

## **AGENDA**

REGULAR MEETING ON OCTOBER 24, 2011

5:30 P.M. AT OAKDALE, NEW YORK

WEBSITE VIDEO #2 and #3 – TIM MOTZ

PUBLIC COMMENT

MINUTES FOR APPROVAL

1. Regular Meeting – September 19, 2011.

### **CONTRACTS – EXTEND**

- 2a. Contract 6504 for construction of asphalt driveways, paved yard areas and walkways at Authority locations (Western Zone - West of William Floyd Parkway) with Suffolk Asphalt Corp.
- 2b. Contract 6506 for grading, material placement, clearing, excavating and miscellaneous site work (Western Zone – West of William Floyd Parkway) with D.F. Stone Contracting, Ltd.
- 2c. Contract 6615 for furnishing, delivery and erection of new chain link fence and miscellaneous work at Authority properties with Perimeter Barrier Systems, Inc.
- 2d. Contract 6617 for grading, material placement, clearing, excavating and miscellaneous site work (Eastern Zone – East of William Floyd Parkway) with D.F. Stone Contracting, Ltd.
- 2e. Contract 6630 for removal and disposal of brine wastewater from the South Spur well field and pump station site, East Northport, Town of Huntington, with EarthCare.
- 2f. Contract 6632 for furnishing and delivery of pre-cast concrete vaults with Coastal Pipeline Products Corp.
- 2g. Contract 6640 for SCADA antenna maintenance at the Authority's locations with Think Tank Consultants, Inc.

- 2h. Contract 6642 for furnishing and delivery of liquid caustic soda with H. Krevit & Company, Inc.
- 2i. Contract 6645 for furnishing and delivery of the Authority's quarterly bill inserts with Graphic Image, Inc.

#### CONTRACTS – AWARD/REJECT

- 3a. Contract 6746 for furnishing of snow removal services for the Authority's Hauppauge and Huntington Offices during the period November 1, 2011 to April 30, 2012.
- 3b. Contract 6747 for furnishing and delivery of granular calcium hypochlorite during the one-year period beginning November 1, 2011.
- 3c. Contract 6750 for sandblasting and epoxy priming various pieces of equipment for the Authority's Transportation Department during the one-year period beginning November 1, 2011.
- 3d. Contract 6751 for furnishing and delivery of automatic delayed transition transfer switches during the one-year period beginning December 1, 2011.
- 3e. Contract 6752 for furnishing and delivery of resilient seated check valves during the one-year period beginning November 1, 2011.
- 3f. Contract 6754 for electrical work at Authority-owned sites during the one-year period beginning January 1, 2012.
- 3g. Contract 6755 for furnishing and delivery of DOT approved polyethylene tanks during the one-year period beginning November 1, 2011.
- 3h. Contract 6756 for Well No. 6 at Locust Avenue well field, Bohemia, Town of Islip.
- 3i. Contract 6757 for furnishing and delivery of "no lead" brass/bronze fittings for underground service lines during the one-year period beginning December 1, 2011.
- 3j. Contract 6758 for maintenance and repair of meter interrogation devices during the one-year period beginning November 1, 2011.
- 3k. Contract 6759 for Well No. 4A at Lumber Lane well field, Bridgehampton, Town of Southampton.
- 3l. Contract 6762 for furnishing and delivery of copper tubing type "K".

#### GENERAL

4. Special Services

- a) LIMS Maintenance Service with Rapid Applications Development  
Accept the lowest quote received of Rapid Applications Development of Encinitas, CA, to perform maintenance and modifications on the Lab Information Management System (LIMS), for the total cost not to exceed \$15,000.
- b) RFP 1277 –Broker Services/Employee Benefits & Insurance  
Extend Agreement No. 1277 with USI Insurance Services LLC to provide employee benefits brokerage services for a fourth and final year commencing January 1, 2012, at an annual cost of \$25,000.
- c) RFP 1326 – Defense Counsel Services  
Extend Agreement No. 1326 with Havkins, Rosenfeld, Ritzert & Varriale, LLP; O'Connor, O'Connor, Hintz & Deveney, LLP; Sobel & Schleier, LLC; and Robert J. Passarelli & Associates to provide defense counsel services, for a one-year period beginning January 1, 2012.
- d) RFP 1338 – Inspection, Testing, Maintenance and Repair of Fire Sprinkler Systems  
Rescind the award made to Titan Fire Sprinklers, Inc. of West Babylon, New York, since they were unable to provide either Excess Liability Coverage or Owners & Contractors Protective Liability.
- e) RFP 1352 – Inspect and Evaluate HVAC Ductwork Systems  
Accept the proposal of SaniTech Services, Inc., of Nesconset, New York, to inspect and evaluate the HVAC ductwork systems at various Authority locations, in the amount of \$12,000.

5. Budget

- a) Capital Budget – F/Y/E May 31, 2011 – Budget Revision #2  
Authorize a transfer in the amount of \$36,000 from Item 010-12 to Item 120-12 to cover the cost of five (5) user licenses necessary for the Laboratory Information Management System (LIMS); this transfer will not increase the total amount of the budget.

6. Personnel

- a) Renewal of Dental Insurance with Healthplex (a division of Dentcare)  
Authorize the renewal of the Authority's dental plan with Healthplex (Dentcare Delivery Systems, Inc.) of Uniondale, New York, to provide dental coverage, without an increase in rates, at a total estimated cost of \$667,140, for a one year period beginning January 1, 2012.

- b) Renewal of Flexible Spending Account (FSA) with Ameriflex  
Authorize the renewal of the Authority's FSA program with Ameriflex, of Mount Laurel, New Jersey, without an increase in rates, for a one year period beginning January 1, 2012.
- c) Employee Assistance Program (EAP)  
Accept the proposal of Employee Support Network of Hauppauge, New York, to provide an employee assistance program for all employees, for a two-year period beginning January 1, 2012, at a cost of \$1.90/person, totaling \$12,950 annually, (a savings of \$1,226 per year).

7. Equipment

- a) Laboratory Purchase of Microwave Digestion System  
Authorize the purchase of a Microwave Accelerated Reaction System (MARS) for the Laboratory from CEM of Matthews, North Carolina, in the amount of \$21,071.04.
- b) Laboratory Information Management System (LIMS) license and support
  - 1. Authorize the Laboratory to add five (5) additional users to the LIMS license at a one-time cost of \$35,962; and
  - 2. Renew the software support and license agreement for the Laboratory Information Management Systems (LIMS) with LabVantage of East Bridgewater, New Jersey, (inclusive of the 5 additional user licenses) for a one-year period beginning November 1, 2011, in the amount of \$40,448.48.
- c) Nitrate Analyzer Service Agreement  
Authorize the renewal of the service agreement, utilizing the field service option, for 24 nitrate analyzers with Hach Company of Loveland, Colorado, for a one-year period beginning November 1, 2011, in the amount of \$19,848.
- d) UV Oxidation Pilot Testing with Trojan Technologies and Hazen & Sawyer  
Authorize continuation of the use of the UV oxidation pilot equipment through Trojan Technologies and Hazen & Sawyer/MIOX for an additional 5 five days at the Commercial Boulevard pump station, at no cost; however the Authority will provide Engineering, Production Control and Laboratory time approximating \$10,000.

8. Policies

- a) Policy No. 110 – Volunteer Firefighters and EMS Workers  
Authorize the modification of Policy No. 110 to reflect that when an emergency situation has been declared by the Authority's leadership, the Authority will **not** provide excused time for firemen and EMS workers that choose to work for their volunteer organization.

9. Rules and Regulations

- a) Water Conservation Plan  
Adopt updated Water Conservation Plan, dated September 2011, original was adopted by the Authority in December of 1988.

10. Main Extensions

- a) Reimbursable Contract – Mattituck Fire District  
Enter into a reimbursable agreement with the Mattituck Fire District who will pay the additional funds to reach the 40% participation level for 33 homes in their District in order for the Authority to install a water main in front of all the existing homes, totaling \$30,072; the fire district will be reimbursed the amount of the surcharge (\$3,759) as each homeowner hooks up to the water main within a two year period.
- b) Babylon Taps In  
Authorize direct solicitation of the owners of the 175 parcels in the Town of Babylon not presently connected to public water, and offer the Authority's laboratory services for a one-time testing of their well water, waive the Fifty Percent (50%) up-front cost, and offer a long-term five-year repayment plan of the \$1,650 tap fee.
- c) Water Main Extension Agreement – Sound View Homeowners Assoc.  
Authorize waiving the minimum required payment of \$825 in the water main extension agreement, for the Sound View Homeowners Association, as this amount was not presented to the community before they voted to accept the proposal.

11. DEC Applications

- a) Lumber Lane Replacement Well No. 4A, Southampton
- b) Seatuck Avenue Well No. 3, Eastport

12. Meetings, Seminars, Training, Conferences

- a) Annual Northeast Arc Users Group Conference (NEARC)  
Authorize the James Touchet and Brad Feldman from the GIS Department to attend the Annual Northeast Arc Users Group Conference in Saratoga, New York, from November 13-16, 2011, at a total cost of \$1,411 covering both attendees.

- b) SynerGEE Hydraulic Modeling Training  
Authorize the attendance of Frank Mancini and Daniel DeSalvo of Production Control, Scott Meyerdierks of Engineering and Luke Krzeminski of Construction Maintenance, at the training provided by GL Industries in Mechanisburg, PA, as part of their annual maintenance and support agreement with the Authority; transportation, lodging and meals will be paid for by the Authority in an amount not to exceed \$2,400 covering four attendees.

13. General

- a) SUNY Stony Brook Renewal Funding for 2011-2012 Research  
Authorize a grant of \$20,000 to SUNY Stony Brook for Long Island Groundwater Research Institute from September, 2011 through June, 2012. (Tabled at the September 19<sup>th</sup> meeting.)
- b) Ready-to-Eat Meals  
Declare 348 ready-to-eat meals surplus (as they will expire January 2012) and authorize donation of these meals to The Lighthouse Mission in Patchogue.

INVOICES - To be paid from the Operating Fund:

14a. <u>American Water Works Association</u>	\$ 18,715.00
14b. <u>Aqueogue Abstract Corp.</u>	3,842.00
14c. <u>Havkins Rosenfeld Ritzert &amp;Varriale, LLP</u>	12,171.12
14d. <u>O'Connor, O'Connor, Hintz &amp; Deveney, LLP</u>	1,464.50
14e. <u>Putney, Twombly, Hall &amp; Hirson LLP</u>	8,420.66

NEXT MEETING – Scheduled for Monday, November 28, 2011 at 5:30 p.m. at the Administration Building, Oakdale.

NEW BUSINESS & PUBLIC COMMENT

EXECUTIVE SESSION