

**AGENDA**

REGULAR MEETING ON FEBRUARY 25, 2021

4:00 P.M. AT OAKDALE, NEW YORK

**PRESENTATION** – 2021 Department Goals

- Emergency Management Update by Rich Bova and Phil Thompson

**PUBLIC COMMENT**

**MINUTES FOR APPROVAL**

1. Regular Meeting – JANUARY 28, 2021

**CONTRACTS – EXTEND – ITEMS TO BE CONSIDERED ON CONSENT**

**Items 3a. through 3b. on Agenda Approved with one Resolution on Motion made by \_\_\_\_\_, duly seconded by \_\_\_\_\_, and unanimously carried.**

**CONTRACTS – EXTEND**

- 2a. Contract 7603 - for the sampling of monitor and observation wells during the one-year period beginning April 1, 2021 – extend with WRS Environmental Services Inc.
- 2b. Contract 7670 – for the furnishing and delivery of calcium hypochlorite tablets for various pump stations during the one-year period beginning April 1, 2021 – extend with Eagle Control Corp.

**CONTRACTS – AWARD/REJECT**

- 3a. Contract 7739 for the furnishing and delivery of sixteen (16) advanced oxidation process (AOP) treatment systems.
- 3b. Contract 7747 for landscape and lawn maintenance during the period beginning April 1, 2021 and ending December 15, 2021 – award to Del Graz Enterprise (Offices in Coram, East Hampton, Oakdale, Great River; Pump Station in East Hampton) and DGB Landscaping (Offices in Brentwood, Hauppauge, Huntington, Bay Shore, 21 McKinney Ave., Pump Stations in Babylon, Bay Shore, Patchogue, Huntington, Smithtown, Port Jefferson).
- 3c. Contract 7748 for the construction of a 20"x10" diameter well (No. 2A) at

the Commercial Avenue Well Field in Brentwood.

GENERAL

4. Special Services

a) Check Free Pay Corporation

Authorize renewal of agreement with Check Free Pay Corp. of Wallingford, CT for customers to pay water bill with cash or money order at participating stores, at a fee of \$1.00 per transaction.

5. Government

a) Retention & Disposition Schedule for NY Local Gov't Records

Adopt LGS-1, to replace MI-1 as the schedule for retention and disposition of Local Governmental Records pursuant to Article 57-A of the Arts and Cultural Affairs Law.

6. Finance

a) Interest Rate for Surcharge Payments

Authorize a rate of borrowing for future SCWA surcharge contracts to be changed to the total interest cost (TIC) of the bond issuance.

7. Rates, Rules & Regulations

a) Afterhours Fees and Add Services

Amend the afterhours fees related to same-day services and move-in requests as follows:

Current Structure:

Monday – Friday 5:00 PM - 8:00 PM	\$ 60.00
Weekdays after 8:00 PM, Saturdays after 4:00, Sundays & Holidays	\$ 200.00

Proposed Structure:

Monday – Friday 5:00 PM - 6:30 PM	\$ 60.00
Weekdays after 6:30 PM, Saturdays after 2:30, Sundays & Holidays	\$ 200.00

8. Equipment

- a) Laptop Vehicle Mounts and Appurtenances for Production Control  
Authorize the purchase of laptop vehicle mounts and appurtenances for Production Control Vehicles to be installed as part of the implementation of the SCWA Mobile Workforce Management System from Island Tech Services of Ronkonkoma, New York in the amount of \$38,725.66 under NYS/GSA contract.

b. HP T1700 Plotter for Construction Maintenance

Authorize the purchase of a replacement HP T1700 Plotter for Construction Maintenance from Global Computer Systems of Port Jefferson, New York in the amount of \$5,687.00.

9. Property

- a) Parking Lot Restriping at Oakdale Complex  
Authorize the restriping of Parking Lots in the Oakdale Complex including Administration, 4040 and 4050 Sunrise Highway, as well as 3525 Sunrise Highway in Great River by Skyline Striping of Dix Hills, New York in the amount of \$5,100.

10. Members

- a) Appointment to Subcommittees  
Appoint Jacqueline Gordon to the Audit and Governance Subcommittees effective immediately.

INVOICES - To be paid from the Operating Fund:

11a. <u>Association of Metropolitan Water Agencies</u>	\$ 16,437.00
11b. <u>H2M Architects &amp; Engineers</u>	83,739.00
11c. <u>Heslin, Rothenberg Farley &amp; Mesiti P.C.</u>	1,290.00
11d. <u>Lasalle Lasalle &amp; Dwyer P.C.</u>	13,744.78
11e. <u>Milber Makris Plousadis &amp; Seiden, LLP</u>	180.00
11f. <u>Putney, Twombly, Hall &amp; Hirson LLP</u>	1,456.00
11g. <u>Sobel Pevzner, LLC</u>	17,158.55

NEXT MEETING – Scheduled for March 25, at 3:00 at Oakdale.

EXECUTIVE SESSION

REGULAR MEETING  
SUFFOLK COUNTY WATER AUTHORITY

January 28, 2020

Oakdale, New York

Present: Patrick Halpin, Chairman  
Jane Devine, Secretary  
Tim Bishop, Member  
Elizabeth Mercado, Member

Jeffrey W. Szabo, Chief Executive Officer

The meeting was also attended by Counsel T. Hopkins and J. Milazzo and by Messrs. Bova, Brady, Cecchetto, Durk, Finello, Fuller, Galante, Given, Kilcommons, Kuzman, Litka, Moore, Motz, O'Connell, Pokorny, Reinfrank, Schneider, Torres, Wahl, Wallach, and by Mmes. Cassagne, Cameron, Cetta, Hannan, Lowe, Mancuso, Palillo, Tinsley, and Vassallo. Members of Local 393 were also in attendance.

Booklets containing detailed information for all Agenda items were distributed to each Member, Executive Staff and Counsel to the Authority.

At 3:04 p.m. Mr. Szabo called the meeting to order.

At this time, Mr. Hopkins stated this meeting is being held in accordance with Executive Order No. 202.2 dated March 7, 2020, which authorizes public meetings to be held remotely by conference call or other similar service. Members of the public can call in on the number on SCWA's website and listen to the meeting or participate electronically through Zoom.

The public was advised by Steve Galante, Director of IT that the public may

speak by raising their hand in Zoom or dialing “\*9” on the telephone.

Mr. Halpin then opened the meeting for public comment. No public comments were received prior to the start of the meeting. Before the meeting is adjourned, the email inbox will be checked again.

Mr. Szabo announced the submission of letters to both the Suffolk County Department of Health and the New York State Department of Health requesting that the Authority’s employees receive higher priority with regard to COVID vaccinations. Mr. Szabo stated he would update the Board with information as it becomes available.

Mr. Szabo then introduced Chris Cecchetto (Deputy CFO) who reviewed the Six-Month Financial Summary. Mr. Cecchetto reported that the Authority is currently right on budget and performing better than expected based on a dry Summer and Fall. Mr. Cecchetto reported no problems or issues with regard to budgeting, expenses, payroll or overtime.

Mr. Szabo then began the presentation for the 2025 Strategic Business Plan, in which he reviewed the progress by each category, encompassing one or more departments at a time. Each Department Head and Executive Staff member commented on their progress and the Board Members asked questions pertaining to the ten-year plan. Mr. Szabo then announced that at the request of the Chairman, the goals for 2021 would be reviewed at the February board meeting.

Mr. Halpin thanked the Authority Staff and Executive Staff for their hard work progressing through the ten-year plan. All of the Board Members echoed their gratitude. Mr. Halpin thanked the Board for their attentiveness during the presentation of the Annual Update.

Mr. Halpin presented the minutes of the regular meeting of December 17, 2020, for approval. On motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, the minutes of the regular meeting held on December 17, 2020, were approved.

Mr. Szabo referred to contracts scheduled to expire shortly, and he recommended that the Authority exercise its option to extend these contracts in accordance with the letters of recommendation. These items were considered on consent and on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried except for the abstention by Mr. Halpin on item 3N only, it was

(001-01-2021) RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7526 for the furnishing and delivery of chemical pumps and parts with Seepex, Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7583 for the furnishing and delivery of ductile iron pressure fittings with Ferguson Waterworks (Groups 1, 3-6, 8-11, 15, 18); Ford Meter Box (Groups 13-14) and T. Mina Supply Inc. (Groups 2, 7, 12, 16-17), in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7589 for the vehicle maintenance services for cars and light duty trucks with Oakdale Automotive (Bay Shore, Oakdale only) and T & T Baldwin Automotive Inc. (Coram, Hauppauge, Westhampton), in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the period beginning April 1, 2021 and ending December 15, 2021, Contract 7593 for the landscaping and lawn maintenance at the SCWA Westhampton and Southold Sites with Del Graz Landscape dba R & R Landscaping, in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7595B for the furnishing and delivery of instrumentation, electrical control products and communications equipment with Kaman Automation Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7606 for furnishing and delivery of stainless-steel tapping sleeves with Powerseal Pipeline Products Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7608 for the excavating and backfilling of construction holes with Asplundh Construction Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7609 for the furnishing and delivery of chemical pumps and parts with Pollardwater (Items:1, 17-18, 22, 24-32); Fluid Metering Inc. (Items:8-15); and Pumping Services, Inc. (Item 33), in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the period beginning June 1, 2021 and ending March 31, 2022, Contract 7622 for the instrumentation, electrical control products and communications equipment with Integrated Wireless Technologies Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7669 the maintenance of roof and gutter systems at various SCWA sites with Statewide Roofing Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7671 for the office cleaning services for Authority buildings with Island Wide Building Services Group., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning March 1, 2021, Contract 7672 for the furnishing, delivery and erection of a new chain link fence and other miscellaneous work at various Authority owned properties with Residential Fences Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning April 1, 2021, Contract 7675A for the furnishing and delivery of gate valves and butterfly valves with T. Mina Supply Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7677 for the installation by directional drill technology water mains and services with Bancker Construction Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7684 for the maintenance and installation of overhead garage doors at various sites with Superior Overhead Door Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7688 for the furnishing and delivery of ultra low sulfur diesel fuel to various pumping stations and office buildings with Romeo Enterprises Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning May 1, 2021, Contract 7690 for the furnishing, installation and cleanout of overflow drain pints and other miscellaneous work with D.F. Stone Contracting Ltd., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for a one-year period beginning June 1, 2021, Contract 7691 for the supply of granular activated carbon (GAC) adsorption system at various pump stations with Calgon Carbon Corporation., in accordance with the specifications, terms and conditions of the contract.

Mr. Szabo then reviewed Contracts 7732, 7736, 7737, 7740, 7741, 7742,

7743, 7744, 7745, 7746, and he recommended that these contracts be awarded/rejected in accordance with the letters of recommendation. On motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(002-01-2021) RESOLVED, That the bid received under Contract 7732 for the testing of pumping equipment at various Authority owned well field sites, submitted by Victor Elefante Technical Services, Inc. of Center Moriches, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Fifty-Two Thousand Four Hundred Dollars (\$52,400), be and hereby is accepted, and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(003-01-2021) RESOLVED, to reject the only bid received under Contract 7736, for the furnishing and delivery of Cement Lined Ductile Iron Pipe submitted by Mayer Malbin Company Inc., of Long Island City, New York. This contract will re-bid.

On motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(004-01-2021) RESOLVED, That the low bid received for Group A (Items 1-19) under Contract 7737 for the furnishing and delivery of complete hydrants, hydrant tops and parts during the three-year period beginning March 1, 2021, submitted by T. Mina Supply Inc, of Holtsville , New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Seven Hundred Thirteen Thousand Six and 84/100 Dollars (\$713,006.84), be and hereby is accepted; and be it

FURTHER RESOLVED, that the low bid received for Group B (Items 20-25, 29-36, 39-43) under Contract 7737, for the furnishing and delivery of complete hydrants, hydrant tops and parts during the three-year period beginning March 1, 2021, submitted by T. Mina Supply Inc, of Holtsville , New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Three Hundred Sixty-Seven Thousand Seventy-Five and 08/100 Dollars (\$367,075.08) be and hereby is accepted; and be it

FURTHER RESOLVED, that the low bid received for Group C under Contract 7737 for the furnishing and delivery of complete hydrants, hydrant tops and parts during the three-year period beginning March 1, 2021, submitted by T. Mina Supply Inc, of Holtsville , New York on discount percentage basis of 20% be and hereby is accepted; and be it,



FURTHER RESOLVED, That the low bid received for Group B (Items 26-28, 37-38, 44-45) under Contract 7737, submitted by Mueller Co. of Chattanooga Tennessee, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Fifty Thousand Three Hundred Ninety-Seven and 58/100 Dollars (\$50,397.58) be and hereby is accepted; and be it,

FURTHER RESOLVED, That the low bid received for Group C under Contract 7737, submitted by Mueller Co. of Chattanooga Tennessee, on a discount percentage basis of 50% be and hereby is accepted; and be it,

FURTHER RESOLVED, That any Member and/or the Chief Executive Officer be and hereby is authorized to execute these contracts on behalf of the Authority.

On motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(005-01-2021) RESOLVED, to reject the bid received from Three Gen Contracting Inc. for the Western and Easter Zone as non-responsive; and be it,

FURTHER RESOLVED, That the low responsive bid received for the Western Zone under Contract 7740 for the construction of asphalt driveways, paved yard areas and walkways submitted by Suffolk Paving Co. of Medford, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Three Hundred Seventy-Seven Thousand One Hundred Thirty-Three Dollars (\$377,133), be and hereby is accepted; and be it,

FURTHER RESOLVED, That the low responsive bid received for the Eastern Zone under Contract 7740, submitted by CAC Contracting Corp. of Mattituck, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Two Hundred Eighty-Six Thousand Eighty Dollars (\$286,080) be and hereby is accepted; and be it,

FURTHER RESOLVED, That any Member and/or the Chief Executive Officer be and hereby is authorized to execute these contracts on behalf of the Authority.

On motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(006-01-2021) RESOLVED, That the low bid received under Contract 7741 for the turf establishment work submitted by D.F. Stone Contracting, Ltd of Medford, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of One Hundred Sixty-Three Thousand Three Hundred Fifty Dollars (\$163,350), be and hereby is

accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

On motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, it was

(007-01-2021) RESOLVED, That the low bid received under Contract 7742 for the construction of a 20"x10" diameter well (No. 2A) at Adams Avenue Well Field in Wyandanch submitted by Layne Christensen of The Woodlands, Texas, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Five Hundred Eighty-Nine Thousand Six Hundred Ninety-Seven Dollars (\$589,697), be and hereby is accepted; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(008-01-2021) RESOLVED, That the low bid received for Groups I, II, IV, (Items A, B, I, M, O) under Contract 7743 for the furnishing and delivery of rigid electrical conduit, fittings and associated electrical items submitted by Cooper Electric of Hauppauge New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Sixty-One Thousand, Two Hundred Ninety-Three and 50/100 Dollars (\$61,293.50), be and hereby is accepted; and be it,

FURTHER RESOLVED, That the low bid received for Groups III, IV, (Items C, D, E, F, J, K, L, N, P, Q) Group V (Items A-R) under Contract 7743, submitted by Conserve Lighting & Electric Supplies of Long Island City, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of One Hundred Thirty-Three Thousand Three Hundred Eighty-Seven Dollars (\$133,387) be and hereby is accepted; and be it,

FURTHER RESOLVED, That the low bid received for Group IV (Items G, H) under Contract 7743 submitted by Graybar Electric of Garden City, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Three Thousand Eight Hundred Forty-Eight and 10/100 Dollars (\$3,848.10) be and hereby is accepted; and be it,

FURTHER RESOLVED, That any Member and/or the Chief Executive Officer be and hereby is authorized to execute these contracts on behalf of the Authority.

On motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(009-01-2021) RESOLVED, That the low bid received under Contract 7744 for the grading, material placement, clearing, excavating and miscellaneous sitework (Eastern Zone B – East of William Floyd Parkway) submitted by D.F. Stone Contracting, Ltd of Medford, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Six Hundred Fifty-Six Thousand Three Hundred Fifty Dollars (\$656,350), be and hereby is accepted, and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(010-01-2021) RESOLVED, That the low bid meeting specifications received for Zone A (Western Zone) under Contract 7745 for the reconditioning and/or redevelopment work of wells in submitted by Dolphin Well and Pump, Inc, Ltd of Central Islip, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Two Hundred Eighty-Four Thousand Seven Hundred Ninety-Six Dollars (\$284,796), be and hereby is accepted; and be it,

FURTHER RESOLVED, That the low bid meeting specifications received for Zone B (Eastern Zone) under Contract 7745 for the reconditioning and/or redevelopment work of wells submitted by Delta Well & Pump, Inc. of Ronkonkoma, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of Two Hundred Sixty-Nine Thousand Seventy-Eight Dollars (\$269,078) be and hereby is accepted; and be it,

FURTHER RESOLVED, That any Member and/or the Chief Executive Officer be and hereby is authorized to execute these contracts on behalf of the Authority.

On motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(011-01-2021) RESOLVED, That the low bid received under Contract 7746 during the period February 1, 2021 through June 30, 2021 for the furnishing and delivery of chemical control panels submitted Eagle Control Corp, of Yaphank, New York, on a unit-price basis as stipulated in the bidder's proposal and calculated on estimated quantities indicated in the contract documents, at an estimated total amount of One Hundred Four Thousand Seven Hundred Fifty Dollars (\$104,750), be and hereby is accepted, and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this contract on behalf of the Authority.

Mr. Szabo referred to several requests regarding special service agreements. After further explanation of details on each, and on motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(012-01-2021) RESOLVED, To renew the agreement with ESRI under the ESRI Advantage Program of Redlands, California for a one-year period to provide service and support in the amount of Sixty-Five Thousand, Four Hundred Dollars (\$65,400); and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(013-01-221) RESOLVED, To terminate the agreement under RFP 1560 with Industrial Medicine Associates, PC of Tarrytown, New York to provide pre-employment DOT, and PFT physical examinations effective immediately; this RFP will be re-issued.

Mr. Szabo then referred to a request relating to the budget. On motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(014-01-221) RESOLVED, To Authorize revision to the budget for year ending May 31, 2021, as follows:  
Increase to Item 035-20 (Damascus Rd – East Quogue) in the amount of \$424,317  
Increase to Item 035-20 (Princess Ave, Brentwood) in the amount of \$27,320  
Increase to Item 035-20 (North Service Rd, Sunrise Highway Patchogue) in the amount of \$129,001  
Increase to Item 035-20 (18<sup>th</sup> Street, Setauket) in the amount of \$24,477  
Increase to Item 035-20 (Evergreen Ave, Port Jefferson Station) in the amount of \$33,473  
Increase to Item 035-20 (Developer Contracts) in the amount of \$361,412  
This will increase the current capital budget to 85.9 million dollars.

Mr. Szabo reviewed a request relating to property. Mr. Szabo introduced Mr. Milazzo, Legal Counsel to the Authority, who elaborated on the details of this request. On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(015-01-2021) RESOLVED, To authorize the Chief Executive Officer, following a virtual public hearing, to declare the Authority as lead agent for purposes of the SEQRA review of the proposed Town Line Road Reservoir, Wainscott and issue a Negative Declaration for the Project.

Mr. Szabo then referred to a request regarding the outside use of Authority property. On motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(016-01-2021) RESOLVED, To enter into a license agreement to expire May 31, 2021 with the Islip Terrace Fire District to allow temporary access to deploy at SCWA's Bellmore Avenue well field and pump station during the pendency of its renovation for a fee of \$100,

subject to approval by the Authority's legal department and evidence of insurance; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

The Members reviewed a request relating to equipment for the laboratory. After further explanation of details, and on motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(017-01-2021) RESOLVED, To authorize the service agreement for 17 nitrate analyzer probes with Hach Company of Loveland, Colorado, for a one-year period beginning February 1, 2021, in the amount of Fourteen Thousand Six Hundred Seventy-One Dollars (\$14,671); and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

On motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(018-01-2021) RESOLVED, To renew the license and support agreement with Innovyze of Portland, Oregon for the InfoWater hydraulic modeling software for the one-year period beginning December 15, 2020, in the amount of Nineteen Thousand Three Hundred Thirty-Five Dollars (\$19,335); and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

On motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(019-01-2021) RESOLVED, To authorize the purchase of copper tubing from T Mina Supply Inc. of Holtsville, New York in the total amount of Twenty-One Thousand Three Hundred Seventy-Five Dollars (\$21,375).

Mr. Szabo referred to a request related to Trainings. After further explanation of details, and on motion made by Ms. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(020-01-2021) RESOLVED, To authorize purchasing webinar bundle for 2021 from American Water Works Association which consists of 20 webcasts throughout the year at a cost of Two Thousand Four Hundred Dollars (\$2,400).

Mr. Szabo reviewed the original invoices to be paid from the Operating Fund, and on motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(021-01-2021) RESOLVED, That the following invoices be paid from the Operating Fund:

Dvirka & Bartilucci	\$2,227.75
Heslin Rothenberg Farley & Mesiti P.C.	\$3,230.00
O'Connor, O'Connor, Hintz & Deveney, LLP	\$2,925.00
Putney, Twombly, Hall & Hirson LLP	\$4,322.62
KPMG LLP	\$6,100.00

### SEQRA REVIEW

Where applicable, the foregoing resolutions, unless otherwise noted, will not have a significant adverse impact on the environment within the meaning of Section 8-0109 of the Environmental Conservation Law.

The Members scheduled their next regular meeting for Thursday, February 25, 2020, beginning at 3:00 p.m.

At this time, Mr. Halpin stated that the email inbox was checked for public comment and there were none; additionally, no one on the Zoom call wished to speak to the Members.

At 4:56 p.m., on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(022-01-2021) RESOLVED, That the Members go into an Executive Session for the purpose of discussing litigation, personnel matters, and labor negotiations.

The meeting was again called to order at 5:19 p.m.

On motion made by Mr. Bishop, duly seconded by Ms. Mercado, and unanimously carried, it was

(023-01-2021) RESOLVED, To amend the salary of Thomas Rae, CM Supervisor (Western Zone) to Ninety-Five Thousand Dollars (\$95,000) effective January 1, 2021.

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(024-01-2021) RESOLVED, To promote Thomas Hoeffner from Hydrant Mechanic to Construction Maintenance (CM) Supervisor at an annual salary of Eighty-Seven Thousand Five Hundred Dollars (\$87,500) upon his resignation from the Union.

On motion made by Ms. Devine, duly seconded by Mr. Bishop, and

unanimously carried, it was

(025-01-2021) RESOLVED, To employ Angela Meyer of Lindenhurst, New York as Administrative Assistant in the Engineering Department at an annual salary of Fifty-Five Thousand Dollars (\$55,000).

On motion made by Mr. Bishop, duly seconded by Ms. Devine, and  
unanimously carried, it was

(026-01-2021) RESOLVED, To employ Brian Lamberson of Coram, New York as Assistant Fleet Manager in the Transportation Department at an annual salary of Eight-Five Thousand Dollars (\$85,000).

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and  
unanimously carried, it was

(027-01-2021) RESOLVED, To promote Judy Jakobsen to Interim Executive Director of the Central Pine Barrens Planning and Policy Commission.

On motion made by Mr. Bishop, duly seconded by Ms. Devine and  
unanimously carried, it was

(028-01-2021) RESOLVED, To employ Jeff Kleinman of Port Washington, New York as Director of General Services at an annual salary of One Hundred Twenty Thousand Dollars (\$120,000) with three weeks' vacation, and to waive the residency requirement for one (1) year.

On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and  
unanimously carried, it was

(029-01-2021) RESOLVED, To promote Kevin Mulholland from Assistant Supervisor in the Hydrant Department to Construction Maintenance (CM) Supervisor at an annual salary of Eighty-Two Thousand Dollars (\$82,000).

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and  
unanimously carried, it was

(030-01-2021) RESOLVED, To employ Alexander Rodack of Collingswood, New Jersey as Associate Mechanical Engineer at an annual salary of Eighty-Five Thousand Dollars (\$85,000.00) and to waive the residency requirement for one (1) year.

On motion made by Ms. Mercado, duly seconded by Ms. Devine, and  
unanimously carried, it was

(031-01-2021) RESOLVED, To approve the terms of the extension of the Collective Bargaining Agreement between the Authority and Utility Workers' Union of America, AFL-CIO, Local 393 effective through June 30, 2025.

As there was no further business to be considered, on motion made by Ms. Devine, duly seconded by Ms. Mercado, the meeting was adjourned at 5:26 p.m.

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Jane Devine, Secretary



**SUFFOLK COUNTY WATER AUTHORITY  
Oakdale, Long Island, New York**

**INTEROFFICE CORRESPONDENCE**

**DATE:** February 11, 2021  
**TO:** Chairman/Board Members  
**FROM:** Jeff Szabo, Chief Executive Officer  
**SUBJECT:** Extension of Contract No. 7603 – Sampling of Monitor and Observation Wells  
April 1, 2021 to March 31, 2022

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WRS Environmental Services Inc., Inc., by way of the attached notification, has agreed to extend the subject contract for a third and final year.

Original contract award, March 2019, was in the total estimated amount of \$91,050.

As of June 1, 2020 (FY21), the Authority has paid approximately \$69,650 under the subject contract.

WRS Environmental Services Inc., holds no additional contracts.

**Contractor's performance on the above referenced contract is satisfactory.**

We are requesting contract extension for the one year period as noted above.

**Reviewed by:**

Jeff Szabo, Chief Executive Officer	-
M. Torres, Purchasing Director	-
J. Pokorny, Deputy, CEO Operations	-
T. Kilcommons, Chief Engineer & Director of Research & Engineering	-
T. Fuller, Director of Strategic Initiatives	-

**Attachments:** 1 memo & 1 tabulation

TABULATION OF BIDS  
CONTRACT NO. 7603

Sampling of Monitor and Observation Wells for the Period 4/1/19 - 3/31/20

Bid Opening, 03/11/2019

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005002 10 107008 HRS ENVIRONMENTAL SERVICES 17 OLD DOCK ROAD YAPHANK NY 11980 Bid Bond 7603 - Sampling of Monitor Wells	6000005003 10 107009 EnSafe Inc. 5724 Summer Trees Drive Memphis TN 38134 Company Check: \$5,243.75 7603 - Sampling of Monitor Wells	6000005004 10 106165 RMC Equipment, LLC 11 Judith Pl. East Islip NY 11730 Bid Bond 7603 - Sampling of Monitor Wells
10 3000543 MOB. & DEMOB. TO MONITOR WELL SITE 260 EA	Total Val.: Unit Price: Rank:	39,000.00 150.00 1	58,500.00 225.00 2	130,000.00 500.00 5
20 3000544 PUMPING & SAMPLING COLLECTION MON WELL 420.0 HR	Total Val.: Unit Price: Rank:	42,000.00 100.00 3	39,900.00 95.00 2	420.00 1.00 1
30 3000546 6" X 36" LOCKING MON WELL CASING 10 EA	Total Val.: Unit Price: Rank:	4,500.00 450.00 4	1,150.00 115.00 2	100.00 10.00 1
40 3000547 8" X 36" LOCKING MON WELL CASING 5 EA	Total Val.: Unit Price: Rank:	2,750.00 550.00 4	1,225.00 245.00 2	75.00 15.00 1
50 3000548 LOCKING MON WELL CASING BELOW GRADE 10 EA	Total Val.: Unit Price: Rank:	500.00 50.00 2	1,600.00 160.00 3	100.00 10.00 1
60 2" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	225.00 15.00 2	225.00 15.00 2	75.00 5.00 1
70 4" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	375.00 25.00 3	375.00 25.00 3	75.00 5.00 1
80 3000549 ADDITIONAL LABOR - MON WELL 20.0 HR	Total Val.: Unit Price: Rank:	1,700.00 85.00 1	1,900.00 95.00 3	3,500.00 175.00 5
Total Services	Val.: Rank:	91,050.00 40,700.00 1	104,875.00 0.00 2	134,345.00 845.00 3

TABULATION OF BIDS  
CONTRACT NO. 7603

Sampling of Monitor and Observation Wells for the Period 4/1/19 - 3/31/20

Bid Opening, 03/11/2019

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City: State: Zip Code	600005005 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779	600005006 10 105932 METRO ENVIRONMENTAL SERVICES LLC 208 ROUTE 109 STE 106 FARMINGDALE NY 11735
	Item Text: Description:	Bid Bond 7603 - Sampling of Monitor Wells	Bid Bond 7603 - Sampling of Monitor Wells
10 3000543 MOB. & DEMOB. TO MONITOR WELL SITE 260 EA	Total Val.: Unit Price: Rank:	97,500.00 375.00 3	104,000.00 400.00 4
20 3000544 PUMPING & SAMPLING COLLECTION MON WELL 420.0 HR	Total Val.: Unit Price: Rank:	46,200.00 110.00 4	123,900.00 295.00 5
30 3000546 6" X 36" LOCKING MON WELL CASING 10 EA	Total Val.: Unit Price: Rank:	2,250.00 225.00 3	7,000.00 700.00 5
40 3000547 8" X 36" LOCKING MON WELL CASING 5 EA	Total Val.: Unit Price: Rank:	1,250.00 250.00 3	4,000.00 800.00 5
50 3000548 LOCKING MON WELL CASING BELOW GRADE 10 EA	Total Val.: Unit Price: Rank:	2,250.00 225.00 4	9,800.00 980.00 5
60 2" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	225.00 15.00 2	360.00 24.00 5
70 4" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	300.00 20.00 2	480.00 32.00 5
80 3000549 ADDITIONAL LABOR - MON WELL 20.0 HR	Total Val.: Unit Price: Rank:	1,800.00 90.00 2	1,950.00 97.50 4
Total Services	Val.: Rank:	151,775.00 0.00 4	251,490.00 0.00 5

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 03/11/2019  
for 7603 - Sampling of Monitor Wells, 11:00 AM, prevailing time, Oakdale, New York

TABULATION OF BIDS  
CONTRACT NO. 7603

Sampling of Monitor and Observation Wells for the Period 4/1/19 - 3/31/20

Bid Opening, 03/11/2019

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005005 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKOWKA NY 11779 Bid Bond 7603 - Sampling of Monitor Wells	6000005006 10 105932 METRO ENVIRONMENTAL SERVICES LLC 208 ROUTE 109 STE 106 FARMINGDALE NY 11735 Bid Bond 7603 - Sampling of Monitor Wells
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Marlon Torres, Purchasing Director

**SUFFOLK COUNTY WATER AUTHORITY  
Oakdale, Long Island, New York  
INTEROFFICE CORRESPONDENCE**

**DATE:** February 11, 2021  
**TO:** Chairman/Board Members  
**FROM:** Jeff Szabo, Chief Executive Officer  
**SUBJECT:** Extension of Contract No. 7670 – Furnish & Deliver Calcium Hypochlorite Tablets  
for Various Pump Stations – April 1, 2021 to March 31, 2022

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Eagle Control Corp., by way of attached letter, has agreed to extend the subject contract for a second year representing the first of two (2) possible one-year extensions.

Original contract award, March 2020, was in the total estimated amount of \$21,654.

As of June 1, 2020 (FY21), the Authority has paid \$5,774 under the subject contract.

Eagle Control Corp., currently holds six (6) additional contracts (#7746 – Furnishing & Delivery of Chemical Control Panels, amount: \$104,750; #7701 – Furnish & Deliver PLC [Programmable Logic Controller] & Various Electrical Equipment, expires August 2022, amount: \$13,500; #7566B – Supply & Maintenance of Pumps & Miscellaneous Equipment [Zone B], expires May 2021, amount: \$828,810; #7542 – Furnish & Deliver Granular Calcium Hypochlorite, expires October 2021, amount: \$3,280 ; #7533 – Furnishing & Delivery of Chemical Metering Pumps & Parts (Jesco), expires August 2021, amount: \$158,015; #7495B – Reconditioning & Redevelopment Work of Wells, expires February 2021, amount: \$264,444)

In fiscal year ending 5/31/20 (FY20), Eagle Control Corp., was paid \$1,015,067.

**Contractor's performance on the above referenced contracts is satisfactory.**

We are requesting contract extension for the one-year term noted above.

Reviewed by:

Jeff Szabo, Chief Executive Officer  
M. Torres, Purchasing Director  
J. Pokorny, Deputy, CEO Operations  
M. O'Connell, Director of Production Control

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—  
—  
—

Attachments: 1 memo & 1 tabulation

TABULATION OF BIDS  
CONTRACT NO. 7670

F&D Calcium Hypochlorite Tablets

Bid Opening, 02/24/2020

Line Item Sh. Text Qty. in Base Unit	Material	Quot.: Bidder: Name: House No: Street: City: Region: Post Code: Item Text:	6000005290 100039 EAGLE CONTROL CORP 23 OLD DOCK RD YAPHANK NY 11980 Cashier's Check \$1,100.00
00010 15562 CALCIUM HYPOCHLORITE, 180 EA	TABLETS	Total Val.: Unit Price: Rank:	21,654.00 120.30 1
00020 15562 CALCIUM HYPOCHLORITE, 180 EA	TABLETS	Total Val.: Unit Price: Rank:	21,987.00 122.15 1
Total Quot.		Total Val.: Rank:	43,641.00 1

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received,  
02/24/2020  
for F&D Calcium Hypochlorite Tablets, 11:00 AM, prevailing time, Oakdale, New York


  
Marlon Torres, Purchasing Director

**SUFFOLK COUNTY WATER AUTHORITY**  
**Oakdale, Long Island, New York**

**I N T E R O F F I C E   C O R R E S P O N D E N C E**

**DATE:** February 22, 2021

**TO:** Jeffrey Szabo, CEO

**FROM:** Timothy J. Kilcommons, P.E., Chief Engineer/Director of R&D 

**SUBJECT:** Contract #7739, Furnishing & Delivery of Sixteen Advanced Oxidation Process (AOP) Treatment Systems

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Three bids were received as shown in the table below:

Bidder	Total Bid Amount
Xylem Water Solutions USA, Inc, Charlotte, NC	<b>\$2,641,645 (as corrected)*</b> , average price of \$165,103/system
Calgon Carbon UV Technologies LLC, Coraopolis, PA	\$4,468,921, average price of \$279,308/system
Phillip Ross Industries (PRI), Melville, NY	\$8,840,000, average price of \$552,500/system

\*The Xylem amount on the bid sheet was \$2,495,000. This number did not include the required 2-year service agreement which was submitted at the time of bid in the amount of \$146, 645 bringing the total to \$2,641,645 as shown above.

Note that Xylem and Calgon are manufacturers bidding directly on this contract; PRI is proposing to utilize Trojan UV Flex systems.

This contract is vital to SCWA's efforts to comply with new NYS regulations for 1,4 dioxane levels. It proposes to purchase sixteen AOP Treatment Systems. A separate mechanical installation contract will be bid at a later date to install these systems and these two contracts together will make up the projects for the grants awarded to SCWA in an amount not to exceed \$13,500,000 under the New York State Infrastructure Improvement Act (WIIA).

The Engineering AOP design team conducted a thorough review of the proposal submitted by Xylem. A copy of their terms and conditions was reviewed by SCWA's Legal team. As a result of the review, two video conference calls were held with Xylem's team. The meetings were attended by the Engineering design team, Chief Engineer, Purchasing Director, and the Deputy CEO for Operations.

Xylem answered all the review team's technical questions and submitted answers to Legal department concerns to SCWA's satisfaction. A series of follow-up technical questions is being sent to Xylem today and must also be answered in a satisfactory manner for award of this contract. If the answers have not been received and reviewed

by the time of the Board meeting, then recommendation of award would be contingent upon receiving a satisfactory response.

SCWA has pioneered the use of AOP systems for the destruction of 1,4 dioxane in New York, constructing the first system of its kind in NY at our Commercial Blvd, Central Islip pump station. That system is a Trojan UV product known as a Phox system. Trojan has since introduced a new design known as the Flex system, proposed by PRI for this contract. The design and operation of Xylem's AOP system seems similar to the Phox system at Commercial Blvd in the reactor shape and bulb placement so it is not wholly unfamiliar to SCWA. Further, SCWA's Engineering team piloted two types of AOP systems from Xylem under a grant from the Center for Clean Water Technology (CCWT).

The price bid by Xylem represents a savings of \$1,827,276 (40.9%) over the Calgon bid and \$6,198,355 (70.1%) over the Trojan systems submitted by PRI.bid. The systems as submitted comply with the contract specification, terms, and conditions (subject to the review of answers to our follow-up questions as outlined above).

**Recommendation:** It is the recommendation of the Engineering department that this project be awarded to the low bidder, Xylem Water Solutions, USA, Inc in the amount of \$2,641,645.

Cc: J. Pokorny, P.E.  
M. Torres  
S. Meyerdierks, J. Rocco



**SUFFOLK COUNTY WATER AUTHORITY**  
Oakdale, Long Island, New York

**INTEROFFICE CORRESPONDENCE**

**DATE:** February 11, 2021  
**TO:** Chairman/Board Members  
**FROM:** Jeff Szabo, Chief Executive Officer  
**SUBJECT:** Contract No. 7747 – Landscape & Lawn Maintenance - April 1, 2021 to December 15, 2021

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**Opened:** January 15, 2020 **Published:** December 21, 2020

**No. of Bids received:** 3 **Documents Sent:** 19

**Low Bidders:** **Del Graz Enterprise dba R & R Landscaping**  
(Office Locations: Coram, East Hampton, Oakdale, Great River)  
(Pump Stations: East Hampton)  
**Bid Amount: \$69,441 (estimated)**

**DGB Landscaping Inc.**  
(Office Locations: Brentwood, Hauppauge, Huntington, Bay Shore, 21 McKinney Ave.)  
(Pump Stations: Babylon, Bay Shore, Patchogue, Huntington, Smithtown, Port Jefferson)  
**Bid Amount: \$220,590 (estimated)**

**Recommendation:** Award to Low Bidders for Office Locations and Pump Station Areas, as noted above.

**Comments:** This contract is subject to New York State Prevailing Wage Rates and as such the unit pricing is consistent with the current wage rates in place at the time of bid submission. As per the Instruction to Bidders; Office locations (Type A sites) will be awarded on an individual basis, Pump Stations (Type B Sites) locations will be awarded per group based on the bid submitted. The choice of Pump Station locations to be awarded shall be at the Authority's discretion.

**The Authority has experience with DGB Landscaping Inc., (Contract# 7504, #7646 [Snow removal]), and R & R Landscaping (Contract# 7593 & 7504), performance has been satisfactory for the two contractors.**

**Reviewed by:**

Jeff Szabo, Chief Executive Officer     —  
M. Torres, Purchasing Director       —  
D. Mancuso, Chief Human Resources Officer     —  
J. Kleinman, Director of General Services     —

**Attachments:** 1 Memo, 1 Tabulation, List of Firms Invited to Bid

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 10 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Offices Sites	6000004712 10 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Offices Sites	6000004711 10 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Offices Sites
10 3000670 LANDSCAPING SERVICE - BRENTWOOD 18 EA	Total Val.: Unit Price: Rank:	No Bid	1,251.00 69.50 1	1,440.00 80.00 2
20 3000671 LANDSCAPING SERVICE - CORAM 35 EA	Total Val.: Unit Price: Rank:	No Bid	No Bid	5,075.00 145.00 1
30 3000672 LANDSCAPING SERVICE - EAST HAMPTON 35 EA	Total Val.: Unit Price: Rank:	No Bid	No Bid	6,125.00 175.00 1
40 3000674 LANDSCAPING SERVICE - HAUPPAUGE 35 EA	Total Val.: Unit Price: Rank:	No Bid	2,199.75 62.85 1	2,800.00 80.00 2
50 3000675 LANDSCAPING SERVICE - HUNTINGTON 35 EA	Total Val.: Unit Price: Rank:	No Bid	2,502.50 71.50 1	4,900.00 140.00 2
60 3000676 LANDSCAPING SERVICE - OAKDALE 35 EA	Total Val.: Unit Price: Rank:	No Bid	No Bid	8,225.00 235.00 1
70 3000669 LANDSCAPING SERVICE - BAY SHORE 35 EA	Total Val.: Unit Price: Rank:	No Bid	2,625.00 75.00 1	4,725.00 135.00 2
80 3000673 LANDSCAPING SERVICE - GREAT RIVER 35 EA	Total Val.: Unit Price: Rank:	No Bid	No Bid	4,025.00 115.00 1
90 3003736 21 MCKINNEY AVE NORTHPORT 35 EA	Total Val.: Unit Price: Rank:	No Bid	2,590.00 74.00 1	5,250.00 150.00 2
Total Services	Val.: Rank:		11,168.25 11,168.25 1	42,565.00 23,450.00 2

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 10 101929 SCHADEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Offices Sites	6000004712 10 106367 DEB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Offices Sites	6000004711 10 100145 R & R LANDSCAPING 469 LAKELAND AVE SAVVILLE NY 11782 Bond Offices Sites
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CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Offices Sites, 11:00 AM, prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director

**TABULATION OF BIDS**  
**CONTRACT NO. 7504**

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 20 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Babylon Sites Group A	6000004712 20 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Babylon Sites Group A	6000004711 20 100145 R & R LANDSCAPING 469 LAKELAND AVE SAVILLE NY 11782 Bond Babylon Sites Group A
10 3000679 LANDSCAPING SERV - GRP A STA - BABYLON 1 AU	Total Val.: Unit Price: Rank:	No Bid	1 29,902.00 29,902.00	2 35,312.00 35,312.00
Total Services	Val.: Rank:		1 29,902.00 29,902.00	2 35,312.00 0.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Babylon Sites Group A, 11:00 AM, prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 30 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Bay Shore Group B	6000004712 30 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Bay Shore Group B	6000004711 30 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Bay Shore Group B
10 3000680 LANDSCAPING SERV - GRP B STA - BAY SHOR 1 AU	Total Val.: Unit Price: Rank:	No Bid	1 34,933.00 34,933.00	2 39,112.00 39,112.00
Total Services	Val.: Rank:		1 34,933.00 34,933.00	2 39,112.00 0.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Bay Shore Group B. 11:00 AM prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 80 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 East Hampton Group H	6000004712 80 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond East Hampton Group H	6000004711 80 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond East Hampton Group H
10 3000686 LANDSCAPING SERV - GRP H STA - E HAMPTO 1 AU	Total Val.: Unit Price: Rank:	No Bid	No Bid	1 42,608.00 42,608.00
Total Services	Val.: Rank:			1 42,608.00 42,608.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for East Hampton Group H, 11:00 AM, prevailing time, Oskdale, New York

  
Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City: State: Zip Code: Item Text: Description:	6000004713 50 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Huntington Group D	6000004712 50 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Huntington Group D	6000004711 50 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Huntington Group D
10 3000682 LANDSCAPING SERV - GRP D STA - HUNTINGT 1 AU	Total Val.: Unit Price: Rank:	No Bid	29,788.00 29,788.00 1	33,776.00 33,776.00 2
Total Services	Val.: Rank:		29,788.00 29,788.00 1	33,776.00 0.00 2

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Huntington Group D, 11:00 AM, prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City: State: Zip Code Item Text: Description:	6000004713 40 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Patchogue Group C	6000004712 40 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Patchogue Group C	6000004711 40 100145 R & R LANDSCAPING 469 LAKELAND AVE SAVVILLE NY 11782 Bond Patchogue Group C
10 3000681 LANDSCAPING SERV - GRP C STA - PATCHOGU 1 AU	Total Val.: Unit Price: Rank:	45,993.60 45,993.60 2	42,020.00 42,020.00 1	47,120.00 47,120.00 3
Total Services	Val.: Rank:	45,993.60 0.00 2	42,020.00 42,020.00 1	47,120.00 0.00 3

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Patchogue Group C, 11:00 AM, prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director



TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 70 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Port Jefferson Group F	6000004712 70 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Port Jefferson Group F	6000004711 70 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Port Jefferson Group F
10 3000684 LANDSCAPING SERV - GRP F STA - PORT JEF 1 AU	Total Val.: Unit Price: Rank:		43,048.00 43,048.00 1	48,800.00 48,800.00 2
Total Services	Val.: Rank:		43,048.00 43,048.00 1	48,800.00 0.00 2

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Port Jefferson Group F, 11:00 AM, prevailing time, Oakdale, New York

  
Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 60 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Smithtown Group E	6000004712 60 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Smithtown Group E	6000004711 60 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Smithtown Group E
10 3000683 LANDSCAPING SERV - GRP E STA - SMITHTOWN 1 AU	Total Val.: Unit Price: Rank:	26,352.00 26,352.00 2	24,503.00 24,503.00 1	27,288.00 27,288.00 3
Total Services	Val.: Rank:	26,352.00 0.00 2	24,503.00 24,503.00 1	27,288.00 0.00 3

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Smithtown Group E, 11:00 AM, prevailing time, Oakdale, New York

Marlon Torres, Purchasing Director

TABULATION OF BIDS  
CONTRACT NO. 7504

Landscape and Lawn Maintenance at Various Authority Sites

Bid Opening, 02/07/2018

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000004713 90 101929 SCHANDEL CLEAN UPS PO BOX 118 YAPHANK NY 11980 Bank Check \$4,812.25 Southold Group I	6000004712 90 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 Bond Southold Group I	6000004711 90 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 Bond Southold Group I
10 3000687 LANDSCAPING SERV - GRP I STA - SOUTHOLD 1 AU	Total Val.: Unit Price: Rank:	23,900.00 23,900.00 1	No Bid	27,872.00 27,872.00 2
Total Services	Val.: Rank:	23,900.00 23,900.00 1		27,872.00 0.00 2

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/07/2018  
for Southold Group I, 11:00 AM, prevailing time, Oakdale, New York

  
Marion Torres, Purchasing Director

**SUFFOLK COUNTY WATER AUTHORITY**

**Oakdale, Long Island, New York**

**INTEROFFICE CORRESPONDENCE**

**DATE:** February 18, 2021  
**TO:** Chairman/Board Members  
**FROM:** Jeff Szabo, Chief Executive Officer  
**SUBJECT:** Contract No. 7748 - Construction of a 20" x 10" Diameter Well (No. 2A), Commercial Avenue Well Field, Brentwood

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**Opened:** February 2, 2021 **Published:** December 30, 2020

**No. of Bids received :** 5 **Documents Sent:** 7

**Low Bidder:** Steffen Drilling LLC  
**Bid Amount:** \$449,000

**Recommendation:** Award to Low Bidder

**Comments:** A total of five (5) bids were received from well drilling companies, bid pricing ranged from \$449,000 to \$749,888.

Bidder	Total Bid Amount
Steffen Drilling	\$449,000
Eagle Control Corp	\$528,900
Layne Christensen	\$548,817
A.C. Schultes Inc.	\$583,240
Delta Well and Pump Co	\$749,888

Total bid comparison to a similar / previous contract# 7711 (Construction of a 20" X 10" Diameter Well, 545 Feet, Spinney Road, amount: \$470,000), reflects a 4.7% difference.

Steffen Drilling LLC., is a new bidder in a category that has struggled with lack of competition over the years. Engineering and Purchasing held a video call with Steffen Drilling to discuss their bid and experience. As a result of the call, we are comfortable that they have the expertise and equipment to perform the work. References provided were contacted and the response was favorable.

The Engineering Department has reviewed the bid and recommends the award of this contract to Steffen Drilling LLC

Reviewed by:

Jeff Szabo, Chief Executive Officer  
M. Torres, Purchasing Director  
J. Pokorny, Deputy, CEO Operations  
T. Kilcommons, Chief Engineer & Director  
of Research & Engineering

Attachments: 1 memo & 1 tabulation, List of Firms Invited to Bid

TABULATION OF BIDS  
CONTRACT NO. 7748

Commercial Boulevard Well No. 2A Brentwood, Town of Islip, NY

Bid Opening: 02/02/2021

Line Item Service Qty	Est. Item: Bidders: Name: Address: City: State: Zip Code: Time Text: Description:	6000005591 10 107397 STEFFEN DRILLING, LLC PO BOX 278 GLASSBORO NJ 08028 Bid Bond 7748 Commercial Boulevard Well No. 2A	6000005592 10 100039 EAGLE CONTROL CORP 73 OLD DOCK RD YAHAWK NY 11980 Bid Bond 7748 Commercial Boulevard Well No. 2A	6000005593 10 102523 LAVNE CHRISTENSEN CO PO BOX 743609 LOS ANGELES CA 90074-3609 Bid Bond 7748 Commercial Boulevard Well No. 2A
10	Permanent 20" X 10" - Dia. Well to 440'			
1 EA	Unit Price:	416,000.00	498,700.00	504,537.00
Rank:		1	2	3
20	Clearing & Grading of Drill Site			
1 EA	Unit Price:	10,000.00	20,000.00	21,500.00
Rank:		1	3	5
30	Additional Drilling & Backfilling			
10 FT	Unit Price:	1,000.00	100.00	3,000.00
Rank:		4	1	5
40	Change in Depth of Permanent Well			
10 FT	Unit Price:	1,000.00	100.00	1,500.00
Rank:		4	1	5
50	Change in Quantity of Well Screen			
10 FT	Unit Price:	1,000.00	500.00	1,000.00
Rank:		4	1	4
60	Well Development by Surging			
1 EA	Unit Price:	2,000.00	500.00	500.00
Rank:		5	1	1
70	Well Dev. Simultaneous Surging/Pumping			
1 EA	Unit Price:	2,000.00	1,000.00	9,750.00
Rank:		3	1	5
80	Well Dev. by Air Impulse Technology			
3 DAY	Unit Price:	6,000.00	3,000.00	1,500.00
Rank:		4	2	1
90	Added or Deducted Test Pumping			
50.0 HR	Unit Price:	5,000.00	2,500.00	2,750.00
Rank:		4	1	2
100	Obtaining Cored Samples, Etc.			
10 EA	Unit Price:	2,000.00	500.00	780.00
Rank:		3	1	2
110	Chemical Treatment			
1 EA	Unit Price:	3,000.00	2,000.00	2,000.00
Rank:		5	1	1
Total Services	Val.:	449,000.00	528,900.00	548,817.00
Rank:		1	2	3

TABULATION OF BIDS  
CONTRACT NO. 7748

Commercial Boulevard Well No. 2A Brentwood, Town of Islip, NY

Bid Opening: 02/02/2021

Line Item Service Qty	Est. Item: Bidders: Name: Address: City: State: Zip Code: Time Text: Description:	6000005594 10 102571 A.C. SCHULTES INC 664 SOUTH EVERGREEN AVE WOODBURY HEIGHTS NJ 08097 Bid Bond 7748 Commercial Boulevard Well No. 2A	6000005595 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 ROCKYHILL CT 06867 Bid Bond 7748 Commercial Boulevard Well No. 2A
10	Total Val.:	557,440.00	706,138.00



Permanent 20" X 10" - Dia. Well to 440'	1 EA	Rank:	4	557,440.00	5	706,138.00
20						
Clearing & Grading of Drill Site	1 EA	Total Val.: Unit Price:		10,000.00 10,000.00		20,000.00 20,000.00
30						
Additional Drilling & Backfilling	10 FT	Total Val.: Unit Price:	1	500.00 50.00		500.00 50.00
40						
Change in Depth of Permanent Well	10 FT	Total Val.: Unit Price:	2	800.00 80.00		500.00 50.00
50						
Change in Quantity of Well Screen	10 FT	Total Val.: Unit Price:	3	500.00 50.00		500.00 50.00
60						
Well Development by Surging	1 EA	Total Val.: Unit Price:	1	1,000.00 1,000.00		500.00 500.00
70						
Well Dev. Simultaneous Surging/Pumping	1 EA	Total Val.: Unit Price:	4	1,000.00 1,000.00		4,500.00 4,500.00
80						
Well Dev. by Air Impulse Technology	3 DAY	Total Val.: Unit Price:	1	4,500.00 1,500.00		6,000.00 2,000.00
90						
Added or Deducted Test Pumping	50.0 HR	Total Val.: Unit Price:	3	3,500.00 70.00		6,250.00 125.00
100						
Obtaining Cored Samples, Etc.	10 EA	Total Val.: Unit Price:	3	2,000.00 200.00		3,000.00 300.00
110						
Chemical Treatment	1 EA	Total Val.: Unit Price:	1	2,000.00 2,000.00		2,000.00 2,000.00
Total Services		Val.: Rank:	4	583,240.00 13,500.00	5	749,888.00 3,000.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/02/2021 for 7748 Commercial Boulevard Well No. 2A, 11:00 AM, prevailing time, Oakdale, New York

Marlon Torres, Purchasing Director

**Contract No. 7748 – Construct a 20”X10” Dia. Well (No 2A) Approx. 400’ deep Commercial Blvd  
Brentwood**

**Pre Bid Date : January 19, 2021\*\*\*\*\*Bid Date: February 2, 2021**

**CONTRACT DOCUMENTS SENT TO:**

A.C. Schultes, Inc.	664 S. Evergreen Avenue	Woodbury Heights, NJ 08097 <a href="mailto:gusiv@acschultes.com">gusiv@acschultes.com</a>
Delta Well & Pump Co., Inc.	97 Union Avenue	Ronkonkoma, NY 11779 Attn: Christopher M. Okon <a href="mailto:chriso@deltawell.com">chriso@deltawell.com</a>
Dolphin Well & Pump	8 Inlet View	Bay Shore, NY 11706 <a href="mailto:dolphinwellpump@aol.com">dolphinwellpump@aol.com</a>
Eagle Control Corp.	23 Old Dock Road	Yaphank, NY 11980 <a href="mailto:spominski@eaglecontrol.com">spominski@eaglecontrol.com</a>
G.A. Fleet Associates	55 Calvert Street	Harrison, NY 10528 <a href="mailto:ddecastro@gafleet.com">ddecastro@gafleet.com</a> <a href="mailto:cakman@gafleet.com">cakman@gafleet.com</a>
Layne Christensen Co.	1126 Lincoln Avenue	Holbrook, NY 11741 <a href="mailto:Bob.grecki@layne.com">Bob.grecki@layne.com</a>
Pencol Contracting Corp.	33 E Merrick Rd. Suite # 2	Valley Stream, N.Y. 11580 <a href="mailto:Jay@pencol.net">Jay@pencol.net</a>

**Present at Bid Opening:**

Marlon Torres – Purchasing Director

Deena Lopresti – Purchasing Procurement Agent I

**EXHIBIT D****CONTACT INFO**  
**CONTRACT NO.** 7748

The purpose of this document is to clearly identify who has been delegated the authority to sign your Agreement / Offer or Contract on behalf of the named firm as well as identify pertinent company information. Pursuant to our policy, the only person(s) with the ability to delegate authority is an officer of the company. Therefore, please list the officers of the company. In addition please list those persons to whom authority has been delegated to sign, negotiate and/or administer your Agreement / Offer or Contract.

The full name and residence of all persons and parties interested in the foregoing bid as principals are as follows:

NAME / TITLE	ADDRESS
Francis G. Steffen - owner	12 woodland Ave Muller Hill NJ
Elizabeth Steffen - owner	12 woodland Ave Muller Hill NJ

**NOTE:** Give the first and last name in full, and in case of corporation, give the name of President, Vice-President, Treasurer, Secretary

Contractor:	Steffen Drilling LLC
Signature:	<i>[Signature]</i>
Name:	Francis G. Steffen

**PRINT OR TYPE NAME OF PERSON SIGNING BID**

**PLEASE CHECK IF APPLICABLE**

- ☐ **MINORITY OWNED BUSINESS**  
☐ **WOMAN OWNED BUSINESS**

Business Name:	Steffen Drilling LLC
Business Address of Contractor:	P.O. Box 278 Glassboro, N.J. 08028
Contact Person for Contract Follow-Up:	Francis G. Steffen
Business Contact Telephone:	347-445-7049
Cell Number:	347-445-7049
E-Mail Address:	francistrum@comcast.net
Fax Number:	856-417-3654





**Federal Employee Identification Number:** 272 647 576

**Suffolk County Department of Consumer Affairs License Number (If Applicable)**

**Date:** 2-2-2021

**SUFFOLK COUNTY WATER AUTHORITY**  
**Oakdale, Long Island, New York**

**INTEROFFICE CORRESPONDENCE**

DATE: February 4, 2021  
TO: Jeff Szabo, Chief Executive Officer  
FROM: Elizabeth Vassallo, Chief Financial Officer  
SUBJECT: **CHECK FREE PAY CORPORATION**

---

*Elizabeth Vassallo*

In 2007, the Board of Directors executed an agreement with Check Free Pay, a service that provides customers with the ability to pay their water bill with cash or money order at participating local stores. Over 3,000 customers utilize the service, which generates annual cash receipts of approximately \$300,000.

To continue with the agreement authorized by Board Resolution 030-01-2007 with Check Free Pay Corporation of Wallingford, Connecticut, SCWA will pay a \$1 fee per transaction.

If this meets with your approval, please include this on the Board Agenda for members' consideration at their next meeting on February 25, 2021.

EV:ms

FIN-21-016

**SUFFOLK COUNTY WATER AUTHORITY  
Oakdale, Long Island, New York**

**I N T E R O F F I C E   C O R R E S P O N D E N C E**

**DATE:** January 19, 2021  
**TO:** Tim Motz, Director of Communications  
**FROM:** Debbie Pfeiffer, Records Retention Officer  
**SUBJECT:** New Retention and Disposition Schedule for  
New York Local Government Records

---

New York State Archives revised and consolidated its local government records retention and disposition schedules. The result is a single, comprehensive retention schedule for all types of local governments: *Retention and Disposition Schedule for New York Local Government Records* or LGS-1.

LGS-1 will supersede and replace MI-1, which is the schedule currently in use by SCWA and other miscellaneous governments.

The following schedules are also replaced by LGS-1:

- *CO-2 Schedule* for use by counties (2006),
- *MU-1 Schedule* for use by cities, towns, villages, and fire districts (2003), and
- *ED-1 Schedule* for use by school districts, BOCES, County Vocational Education and Extension Boards, and Teacher Resource and Computer Training Centers (2004)

I am requesting that SCWA's Board of Directors adopt LGS-1 at its February 25, 2021 meeting.

The resolution is attached.

**Resolution Establishing Adoption of Retention and Disposition Schedule  
for New York Local Government Records (LGS-1)**

**RESOLVED**, by the Suffolk County Water Authority Board of Directors that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A:


(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**SUFFOLK COUNTY WATER AUTHORITY**  
**Oakdale, Long Island, New York**

**INTEROFFICE CORRESPONDENCE**

DATE: January 29, 2021  
TO: Distribution Listed Below  
FROM: Elizabeth Vassallo, Chief Financial Officer  
SUBJECT: **INTEREST RATE FOR SURCHARGE PAYMENTS**



---

Please be advised the annual interest rate on all applicable contracts for 2020 will be 3.09%. This rate reflects SCWA's most recent rate of borrowing in accordance with the May 2020 bond issuance.

Authorize a rate of borrowing for SCWA contracts on future bond issuances be changed to the total interest cost (TIC) of the bond issuance.

If you are in agreement, please include this on the Board Agenda for members' consideration, at their next meeting of February 25, 2021.

EV:ms

FIN-21-014

**SUFFOLK COUNTY WATER AUTHORITY  
OAKDALE**

**I N T E R O F F I C E   M E M O R A N D U M**

**DATE:**           February 18, 2021

**TO:**             Jeffrey W. Szabo, CEO

**FROM:**          Janice E. Tinsley, Deputy CEO of Customer Service

**SUBJECT:**       Request to Amend Imposition of Afterhours Fees and Add Services  
                  Subject to Such Fees

---

Customer Service is seeking to adjust the times certain afterhours fees are applicable. Additionally, permission is being requested to add same-day "move-in" (turn-on water service and capture initial meter reading) requests to the list of services subject to afterhours fees.

Currently, afterhours fees are imposed on certain same-day requests to restore water or change a meter. A request is considered "afterhours" when it is received after 5:00 pm M-F, after 4:00 pm on Saturdays, or all-day Sundays and holidays. Afterhours fees are not imposed on any services deemed to be SCWA responsibility, such as a leaking meter, main break, etc.

Current Afterhours Fee Structure:

Monday – Friday 5:00 PM - 8:00 PM.....	\$ 60.00
Weekdays after 8:00 PM, Saturdays after 4:00, Sundays & Holidays.....	\$ 200.00

On average, Customer Service completes several thousand work orders per week. Many of these orders are completed the same day as the initial request is received and without a service fee. On a limited basis, same-day service is also available for requests received afterhours between 5:00 pm - 7:45 pm (weekdays). These requests to restore service or to change a meter are subject to a \$60.00 "afterhours fee."

Customer Service also receives same day "move-in" requests. Move-in requests received prior to 3:00 pm are completed the same day. We also make every effort to fulfill requests received prior to 5:00 pm. However, if we are exceptionally busy, we will ask the customer if they can wait until the next day for the water to be turned-on. (Most customers do not move in the same day they close.) When a move-in is received after 5:00 pm, we ask the customer to wait until the following day for service to be connected or to pay the afterhours fee. Many customers opt to pay the fee.

Unfortunately, due to the proximity of the worker to the job location, same-day requests received after 5:00 pm are sometimes difficult to complete without incurring overtime. Service requests received after 6:30 pm are even more difficult to complete prior to the end of shift (8pm). Resultingly, overtime costs are incurred for a Customer Service Field Technician or Meter Reader Collector to complete the job at a rate much higher than the \$60.00 currently paid by the customer.

Therefore, Customer Service is hereby requesting permission to charge the higher afterhours fee, currently \$200.00, for same-day service requests received after 6:30 pm weekdays and 2:30 pm on Saturdays.

Proposed Afterhours Fee Structure:

Monday – Friday 5:00 PM - 6:30 PM.....	\$ 60.00
Weekdays after 6:30 PM, Saturdays after 2:30, Sundays & Holidays.....	\$ 200.00

If this meets with your approval, please place this request on the next agenda of the Board.

SUFFOLK COUNTY WATER AUTHORITY  
Oakdale, Long Island, New York

INTEROFFICE CORRESPONDENCE

DATE: February 18, 2021  
TO: Jeff Szabo, Chief Executive Officer  
FROM: Michael O'Connell, Director of Production Control  
SUBJECT: Procurements of Laptop Vehicle Mounts and Appurtenances for Production Control

---

The Production Control Department seeks approval from the Board to utilize U.S. General Services Administration (GSA Advantage) Contracts to acquire the following products / services from vendors / contractors:

The purchase of laptop vehicle mounts and appurtenances for the Authority's vehicles from Island Tech Services of Ronkonkoma, New York, in the amount of **\$38,725.66**. This equipment will be installed in Production Control vehicles for securing mobile computing devices as part of the implementation of the SCWA Mobile Workforce Management System.

The above referenced contracts have been competitively bid and are in compliance with NY State Finance Law, GML 103 and NY State Procurement Guidelines. **Purchasing has solicited three (3) vendors for quotes utilizing GSA Advantage contract pricing per the NY State Contract Guidelines to obtain the most favorable pricing.** Unit prices offered under the NYS / GSA Advantage Program are competitive.

Island Tech Services	\$38,725.66
Dana Safety Supply	\$42,334.00
CDW Government	\$44,531.03

**We respectfully request the Board to authorize the Authority to procure the products / services offered under the NYS and Purchasing Consortium Contracts for use by our Production Control Department, as noted above.**

Reviewed by:

Jeff Szabo, Chief Executive Officer  
M. Torres, Purchasing Director  
M. O'Connell, Director of Production Control

Attachment: 1 memo

HW\_GAMBER\_JOHNSON\_Q52

Quote #ITS045841NY  
v1



**Prepared by:**

**Ronkonkoma Office**

Robert Gronenthal  
980 S 2nd Street  
Ronkonkoma, NY 11779

P: 631.447.2442 x236

E:  
Robert@islandtechservices.co  
m

**Bill to:**

**Suffolk County Water  
Authority**

Deena Lopresti  
PO Box 38  
Oakdale, NY 11769

P: (631) 563-0354

E:  
Deena.Lopresti@SCWA.com

**Ship to:**

**Suffolk County Water  
Authority**

Deena Lopresti  
180 Fifth Ave  
Bay Shore, NY 11706

P: (631) 563-0354

E:  
Deena.Lopresti@SCWA.com

**Date Issued:**

**02.09.2021**

**Expires:**

**05.10.2021**

**Contract #:**

Products		Price	Qty	Ext. Price
CF-LNDDC120	LIND 120W 12-32V INPUT CAR ADAP	\$121.00	52	\$6,292.00
7160-0281	GJ - Ford F250 - F550 Super Duty Vehicle Base (2011-2016); F650-F750 (2011+)	\$85.15	36	\$3,065.40
7160-0554	GJ - Vehicle Base, Ford, F150 (2015+) & F250-F550 Super Duty (2017+) Trucks	\$88.60	10	\$886.00
7160-0537	GJ - 2015+ Ford Transit Vehicle Base	\$45.77	2	\$91.54
DS-146	GJ - Universal vehicle base for the International, Sterling and Freightliner trucks with bench seats	\$65.46	4	\$261.84
DS-Lower-9	GJ - 9" lower pole assembly	\$32.98	52	\$1,714.96
7160-0178	GJ - 7" Center Upper Pole	\$47.74	52	\$2,482.48
7160-0230	GJ - Adjustable Support Brace - Short	\$41.84	104	\$4,351.36
7160-0220	GJ - Mongoose 9" locking slide arm with 360 degree clevis	\$185.07	52	\$9,623.64
7160-0402	GJ - NotePad V-LT Universal Computer Cradle	\$191.47	52	\$9,956.44
Subtotal:				<b>\$38,725.66</b>

ITS Shipping		Price	Qty	Ext. Price
Shipping	Shipping	\$0.00	1	\$0.00
Subtotal:				<b>\$0.00</b>

Quote Summary	Amount
Products	\$38,725.66
Total:	<b>\$38,725.66</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING. PANASONIC & GETAC PRODUCTS ARE BUILT TO ORDER AND NOT RETURNABLE.



Acceptance

Ronkonkoma Office

Suffolk County Water Authority

Robert Gronenthal

Robert Gronenthal

Signature / Name

02/10/2021

Date

Signature / Name

Initials

Date



Office of Financial Services  
Purchasing Department

P.O. Box 38  
Oakdale, New York 11769-0901  
(631) 563-0354  
Fax: (631) 589-5268

**INQUIRY FOR PRICE**  
**THIS IS NOT AN ORDER**

<b>VENDOR:</b>	Dana Safety Supply, Inc.	<b>RFQ #:</b>	#10067315 #10067316
<b>ATTN:</b>	Benjamin Irvan	<b>REQUEST DATE:</b>	2/9/21
<b>PHONE #:</b>	800-847-8762	<b>NEEDED BY:</b>	2/12/21 @ 2:00 pm
<b>EMAIL:</b>	birvan@danasafetysupply.com	<b>VENDOR QUOTE #:</b>	

**DESCRIPTION:**

Suffolk County Water Authority (SCWA) is seeking quotes to provide and deliver Garmin Vehicle Mounts, Notebook Cradle and Vehicle Charger.

Delivery Address: Suffolk County Water Authority STORES - BAYSHORE 180 Fifth Ave, Bayshore NY, 11706

Please direct any questions regarding this solicitation to Deena Lopresti @ 631-563-0354. Prospective bidders are cautioned that all contacts regarding this solicitation may only be made with the Purchasing Agent identified above. Failure to adhere to this requirement may result in a bidder's disqualification from participation in this procurement.

Description/Part #	EST. QTY	UNIT PRICE/EA	TOTAL
CF-LNDDC120 - LIND 120W 12-32V Car Adapt	52	132.99	6,915.48
# 7160-0281 - Base	36	92.99	3,347.64
# 7160-0554 - Base	10	96.75	967.50
# 7160-0537 - Base	2	49.99	99.98
# DS-146 - Base	4	71.49	285.96
# DS-Lower-9 Lower Tube	52	36.01	1,872.52
# 7160-0178 - Upper Pole	52	52.14	2,711.28
# 7160-0230 - Support Brace	104	45.69	4,751.76
# 7160-0220 - Motion Attachment: Mongoose	52	202.10	10,509.20
# 7160-0402 - Laptop Mount - Notepad V	52	209.09	10,872.68
<b>Grand Total</b>			<b>\$ 42,334.00</b>

**Notes:**

\*Suffolk County Water Authority is tax exempt Number A-109779

\*Unit Bid Price is deemed to include cost of delivery, FOB Destination, inside delivery, and assembled, unless otherwise specified. Bid Price shall be a net price.

\*Bid Price shall remain firm for ninety (90) days after Bid Due Date. Bid submissions may not be withdrawn for ninety (90) days from Bid Due Date.

# QUOTE CONFIRMATION



DEAR DEENA LOPRESTI,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXJZ030	2/17/2021	#10067315 & #10067316	3431724	\$44,531.03

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">LIND - car power adapter - 120 Watt</a> Mfg. Part#: CF-LNDDC120HW UNSPSC: 39121006 Contract: MARKET	52	2974934	\$133.23	\$6,927.96
<a href="#">Gamber-Johnson - mounting component</a> Mfg. Part#: 7160-0554 UNSPSC: 31162313 Contract: MARKET	10	3551046	\$100.80	\$1,008.00
<a href="#">Gamber-Johnson - mounting component</a> Mfg. Part#: 7160-0537 UNSPSC: 31162313 Contract: MARKET	2	4364075	\$54.85	\$109.70
<a href="#">Gamber-Johnson - mounting component</a> Mfg. Part#: DS-LOWER-9 UNSPSC: 31162313 Contract: MARKET	52	2313382	\$36.96	\$1,921.92
<a href="#">Gamber-Johnson Center-Mounted Upper Pole - mounting component</a> Mfg. Part#: 7160-0178 UNSPSC: 31162313 Contract: MARKET	52	1627012	\$53.38	\$2,775.76
<a href="#">Gamber-Johnson Support Brace - mounting component</a> Mfg. Part#: 7160-0230 UNSPSC: 31162313 Contract: MARKET	104	1948673	\$47.51	\$4,941.04
<a href="#">Gamber-Johnson 7160-0220 - mounting component</a> Mfg. Part#: 7160-0220 UNSPSC: 31162313 Contract: MARKET	52	1847044	\$261.05	\$13,574.60
<a href="#">Gamber Johnson NotePad V-LT Universal Computer Cradle</a> Mfg. Part#: 7160-0402-03 Contract: MARKET	52	3632453	\$233.86	\$12,160.72

PURCHASER BILLING INFO	SUBTOTAL	\$43,419.70
------------------------	----------	-------------

<b>Billing Address:</b> SUFFOLK COUNTY WATER AUTHORITY ACCOUNTS PAYABLES 4060 SUNRISE HWY OAKDALE, NY 11769-1005 <b>Phone:</b> (516) 589-5200 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>SHIPPING</b>	\$1,111.33
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$44,531.03</b>
<b>DELIVER TO</b>	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	
<b>Shipping Address:</b> SCWA DEENA LOPRESI 180 5TH AVE BAY SHORE, NY 11706-6455 <b>Shipping Method:</b> UPS Ground (2 - 3 day)		

Need Assistance? CDW•G SALES CONTACT INFORMATION



Meghan Mercado

(855) 822-9410

megmerc@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at  
<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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**SUFFOLK COUNTY WATER AUTHORITY**  
**Oakdale, Long Island, New York**

**INTEROFFICE CORRESPONDENCE**

**DATE:** February 22, 2020  
**TO:** Jeff Szabo, CEO  
**FROM:** Steven Galante, Director of IT  
**SUBJECT:** *HP T1700 Plotter for CM*

---

The Water Authority is looking to purchase a replacement HP T1700 Plotter with 3 years of maintenance and support for the Construction Maintain Drafting Department. This plotter would cost \$5,687.00, including the maintenance and support. The existing plotter was purchased back in February of 2015 and is beyond repair.

We have purchased HP Plotters in the past, and to this day, they are serving well. Global Computer Systems was also able to come in lower than the competitive bidding process by New York State Gov by \$92.95.

Based on the above, it is in the Authority's best interest to proceed with the procurement of the HP Plotter from Global Computer Systems.

If you agree with my recommendation, please arrange to place this item on the February agenda for Board approval. If you have any questions regarding the above, please feel free to reach out.

**SUFFOLK COUNTY WATER AUTHORITY**  
**Oakdale, Long Island, New York**

**I N T E R O F F I C E   C O R R E S P O N D E N C E**

**DATE:** February 23, 2021

**TO:** Jeffrey W. Szabo, Chief Executive Officer

**FROM:** Donna Mancuso, Deputy CEO for Administration

**SUBJECT:   PARKING LOT RESTRIPIING – OAKDALE COMPLEX**

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The Facilities department recently restriped the parking lots in the Oakdale Complex including Administration, 4040 and 4050 Sunrise Highway and 3525 Sunrise Highway in Great River. There were 4 quotes obtained:

Skyline Striping- \$5,100.  
Huntington Paving Inc.- \$5,500.  
Parkline Asphalt Maintenance, Inc- \$6,856.  
CAC Contracting Corp- \$16,250.

As the lowest quote was \$5,100 it should have been presented to the Board for approval in accordance with our policy. This was just brought to my attention. I am requesting that the board confirm the action taken to issue a purchase requisition to Skyline Striping of Dix Hills, New York to restripe the parking lots in the amount of \$5,100.

Thank you for your consideration of this request.

cc:     J. Kleinman, Director of General Services

WHEREAS, the Public Authorities Reform Act of 2009 requires that the Audit Committee and Governance Committee have not less than three independent members, and

WHEREAS, the resignation of Mr. Mattera created a vacancy on the Authority's Audit Committee and Governance Committee; now, therefore, be it

RESOLVED, To appoint Ms. Gordon to serve as an Audit Committee Member; and be it

RESOLVED, To appoint Ms. Gordon to serve as a Governance Committee member.