

**Monroe County Water Authority****Memorandum**

To: Board Members

Date: December 31, 2025

From: Nicholas Noce, Executive Director

Subject: **Regular Board Meeting – Thursday, January 8, 2026 @ 9:00 a.m.
Board Room, 475 Norris Drive**

AGENDA ITEMS:

1. Personnel Items (Memorandums enclosed):

- Appointment of Nathaniel Jenison to the title of Maintenance Mechanic III in the Facilities, Fleet and Operations Department. Mr. Jenison recently was a Water Superintendent at the Town of Scio Water Department. See enclosed memorandum from Stephen Trotta.
- Promotional Appointment of John Callear and Jason Witkowski to the title of Junior Project Engineer – Water Distribution in the Engineering Department. Mr. Callear and Mr. Witkowski have been performing well and both will be taking on more management responsibilities. See enclosed memorandum from Stephen Savage.

2. There is an item on the agenda to authorize the award of a unit price contract for Clow/Eddy Hydrant Parts.
3. There is an item on the agenda to authorize the purchase of one new 2026 Ford Transit T350 AWD DWR Van with a Reading Enclosed Body.
4. There is an item on the agenda to authorize the use of Monroe County Contract for routine and emergency tree service as needed from Birchcrest Tree & Landscape.
5. There is an item on the agenda to authorize the execution of a professional services agreement with DiVal Safety and Supplies for the Confined Space Monitors with Service Program.

These services will fulfill ongoing needs for supplying and servicing MCWA's confined space monitors. The program will involve the supply of confined space gas monitors for the ESOC, WSOC, SWTP, WWTP, and the Meter Shop for a period of 60 months. This service program will also provide continuous remote monitoring of the equipment, routine maintenance, and ready-to-use replacement instruments including automatic calibration gas replenishment.

A Request for Qualifications and Proposal was advertised and sent to firms with this experience with this type of professional service. One manufacturer submitted qualifications and proposal. Staff has reviewed the qualifications received and recommends an agreement be executed with DiVal Safety and Supplies for the services described above. This work is estimated to cost \$105,985.55 for a five-year term.

6. There is an item on the agenda to authorize the execution of amendments to four existing pipeline crossing agreements (license agreements) with CSX Transportation, Inc. (“CSX”). The license agreements allowed for the construction, use and maintenance of water main in CSX railroad right-of-way or on property owned by CSX at the locations identified below. The existing licenses expired May 31, 2024. The amendments will extend the existing agreements 25 years. The total fees for the renewals is \$21,000.
 - CSX Agreement No. NYC-039859, March 2, 2001 – Town of Gates, County of Monroe, located near Valuation Station 19822+92, Milepost QC-375.47
 - CSX Agreement No. NYC-046408, December 1, 2003 – Town of Pembroke, County of Genesee, located at Valuation Station 21911+55, Milepost QC-414.97
 - CSX Agreement No. NYC-046065, September 12, 2003 – Town of Henrietta, County of Monroe, located near Valuation Station 18913+82, Milepost QW-358.22
 - CSX Agreement No. NYC-041766, July 2, 2001 – Town of Stafford, County of Genesee, located near Valuation Station 21147+15, Milepost QC-400.50
7. There is an item on the agenda to authorize an amendment of Resolution #25-120 to incorporate additional Genesee County towns for non-emergency stakeouts.
8. There is an item on the Agenda to award software licensing renewal for Barracuda E-mail Protection to GHA Technologies, Inc.
9. The Authority's Standard Procurement Compliance Resolution.

In Board Folders for Review:

- Routine Monthly Informational Reports and/or Updates
- October & November Financials

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

NN/dlh
Enclosures

cc: Executive Staff

**Monroe County Water Authority****Memorandum**

To: Nick Noce Date: 12/30/2025
From: Laurel Neff File: WA 122510
Subject: **Recommendation for Bid Award**
January 8, 2026 Board Meeting Copies: L. Magguilli

Bids were received on December 30, 2025 for **Barracuda E-mail Protection Licenses Renewal**. This is for a term of one year from 02/08/2026 – 02/07/2027. The apparent low responsive, responsible bidder is **GHA Technologies, Inc** in the amount of **\$15,017.77**.

We also received a bid from: **VPrime Tech, Inc.** **\$18,873.00**

Bid packages were sent to 11 vendors.

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

/ln

Attachment: Bid tabulation

/ (Dis)Approved by

N. Neff
Department Head

12/30/25
Date

/ (Dis)Approved by

Laurel Neff
Purchasing Manager

12/30/2025
Date

/ (Dis)Approved by

N. Neff
Executive Director

12/30/25
Date

(Dis)Approved by

/ Executive Assistant/Board

/ Date

MONROE COUNTY WATER AUTHORITY
WA 122510 BARRACUDA E-MAIL PROTECTION LICENSES RENEWAL

Req. 10234-1

ITEM No.	QUANTITY	DESCRIPTION	(1) GHA TECHNOLOGIES, INC.)	(2) VPRIME TECH, INC.		
1	1 EA	Barracuda E-mail Protection E-mail Gateway Defense Subscription License (1 Year)-225 users (EP-EGD-USR-1M)	\$7,008.30	\$8,802.00		
2	1 EA	Barracuda E-mail Protection Subscription License (1 Year)-225 users-hosted-with Barracuda Cloud archiving service (AP-CAS-USR-1M)	\$8,009.47	\$10,071.00		
		TOTAL BID	\$15,017.77	\$18,873.00		

**Monroe County Water Authority****Memorandum**

To: Steve Trotta Date: 12/23/2025
From: Laurel Neff File: WA 122509
Subject: **Recommendation for Bid Award**
January 8, 2026 Board Meeting Copies:

Two bids were received on December 18, 2025, for **Clow/Eddy Hydrant Parts**. This is a one year, unit price contract based on estimated quantities, with the option to extend for up to four additional one-year terms upon mutual consent. The apparent low responsive, responsible bidder is **T. Mina Supply East, LLC**. in the amount of **\$23,148.38**.

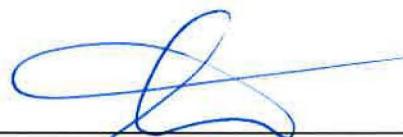
The total bid of **\$19,402.75** from **Ferguson Enterprises, LLC** was determined non-responsive as they did not bid on all items as required.

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

/ln

Attachment: Bid tabulation

(Dis)Approved by

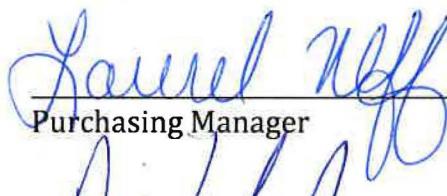


Department Head

12-23-25

Date

(Dis)Approved by



Purchasing Manager

12/23/2025

Date

(Dis)Approved by

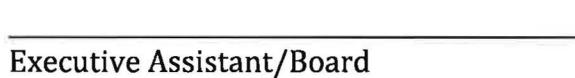


Executive Director

12/23/25

Date

(Dis)Approved by



Executive Assistant/Board

Date

Monroe County Water Authority
MCWA 122509 – Clow/Eddy Hydrant Parts

Item No	Qty	Description	(1) Ferguson	(2) T. Mina Supply	(3) Core & Main	(4) F.W. Webb
1	10 ea	Eddy #2 Operating Nut	\$294.80	\$314.00	\$0	\$0
2	10 ea	Eddy #3 Packing Gland #F2400249	\$589.60	\$627.70	\$0	\$0
3	30 ea	Eddy #4 Rubber Packing #F2400494	\$609.90	\$649.50	\$0	\$0
4	1 ea	Eddy #9 Pumper Nozzle 5"	\$308.00	\$327.95	\$0	\$0
5	1 ea	Eddy #16 Hose Nozzle 2-1/2"	\$140.28	\$149.36	\$0	\$0
6	1 ea	Eddy #19 4-1/2" 5' Upper Stem #A1610839	\$330.38	\$351.76	\$0	\$0
7	1 ea	Eddy #19 4-1/2" 5'6" Upper Stem	NO BID	\$351.76	\$0	\$0
8	1 ea	Eddy #19 4-1/2" 6' Upper Stem	NO BID	\$351.76	\$0	\$0
9	2 ea	Eddy #19 5-1/4" 5' Upper Stem #A1610841	\$660.78	\$703.52	\$0	\$0
10	1 ea	Eddy #19 5-1/4" 5'6" Upper Stem	NO BID	\$351.76	\$0	\$0
11	1 ea	Eddy #19 5-1/4" 6' Upper Stem	NO BID	\$351.76	\$0	\$0
12	1 ea	Eddy #21A 4-1/2" Valve Plate	\$187.09	\$199.20	\$0	\$0
13	1 ea	Eddy #21A 5-1/4" Valve Plate	\$279.56	\$297.65	\$0	\$0
14	1 ea	Eddy #24 4-1/2" Valve Rubber #T1600105	NO BID	\$43.29	\$0	\$0
15	1 ea	Eddy #24 5-1/4" Valve Rubber #T1600104	NO BID	\$77.93	\$0	\$0
16	1 ea	Eddy #24 4" Valve Rubber #T1600105	NO BID	\$43.29	\$0	\$0
17	1 ea	Eddy #25 4-1/2" Seat Ring #R2100439	\$83.36	\$88.75	\$0	\$0
18	1 ea	Eddy #25 5-1/4" Seat Ring #R2100084	\$91.49	\$97.41	\$0	\$0
19	1 ea	Eddy #29A 4-1/2" Lower Stem 5' #F2202814	\$247.00	\$263.00	\$0	\$0
20	4 ea	Eddy #29A 5-1/4" Lower Stem 5' #F2202813	\$282.60	\$1,203.60	\$0	\$0
21	1 ea	Eddy #34 Drain Lever #F1600172	\$56.93	\$60.60	\$0	\$0
22	1 ea	Eddy #35 Lever Pin (with cotter pins) #F1600138	\$8.14	\$7.58	\$0	\$0
23	1 ea	Eddy #36 Clevis & Nut #R1620030	\$46.76	\$49.79	\$0	\$0
24	6 ea	Eddy #37 4-1/2" Drain Support #M1600114	\$688.68	\$733.80	\$0	\$0
25	6 ea	Eddy #37 5-1/4" Drain Support #M1600135	\$689.22	\$733.80	\$0	\$0
26	1 ea	Eddy #46 Stem Coupling #M2200608	\$109.79	\$116.89	\$0	\$0
27	1 ea	Eddy #47 Stem Coupling Pin #T0400401	\$5.08	\$5.40	\$0	\$0
28	6 ea	Eddy #48 5' Middle Stem	\$359.88	\$383.10	\$0	\$0
29	1 ea	Eddy #48 5'6" Middle Stem	\$72.17	\$76.85	\$0	\$0

Item No	Qty	Description	(1)	(2)	(3)	(4)
			Ferguson	T. Mina Supply	Core & Main	F.W. Webb
30	1 ea	Eddy #48 6' Middle Stem	\$84.37	\$89.83	\$0	\$0
31	1 ea	Eddy #AA Assy (Parts 19, 29A, 46, 47, 48) 4-1/2"	\$895.60	\$953.55	\$0	\$0
32	1 ea	Eddy #AA Assy (Parts 19, 29A, 46, 47, 48) 5-1/4"	\$1,046.05	\$1,113.74	\$0	\$0
33	2 ea	Eddy #BB Assembly 4-1/2" 5' Hydrant	\$414.66	\$441.50	\$0	\$0
34	2 ea	Eddy #BB Assembly 5-1/4" 5' Hydrant	\$609.94	\$649.40	\$0	\$0
35	1 ea	Eddy #C Assembly (Parts 34, 35, 36, 37) 4-1/2"	\$230.76	\$245.70	\$0	\$0
36	1 ea	Eddy #C Assembly (Parts 34, 35, 36, 37) 5-1/4"	\$243.98	\$276.00	\$0	\$0
37	10 ea	Eddy F-2640 4-1/2" Hydrant Repair Kit-#944	\$3,245.30	\$3,455.30	\$0	\$0
38	20 ea	Eddy F-2640 5-1/4" Hydrant Repair Kit-#945	\$6,490.60	\$6,910.60	\$0	\$0
TOTAL BID			*\$19,402.75	\$23,148.38	\$0	\$0
			*Non-responsive			

***Ferguson non-responsive as they did not bid on all items.**



Memorandum

To: Nicholas Noce, Executive Director

Date: December 29, 2025

From: Stephen T. Trotta, Director of Operations

Subject: Recommendation to Hire

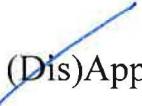
Copies: D. Hendrickson

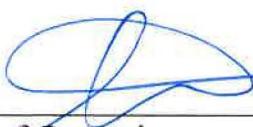
I would like to recommend the appointment of Nathaniel Jenison to the position of Maintenance Mechanic III in the Facilities, Fleet and Operations Department.

Mr. Jenison was interviewed by Larry Magguilli, Steve Kromer, Mike Sullivan and myself and was found to be very well suited for this position. Mr. Jenison has most recently been employed by the Town of Scio Water Department working as a Water Superintendent. He has several years' experience in a water related field.

The position will be at an hourly rate of \$30.67.

Mr. Jenison's appointment will be effective February 23, 2026.

 (Dis)Approved:

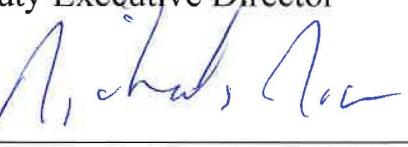


Director of Operations

12-31-25

Date

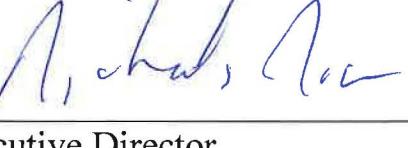
(Dis)Approved:



Deputy Executive Director

Date

 (Dis)Approved:



Executive Director

12/31/25

Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Nicholas Noce, Executive Director

Date: December 29, 2025

From: Stephen M. Savage, PE
Director of Engineering *AM*

Subject: Recommendation for provisional promotion
Junior Engineer

Copies: D. Hendrickson
T. Ferguson, P.E.

I respectfully request you obtain the Board's approval to promote John Callear from the title of Engineering Technician to Junior Engineer in the Engineering Department to be effective Monday, January 12, 2026.

Mr. Callear has been with the Water Authority in the Engineering Department's Construction Group since he was hired in 2011. John holds an Associate degree in Construction Technology and in Machine Technology. John had several years in various machine manufacturing and supervisory roles. He has done an excellent job and is an asset to the Engineering Department. It is my recommendation that he be provisionally promoted at this time.

The total compensation for this position will be \$102,378.

(Dis)Approved:

Stephen M. Savage
Director of Engineering

12/29/25

Date

(Dis)Approved:

Deputy Executive Director

Date

(Dis)Approved:

Nicholas Noce
Executive Director

12/30/25

Date

Board Resolution: _____



Monroe County Water Authority

Memorandum

To: Nicholas Noce, Executive Director

Date: December 29, 2025

From: Stephen M. Savage, PE
Director of Engineering

Subject: Recommendation for provisional promotion
Junior Engineer

Copies: D. Hendrickson
T. Ferguson, P.E.

I respectfully request you obtain the Board's approval to promote Jason Witkowski from the title of Assistant Construction Inspector to Junior Engineer in the Engineering Department to be effective Monday, January 12, 2026.

Mr. Witkowski has been with the Water Authority in the Engineering Department's Construction Group since he was hired in January 2023. Jason holds an Associate degree in Construction Technology and Bachelor degree in Business Administration. Prior to working at the Water Authority Jason worked in various management positions. He has done an excellent job and is an asset to the Engineering Department. It is my recommendation that he be provisionally promoted at this time.

The position will be at a salary of \$69,930.

(Dis)Approved:

Handwritten signature of Stephen M. Savage.

12/29/25

Director of Engineering

Date

(Dis)Approved:

Deputy Executive Director

Date

(Dis)Approved:

Handwritten signature of Nicholas Noce.

12/30/25

Executive Director

Date

Board Resolution: _____