalt Pavement (RAP)/ Millings 9/16"	Ton	\$ 12.50	\$ 10.75		\$ 10.75									
	Reclaimed Asphalt Pavement (RAP)/ Millings 3/8"	Ton	\$ 14.00												
	Asphalt Millings Credit	Ton	\$ 3.25				\$ 3.00		\$ 3.00	\$ 3.00	\$ 3.00				
	Material Hauling (Asphalt Mix Items) 0 to 1 Mile	Ton		\$ 5.00		\$ 5.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00			
	Material Hauling (Asphalt Mix Items) >1 Mile	Ton		\$ 0.50		\$ 0.50	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.55			
	Bituminous Material (Liquid) Tack Coat	5 gallon		\$ 70.00	\$ 70.00	\$ 70.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00				

\*\* The conversion factor will be computed separately using the conversion factors for the individual material used.



# Monroe County Water Authority

## PURCHASE REQUISITION

# COPY

REQUISITION AND

ORDER NO. \_\_\_\_\_

DATE : March 5, 2019Do Not Duplicate 

DELIVER TO:

ORDERED BY : Mark Iannitti 769  
Name and Emp. #

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

APPROXIMATE  
DATE REQUIRED : 3/15/2019 ( Must Provide A Date )Approximate Cost: \$125,000.00ACCT., JOB ORDER  
OR AUTHORIZATION # : Various Bid Item Quote ItemPO DESCRIPTION : Temporary Patching Material Contract ItemVENDOR # : \_\_\_\_\_ VENDOR NAME: Innovative Municipal, US

ITEM NO.	QUANTITY NEEDED	UNIT TYPE	PURCH. NUMBER	DESCRIPTION OF MATERIAL
1	1	ea		<p>Contract order for purchasing and stockpiling temporary patching materials per Monroe County Contract, Highway Materials, Group 2 - #0103-16</p> <p>All material will be ordered as needed.</p> <p>Contract period ends 2-28-20</p>

APPROVED BY:

Manager/Supervisor # and Name

Department Head # and Name

APPROVED BY:

Director of Finance # and Name

Executive Director



HIGHWAY MATERIALS GROUP II

ITEM ASPHALT CONCRETE ASPHALT COURSES

Base Price = \$531 / US Ton

Updated 07/01/19

ITEM #	MATERIAL	Unit	Barnes Stone - Albion	Hanson Aggregates - JIF	Hanson Aggregates - McKee Rd	Hanson Aggregates - Stafford	Iroquois Rock - Brockport	Iroquois Rock - Hearletta	Rochester Asphalt Material - Gates	Rochester Asphalt Material - Penfield	Rochester Asphalt Material - Walworth	Keeler Construction	Innovative Municipal Products (US) Inc.	Shelby Crushed Stone	Unique Paving @ Power & Construction or Syracuse
	Plant Mixed Stockpile Patching Material	Ton											\$ 110.95	\$ 100.00	
	Modified Stockpile Patching Materials	Ton	\$ 118.00	\$ 117.50			\$ 119.00	\$ 119.00	\$ 119.00	\$ 119.00	\$ 119.00		\$ 110.95	\$ 100.00	\$ 110.00
	Modified Stockpile Patching Materials	Pound (Bag)											\$ 9.95	\$ 9.75	
	Reclaimed Asphalt Pavement (RAP) Millings 1"	Ton	\$ 11.50	\$ 10.75		\$ 10.75									
	Reclaimed Asphalt Pavement (RAP) Millings 9/16"	Ton	\$ 12.50	\$ 10.75		\$ 10.75									
	Reclaimed Asphalt Pavement (RAP) Millings 3/8"	Ton	\$ 14.00												
	Asphalt Millings Credit	Ton	\$ 3.25				\$ 3.00		\$ 3.00	\$ 3.00	\$ 3.00				
	Material Hauling (Asphalt Mix Items) 0 to 1 Mile	Ton		\$ 5.00		\$ 5.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00			
	Material Hauling (Asphalt Mix Items) >1 Mile	Ton		\$ 0.50		\$ 0.50	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.55			
	Bituminous Material (Liquid) Tack Coat	5 gallon		\$ 70.00	\$ 70.00	\$ 70.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00	\$ 60.00				

\* The conversion factor will be computed separately using the conversion factors for the individual materials used.



Monroe County Water Authority

COPY  
Memorandum

To: Raymond Benschhoff  
From: Karin Anderson  
Subject: **Recommendation for Bid Award  
March 14, 2019 Board Meeting**

Date: 03/06/2019  
File: WA 021906  
Copies: M. Quattrone

Bids were received on March 1, 2019, for **Small Tools**. This is a one year, unit price contract based on estimated quantities, with the option to renew for up to four additional one-year terms upon mutual consent. The apparent low responsive, responsible bidder is **Hanes Supply, Inc.** in the amount of **\$3,698.42**.

We also received a bid from Cook Iron Division of Colony Hardware in the amount of \$4,850.93.

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

/ka

Attachment: Bid tabulation

(Dis)Approved by

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date

(Dis)Approved by

Karin Anderson  
Purchasing Manager

3/6/2019  
Date

(Dis)Approved by

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

(Dis)Approved by

\_\_\_\_\_  
Executive Assistant/Board

\_\_\_\_\_  
Date

**MONROE COUNTY WATER AUTHORITY  
MCWA 021906 - SMALL TOOLS**

Item No	Qty	Description	<div style="display: flex; justify-content: space-between; font-size: small;"> <span>(1) HANES SUPPLY</span> <span>(2) COOK IRON (COLONY)</span> <span>(3) FASTENAL COMPANY</span> <span>(4) GRAINGER INDUSTRIES</span> </div>			
					No Bid	No Bid
1	1 EA	Lufkin #PHV1425N, 25' Tape Measure or Equal	\$11.26	\$12.90	\$0.00	\$0.00
2	1 EA	Lufkin #1706, 100' Tape Measure or Equal	\$13.66	\$16.22	\$0.00	\$0.00
3	1 EA	Lufkin #1708, 200' Tape Measure or Equal	\$21.11	\$25.45	\$0.00	\$0.00
4	1 EA	Ridgid #31010, 10" Straight Pipe Wrench	\$20.49	\$23.80	\$0.00	\$0.00
5	1 EA	Ridgid #31020, 14" Straight Pipe Wrench	\$26.43	\$30.70	\$0.00	\$0.00
6	1 EA	Ridgid #31025, 18" Straight Pipe Wrench	\$38.22	\$44.39	\$0.00	\$0.00
7	1 EA	Ridgid #31030, 24" Straight Pipe Wrench	\$60.48	\$70.25	\$0.00	\$0.00
8	1 EA	Ridgid #31035, 36" Straight Pipe Wrench	\$129.70	\$149.00	\$0.00	\$0.00
9	1 EA	Ridgid #32930, Tubing Cutter #20	\$54.90	\$63.77	\$0.00	\$0.00
10	1 EA	Ridgid #32920, Tubing Cutter #15	\$28.09	\$32.63	\$0.00	\$0.00
11	1 EA	Ridgid #32910, Tubing Cutter #10	\$24.53	\$29.92	\$0.00	\$0.00
12	1 EA	Nicholson #08737, 12" Bastard Cut Mill File or Equal	\$7.59	\$10.59	\$0.00	\$0.00
13	1 EA	Crescent #H28N, 8" Combination Pliers or Equal	\$5.74	\$6.25	\$0.00	\$0.00
14	1 EA	Vise Grip #10R, Straight Jaw Locking Pliers	\$11.07	\$11.98	\$0.00	\$0.00
15	1 EA	Crescent #AC112BK, 12" Chrome Adj. Wrench	\$26.59	\$34.60	\$0.00	\$0.00
16	1 EA	Channellock #440, 12" Adj. Tongue/Groove Pliers	\$13.50	\$13.47	\$0.00	\$0.00
17	1 EA	Klein #D203-6, 6" Long Nose Pliers or Equal	\$20.28	\$22.21	\$0.00	\$0.00
18	1 EA	Klein #D809-36, Linemans Double-Face Hammer	\$39.49	\$42.74	\$0.00	\$0.00
19	1 EA	Great Neck #BP16, 16 oz Ball Peen Hammer or Equal	\$7.13	\$6.12	\$0.00	\$0.00
20	1 EA	Plumb #11439, 22 oz Straight Claw Hammer or Equal	\$16.55	\$18.03	\$0.00	\$0.00
21	1 EA	Ames #1199480, 12 lb Double-Face Sledge Hammer or Equal	\$26.91	\$32.55	\$0.00	\$0.00
22	1 EA	Southwire #2588SW002, 50' 12/3 SJTW Outdoor Ext Cord or Eq	\$28.00	\$34.70	\$0.00	\$0.00
23	1 EA	Union Tools Razorback #62-343 Bypass Lopper or Equal	\$23.84	\$30.49	\$0.00	\$0.00
24	1 EA	Weiler #25150 Vortec Pro Hand Wire Scratch Brush or Equal	\$1.28	\$1.79	\$0.00	\$0.00
25	1 EA	Nicholson #80951, General Purpose Hacksaw 10"-12" or Equal	\$7.65	\$9.62	\$0.00	\$0.00
26	1 EA	Irwin #2011202, 24" Cross-Cut Saw or Equal	\$18.87	\$19.88	\$0.00	\$0.00
27	1 EA	Empire #581-24 Aluminum Magnetic 24" Level or Equal	\$16.83	\$17.16	\$0.00	\$0.00

Item No	Qty	Description	No Bid			
			(1) HANES SUPPLY	(2) COOK IRON (COLONY)	(3) FASTENAL COMPANY	(4) GRAINGER INDUSTRIES
28	1 EA	Empire #EM81.9 (991.9) Alum Mag 9" Torpedo Level or Equal				
29	1 EA	Wright #4426, 1/2" Drive, 10-1/2" Chrome Ratchet or Equal	\$7.93	\$8.77	\$0.00	\$0.00
30	1 EA	Williams #S-110P, 1/2" Drive, 5-1/2" Chrome Extension or Equal	\$46.70	\$49.10	\$0.00	\$0.00
31	1 EA	Wright #4425, 1/2" Drive, 15" Chrome Ratchet or Equal	\$9.17	\$11.65	\$0.00	\$0.00
32	1 EA	Stanley #100T, Phillips Tip Screwdriver, 0 Pt, 5-1/8" or Equal	\$58.09	\$62.87	\$0.00	\$0.00
33	1 EA	Crescent #CSD56V, 5/16"x6" Dura Driver FH Screwdriver or Equal	\$2.49	\$3.08	\$0.00	\$0.00
34	1 EA	Xcelite #HS10, 5/16" Nut Driver or Equal	\$3.89	\$4.99	\$0.00	\$0.00
35	1 EA	Xcelite #HS12, 3/8" Nut Driver or Equal	\$7.87	\$9.35	\$0.00	\$0.00
36	1 EA	Rayovac 2-Cell Flashlight or Equal	\$8.50	\$7.92	\$0.00	\$0.00
37	1 EA	Bright Star #2206, 6-Volt Safety Lantern Flashlight or Equal	\$4.93	\$4.16	\$0.00	\$0.00
38	1 EA	Balkamp #7706303, 30-Min Flare w/Stand or Equal	\$14.00	\$14.86	\$0.00	\$0.00
39	1 EA	Fortex #DF12, N100-12, 12 Quart Heavy Duty Rubber Pail	\$3.08	\$3.30	\$0.00	\$0.00
40	1 EA	Enderes #A-13, 1" x 12" Cold Chisel or Equal	\$17.28	\$15.50	\$0.00	\$0.00
41	1 EA	Enderes #A-18, 1" x 18" Cold Chisel or Equal	\$9.61	\$13.39	\$0.00	\$0.00
42	1 EA	Accuflow #7225120, 2-1/2 Gallon Type 2 Safety Can or Equal	\$11.99	\$17.84	\$0.00	\$0.00
43	1 EA	Accuflow #7250130, 5 Gallon Type 2 Safety Can or Equal	\$70.13	\$67.08	\$0.00	\$0.00
44	1 EA	Scotch Super 33+ #06132, 3/4" x 66' Vinyl Electrical Tape	\$71.67	\$67.87	\$0.00	\$0.00
45	1 EA	3M #1501, All Purpose 2" Duct Tape	\$4.50	\$5.49	\$0.00	\$0.00
46	1 EA	Keson #RR318N-2, 3' Rolling Measurer or Equal	\$3.36	\$5.49	\$0.00	\$0.00
47	1 EA	Stanley #10-989, Swivel Lock Retractable Knife or Equal	\$60.05	\$64.80	\$0.00	\$0.00
48	1 EA	Osborn #81217, 24" Blue Polypro Broom or Equal	\$6.78	\$7.80	\$0.00	\$0.00
49	1 EA	Osborn #44300, 15/16" x 60" Hard Wood Broom Handle or Equal	\$13.84	\$8.04	\$0.00	\$0.00
50	1 EA	Weiler #42054, 18" Street Broom, Tapered Handle, or Equal	\$3.20	\$3.75	\$0.00	\$0.00
51	1 EA	Weiler #40183, 3" Vortec Pro Chip & Oil Brush or Equal	\$18.37	\$15.41	\$0.00	\$0.00
52	1 EA	Bernzomatic #TX916, Fat Body Disposable Propane Cylinder	\$0.99	\$1.54	\$0.00	\$0.00
53	1 EA	Bernzomatic #JT680, Jumbo Flame Torch Unit	\$4.88	\$4.34	\$0.00	\$0.00
54	1 EA	Williams #GSC-12 Gasket Scraper or Equal	\$16.81	\$19.89	\$0.00	\$0.00
55	1 EA	Voltec #FR5875, 5/8" x 75' Reinforced Garden Hose or Equal	\$13.50	\$12.64	\$0.00	\$0.00
56	1 EA	Shurlite #3001, Round Striker Lighter or Equal	\$13.84	\$33.12	\$0.00	\$0.00
			\$2.27	\$2.17	\$0.00	\$0.00

Item No	Qty	Description	(1) HANES SUPPLY	(2) COOK IRON (COLONY)	No Bid (3) FASTENAL COMPANY	No Bid (4) GRAINGER INDUSTRIES
57	1 EA	Mayhew #40101, 1/2" x 16" Rolling Head Pry Bar				
58	1 EA	21" Tie-Down Bungy Cord (Tarp Strap with Hooks)	\$9.38	\$11.49	\$0.00	\$0.00
59	1 EA	41" Tie-Down Bungy Cord (Tarp Strap with Hooks)	\$0.92	\$1.46	\$0.00	\$0.00
60	1 EA	Western #WB-101, Heavy Duty Flame Tool Kit	\$1.38	\$2.59	\$0.00	\$0.00
61	1 EA	LA-CO Ind. #044072, 1/2" x 520' PTFE Thread Seal Tape or Equal	\$68.17	\$58.60	\$0.00	\$0.00
62	1 EA	Union Razorback #45519, Long Handle Pointed Shovel	\$0.96	\$0.74	\$0.00	\$0.00
63	1 EA	Union Razorback #44101, Long Handle Flat Shovel	\$17.77	\$23.58	\$0.00	\$0.00
64	1 EA	Union Razorback #43201, Short Handle Pointed Shovel	\$17.77	\$23.58	\$0.00	\$0.00
65	1 EA	Union Razorback #63121, Road/Stone Rake	\$17.77	\$23.58	\$0.00	\$0.00
66	1 EA	Union Razorback #63112, Level Head Rake	\$48.39	\$58.10	\$0.00	\$0.00
67	1 EA	Union Razorback #53130, Aluminum Scoop Shovel	\$30.90	\$37.39	\$0.00	\$0.00
68	1 EA	SAIT #23425, Type 1 Ductile Cut-off Blades or Equal	\$21.13	\$44.58	\$0.00	\$0.00
69	1 EA	SAIT #23458, Type 1 Ductile Cut-off Blades or Equal	\$5.07	\$5.49	\$0.00	\$0.00
70	1 EA	TAMCO #7505-072, 1" x 72" Needle Bars	\$10.18	\$10.89	\$0.00	\$0.00
71	1 EA	Klein Tools #1684-74, Chicago Grip Curved Jaw EHS Cable	\$73.38	\$34.21	\$0.00	\$0.00
72	1 EA	Klein #KP075-36, 36" Pulling Grip Flexeye 0.75" - 0.99" D	\$249.72	\$237.88	\$0.00	\$0.00
73	1 EA	Klein #KP100-36, 36" Pulling Grip Flexeye 1" - 1.49" D	\$126.97	\$129.10	\$0.00	\$0.00
74	1 EA	Klein #KP150-36, 36" Pulling Grip Flexeye 1.5" - 2" D	\$131.48	\$134.76	\$0.00	\$0.00
75	1 EA	Klein #KP200-36, 36" Pulling Grip Flexeye 2" - 2.49" D	\$141.52	\$145.06	\$0.00	\$0.00
76	1 EA	Louisville #FE7112, 12' Fiberglass Ext Single Ladder, 300 lb cap	\$132.15	\$246.06	\$0.00	\$0.00
77	1 EA	Buffalo Sling #EN2-602, 2" 2-Ply Nylon Sling, 5' Long, or Equal	\$124.23	\$139.80	\$0.00	\$0.00
78	1 EA	Buffalo Sling #EN2-602, 2" 2-Ply Nylon Sling, 7' Long, or Equal	\$25.00	\$28.56	\$0.00	\$0.00
79	1 EA	Buffalo Sling #10SGS, 3/8" x 14' Single Chain Sling	\$29.77	\$33.61	\$0.00	\$0.00
80	1 EA	Buffalo Sling #10SSS, 3/8" x 14' Single Chain Sling	\$127.32	\$170.00	\$0.00	\$0.00
81	1 EA	Buffalo Sling #10SGS, 3/8" x 3' Single Chain Sling	\$143.76	\$184.10	\$0.00	\$0.00
82	1 EA	Buffalo Sling #10SSS, 3/8" x 3' Single Chain Sling	\$82.30	\$103.00	\$0.00	\$0.00
83	1 EA	Chapin #26020, 2 Gallon Surespray Deluxe Sprayer	\$98.74	\$116.10	\$0.00	\$0.00
84	1 EA	Buffalo Sling 3/8" x 25' Wire Rope Cable Assembly	\$29.20	\$32.60	\$0.00	\$0.00
85	1 EA	Buffalo Sling 3/8" x 50' Wire Rope Cable Assembly	\$77.46	\$259.10	\$0.00	\$0.00
			\$146.35	\$328.64	\$0.00	\$0.00

Item No	Qty	Description	(1) HANES SUPPLY	(2) COOK IRON (COLONY)	No Bid	
					(3) FASTENAL COMPANY	(4) GRAINGER INDUSTRIES
86	1 EA	Buffalo Sling 3/8" x 75' Wire Rope Cable Assembly	\$215.24	\$398.55	\$0.00	\$0.00
87	1 EA	Buffalo Sling 3/8" x 100' Wire Rope Cable Assembly	\$284.13	\$470.31	\$0.00	\$0.00
<b>TOTAL</b>			<b>\$3,698.42</b>	<b>\$4,850.93</b>	<b>\$0.00</b>	<b>\$0.00</b>



Monroe County Water Authority

# Memorandum

To: <sup>LM</sup> Larry Magguilli, Assistant to the Executive Director      Date: March 4, 2019  
From: Gregory Jablonsky, Director of Information Technology <sup>GJ</sup>      File:  
Subject: Recommendation to Purchase Computers      Copies:

The IT Department is recommending the purchase of Dell computers under NYS OGS Umbrella Hardware Contract Group 73600 – Award 22802 - Lot 2 Information Technology Umbrella Contract. The requested equipment is as follows;

An estimated twelve (12) Desktop computers to be used by office personnel at an estimated cost of \$53,000. These desktop computers are replacements for those purchased from 2011 through 2016.

An estimated thirteen (13) Laptop computers to be used by office personnel for an estimated cost of \$36,000. These laptop computers are replacements for those purchased from 2013 through 2016.

These items are funded by the 2019 Operating budget.