

AGENDA

REGULAR MEETING ON FEBRUARY 24, 2022

3:00 P.M. AT OAKDALE, NEW YORK

PRESENTATION:

- Update to the 2025 Strategic Plan by Jeffrey Szabo

PUBLIC COMMENT

MINUTES FOR APPROVAL

1. Regular Meeting – January 27, 2022

CONTRACTS – RESCIND AWARD

2. Contract 7665 – Rescind award to Hach Company, in the amount of \$243,503 for the furnishing and delivery of products and equipment for water quality analysis.

CONTRACTS – EXTEND – ITEMS TO BE CONSIDERED ON CONSENT

Items 3a through 3c on agenda approved with one resolution on motion made by _____, duly seconded by _____, and unanimously carried.

- 3a. Contract 7667- for the tree pruning and removal at various Authority owned sites during the one-year period beginning April 1, 2022 – extend with Integrity Tree Care, Inc.
- 3b. Contract 7684- for the maintenance and installation of overhead garage doors at various Authority owned sites during the one-year period beginning May 1, 2022 – extend with Superior Overhead Door Inc.
- 3c. Contract 7732- for the testing of pumping equipment during the one-year period beginning March 1, 2022 – extend with Victor Elefante Technical Services Inc.

CONTRACTS – AWARD/REJECT

- 4a. Contract 7820- for the drilling of wells and test borings in Zone A.
- 4b. Contract 7821- for sampling of monitor and observation wells.
- 4c. Contract 7822 – for the supply of coconut shell based granular activated carbon (GAC Media) and related services during the one-year period beginning March 1, 2022.
- 4d. Contract 7823 – for the construction of well head enclosure buildings with precast concrete walls and wood frame roofs on existing foundations during the one-year period beginning April 1, 2022.
- 4e. Contract 7825 - for the furnishing and delivery of liquid blended phosphates during the one-year period beginning March 1, 2022.

- 4f. Contract 7826 – for the landscape and lawn maintenance at SCWA Westhampton and Southold sites during the eight-and-a-half-month period beginning April 1, 2022.

GENERAL

5. Special Services

- a) NewPoint/Phase II - Diversity, Equity, Inclusion and Belonging
 - i) Authorize NewPoint Strategies Phase II for the diversity, equity, inclusion and belonging training at a cost not to exceed \$90,000
 - ii) Authorize the CEO and SLT to negotiate and amend the proposal as seen fit.
- b) Town of Shelter Island – West Neck – Long Term Operations Agreement
 Authorize the extension of the short term agreement with the Town of Shelter Island through the referendum process and authorize the long-term agreement subject to review and approval of the legal department.

6. Equipment

- a) Laboratory Purchases of FIALab Instrument, Inc.
 Authorize the purchase of a FIALYZER – 1000 flow injection analyzer for the Laboratory from FIALab Instruments Inc in the amount of \$37,410.
- b) Laboratory Purchases of 40ml Vials
 Authorize the purchase of 40ml vials from Industrial Glassware in an amount not to exceed \$7,500.

7. Rules and Regulations

- a) Payment Plan – D’Amico House in Amagansett
 Authorize a payment plan for the Victor D’Amico Institute of Art in Amagansett, New York, for their surcharge and tapping fee costs in the amount of \$8,324 to be paid within 60 months (5 years).
- b) Dime Bank Accounts for Pine Barrens, LICAP and General Fund
 Authorize the transport of three accounts previously with Citibank to Dime Bank based on Citibanks exit from government services.

8. Conferences, Meetings and Seminars

- a) 2022 AMWA Water policy Conference
 Authorize the attendance of Daniel Dubois, Government Relations Coordinator at the AWWA Water Policy Conference in Washington D.C in the estimated amount of \$2,556.98.
- b) NYS AWWA Spring Meeting – Saratoga Springs NY
 Authorize the attendance of Production Control employees Michael Zobel and Kris Zimmer, Engineering Employee Ray Meyer, Construction Maintenance Employee Brendan Warner, and Deputy CEO for Operations Joseph Pokorny at the NYS AWWA Spring Meeting in Saratoga Springs, New York at an estimated cost of \$1,300 per attendee.

- c) CS Week Executive Summit, CS Week Conference 46
 - i) Authorize the attendance of Deputy CEO for Customer Service, Janice Tinsley and Director of Customer Service, Rich Reinfrank to attend CS Week Executive Summit in Phoenix Arizona from May 2-3 at an estimated cost of \$2,760 per person.
 - ii) Authorize the attendance of Contact Center Manager Gina Spaulding to attend CS Week Conference 46 in Phoenix Arizona at an estimated cost of \$2,607.
- d) Water Authorities Meeting, Saratoga Springs, NY
 Authorize the attendance of Jeff Szabo, CEO, Elizabeth Vassallo, Chief Financial Officer, and Joseph Pokorny, Deputy CEO for Operations at the SCWA-hosted Water Authorities Meeting in Saratoga Springs at an approximate cost of \$1,200.

INVOICES - To be paid from the Operating Fund:

9a.	<u>AMWA Membership Dues</u>	\$16,930.00
9b.	<u>Bond, Schoeneck & King, PLLC</u>	8,623.50
9c.	<u>Dvirka & Bartilucci</u>	5,465.50
9d.	<u>McCabe, Collins, McGeough, Fowler, Levine & Nogan, LLP</u>	10,223.21
9e.	<u>Sobel Pevzner, LLC</u>	16,554.25

NEXT MEETING – Scheduled for Thursday March 31, 2022, at 3:00 p.m. at Oakdale.

NEW BUSINESS & PUBLIC COMMENT

EXECUTIVE SESSION

REGULAR MEETING
SUFFOLK COUNTY WATER AUTHORITY
January 27, 2022
Hauppauge, New York

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

Jeffrey W. Szabo, Chief Executive Officer

The meeting was also attended by Counsel T. Hopkins and Counsel J. Milazzo and by Messrs. Blevins, Bova, Brady, Cecchetto, Dubois, Durk, Finello, Fuller, Galante, Given, Huber, Kilcommons, Kleinman, Litka, O'Connell, Pokorny, Rae, Reinfrank, Schneider, Swain, Wahl, Wallach, Warner and by Mmes. Cameron, Cetta, Hannan, Lowe, Mancuso, Palillo, Simson, Spaulding, Tinsley, and Vassallo.

B. Yatauro, President of Local 393 was also in attendance.

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

At 3:02 p.m. the Chairman called the meeting to order.

The public was advised by Patrick Brady, I.T. Manager, that they may speak during the public comment portion of the meeting by raising their hand in Zoom or dialing “*9” on the telephone.

Mr. Szabo announced the preparations for the upcoming storm and the safety measures taken to keep all staff safe. Mr. Szabo announced that if there were any change in plans, the Board Members would be notified.

Mr. Szabo then introduced Nick Swain, Safety Supervisor, and Paige Trombino, Environmental Health and Safety Coordinator to present an update on the 2021 Incident Trends. Ms. Trombino reviewed recordable incidents as well as incident rate calculations. Ms. Trombino reviewed trends between 2020 and 2021, as well as the incident breakdown by department and by month. Ms. Trombino and Mr. Swain continued by breaking down incidents by type, most

common incidents as well as what is being done to prevent these types of injuries in the future. Mr. Swain then elaborated on the training and education programs for the future.

Mr. Szabo then introduced Joe Pokorny, Deputy CEO for Operations to present on the West Neck Water System Long Term Agreement. Mr. Pokorny began by describing and demonstrating the service area. Mr. Pokorny reviewed the facilities and statistics, as well as the suggested improvements such as electrical improvements and water main replacement. Mr. Pokorny reviewed the proposed lease and operating agreements. Mr. Pokorny stated he expects to have a long-term agreement at the next board meeting.

Mr. Halpin then opened the meeting for public comment. Public comment was received by Barbara Yatauro, Union President, who stated that the Union is very pleased with the hard work, collaboration and training by the Safety Department to keep all staff safe. Ms. Yatauro also stated that she hopes consideration is being made to prepare for the storm to keep staff safe in travel. Mr. Hopkins stated he would be calling her tomorrow to review.

Mr. Halpin then presented the minutes of the regular meeting of December 23, 2021, for approval. On motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, the minutes of the regular meeting held on December 23, 2021, were approved.

Mr. Szabo then 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. Gordon, duly seconded by Ms. Mercado, and unanimously carried, it was

(001-01-2022) RESOLVED, To extend for the one-year period beginning March 1, 2022, Contract 7657 for the maintenance of SCADA antenna equipment with NW Management Inc., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend Contract 7665 for the furnishing and delivery of products and equipment for water quality analysis with Hach Company, in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning February 1, 2022, Contract 7668 for the supply of granular activated carbon (GAC) and related services with Carbon Activated Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning April 1, 2022, Contract 7669 for the maintenance of roofs 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 the one-year period beginning March 1, 2022, Contract 7672 for the furnishing, delivery and erection of new chain link fence and 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 the one-year period beginning February 1, 2022, Contract 7740B for the construction of asphalt driveway, paved yard areas and walkways (Eastern & Western Zones) with CAC Contracting Corp., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning February 1, 2022, Contract 7744 for the grading, material placement, clearing, excavating and miscellaneous sitework (Eastern Zone B – East of William Floyd Parkway) with D.F. Stone Contracting Ltd., in accordance with the specifications, terms and conditions of the contract.

RESOLVED, To extend for the one-year period beginning March 1, 2022, Contract 7745B for the reconditioning and/or redevelopment work of wells (Zone B – East of William Floyd Parkway) with Delta Well & Pump Co., in accordance with the specifications, terms and conditions of the contract.

Mr. Szabo then reviewed Contracts 7812, 7814-7819. Mr. Szabo recommended that these contracts be awarded/rejected in accordance with the letters of recommendation. On motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was

(002-01-2022) RESOLVED, that low bid received under Contract 7812 for the construction of a 20" x 10" well (No. 3A) at Third Avenue Well Field in Brentwood submitted by Layne Christensen Co. of Holbrook, 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 Five Hundred Thirty-Nine Thousand Nine Hundred Seventy-Three Dollars (\$593,973) 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. Gordon, duly seconded by Mr. Bishop, and unanimously carried, it was

(003-01-2022) RESOLVED, That the low bid received under Contract 7814 for the furnishing and delivery of thermoplastic meter vaults submitted by Bingham & Taylor of Culpeper, Virginia 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 Ninety-Five Thousand Six Hundred Forty-Nine Dollars (\$95,649), 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. Devine, duly seconded by Mr. Bishop, and unanimously carried, it was

(004-01-2022) RESOLVED, That the only bid received under Contract 7815 for the landscape and maintenance at Westhampton and Southold SCWA sites during the one-year period beginning April 1, 2022 submitted by Dom's Lawn Maker, Inc of Port Washington, New York be and hereby is rejected; this contract will re-bid in the future.

Upon further explanation by Tim Kilcommons, Chief Engineer, and on motion made by Ms. Mercado, duly seconded by Ms. Gordon, and unanimously carried, it was

(005-01-2022) RESOLVED, That the low bid received under Contract 7816 (Zone A – West of State Rd 112) for the electrical work at various Authority sites submitted by MMJ Electric Inc. of Pompano Beach, Florida 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 Seventy-Six Thousand One Hundred Nineteen and 95/100 Dollars (\$776,119.95), be and hereby is accepted; and be it

FURTHER RESOLVED, That the low bid received under Contract 7816 (Zone B – East of State Rd 112) for the electrical work at various Authority sites submitted by New York Trenchless of East 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 Seven Hundred Ninety-Six Thousand Seven Hundred Sixty-Three Dollars (\$796,763), 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. Devine, and unanimously carried, it was

(006-01-2022) RESOLVED, That the only bid received under Contract 7817 for the furnishing and delivery of cold water service meters submitted by Ferguson Enterprises of Bay Shore, New York, be and hereby is rejected; this contract will re-bid in the future.

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

(007-01-2022) RESOLVED, That the low bid received under Contract 7818 (Group I West) for the replacement of topsoil and grass seeding on state, county, town and village highways submitted by Green Velvet Landscape of Bay Shore, 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-One Thousand Eight Hundred Fifty Dollars (\$131,850), be and hereby is accepted; and be it

FURTHER RESOLVED, That the low bid received under Contract 7818 (Group II East) for the replacement of topsoil and grass seeding on state, county, town and village highways submitted by LLL Industries, Inc of Brookhaven, 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-Five Thousand One Hundred Six and 25/100 Dollars (\$165,106.25), be and hereby is accepted; and be it

FURTHER RESOLVED, That 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. Mercado, duly seconded by Ms. Devine, and unanimously carried, it was

(008-01-2022) RESOLVED, That the bid received under Contract 7819 for the furnishing and installation of new metal building, transport and re-assemble of existing metal building at the Middleville Road Pump Station submitted by Stalco Construction Inc. of Deer Park, 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 Eight Hundred Ninety-Eight Thousand Fifty Dollars (\$898,050), 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 then referred to special service agreements. Upon further explanation by Mike Litka, Chief Technology Officer, and on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(009-01-2022) RESOLVED, To renew and amend the agreement under RFP 1507 submitted by Kubra Data Transfers Ltd for the printing, imaging, mailing and electronic bill presentment and payment of billing systems during the period of February 1, 2022 to November 30, 2023 with an additional cost of Six Thousand Eight Hundred Dollars (\$6,800) for an increase in cost of consumable items; 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. Gordon, duly seconded by Mr. Bishop, and unanimously carried, it was

(010-01-2022) RESOLVED, To extend RFP 1563 for the radiological analysis of drinking water samples during the one-year period beginning January 1, 2022 with Gel Laboratories LLC of Charleston South Carolina; and that any Member and/or the Chief Executive Officer be and hereby is authorized to execute this agreement on behalf of the Authority.

Upon further explanation by Jeff Kleinman, Director of General Services, and on motion made by Mr. Bishop, duly seconded by Ms. Gordon, and unanimously carried, it was

(011-01-2022) RESOLVED, To award RFP 1575 for the architectural services in the Construction-Maintenance building program report to H2M Architects & Engineers of Melville, New York in the amount of Seventy-Nine Thousand Eight Hundred Fifty Dollars (\$79,850); 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 Ms. Devine, and unanimously carried, it was

(012-01-2022) RESOLVED, To amend the existing agreement with KUBRA, Inc of Piscataway, New Jersey to utilize the document template manager and letters application for a one-time fee of Fifteen Thousand Dollars (\$15,000); 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. Gordon, and unanimously

carried, it was

(013-01-2022) RESOLVED, To authorize the creation of a new Citibank account for the purpose of segregating funds for the Pine Barrens Credit Clearinghouse.

Mr. Szabo then referenced equipment requests. On motion made by Ms. Gordon, duly seconded by Mr. Bishop, and unanimously carried, it was

(014-01-2022) RESOLVED, To authorize the service agreement for 19 nitrate analyzer probes with Hach Company of Loveland, Colorado, for a one-year period beginning February 1, 2022, in the amount of Eighteen Thousand Four Hundred Eleven Dollars (\$18,411).

Upon further explanation by Kevin Durk, Director of Water Quality and Lab Services, and on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was

(015-01-2022) RESOLVED, To authorize the purchase of a robotic analyzer for the Laboratory from Skalar of Buford, Georgia in the amount of Sixty-Four Thousand Seven Hundred Fifty Dollars (\$64,750).

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

(016-01-2022) RESOLVED, to authorize the purchase of three promochrom systems from sole manufacturer and distributor, Promochrom of Richmond, British Columbia in the amount of One Hundred Thousand Dollars (\$100,000).

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

(017-01-2022) RESOLVED, To authorize the purchase of twelve 800 MHz radios and two charging banks from Integrated Wireless Tech, LLC of Holbrook, New York in the amount Forty-Eight Thousand Six Hundred Forty-Five and 84/100 Dollars (\$48,645.84).

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

(018-01-2022) RESOLVED, To authorize the purchase of eighty-five 12" blades and one hundred-ten 14" blades for the Construction Maintenance department from Patriot Diamond of Fort Lauderdale, Florida in the amount of Twenty-Five Thousand Four Hundred Seventy Five Dollars (\$25,475).

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

(019-01-2022) RESOLVED, To authorize the purchase of six Kushlan Plate Compactors from Grainger of Lake Forest, Illinois in the amount of Twenty-Seven Thousand Seven Hundred One and 10/100 Dollars (\$27,701.10).

Upon further explanation by Ms. Vassallo, Chief Financial Officer, and on motion made by Ms. Devine, duly seconded by Ms. Mercado, and unanimously carried, it was
(020-01-2022) RESOLVED, To authorize the following budget adjustments:

Decrease line item 045 – Replacement Wells by \$1,500,000.
Increase line item 035 – Developer Contracts by \$1,500,000.
Decrease line item 045 – Replacement Wells by \$100,000.
Increase line item 031 – Construction Contracts by \$100,000.
This will not impact the overall budget.

Mr. Szabo then referred to a Membership request. On motion made by Mr. Bishop, duly seconded by Ms. Gordon, and unanimously carried, it was
(021-01-2022) RESOLVED, To authorize the memberships in WaterISAC for a one-year period ending June 17, 2022 in the amount of Five Thousand Five Hundred Dollars (\$5,500).

Mr. Szabo reviewed the original invoices to be paid from the Operating Fund, and on motion made by Ms. Mercado, duly seconded by Mr. Bishop, and unanimously carried, it was
(022-01-2022) RESOLVED, That the following invoices be paid from the Operating Fund:

Bond, Schoeneck & King, PLLC	\$610.50
H2M Architects & Engineers	6,625.00
O'Connor, O'Connor Hintz & Deveney, LLP	7,284.90
Tighe & Bond Engineers	350.00

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 24, 2022, beginning at 3:00 p.m at the Oakdale Administration Building.

At this time, Mr. Halpin stated that the email inbox was checked for public comment. There was no public comment.

At 4:32 p.m., on motion made by Mr. Bishop, duly seconded by Ms. Devine, and unanimously carried, it was

(023-01-2022) RESOLVED, That the Members go into an Executive Session for the purpose of discussing litigation, personnel matters, and labor negotiations.

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

(024-01-2022) RESOLVED, To employ Hannah Pell, of Southampton, New York as Facilities Manager in the Facilities department at an annual salary of Ninety Thousand Dollars (\$90,000) effective upon successful completion of pre-employment physical and background check.

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

(025-01-2022) RESOLVED, To extend the employment agreement with Anthony Mancuso, Part-Time Structural Engineer in the Engineering Department at the current hourly rate of Sixty-Five (\$65)/hour; not to exceed Twenty-Five Thousand Dollars (\$25,000) annually.

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

(026-01-2022) RESOLVED, To promote Sabrina Cohn from Part Time Ecological Field Specialist in the Pine Barrens Department to Full Time Ecological Field Specialist at an annual salary of Sixty-Two Thousand Dollars (\$62,000).

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

(027-01-2022) RESOLVED, To employ John Marafino, of Patchogue, New York as Customer Growth Coordinator at an annual salary of One Hundred Five Thousand Dollars (\$105,000) effective upon successful completion of pre-employment physical and background check.

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

(028-01-2022) RESOLVED, To employ Stephen Jimenez, of East Northport, New York as Fleet Coordinator in the Transportation Department at an annual salary of Sixty Thousand Dollars (\$60,000) effective upon successful completion of pre-employment physical and background check.

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

(029-01-2022) RESOLVED, To employ Erich Horn Jr. of Kingston, New York as Squad Boss Seasonal (FFT1) in the Pine Barrens Department from February 15, 2022 to May 31, 2022, at an hourly rate of Twenty-One Dollars (\$21) effective upon completion of pre-employment physical and background check.

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

(030-01-2022) RESOLVED, To employ Taylor Kern as Prescribed Fire Crew Member Seasonal (FFT1) in the Pine Barrens Department from February 15, 2022 to May 31, 2022, at an hourly rate

of Nineteen and 50/100 Dollars (\$19.50) effective upon completion of pre-employment physical and background check.

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

(031-01-2022) RESOLVED, To employ Ronald Bagan of Oyster Bay, New York as Prescribed Fire Crew Member Seasonal (FFT1) in the Pine Barrens Department from February 15, 2022 to May 31, 2022, at an hourly rate of Nineteen and 50/100 Dollars (\$19.50) effective upon completion of pre-employment physical and background check.

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

(032-01-2022) RESOLVED, To employ Dane Jones, of Nesconset, New York as Director of Procurement in the Finance Department at an annual salary of One Hundred Fifteen Thousand Dollars (\$115,000) effective upon successful completion of pre-employment physical and background check.

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

(033-01-2022) RESOLVED, To employ Jessica Pino, of Lindenhurst, New York as HR Assistant in the Human Resources Department at an annual salary of Forty-Eight Thousand Five Hundred Dollars (\$48,500), effective upon successful completion of pre-employment physical and background check.

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

(034-01-2022) RESOLVED, To terminate the employment of Michael DiLeone, Employee Relations/Training Manager effective immediately.

As there was no further business to be considered, on motion made by Mr. Bishop, duly seconded by Ms. Mercado, the meeting was adjourned at 4:56 p.m.

Jane Devine, Secretary

SUFFOLK COUNTY WATER AUTHORITY
Oakdale, Long Island, New York

INTEROFFICE CORRESPONDENCE

DATE: February 17, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Extension of Contract No. 7667 – Tree Pruning & Removal at Various Authority Owned Sites
April 1, 2022, to March 31, 2023

Integrity Tree Care, Inc., by way of the attached letter, has agreed to extend the subject contract for a third year, representing the first of two possible one-year extensions.

Original contract award, January 2020, was for Option B: April 1, 2020, to March 31, 2022, in the estimated amount of \$62,775, Eastern Zone and \$62,775 Western Zone, estimated total \$125,550.

As of June 1, 2021 (FY22), approximately \$130,179 has been paid under the subject contract.

Integrity Tree Care, Inc., currently holds no other contracts.

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

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

Reviewed by:

Jeff Szabo, Chief Executive Officer
E. Vassallo, Chief Financial Officer
D. Mancuso, Deputy CEO for Administration
J. Kleinman, Director of General Services

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Attachments: 1 memo



Office of Financial Services
Purchasing Department

P.O. Box 38
Oakdale, New York 11769-0901
(631) 563-0334
Fax: (631) 589-5268

December 20, 2021

Integrity Tree Care, Inc.
55 Crosby St.
Sayville, NY 11782
Attn: Michael Kennedy

Re: Contract No. 7667 – Tree Pruning and Removal at Various Authority Owned Sites – Option B

Extension of Contract – April 1, 2022 – March 31, 2023

Dear Sir / Madam:

The subject contract expires March 31, 2022. In accordance with Section II, Paragraph 2.7, this contract may be extended for two (2) years, one (1) year increments at the same prices, if agreed upon in writing by both parties within sixty (60) days of the expiration of this Contract.

In order for this office to consider an extension, we ask your prompt acknowledgment in writing, that you are interested in accepting an extension of the current provisions of Contract No. 7667 or that you are not interested in such extension.

Please forward your written acknowledgment referencing Contract No. 7667, term of the extension and your agreement to maintain same prices to:

Suffolk County Water Authority, Attn: Purchasing, P.O. Box 38, Oakdale, NY 11769-0901, you can also email your response to Lisa.Hohenberger@SCWA.com

Again, if you choose not to extend, notify in writing to the above address.

Please respond by January 6, 2022.

NOTE: This letter does not constitute an offer of extension but merely confirms your interest in either extending the contract or terminating same. This letter does not constitute consent by this Department to extend the contract.

If the subject contract contains a Performance Bond or a Letter of Credit (Letter of Credit Expiration date shall be one-month past the contract expiration date), evidence of Bond renewal or a new Letter of Credit must be submitted for the new contract term to my office within thirty (30) days from notification that the contract has been extended.

Very truly yours,
SUFFOLK COUNTY WATER AUTHORITY

Lisa Hohenberger

Lisa Hohenberger, Procurement Agent III
LH/jc

mikethedon@gmail.com

Vassallo, Elizabeth

From: Hohenberger, Lisa
Sent: Thursday, January 27, 2022 12:36 PM
To: Vassallo, Elizabeth
Subject: FW: Contract No. 7667 - Integrity Tree Care, Inc. - Tree Pruning and Removal at Various Authority Owned Sites - Option B - Extension Letter

Hi Beth,

Re: Extension Letter February -
FYI – Not sure I sent it before...

Lisa Hohenberger
Senior Procurement Agent
Commercial Card Program Administrator
Suffolk County Water Authority
631 563 0249
lisa.hohenberger@scwa.com

From: Costa, Juanita <Juanita.Costa@SCWA.com>
Sent: Tuesday, December 21, 2021 8:34 AM
To: Hohenberger, Lisa <Lisa.Hohenberger@SCWA.com>
Cc: Vassallo, Elizabeth <Elizabeth.Vassallo@SCWA.com>; Cecchetto, Christopher <Christopher.Cecchetto@SCWA.com>; Kleinman, Jeffrey <Jeffrey.Kleinman@SCWA.com>; Bellone, Chad <Chad.Bellone@SCWA.com>; Congiusta, Catherine <Catherine.Congiusta@SCWA.com>
Subject: FW: Contract No. 7667 - Integrity Tree Care, Inc. - Tree Pruning and Removal at Various Authority Owned Sites - Option B - Extension Letter

Lisa,
FYI
Juanita

From: Mike Kennedy <mikethedon@gmail.com>
Sent: Monday, December 20, 2021 5:09 PM
To: Costa, Juanita <Juanita.Costa@SCWA.com>
Subject: Re: Contract No. 7667 - Integrity Tree Care, Inc. - Tree Pruning and Removal at Various Authority Owned Sites - Option B - Extension Letter

CAUTION: This email originated from outside of SCWA. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I intend to extend contract.

Sent from my iPhone

On Dec 20, 2021, at 3:48 PM, Costa, Juanita <Juanita.Costa@scwa.com> wrote:

The above subject contract is due to expire March 31, 2022. Attached is an offer of extension for the above subject contract. Please respond (as soon as possible) via email to: Lisa.Hohenberger@scwa.com if you intend/or not extend this agreement.

Thank you,
Juanita Costa
Purchasing Department
Phone: 631-563-0268

<image001.png>

<7667 - Integrity Tree Care, Inc.pdf>

SUFFOLK COUNTY WATER AUTHORITY
Oakdale, Long Island, New York

INTEROFFICE CORRESPONDENCE

DATE: February 17, 2022

TO: Chairman/Board Members

FROM: Jeff Szabo, Chief Executive Officer

SUBJECT: Extension of Contract No. 7684 – Maintenance & Installation of Overhead Garage Doors at Various Sites – **May 1, 2022, to April 30, 2023**

Superior Overhead Door Inc., by way of the attached letter, has agreed to extend the subject contract for a third year, representing the second of two possible one-year extensions.

Original contract award, April 2020, was in the total estimated amount of \$36,975.

As of June 1, 2021 (FY22), approximately \$18,957.63 has been paid under the subject contract.

Superior Overhead Door Inc. holds no other contracts.

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

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

Reviewed by:

Jeff Szabo, Chief Executive Officer
E. Vassallo, Chief Financial Officer
Donna Mancuso, Deputy CEO for Administration
J. Kleinman, Director of General Services

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Attachments: 1 memo,



Office of Financial Services
Purchasing Department

P.O. Box 38
Oakdale, New York 11769-0901
(631) 563-0334
Fax: (631) 589-5268

December 21, 2021

Superior Overhead Door, Inc.
309 Magnolia Drive
Selden, NY 11784
Attn: Thomas Santoro

Re: Contract No. 7684 – Maintenance and Installation of Overhead Garage-Type Doors, Roll-Up Doors & Inspection
& Maintenance of Dock Levelers at Various SCWA Sites

Extension of Contract – May 1, 2022 to April 30, 2023

Dear Sir / Madam:

The subject contract expires April 30, 2022. In accordance with Section II, Paragraph 2.8, this contract may be extended for two (2) years, one (1) year increments at the same prices, if agreed upon in writing by both parties within sixty (60) days of the expiration of this Contract.

In order for this office to consider an extension, we ask your prompt acknowledgment in writing, that you are interested in accepting an extension of the current provisions of Contract No. 7684 or that you are not interested in such extension.

Please forward your written acknowledgment referencing Contract No. 7684, term of the extension and your agreement to maintain same prices to: Suffolk County Water Authority, Att: Purchasing, P.O. Box 38, Oakdale, NY 11769-0901, you can also email your response to Lisa.Hohenberger@SCWA.com

Again, if you choose not to extend, notify in writing to the above address.

Please respond by January 6, 2021.

NOTE: This letter does not constitute an offer of extension but merely confirms your interest in either extending the contract or terminating same. This letter does not constitute consent by this Department to extend the contract.

If the subject contract contains a Performance Bond or a Letter of Credit (Letter of Credit Expiration date shall be one-month past the contract expiration date), evidence of Bond renewal or a new Letter of Credit must be submitted for the new contract term to my office within thirty (30) days from notification that the contract has been extended.

Very truly yours,

SUFFOLK COUNTY WATER AUTHORITY

Lisa Hohenberger

Lisa Hohenberger, Procurement Agent III
LH/jc

superioroverheaddoor@yahoo.com

SUPERIOR OVERHEAD DOOR, INC.

309 MAGNOLIA DRIVE, SELDEN, NY 11784

PHONE (631) 588-5700 FAX (631) 588-5709

December 28, 2021

Suffolk County Water Authority
Purchasing Department
P.O. Box 38
Oakdale, NY 11769-0901

Re: Extension of Contract #7684 – Maintenance and Installation of Overhead Garage Doors @ various SCWA sites – May 1, 2022 to April 30, 2023

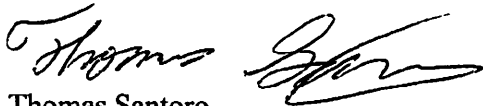
Dear Ms. Hohenberger,

We have received your letter dated December 21, 2021 regarding the above referenced contract.

Please be advised that Superior Overhead Door Inc. would gladly accept an extension of the current contract with Suffolk County Water Authority for Maintenance and Installation of Overhead Garage-Type Doors, Roll-Up Doors & Inspection & Maintenance of Dock Levelers @ various SCWA sites at the same terms, prices and conditions indicated within the original contract for an additional year commencing May 1, 2022.

If you have any questions please feel free to contact our office.

Thank you,



Thomas Santoro
Treasurer

TS/ks

7818 SUFFOLK COUNTY WATER AUTHORITY
Oakdale, Long Island, New York

INTEROFFICE CORRESPONDENCE

DATE: February 18, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Extension of Contract No. 7732 – Testing of Pumping Equipment
For the period March 1, 2022, to February 28, 2023 (Option to Extend)

Victor Elefante Technical Services, Inc., by way of the attached letter, has agreed to extend the subject contract for a second year, representing the first of two possible one-year extensions.

Original contract award, January 2021, was in the total estimated amount of \$52,500.

As of June 1, 2021, approximately \$43,468 has been paid under the subject contract.

Victor Elefante Technical Services, Inc. currently holds no additional contracts.

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

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

Reviewed by:

Jeff Szabo, Chief Executive Officer
E. Vassallo, Chief Financial Officer
J. Pokorny, Deputy, CEO Operations
T. Kilcommons, Chief Engineer & Director
of Research & Engineering

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Attachments: 1 memo

**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 17, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Contract No. 7820 – Drilling of Wells and Test Borings – Zone A

Opened: February 3, 2022 **Published:** January 6, 2022

No of Bids Received: 1

Low Bidder: Delta Well & Pump Co.
\$2,027,040

Comments: This is a rebid of contract 7798 which included Zone A & B. Zone B was awarded to Peconic Well.

Delta Well & Pump Co. holds one additional contract 7745 – Reconditioning and/or Redevelopment Work of Wells. As of June 1, 2021, purchase orders have been issued for Brecknock Wells 1 & 2, Water Road Well rehab, and Inlet 2A rehab expenditures have not been incurred.

A comparison of this bid and the previous test boring contract indicates a 40% increase.

Recommendation:
Award to Delta Wells & Pump Co.

Reviewed by:

Jeff Szabo, Chief Executive Officer
E. Vassallo, Chief Financial Officer
J. Pokorny, Deputy, CEO Operations
T. Kilcommons, Chief Engineer & Director of
Research & Engineering

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Attachments: 1 memo, 1 tabulation

**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 9, 2022

TO: Lisa Hohenberger, Senior Procurement Agent

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

SUBJECT: Contract No. 7820- Drilling of Wells and Test Borings - Zone A

One (1) bid was received as shown in the table below:

Bidder	Total Bid Amount
Delta Well & Pump Co.	\$2,027,040.00

A comparison of the low bid under this Contract with the previous Drilling of Wells and Test Boring Contract No. 7707 (Total \$1,443,815) held by Delta Well & Pump indicates an increase of \$583,225 or 40 %.

This is a rebid of Contract 7798 which included Zones A & B. Zone B was awarded at that time to Peconic Well (the only bid received) and no bids were received for Zone B. One contractor is not permitted to hold both zones and so Peconic Well could not bid contract #7820. Delta was the sole bidder and their pricing carries a similar increase over the previous pricing for Zone A (also held by Delta). Pricing in this zone reflects a 40% increase. It should be noted that the contract includes pricing for production wells, a type of work that we routinely put out to bid separately. Pricing between this contract and the separately bid contract is compared to result in the lowest possible cost to the Authority. It is recommended to award to Delta in the amount of \$2,027,040.

cc: J.M. Pokorny, P.E.
T, Fuller
S. Strom
File

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
10 3000462 MOB & DEMOB CLEARING AND GRADING EQUIP 5 EA	Total Val.: Unit Price: Rank:	12,500.00 2,500.00 1
20 3000463 CLEARING AND GRADING OF SITE 100.0 HR	Total Val.: Unit Price: Rank:	22,000.00 220.00 1
30 3000464 MOB. & DEMOB. SUPPLY WELL RIG & EQUIP. 2 EA	Total Val.: Unit Price: Rank:	5,000.00 2,500.00 1
40 3000465 DRILLING OF SUPPLY WELL 200 FT	Total Val.: Unit Price: Rank:	8,000.00 40.00 1
50 3000467 MOB/DEMOB MON. WELL RIG < 150 FT 2 EA	Total Val.: Unit Price: Rank:	6,000.00 3,000.00 1
60 3000466 MOB/DEMOB MON. WELL RIG > 150 FT 2 EA	Total Val.: Unit Price: Rank:	18,000.00 9,000.00 1
70 3000468 DRILLING OF MON. WELL 0 TO 150 FT DEEP 400 FT	Total Val.: Unit Price: Rank:	20,000.00 50.00 1
80 3000469 DRILLING OF MON. WELL > 150 FT DEEP 500 FT	Total Val.: Unit Price: Rank:	32,500.00 65.00 1
90 3000470 FURN/INSTALL PVC MON. WELL CASING 400 FT	Total Val.: Unit Price: Rank:	12,000.00 30.00 1
100 3000471 FURN/INSTALL PVC MON. WELL SCREEN	Total Val.: Unit Price:	3,000.00 30.00

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
100 FT	Rank:	1
110 3000472 TEST PUMPING OF MONITOR WELL 100.0 HR	Total Val.: Unit Price: Rank:	18,500.00 185.00 1
120 F & INSTALL LOCKING MONITOR WELL CASING 5 EA	Total Val.: Unit Price: Rank:	2,500.00 500.00 1
130 3000473 MOB/DEMOB REVERSE ROTARY TEST BORING RI 2 EA	Total Val.: Unit Price: Rank:	350,000.00 175,000.00 1
140 3000475 TEST DRILLING OR BORING - REVERSE ROTAR 1,500 FT	Total Val.: Unit Price: Rank:	225,000.00 150.00 1
150 3000479 OBTAINING CORED SAMPLES 60 EA	Total Val.: Unit Price: Rank:	15,000.00 250.00 1
160 3000480 PLACE/REMOVE NOM. 6" DIA. TEST SCREEN 8 EA	Total Val.: Unit Price: Rank:	200,000.00 25,000.00 1
170 3000481 ADD/DEDUCTED DEVELOPMENT PUMPING 80.0 HR	Total Val.: Unit Price: Rank:	800.00 10.00 1
180 3000482 TEST PUMPING OF SELECTED SCREEN AREAS 320.0 HR	Total Val.: Unit Price: Rank:	64,000.00 200.00 1
190 3001647 TRANS WATER SAMPLES TO LABORATORY 1,000 MI	Total Val.: Unit Price: Rank:	500.00 0.50 1
200		

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
3000483 MOB/DEMOB OF PRODUCTION WELL RIG 2 EA	Total Val.: Unit Price: Rank:	406,000.00 203,000.00 1
210 3000484 PRODUCTION WELL DRILLING REVERSE ROTARY 1,000 FT	Total Val.: Unit Price: Rank:	175,000.00 175.00 1
220 3000485 24" SCH. 20 STEEL WELL CASING 200 FT	Total Val.: Unit Price: Rank:	45,000.00 225.00 1
230 3000486 20" SCH. 20 STEEL WELL CASING 200 FT	Total Val.: Unit Price: Rank:	42,000.00 210.00 1
240 3000487 16" SCH. 30 STEEL WELL CASING 200 FT	Total Val.: Unit Price: Rank:	21,000.00 105.00 1
250 3000488 14" SCH. 30 STEEL WELL CASING 200 FT	Total Val.: Unit Price: Rank:	21,000.00 105.00 1
260 3000489 12" SCH. 30 STEEL WELL CASING 100 FT	Total Val.: Unit Price: Rank:	8,500.00 85.00 1
270 3000490 10" SCH. 40 STEEL WELL CASING 100 FT	Total Val.: Unit Price: Rank:	8,500.00 85.00 1
280 3000491 6" SCH. 40 STEEL WELL CASING 100 FT	Total Val.: Unit Price: Rank:	3,000.00 30.00 1
290 3000492 4" SCH. 40 STEEL WELL CASING 100 FT	Total Val.: Unit Price: Rank:	2,000.00 20.00 1

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
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300 3000493 16" NOM OR 14" PIPE SIZE S.S. SCREEN 70 FT	Total Val.: Unit Price: Rank:	24,500.00 350.00 1
310 3000494 10" ID OR 12" NOMINAL S.S. SCREEN 70 FT	Total Val.: Unit Price: Rank:	26,250.00 375.00 1
320 3000495 6" PIPE SIZE 30 FT	Total Val.: Unit Price: Rank:	3,000.00 100.00 1
330 3000496 4" NOMINAL 30 FT	Total Val.: Unit Price: Rank:	2,250.00 75.00 1
340 3000497 16" NEOPRENE K PACKER 1 EA	Total Val.: Unit Price: Rank:	1,500.00 1,500.00 1
350 3000498 12" NEOPRENE K PACKER 1 EA	Total Val.: Unit Price: Rank:	1,200.00 1,200.00 1
360 3000499 20" X 14" NEOPRENE K PACKER 1 EA	Total Val.: Unit Price: Rank:	2,500.00 2,500.00 1
370 20" X 12" 1 EA	Total Val.: Unit Price: Rank:	2,400.00 2,400.00 1
380 3000500 20" X 10" NEOPRENE K PACKER 1 EA	Total Val.: Unit Price: Rank:	3,000.00 3,000.00 1
390 3000501	Total Val.:	2,000.00

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
16" X 10" NEOPRENE K PACKER 1 EA	Unit Price: Rank:	2,000.00 1
400 3000502 10" X 6" NEOPRENE K PACKER 1 EA	Total Val.: Unit Price: Rank:	1,000.00 1,000.00 1
410 3003639 CONCENTRIC REDUCER 20" X 10" 1 EA	Total Val.: Unit Price: Rank:	1,200.00 1,200.00 1
420 3003640 CONCENTRIC REDUCER 12" X 10" 1 EA	Total Val.: Unit Price: Rank:	750.00 750.00 1
430 3003641 CONCENTRIC REDUCER 10" X 6" 1 EA	Total Val.: Unit Price: Rank:	500.00 500.00 1
440 3001665 14" SCH. 30 STEEL TAILPIPE 3 FT	Total Val.: Unit Price: Rank:	2,250.00 750.00 1
450 3001666 10" SCH. 40 STEEL TAILPIPE 3 FT	Total Val.: Unit Price: Rank:	1,950.00 650.00 1
460 3001667 6" SCH. 40 STEEL TAILPIPE 3 FT	Total Val.: Unit Price: Rank:	750.00 250.00 1
470 3000512 GRAVEL PACK 400 BAG	Total Val.: Unit Price: Rank:	16,000.00 40.00 1
480 3000513 GROUT SEAL 40 YD3	Total Val.: Unit Price: Rank:	34,000.00 850.00 1

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
490 3000503 DEVELOP PUMPING OF PROD. WELL < 500 GPM 100.0 HR	Total Val.: Unit Price: Rank:	20,000.00 200.00 1
500 3000504 DEVELOP PUMPING OF PROD. WELL < 1000 GP 150.0 HR	Total Val.: Unit Price: Rank:	30,000.00 200.00 1
510 3000505 DEVELOP PUMPING OF PROD. WELL > 1000 GP 150.0 HR	Total Val.: Unit Price: Rank:	30,000.00 200.00 1
520 3000506 DEVELOP SOLID OR HOLLOW SURGE BLOCK 2 EA	Total Val.: Unit Price: Rank:	1,000.00 500.00 1
530 3000507 DEVELOP SIMUL. SURGING AND PUMPING 2 EA	Total Val.: Unit Price: Rank:	9,000.00 4,500.00 1
540 3002931 Use of Air Impulse/Air burst Technology 3 DAY	Total Val.: Unit Price: Rank:	15,000.00 5,000.00 1
550 3000508 JETTING AND ASSOCIATED EQUIPMENT 8 EA	Total Val.: Unit Price: Rank:	16,000.00 2,000.00 1
560 3001668 CHEMICAL TREATMENT TURBIDITY 1 EA	Total Val.: Unit Price: Rank:	15,000.00 15,000.00 1
570 3000509 DOWNTIME 24.0 HR	Total Val.: Unit Price: Rank:	240.00 10.00 1
580 3000510 COLOR VIDEO LOG OF WELL	Total Val.: Unit Price:	9,000.00 3,000.00

TABULATION OF BIDS
CONTRACT NO. 7820

Drilling of Wells and Test Borings Zone A, Only

Bid Opening, 02/03/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005791 10 101709 DELTA WELL & PUMP CO INC PO BOX 1309 RONKONKOMA NY 11779 Bid Bond 7820 - Zone A w/o William Floyd Pkwy.
3 EA	Rank:	1
590 Caliper log of Well 3 EA	Total Val.: Unit Price: Rank:	4,500.00 1,500.00 1
600 3001670 PUMP SERVICE RIG 2 DAY	Total Val.: Unit Price: Rank:	3,000.00 1,500.00 1
Total Services	Val.: Rank:	2,027,040.00 2027,040.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received,
02/03/2022
for 7820 - Zone A w/o William Floyd Pkwy., 11:00 AM, prevailing time, Oakdale, New York

Lisa Holmberg
Senior Procurement Agent

DOCUMENTS TO:

A.C. Schultes, Inc.
Delta Well & Pump Co., Inc.
Dolphin Well & Pump
Eagle Control Corp.
G.A. Fleet Associates
Layne Christensen Co.
Peconic Well & Pump
Pencol Contracting Corp.
Steffen Drilling, LLC

Represented at Opening of Bids by:

L. Hohenberger, SCWA
S. Blevins, SCWA
C. Congiusta, SCWA

Addresses:

A.C. Schultes, Inc.
664 S. Evergreen Avenue
Woodbury Heights, NJ 08097
Attn: August C. Schultes, IV
856-845-5656
856-845-1335 – FX
609-970-1093 - Cell
gusiv@acschultes.com

Delta Well & Pump Co., Inc.
97 Union Avenue
Ronkonkoma, NY 11779
Attn: Christopher M. Okon
631-981-2255
631-981-2369 – FX
delta@deltawell.com
chris@deltawell.com

Dolphin Well & Pump
8 Inlet View
Bay Shore, NY 11706
631-581-6176
dolphinwellandpump@aol.com

Eagle Control Corp.
23 Old Dock Road
Yaphank, NY 11980
Attn: Stacie Pominski
631-924-1315
631-924-1012 – FX
spominski@eaglecontrol.com

G.A. Fleet Associates
55 Calvert Street
Harrison, NY 10528
ddecastro@gafleet.com
cakman@gafleet.com

Layne Christensen Co.
1126 Lincoln Avenue
Holbrook, NY 11741
Attn: Bob Grecki
631-218-0749
631-218-0805 – FX
Bob.grecki@layne.com

Peconic Well & Pump
P.O. Box 1009
Hampton Bays, NY 11946
Attn: Brian Schleicher
631-433-8312 (cell)

Pencol Contracting Corp.
33 E. Merrick Road
Suite # 2
Valley Stream, NY 11580
Jay@pencol.net

Steffen Drilling, LLC
P.O. Box 278
Glassboro, N.J. 08028
Francistrum@comcast.net

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

INTEROFFICE CORRESPONDENCE

DATE: February 17, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Contract 7821 – Sampling of Monitor and Observation Wells

Opened: February 2, 2022

Published: January 13, 2022

No of Bids Received: 2

Low Bidder: WRS Environmental Services
\$103,800

Bid Ranges: From \$103,800 to \$153,115

Comments: A comparison of the low bid with the previous contract held indicates an increase of 3.7%.

Recommendation: Award to Low Bidder as indicated

Reviewed by:

Jeff Szabo, Chief Executive Officer	—
E. Vassallo, Chief Financial Officer	—
J. Pokorny, Deputy, CEO Operations	—
T. Kilcommons, Chief Engineer & Director of Research & Engineering	—

Attachments: 1 memo, 1 tabulation

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 7, 2022

TO: Lisa Hohenberger, Senior Procurement Agent

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

SUBJECT: Contract No. 7821- Sample of Monitor and Observation Wells



Two (2) bids were received as shown in the table below:

Bidder	Total Bid Amount
WRS Environmental Services	\$103,800.00
Island Pump and Tank	\$153,115.00

A comparison of the low bid under this Contract with the previous Sample of Monitor and Observation Wells Contract No. 7603 held by WRS Environmental indicates a increase of \$3,400 or 3.7% (after comparison of adjusted quantities in line items 1 and 2).

Recommendation: WRS has held this contract for the previous three years and has provided excellent service. It is the recommendation of the Engineering department that this project be awarded to the low bidder, WRS Environmental in the amount of \$103,800.00.

cc: J.M. Pokorny, P.E.
T, Fuller
S. Strom
File

TABULATION OF BIDS
CONTRACT NO. 7821

Sampling of Monitor and Observation Wells for the Period 4/1/22 - 3/31/23

Bid Opening, 02/02/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005789 10 107008 WRS ENVIRONMENTAL SERVICES PO BOX 679586 DALLAS TX 75267-9586 Bid Bond 7821 - Sampling of Monitor Wells	6000005790 10 104534 ISLAND PUMP & TANK CORPORATION 40 DOYLE COURT EAST NORTHPORT NY 11731 Bid Bond 7821 - Sampling of Monitor Wells
10 3000543 MOB. & DEMOB. TO MONITOR WELL SITE 300 EA	Total Val.: Unit Price: Rank:	46,500.00 155.00 1	90,000.00 300.00 2
20 3000544 PUMPING & SAMPLING COLLECTION MON WELL 450.0 HR	Total Val.: Unit Price: Rank:	47,250.00 105.00 1	56,250.00 125.00 2 As Corrected
30 3000546 6" X 36" LOCKING MON WELL CASING 10 EA	Total Val.: Unit Price: Rank:	4,500.00 450.00 2	2,050.00 205.00 1
40 3000547 8" X 36" LOCKING MON WELL CASING 5 EA	Total Val.: Unit Price: Rank:	2,750.00 550.00 2	1,500.00 300.00 1
50 3000548 LOCKING MON WELL CASING BELOW GRADE 10 EA	Total Val.: Unit Price: Rank:	500.00 50.00 1	700.00 70.00 2
60 2" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	225.00 15.00 2	135.00 9.00 1
70 4" Dia. J-Plug 15 EA	Total Val.: Unit Price: Rank:	375.00 25.00 2	180.00 12.00 1
80 3000549 ADDITIONAL LABOR - MON WELL 20.0 HR	Total Val.: Unit Price: Rank:	1,700.00 85.00 1	2,300.00 115.00 2
Total Services	Val.:	103,800.00	153,115.00

TABULATION OF BIDS
CONTRACT NO. 7821

Sampling of Monitor and Observation Wells for the Period 4/1/22 - 3/31/23

Bid Opening, 02/02/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005789 10 107008 WRS ENVIRONMENTAL SERVICES PO BOX 679586 DALLAS TX 75267-9586 Bid Bond 7821 - Sampling of Monitor Wells	6000005790 10 104534 ISLAND PUMP & TANK CORPORATION 40 DOYLE COURT EAST NORTHPORT NY 11731 Bid Bond 7821 - Sampling of Monitor Wells
	Rank:	1 95,950.00	2 As Corrected 3,865.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/02/2022
for 7821 - Sampling of Monitor Wells, 11:00 AM, prevailing time, Oakdale, New York

Marlon Torres, Purchasing Director

DOCUMENTS TO:

A.C. Schultes, Inc.
Delta Well & Pump Co., Inc.
Dolphin Well & Pump
Eagle Control Corp.
EnSafe, Inc.
Island Pump and Tank Corp.
Long Island Environmental Assessment, Inc.
d/b/a Environmental Assessment & Remediation
Metro Environmental Services, LLC
RMC Equipment, LLC
WRS Environmental Services

Represented at Opening of Bids by:

L. Hohenberger, SCWA
S. Blevins, SCWA
C. Congiusta, SCWA

Addresses:

A.C. Schultes, Inc.
664 S. Evergreen Avenue
Woodbury Heights, NJ 08097
856-845-5656
856-845-1335 - FX

Delta Well & Pump Co., Inc.
97 Union Avenue
Ronkonkoma, NY 11779
Attn: Christopher M. Okon
631-981-2255
631-981-2369 – FX
631-300-8353 – Cell
delta@deltawell.com

Dolphin Well & Pump
8 Inlet View
Bay Shore, NY 11706
631-581-6176
dolphinwellpump@aol.com

Eagle Control Corp.
23 Old Dock Road
Yaphank, NY 11980
631-924-1315
631-924-1012 – FX
chuck@eaglecontrol.com
spominski@eaglecontrol.com

EnSafe, Inc.
5724 Summer Trees Drive
Memphis, TN 38134
Attn: Mike Zobel
901-372-7962
631-561-1340 – Cell
mzobel@ensafe.com

Island Pump and Tank Corp.
40 Doyle Ct.
E. Northport, NY 11731
Attn: Stanley Sucharski
631-462-2226
stans@islandpumpandtank.com

Long Island Environmental Assessment, Inc.
d/b/a
Environmental Assessment & Remediation
225 Atlantic Avenue
Patchogue, NY 11792
Attn: Jennifer Lawrence
631-447-6400
631-447-6497 – Fax
Lawrence@Enviro-Asmnt.com

Metro Environmental Services, LLC
208 Route 109, STE 106
Farmingdale, NY 11735
Attn: Shawn Healey
631-393-6655
631-393-6656 – FX
516-434-9489 – Cell
shealey@mesllc.org

RMC Equipment, LLC
11 Judith Pl.
East Islip, NY 11730
Attn: Robert L. Cicileo
631-277-9827
631-277-9827 - Fax
516-662-6903 – Cell
Pennzoilchevy@yahoo.com

WRS Environmental Services
17 Old Dock Road
Yaphank, NY 11980
Attn: Justin/ Walter
631-589-6521
631-924-8105 – FX
631-774-6682 – Cell
jhalpin@wrses.com

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

INTEROFFICE CORRESPONDENCE

DATE: February 17, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Contract 7822 – Supply of coconut Shell Based Granular Activated Carbon (GAC Media)
And Related Services. March 1, 2022 – February 28, 2023 (Option to Extend)

Opened: January 31, 2022 **Published:** January 18, 2022

No of Bids Received: 2

Low Bidder: Carbon Activated Corp.

Items 1-17 \$1,458,600

Bid Ranges: From \$1,458,600 to \$1,480,300

Comments: A comparison of prices to a previous contract 7738 indicates a price increase of 22.7 percent. The increase is caused by supply chain issues across numerous industries.


Recommendation: Award to Low Bidder as indicated

Reviewed by:

Jeff Szabo, Chief Executive Officer	—
E. Vassallo, Chief Financial Officer	—
J. Pokorny, Deputy, CEO Operations	—
T. Kilcommons, Chief Engineer & Director of Research & Engineering	—

Attachments: 1 memo, 1 tabulation

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 3, 2022
TO: Lisa Hohenberger - Senior Procurement Agent
FROM: Timothy J. Kilcommons, P.E., Chief Engineer 
SUBJECT: Contract No. 7822
Supply of Coconut Shell Based Granular Activated Carbon (GAC Media)
and Related Services for the Period March 1, 2022 through February 28,
2023 (With Option to Extend)

Recommendation:

Low Bidder: **Items Nos. 1 - 17**
Carbon Activated Corp
3774 Hoover Road
Blasdell, NY 14219
Estimated Annual Amount: \$1,458,600.00

Award To: Low Bidder as indicated.

Comments:

A comparison of prices for these Items to the previous Contract 7738 (3/1/21) indicates a price increase of 22.7 percent. The increase appears to be in keeping with global supply chain issues across numerous industries; competition supports the bid.

The recommended bidder has provided materials and/or services to the Authority. The recommended bidder appears capable of supplying the required materials in accordance with contract specifications. Therefore, it is recommended that the Contract be awarded as recommended above.

TJK:tl/attachments

cc: T. Kilcommons, P.E.
M. O'Connell
W.G. Fisher, P.E.

TABULATION OF BIDS
CONTRACT NO. 7822

Supply of Coconut Shell Based Granular Activated Carbon

Bid Opening, 01/31/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005788 10 104547 CARBON ACTIVATED CORP 3774 HOOVER ROAD BLASDELL NY 14219 Bid Bond 7822 - Coconut Shell Based GAC Media	6000005787 10 100747 NICHEM CO 750 FRELINGHUYSEN AVENUE NEWARK NJ 07114 Bid Bond 7822 - Coconut Shell Based GAC Media
10 3003025 GAC EXCHANGE COCONUT (20,000 LBS LOTS) 40 EA	Total Val.: Unit Price: Rank:	1,116,000.00 27,900.00 2	1,112,000.00 27,800.00 1
20 3003026 VIRGIN GAC, COCONUT (20,00 LBS LOTS) 6 EA	Total Val.: Unit Price: Rank:	167,400.00 27,900.00 2	166,800.00 27,800.00 1
30 3003027 REM/DISP SPENT COCONUT GAC (20,000 LBS) 4 EA	Total Val.: Unit Price: Rank:	12,000.00 3,000.00 1	12,000.00 3,000.00 1
40 3000234 TEMP GAC RELOCATION (20,000 LB. LOT) 2 EA	Total Val.: Unit Price: Rank:	7,600.00 3,800.00 2	7,200.00 3,600.00 1
50 3003029 GAC EXCHANGE, COCONUT (10,000 LB LOTS) 2 EA	Total Val.: Unit Price: Rank:	29,800.00 14,900.00 2	29,600.00 14,800.00 1
60 3003031 VIRGIN GAC, COCONUT (10,000 LB LOTS) 1 EA	Total Val.: Unit Price: Rank:	14,900.00 14,900.00 2	14,800.00 14,800.00 1
70 3003033 REM/DISP SPENT COCONUT GAC (10,000 LBS) 1 EA	Total Val.: Unit Price: Rank:	3,000.00 3,000.00 2	2,800.00 2,800.00 1
80 3003034 TEMP GAC RELOCATION (10,000 LB LOTS) 1 EA	Total Val.: Unit Price: Rank:	3,800.00 3,800.00 2	3,600.00 3,600.00 1
90			

TABULATION OF BIDS
CONTRACT NO. 7822

Supply of Coconut Shell Based Granular Activated Carbon

Bid Opening, 01/31/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005788 10 104547 CARBON ACTIVATED CORP 3774 HOOVER ROAD BLASDELL NY 14219 Bid Bond 7822 - Coconut Shell Based GAC Media	6000005787 10 100747 NICHEM CO 750 FRELINGHUYSEN AVENUE NEWARK NJ 07114 Bid Bond 7822 - Coconut Shell Based GAC Media
3000233 GAC EXCHANGE (2,000 LBS LOTS) 3 EA	Total Val.: Unit Price: Rank:	11,400.00 3,800.00 2	10,200.00 3,400.00 1
100 GAC MEDIA SUPPLY (2,000 LB. = 1 Lot) 1 EA	Total Val.: Unit Price: Rank:	3,400.00 3,400.00 2	3,100.00 3,100.00 1
110 SPENT GAC MEDIA REMOVAL (2,000 LB.=1 Lo 3 EA	Total Val.: Unit Price: Rank:	6,000.00 2,000.00 2	4,500.00 1,500.00 1
120 3000242 VIRGIN GAC LOADING DELAY 1 DAY	Total Val.: Unit Price: Rank:	700.00 700.00 2	500.00 500.00 1
130 3003035 EMERGENCY GAC MEDIA SPLY TURNAROUND 1 EA	Total Val.: Unit Price: Rank:	0 0 0	0 0 0
140 3001646 TANK LINING REPAIR 1 EA	Total Val.: Unit Price: Rank:	800.00 800.00 2	700.00 700.00 1
150 3001644 REPLACE FILTER NOZZLE (SET) 1 EA	Total Val.: Unit Price: Rank:	3,000.00 3,000.00 1	3,500.00 3,500.00 2
160 UNIT PRICE FOR "SPECIALTY A" GAC MEDIA 1 EA	Total Val.: Unit Price: Rank:	29,800.00 29,800.00 1	54,500.00 54,500.00 2
170	Total Val.:	49,000.00	54,500.00

TABULATION OF BIDS
CONTRACT NO. 7822

Supply of Coconut Shell Based Granular Activated Carbon

Bid Opening, 01/31/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005788 10 104547 CARBON ACTIVATED CORP 3774 HOOVER ROAD BLASDELL NY 14219 Bid Bond 7822 - Coconut Shell Based GAC Media	6000005787 10 100747 NICHEM CO 750 FRELINGHUYSEN AVENUE NEWARK NJ 07114 Bid Bond 7822 - Coconut Shell Based GAC Media
UNIT PRICE FOR "SPECIALTY B" GAC MEDIA 1 EA	Unit Price: Rank:	49,000.00 1	54,500.00 2
Total Services	Val.: Rank:	1,458,600.00 1 93,800.00	1,480,300.00 2 1367,800.00

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 01/31/2022
for 7822 - Coconut Shell Based GAC Media, 11:00 AM, prevailing time, Oakdale, New York

Rose Holmberg
Senior Procurement Agent

CONTRACT NO. 7822
Supply of Coconut Shell Based Granular Activated Carbon
(GAC Media) and Related Services
Bid Opening: January 31, 2022

CONTRACT DOCUMENTS SENT TO:

Advanced Carbon Systems	304 Blue Mountain Road	Saugerties, NY 12477 Attn: Chris Kent 845-704-7116 ckent104@yahoo.com
Carbon Activated Corporation	3774 Hoover Road	Blasdell, NY 14219 Attn: Chris Allen 716-821-7830 callen@activatedcarbon.com
Carbon Resources	P.O. Box 4444	Oceanside, CA 92052 760-630-5724 Sales@carbonresources.com
General Carbon Corp.	33 Paterson Street	Paterson, NJ 07501 Attn: Mickey O'Shea 973-523-2223 moshea@generalcarbon.com
George S. Coyne Chemical Co., Inc.	3015 State Street	Croydon, PA 19021-6997 Chris Miriello 215-785-3000 215-785-1585 bidadministration@coynechemical.com
Jacobi Carbons, Inc.	432 McCormick Blvd	Columbus, OH 43213 Attn: Linda Knepper 215-546-3900 215-546-9921 – FX 412-260-1012 – Cell linda.knepper@jacobi.net
Nichem Co.	750 Frelinghuysen Avenue	Newark, NJ 07114 973-399-9810 973-399-8818 - FX Peigeng Lu plu@nichem.com
Oxbow Activated Carbon LLC	2535 Jason Court	Oceanside, CA 92056 Attn: Briana Munoz 760-630-5724 briana.munoz@oxbow.com
SNR Technologies	20406 Autumn Shore Drive	Katy, TX 77450 Attn: Salil Sen 281-398-3828 snrtec@sbcglobal.net
Prominent Systems, Inc.	13095E Temple Avenue	City of Industry, CA 91746 Upali Indrasena 626-858-1888 626-628-3716 - FX paul@prominentic.com sales@advancedfiltration.com
CDC Publishing LLC	19 North St.	Morrisville, NY 13408 772-469-1486

		888-232-9441 - FX <u>jolney@cdnews.com</u> Janet Olney
Environmental Site Solutions, LLC	14450 Auston Pl	Anacortes WA 98221 <u>mike.tallering@envirositesolutions.com</u>

Present at Bid Opening:

L. Hohenberger, SCWA

S. Blevins, SCWA

Bid Evaluation Summary Table		Carbon Activated Contract No. 7738				Carbon Activated Contract No. 7822				
Item		Actual Quantity	Adjusted Quantity	Unit Rate \$	3/1/21 Coconut Actual Total	Adjusted Total	Quantity	Unit Rate \$	2/1/22 Coconut Total	% Change
1	GAC Exchange- 20,000#	40	40	22,250.00	890,000.00	890,000.00	40	27,900.00	1,116,000.00	25.4
2	Virgin GAC- 20,000#	6	6	22,250.00	133,500.00	133,500.00	6	27,900.00	167,400.00	25.4
3	Removal & Disposal of Spent GAC – 20,000#	4	4	3,000.00	12,000.00	12,000.00	4	3,000.00	12,000.00	0.0
4	Temporary GAC Relocation 20,000#	2	2	3,800.00	7,600.00	7,600.00	2	3,800.00	7,600.00	0.0
5	GAC Exchange- 10,000#	2	2	12,000.00	24,000.00	24,000.00	2	14,900.00	29,800.00	24.2
6	Virgin GAC- 10,000#	1	1	12,000.00	12,000.00	12,000.00	1	14,900.00	14,900.00	24.2
7	Removal & Disposal of Spent GAC – 10,000#	1	1	3,400.00	3,400.00	3,400.00	1	3,000.00	3,000.00	-11.8
8	Temporary GAC Relocation 10,000#	1	1	3,800.00	3,800.00	3,800.00	1	3,800.00	3,800.00	0.0
9	GAC Exchange 2,000#	3	3	3,400.00	10,200.00	10,200.00	3	3,800.00	11,400.00	11.8
10	Virgin GAC- 2,000#	1	1	2,500.00	2,500.00	2,500.00	1	3,400.00	3,400.00	36.0
11	Removal & Disposal of Spent GAC – 2,000#	3	3	2,500.00	7,500.00	7,500.00	3	2,000.00	6,000.00	-20.0
12	Virgin GAC Loading Delay	5	1	700.00	3,500.00	700.00	1	700.00	700.00	0.0
13	Emergency GAC Media Supply Turnaround	1	1	0.00	0.00	0.00	1	0.00	0.00	0.0
14	Minor Repair: Tank Lining Repair	1	1	800.00	800.00	800.00	1	800.00	800.00	0.0
15	Minor Repair: Replace Nozzle (Set)	1	1	3,000.00	3,000.00	3,000.00	1	3,000.00	3,000.00	0.0
16	Unit Price "Specialty A" GAC Media 20,000 lb Lot	1	1	29,800.00	29,800.00	29,800.00	1	29,800.00	29,800.00	0.0
17	Unit Price "Specialty B" GAC Media 20,000 lb Lot	1	1	45,000.00	45,000.00	45,000.00	1	49,000.00	49,000.00	8.9
				Actual Total	1,188,600.00	Adjusted Total 1,185,800.00	Total		1,458,600.00	22.7
Ave Chg										

Bid Evaluation Summary Table			Carbon Activated Contract			Carbon Activated Contract						
Item			No. 7738	3/1/21 Coconut		No. 7822	2/1/22 Coconut					
			Actual Quantity	Adjusted Quantity	Unit Rate \$	Actual Total	Adjusted Total	Quantity	Unit Rate \$	Total	% Change	
1	GAC Exchange- 20,000#		40	40	22,250.00	890,000.00	890,000.00	40	27,900.00	1,116,000.00	25.4	
2	Virgin GAC- 20,000#		6	6	22,250.00	133,500.00	133,500.00	6	27,900.00	167,400.00	25.4	
3	Removal & Disposal of Spent GAC – 20,000#		4	4	3,000.00	12,000.00	12,000.00	4	3,000.00	12,000.00	0.0	
4	Temporary GAC Relocation 20,000#		2	2	3,800.00	7,600.00	7,600.00	2	3,800.00	7,600.00	0.0	
5	GAC Exchange- 10,000#		2	2	12,000.00	24,000.00	24,000.00	2	14,900.00	29,800.00	24.2	
6	Virgin GAC- 10,000#		1	1	12,000.00	12,000.00	12,000.00	1	14,900.00	14,900.00	24.2	
7	Removal & Disposal of Spent GAC – 10,000#		1	1	3,400.00	3,400.00	3,400.00	1	3,000.00	3,000.00	-11.8	
8	Temporary GAC Relocation 10,000#		1	1	3,800.00	3,800.00	3,800.00	1	3,800.00	3,800.00	0.0	
9	GAC Exchange 2,000#		3	3	3,400.00	10,200.00	10,200.00	3	3,800.00	11,400.00	11.8	
10	Virgin GAC- 2,000#		1	1	2,500.00	2,500.00	2,500.00	1	3,400.00	3,400.00	36.0	
11	Removal & Disposal of Spent GAC – 2,000#		3	3	2,500.00	7,500.00	7,500.00	3	2,000.00	6,000.00	-20.0	
12	Virgin GAC Loading Delay		5	1	700.00	3,500.00	700.00	1	700.00	700.00	0.0	
13	Emergency GAC Media Supply Turnaround		1	1	0.00	0.00	0.00	1	0.00	0.00	0.0	
14	Minor Repair: Tank Lining Repair		1	1	800.00	800.00	800.00	1	800.00	800.00	0.0	
15	Minor Repair: Replace Nozzle (Set)		1	1	3,000.00	3,000.00	3,000.00	1	3,000.00	3,000.00	0.0	
16	Unit Price "Specialty A" GAC Media 20,000 lb Lot		1	1	29,800.00	29,800.00	29,800.00	1	29,800.00	29,800.00	0.0	
17	Unit Price "Specialty B" GAC Media 20,000 lb Lot		1	1	45,000.00	45,000.00	45,000.00	1	49,000.00	49,000.00	8.9	
			Actual Total			1,188,600.00	Adjusted Total 1,185,800.00	Total			1,458,600.00	22.7
			Ave Chg									

**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 17, 2022

TO: Chairman/Board Members

FROM: Jeff Szabo, Chief Executive Officer

SUBJECT: Contract 7823 – Construction of Well Head Enclosure Buildings with Precast concrete Walls and Wood Frame Roofs on Existing Foundations. April 1, 2022 – March 31, 2023
Option to Extend

Opened: February 4, 2022

Published: January 19, 2022

No of Bids Received: 3

Low Bidder: Pioneer Construction Company
\$929,000

Bid Ranges: From \$929,000 to \$1,623,600

Comments: A comparison of prices to a previous contract 7752, indicates a price increase of 22.6 percent.

Recommendation: Award to Low Bidder as indicated

Reviewed by:


Jeff Szabo, Chief Executive Officer	-
E. Vassallo, Chief Financial Officer	-
J. Pokorny, Deputy, CEO Operations	-
T. Kilcommons, Chief Engineer & Director of Research & Engineering	-

Attachments: 1 memo, 1 tabulation

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

DATE: February 10, 2022

TO: Lisa Hohenberger, Senior Procurement Agent

FROM: Timothy J. Kilcommons, P.E., Chief Engineer 

SUBJECT: Contract No. 7823
Construction of Well Head Enclosure Buildings
with Precast Concrete Walls and Wood Frame Roofs on Existing
Foundations for the Period April 1, 2022 through March 31, 2023
(With Option to Extend)

Recommendation:

Low Bidder: Pioneer Construction Company of Northport, Inc.
217 Woodbine Avenue
Northport, NY 11768

Total Amount: \$929,000.00

Award To: Low Bidder as indicated

Comments:

Three bids were received ranging from \$929,000 to \$1,623,600 with Pioneer Construction Company of Northport, Inc. (Pioneer) being the lowest bidder. The proposed price was compared to the previous Contract 7752 bid in February 2021 and it was calculated that there was an overall increase of 27.6%. The next low bidders' price was \$1,244,740 and considering the current economic and covid related climate it was anticipated there would be a significant price increase for this Contract.

Pioneer holds the current Well Enclosure Contract (Contract 7752) and has successfully completed all projects under that Contract in a satisfactory manner. Therefore, it is recommended that Pioneer be awarded Contract No. 7823.

TJK:tl/attachments

cc: J.M. Pokorny, P.E.
M. O'Connell
S. Meyerdierks
R. Meyer
J. White

TABULATION OF BIDS
CONTRACT NO. 7823

Well Head Enclosure Bldgs w/Precast Walls & Wood Frame Roofs 4/1/22- 3/31/23

Bid Opening, 02/04/2022

Line Item Service Sh. Text Qty	Quot. Item: Bidder: Name: Address: City State Zip Code Item Text: Description:	6000005792 10 105690 PIONEER CONSTRUCTION COMPANY 217 WOODBINE AVE NORTHPORT NY 11768 Bid Bond 7823 - Well Head Enclosure Buildings	6000005793 10 100176 LODUCA ASSOCIATES INC 113 DIVISION AVE BLUE PT NY 11715 Bid Bond 7823 - Well Head Enclosure Buildings	6000005794 10 105087 LASER INDUSTRIES, INC 1775 ROUTE 25 RIDGE NY 11961 Bid Bond 7823 - Well Head Enclosure Buildings
10 ENCL BLDG W/CONCRETE WALLS & WOOD ROOF 10 EA	Total Val.: Unit Price: Rank:	858,600.00 85,860.00 1	1,134,740.00 113,474.00 2	1,458,000.00 145,800.00 3
20 DBL DOORS & FRAMES & ASSOCIATED HARDWAR 10 EA	Total Val.: Unit Price: Rank:	70,400.00 7,040.00 1	110,000.00 11,000.00 2	165,600.00 16,560.00 3
Total Services	Val.: Rank:	929,000.00 929,000.00 1	1,244,740.00 0.00 2	1,623,600.00 0.00 3

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/04/2022
for 7823 - Well Head Enclosure Buildings, 11:00 AM, prevailing time, Oakdale, New York

Lisa F. D'Amico
Sr. Procurement Agent

Addresses:

Documents To:

Bensin Contracting, Inc.
East End Materials, Inc. d/b/a East End
Group
Essemce Enterprises, Inc.
KJB Industries, Inc.
Laser Industries, Inc.
LoDuca Associates, Inc.
Milcon Construction Corp.
More Consulting Corp.
Murtha Construction
Pioneer Construction Co. of Northport,
Inc.
S.J. Hoerning Construction, Inc

Represented at Opening of Bids by:

L. Hohenberger, SCWA
S. Blevins, SCWA
C. Congiusta, SCWA
S. Meyerdierks, SCWA
Chris Penders, Pioneer Construction of
Northport, Inc.
Nick Campisi, Laser Industries, Inc.
Sheryl Regan, LoDuca Associates, Inc.

Bensin Contracting, Inc.
652 Union Avenue
Holbrook, NY 11742
Attn: Sue Sanchez
631-758-7000
631-758-7219 – FX
631-758-7200 – Cell
sue.sanchez@bensincontracting.com

East End Materials, Inc. d/b/a East End Group
31 Old Dock Road
Yaphank, NY 11980
Attn: James Funfgeld
631-849-6464
631-849-6463 – FX
631-849-6464 – Cell
Estimating@eastendgroup.net

Essemce Enterprises, Inc.
PO Box 512
Remsenburg, NY 11960
Scott Christ
631-325-2119
631-325-6971 - FX
s.christ26@hotmail.com

KJB Industries, Inc.
58 Tyler Drive
Riverhead, NY 11901
Attn: Bob Panchak
631-727-5600
631-727-0577 – FX
631-774-7458 - Cell
kjbindustries@aol.com

Laser Industries, Inc.
1775 Route 25
Ridge, NY 11961
Attn: John Gulino
631-924-0644
631-924-3275 – FX
JohnG@Laserindustriesinc.com

LoDuca Associates
113 Division Avenue
Blue Point, NY 11715
631-567-3144
631-567-3371 – FX
631-875-0324 – Cell
www.loducagc.com
richard@loducagc.com

Milcon Construction corporation
142 Dale Street
West Babylon, NY 11704
JoAnn Petrullo
631-756-9530
jpetrullo@milconconstruction.com

More Consulting Corp.
19 Old Dock Road
Yaphank, NY 11980
Attn: Brian J. Morrell
631-924-1414
516-790-7275 Cell
631-924-5514 – FX
office@morecontracting.com

Murtha Construction
1100 Prospect Avenue
West Islip, NY 11795
631-422-4922
info@murthaconstruction.com

Pioneer Construction Co. of Northport, Inc.
217 Woodbine Avenue
Northport, NY 11768
Attn: Chris Penders
631-757-3989
631-757-5360 – FX
631-838-3302
pioneer.northport@gmail.com

S.J. Hoerning Construction, Inc.
1471 Fifth Avenue
Bay Shore, NY 11706
631-206-1676
631-968-0344 - FX
joe@sjhoerning.com
Brian@sjhoerning.com

SUFFOLK COUNTY WATER AUTHORITY
Oakdale, Long Island, New York

INTEROFFICE CORRESPONDENCE

DATE: February 17, 2022
TO: Chairman/Board Members
FROM: Jeff Szabo, Chief Executive Officer
SUBJECT: Contract No. 7825 – Furnishing & Delivery of Liquid Blended Phosphates
March 1, 2022, to February 28, 2023.

Opened: February 11, 2022 **Published:** January 25, 2022

No. of Bids received: 2

Low Bidder: Carus Corporation
Bid Amount: \$357,200

Bid Range: From \$ 357,200 to \$496,400

Recommendation: Award to Low Bidder

Comments:

Carus Corporation holds contract 7581-F & D Liquid Blended Phosphates, expires February 28, 2022. As of June 1, 2021, the Authority has paid approximately \$133,124.

The bid was compared to previous contract 7581 bid January 2019. Price per gallon has gone up from \$4.67 per gallon to \$8.93. COVID-19 lockdowns that led to supply chain issues ultimately causing the continuous price increase since 2020.

Carus Corporation has in the past held Authority contracts for this product. They have performed in a satisfactory manner.

Competition supports the low bid.

Reviewed by:

Jeff. Szabo, Chief Executive Officer	—
E. Vassallo, Chief Financial Officer	—
J. Pokorny, Deputy CEO Operations	—
M. O'Connell, Director of Production Control	—

Attachments: 1 memo, 1 tabulation

TABULATION OF BIDS
CONTRACT NO. 7825

F & D of Liquid Blended Phosphates

Bid Opening, 02/11/2022

Line Item Sh. Text Qty. in Base Unit	Material	Quot.: Bidder: Name: House No: Street: City: Region: Post Code: Item Text:	6000005797 104258 CARUS CORPORATION PO BOX 734574 CHICAGO IL 60673-4574 Bid Bond	6000005795 102888 SHANNON CHEMICAL CORPORATION PO BOX 376 MALVERN PA 19355 Bid Bond
00010 15565 POLYPHOSPHATE, BULK 40,000 GAL		Total Val.: Unit Price: Rank:	357,200.00 8.93 1	496,400.00 12.41 2
Total Quot.		Total Val.: Rank:	357,200.00 1	496,400.00 2

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/11/2022
for F & D of Liquid Blended Phosphates Bid Bond, 11:00 AM, prevailing time, Oakdale, New York

Lisa Hohenberger

Lisa Hohenberger, Senior Procurement Agent

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

INTEROFFICE CORRESPONDENCE

DATE: February 24, 2022
TO: Jeff Szabo, Chief Executive Officer
FROM: Jeff Kleinman, Director of General Services
SUBJECT: Contract #7826 – Landscape & Lawn Maintenance at SCWA Westhampton & Southold Sites

Opened: February 18, 2022 Published: February 1, 2022

No. of Bids Received: 4 Documents Sent: 21

The Facilities Department seeks approval from the Board to award contract #7826 for Landscape & Lawn Maintenance at SCWA Westhampton & Southold Sites to R & R Landscaping. Contract is from April 1st, 2022 to December 16th, 2022 with option to extend. We received (4) four bids for this contract:

R & R Landscaping

Westhampton Office – A Sites: \$2,970.00
Westhampton – Group G: \$30,600.00
Southold – Group I: \$32,432.00
Lump Sum for Group G & Group I: \$63,032.00

DGB Landscaping

Westhampton Office – A Sites: \$10,350.00
Westhampton – Group G: \$90,090.00
Southold – Group I: \$100,100.00
Total for Group G & Group I: \$190,190.00

Suburban Maintenance & Landscaping

Westhampton Office – A Sites: \$21,546.00
Westhampton – Group G: \$100,086.00
Southold – Group I: \$99,836.00
Lump Sum for Group G & Group I: \$199,922.00

Dom's Lawn Maker

Westhampton Office – A Sites: \$27,000.00
Westhampton – Group G: \$117,074.80
Southold – Group I: \$107,432.20
Lump Sum for Group G & Group I: \$224,507.00

This contract was originally posted as contract #7815, and we only received one bid for \$224,507 which the board rejected in January of 2022. As the lowest bidder for this contract is also the incumbent contractor and has proven to be responsible.

We respectfully request the Board to authorize the Authority to award this contract to R & R Landscaping for use by our Facilities Department, as noted above.

Reviewed by:

Jeff Szabo, Chief Executive Officer
D. Mancuso, Chief Human Resources Officer
E. Vassallo, Chief Financial Officer
J. Kleinman, Director of General Services

TABULATION OF BIDS
CONTRACT NO. 7826

LANDSCAPE & LAWN MAINTENANCE AT THE SCWA WESTHAMPTON & SOUTHDOLD SITES

Bid Opening, 02/18/2022

Line Item Sh. Text Qty. in Base Unit	Material Mat. Group	Quot.: Bidder: Name: House No: Street: City: Region: Post Code: Item Text:	6000005804 100145 R & R LANDSCAPING 469 LAKELAND AVE SAYVILLE NY 11782 BID BOND	6000005802 106367 DGB LANDSCAPING, INC. 14 LAWRENCE HILL ROAD HUNTINGTON NY 11743 BID BOND	6000005805 107526 SUBURBAN MAINTENANCE & LANDSCAPING 85 Pierson Lane Windsor CT 06095 BID BOND
E010 Westhampton Office - A Sites 1 EA		Total Val.: Unit Price: Rank:	2,970.00 2,970.00 1	10,350.00 10,350.00 2	21,546.00 21,546.00 3
E010 Westhampton - Group C 1 EA		Total Val.: Unit Price: Rank:	30,600.00 30,600.00 1	90,090.00 90,090.00 2	100,086.00 100,086.00 3
E010 Southold - Group I 1 EA		Total Val.: Unit Price: Rank:	32,432.00 32,432.00 1	100,100.00 100,100.00 3	99,836.00 99,836.00 2
Total Quot.		Total Val.: Rank:	66,002.00 1	200,540.00 2	221,468.00 3

TABULATION OF BIDS
CONTRACT NO. 7826

LANDSCAPE & LAWN MAINTENANCE AT THE SCWA WESTHAMPTON & SOUTHDOLD SITES

Bid Opening, 02/18/2022

Line Item Sh. Text Qty. in Base Unit	Material Mat. Group	Quot.: Bidder: Name: House No: Street: City: Region: Post Code: Item Text:	6000005803 103006 DOM'S LAWN MAKER INC. 101 HARBOR RD PORT WASHINGTON NY 11050 BID BOND
E010 Westhampton Office - A Sites 1 EA		Total Val.: Unit Price: Rank:	27,000.00 27,000.00 4
E010 Westhampton - Group G 1 EA		Total Val.: Unit Price: Rank:	117,074.80 117,074.80 4
E010 Southold - Group I 1 EA		Total Val.: Unit Price: Rank:	107,432.20 107,432.20 4
Total Quot.		Total Val.: Rank:	251,507.00 4

CERTIFICATION: I HEREBY certify that this is a correct Tabulation of Bids, received, 02/18/2022
for LANDSCAPE & LAWN MAINTENANCE AT THE SCWA WESTHAMPTON & SOUTHDOLD SITES, 11:00 AM, prevailing time, Oakdale, New York

Lisa Hohenberger

Lisa Hohenberger, Senior Procurement Agent

CONTRACT NO. 7826
Landscape & Lawn Maintenance at SCWA Westhampton & Southold Sites
Bid Opening: February 18, 2022

CONTRACT DOCUMENTS SENT TO:

C.P. Green Landscaping	13 Berkeley Ave	Selden, NY 11784 Cpgreenlandscaping@gmail.com
Callalhan Landscaping Contracting	50 Topping Drive	Riverhead, NY 11901-3412 sean@callahanlandscapecontracting.com
Country Cuts landscaping Inc.	7 Winterling Street	Coram, NY 11727 countrycuts@optonline.net
CJL Landscape and Design	66 Newton Blvd	Ronkonkoma, NY 11779 coreylohr345@gmail.com coreylohr343@gmail.com
DGB Landscaping inc	14 Lawrence Hill Rd	Huntington, NY 11743 dgbland20@yahoo.com
DiGiovanna Landscape	P. O. Box 53	Brightwaters, NY 11718 DBL94@aol.com
Dave's Tree Service	43 Washington Ave.	Holtsville, NY 11742 wd1010@aol.com
Dom's Lawn Maker, Inc.	101 Harbor Rd	Port Washington, NY 11050 Domstree2@aol.com
Eastern Horizon Landscaping Inc.	PO Box 209	Northport, NY 11768 tslmt@hotmail.com
Global Industrial Services	6800 Jericho Turnpike Ste 102W	Syosset, Ny 11791 kschwartz@globalservices-usa.com
Landscape Expressions	559 Old Country Road	Huntington Stations, NY 11746 alexlandscaper@optonline.net
Landscapes of Long Island	190 Haypath Road	Old Bethpage, NY 11804 pascarella.maria@yahoo.com
L.I. Maintenance & Repair	P.O. Box 415	East Islip, NY 11730 Longislandmaint@gmail.com
R&R Landscaping	469 Lakeland Ave	Sayville, NY 11782 agrazi@optonline.net
Russ Fragala Landscape Corp	38 Southern Blvd	Nesconset, NY 11767 RFragment@FragalaLandscape.com
Schandel Cleanups	2 Somerset Drive	Yaphank, NY 11980 daddyohi@optonline.net
Saravia Landscaping	222 Fruitwood Circle	C.I. NY 11722 vino11@aol.com
Terranova Landscapes, Inc.	10 Wilcox Ave	Center Moriches, NY 11934 victoria@terrnavafinelandscapes.com
Xterra Tree Service Inc.	111 Scott Avenue	Calverton, NY 11933 doug@xterratreeservice.com

B & B Maintenance	PO Box 183	Ronkonkoma, NY 11779 BBMaintenance@optonline.net
Site Services Group	1601 Artic Ave	Bohemia, NY 11716 ctranchina@ssg-usa.com

PRESENT AT BID OPENING:

Lisa Hohenberger, Senior Procurement Agent

Steven Blevins, Procurement Agent

Catherine Congiusta, Purchasing Clerk

Fred Raffo, R&R Landscaping

Nick Sica, Suburban Maintenance



EXHIBIT D


**CONTACT INFO
CONTRACT NO. 7826**

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
Anthony Graziano, President	469 Lakeland Ave , Sayville, NY 11782

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

Contractor:	Del Graz Enterprises Inc dba R&R Landscaping
Signature:	
Name:	Anthony Graziano President
	PRINT OR TYPE NAME OF PERSON SIGNING BID

PLEASE CHECK IF APPLICABLE

- ☐ MINORITY OWNED BUSINESS
☐ WOMAN OWNED BUSINESS

Business Name:	Del Graz Enterprises Inc dba R&R Landscaping	
Business Address of Contractor:	469 Lakeland Ave , Sayville, NY 11782	
Contact Person for Contract Follow-Up:	Anthony Graziano	
Business Contact Telephone:	631 234-5426	
Cell Number:	516 429-2989	
E-Mail Address:	agrazi@optonline.net	
Fax Number:	631 234-5457	
Federal Employee Identification Number:	113499897	
Suffolk County Department of Consumer Affairs License Number (If Applicable)		
Date:	2/3/2022	

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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

To: Chairman and Board Members

From: Jeffrey Szabo, Chief Executive Officer

Date: February 23, 2022

RE: NewPoint/Phase II - Diversity, Equity, Inclusion and Belonging

The Suffolk County Water Authority recently concluded Phase I of its engagement with NewPoint Strategies related to creating a culture of Diversity, Equity, Inclusion and Belonging. We are proud of our work to date but realize we still have work to do. I am seeking Board approval to enter into an agreement with Newpoint for Phase II.

NewPoint Strategies proposes to implement a SCWA Cultural Transformation Program by year's end 2022. The Program would change the organization's human capital structures reflected in communication, strategy, policies, leadership and operations.

I have attached a copy of NewPoint's proposal for your review. I am asking for Board approval to proceed with Phase II while also allowing the Senior Leadership Team to collaborate with NewPoint to fine tune the proposal to our needs. Approval of the agreement would prevent delays moving forward with this most important work. I am seeking Board approval:

- 1) Approval of Phase II of NewPoints DEIB Transformation Program at an amount not to exceed \$90,000.
- 2) Permission for CEO and SLT to negotiate with Newpoint to amend proposal as needed to best fit our needs and possibility reduce costs.

Thank you for considering this request.



Suffolk County Water Authority Phase II Proposal

**SUBMITTED BY
NEWPOINT STRATEGIES LLC**



CREATING SAFE SPACES AT WORK
February 22, 2022

Contact: Estelle-Marie Montgomery
emontgomery@newpoint.com
240-401-7900



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1. Proposal Objectives

New Point Strategies is pleased to submit this proposal for the Diversity, Equity, Inclusion and Belonging (DEIB) Cultural Transformation Program at Suffolk County Water Authority (SCWA). Following company-wide survey, individual interviews, various focus groups and company-wide DEI training, Phase II will be focused on supporting the organizational structural cultural transformation aimed at creating a culture of trust, respect, and value of all employees' work and contribution to the success of SCWA. This proposal is aimed at defining 'packets' of work aimed at enabling specific output related to the cultural transformation program for the rest of 2022. We anticipate officially starting on Phase II by March 1st and propose a program that extends throughout 2022, with several parallel tracks reflecting immediate, short- and medium-term goals, which are only possible in collaboration with SCWA program counterparts.

Overall Goal: By the end of 2022 **SCWA Cultural Transformation Program** will enable structural changes in the organizational human capital structures reflected in communications, strategy, policies, leadership, and operations.

Each aspect of the goal are as follows:

- **Communications/Branding:** Collaboratively create and implement a communications plan that explores various mechanisms for effective and impactful communications (increase staff responsiveness and acknowledgement). Furthermore, building upon these plans to include internal and external promotion of SCWA product, employees, and institutional accomplishments.
- **Business Strategy:** Collaboratively review the current Strategic Plan against defined cultural transformation objectives and create addendums to the Strategic Plan where relevant.
- **HR Policies:** Collaboratively review HR recruitment, retention, remuneration, and recognition policies to propose institutional changes that will enable cultural transformation and recruitment of the best matched DEIB Director.
- **Leadership Effectiveness:** Collaboratively work on individual and group coaching, and in-depth training with Supervisors/Managers, Senior Leadership Team and Board to align on defined company values that will drive cultural transformation. Expanding accountability throughout the organization, top-down, and bottom-up.
- **Operations:** Collaboratively review operational practices that fall short of the DEIB goal and develop recommendations for institutional changes.

Phase II Duration: March 1st – November 30th 2022



2. Proposal Team

NEWPOINT STRATEGY PROGRAM TEAM:

Program Management:

- Dr. Estelle-Marie Montgomery (Program Point of Contact)
- Ms. Daisy Lung (Program Support and Operations)
- Ms. Lynne Revo-Cohen (Program Sponsor)

Subject Matter Experts:

- Ms. Karla Hill-Donisch: Communications, Focus Groups Design & Prep, Organizational, Operations
- Mr. Damond Haynes: Training, Coaching
- Mr. Ziz: Training, Coaching
- Dr. Rajanique Modeste: Organizational Change and Transformation, Strategic Planning, Communications, Focus Groups Design – Prep - Observer

See Appendix A for full bios of subject matter experts

SCWA PROGRAM TEAM

- Total Employees 542

3. Phase II Plan – Statement of Work



Immediate (March – April)

- **Communications/Branding:** Collaboratively create and implement a communications plan that explores various mechanisms for effective and impactful communications (increase staff responsiveness and acknowledgement). Furthermore, building upon these plans to include internal and external promotion of SCWA product, employees, and institutional accomplishments.
 - Phase I End Report Focus Groups: Engage all levels within SCWA in decision-making processes, making use of committee/focus group methodology
 - Phase I End Report Rollout Roadshow Facilitation
 - Define internal/external communications/branding objectives and approach
- **Business Strategy:** Collaboratively review the current Strategic Plan against defined cultural transformation objectives and create addendums to the Strategic Plan where relevant.
 - Review DEIB vision: Work with Executive Leadership Team to identify short-term and long-term goals for DEIB
 - Define DEIB Cultural Transformation Objectives: Why having diversity in SCWA is important. Diversity mission statement revision with stakeholders' input and a plan of implementation companywide
 - Identify clear goals, objectives and measurable outcomes
 - Identify who will benefit or be burned by a given decision, examines potential unintended consequences of a decision
 - Develop strategies to advance racial equity and mitigate unintended negative consequences
 - Define what is required to create a culture of respect and trust

- Review and (re)define company values as it relates to DEIB vision
- **Leadership Effectiveness:** Collaboratively work on individual and group coaching, and in-depth training with Supervisors/Managers, Senior Leadership Team and Board to align on defined company values that will drive cultural transformation. Expanding accountability throughout the organization, top-down, and bottom-up.
 - Strategies for continued training and coaching around DEIB topics and intersectionality with other issues for Board
 - Initiate needed group and individual coaching

Short-Term (May - July)

- **Communications/Branding:**
 - Facilitate and advise on communications/branding rollout considering DEIB objectives.
- **Business Strategy:**
 - Create DEIB specific actionable plan
 - Integrate Strategic Plan with DEIB Work
- **Leadership Effectiveness:** Collaboratively work on individual and group coaching, and in-depth training with Supervisors/Managers, Senior Leadership Team and Board to align on defined company values that will drive cultural transformation. Expanding accountability throughout the organization, top-down, and bottom-up.
 - Rollout In-depth training at all levels
- **HR Policies:** Collaboratively review HR recruitment, retention, remuneration, and recognition policies to propose institutional changes that will enable cultural transformation and recruitment of the best matched DEIB Director.
 - All stakeholders need to be included in the development of policies that effect employees. This 'stakeholder-policy' needs to apply to all layers and stages of SCWA. It encourages all employees to be a part of upholding the policy
 - Recruitment Strategies: Review hiring practices that are limiting to creating a more diverse workforce. Develop a short & long-term plan for increasing diversity hiring.
 - Review and redefine, where needed, DEI Policy to match SCWA's long term DEIB vision
 - Hire DEIB Director

Medium-Term (August - October)

- **Communications/Branding:**
 - Facilitate and advise on communications/branding rollout considering DEIB objectives.
- **Leadership Effectiveness:** Collaboratively work on individual and group coaching, and in-depth training with Supervisors/Managers, Senior Leadership Team and Board to align on defined company values that will drive cultural transformation. Expanding accountability throughout the organization, top-down, and bottom-up.
 - Rollout In-depth training at all levels



- **Operations:**
 - Collaboratively review operational practices that fall short of the DEIB goal and develop recommendations for institutional changes.

Phase II Closeout (November)

In the last month of Phase-II a post program survey will be conducted to compare with survey from 2021 to evaluate progress and gauge cultural transformation accomplishments.

4. Pricing

1	Phase-I End Report Focus Group Prep & Design	\$ 5,000
2	Phase-I End Report Half Day Focus Group Facilitation	\$ 8,500
3	DEIB Cultural Transformation Objectives Focus Group Prep & Design	\$ 5,000
4	DEIB Cultural Transformation Objectives Half Day Focus Group Facilitation	\$ 8,500
5	Detailed Strategic Plan Review & Integration	\$ 30,000
6	Detailed Policy Review/Revamp & Integration	\$ 30,000
7	Communications, Initial 10hrs at \$375/hr	\$ 3,750
8	Coaching, Initial 10hrs at \$375/hr	\$ 3,750
9	"In-Depth Training" Design	\$ 5,000
10	"In-Depth Training", Half-Day/Trainer	\$ 2,500
11	Closeout Survey	\$ 10,000

#1 Explained: Prep and Design for the expanded Focus Group, which may include a list of questions to be answered prior to the session. *Estimated 15hrs, fixed price at \$5,000.*

#2 Explained: It is important that all consultants that have been involved in the program facilitate the Half Day Focus Group to draw the most out of the group. Outcome from this session will feed directly into various component of their work. Led by Ziz, Damond & Karla: Observed by Rajanique. *This session will be conducted in person with all NewPoint Subject Matter Experts present. Charged at the half day training rate for Ziz, Damond and Karla (\$2,500/facilitator) as they will be prepared to facilitate the group through various nuances in the report. Rajanique is priced at the hourly consultant rate for half-day 3-4hrs (\$1,000), total fixed price at \$8,500.*

#3 Explained: Prep and Design for DEIB Cultural Transformation Objectives Focus Group, which may include a list of questions to be answered prior to the session. *Estimated 15hrs total expected, fixed price at \$5,000.*

#4 Explained: It is important that all consultants are a part of this Focus Group as outcome feed directly into various component of their work. Led by Damond, Karla and Rajanique: Observed by Ziz. *This session will be conducted in person with all NewPoint Subject Matter Experts present. Charged at the half day training rate for Damond, Rajanique, and Karla (\$2,500/facilitator) as they will be prepared to facilitate the group through various aspects of Cultural Transformation Objectives. Ziz is priced at the hourly consultant rate for half-day 3-4hrs (\$1,000), total fixed price at \$8,500.*

#5 Explained: This work is an extensive dissection and analysis (led by Rajanique supported by Karla), of the current strategic plan, which will lead to the following deliverables: 1.) providing an overview of the specific areas that fall short of DEIB objectives, 2.) how to specifically improve from those short comings, and 3.) recommendations for amendments through the DEIB lens. Fourth deliverable is a new version to the current strategic plan inclusive of embedded DEIB cultural transformation goals, and objectives. The work starts immediately in March and ramps up once the Cultural Transformation Objectives are defined. It is anticipated that this work will take *10-12wks throughput time to complete but we have a fixed budget of 80hrs @\$375/hr = \$30,000.*



#6 Explained: Dovetailing from Strategic Plan deliverables, the HR-Policy assessment work is an extensive dissection and analysis (led by Karla supported by Rajanique), of all human capital policies, procedures, and programs, which will lead to the following deliverables: 1.) provide a detailed overview of all specific areas for amendments in existing policies, procedures and programs, 2.) propose mechanisms to structure the implementation of the institutionalization of desired human capital management and 3.) the associated cultural transformation plan from a human capital/talent management perspective. The fourth deliverable is the development of a job description for a DEIB Director. The work starts in the short term/medium term and ramps up after all strategic plan amendments have been approved. It is anticipated that this work will *take 10-12wks throughput time to complete but we have a fixed budget of 80hrs @\$375/hr = \$30,000.*

#7 Explained: NewPoint can support all communications efforts at SCWA throughout Phase II. It is unknown how many hours of support will be required; our suggestion is to agree to *6hrs of consulting hours @\$375/hr as an initial bundle, \$2,250.*

#8 Explained: It is very difficult to estimate the amount of coaching effort needed until after the focus groups. These coaching services can be designed for individual and/or small group coaching sessions through all levels of leadership (Managers, Supervisors, Senior Leadership Team and Board). Once a design has been approved, the initial bundle will first be used and only topped up against an approved design. *6hrs of consulting hours @\$375/hr as an initial bundle, \$2,250.*

#9 Explained: Prep and Design for anticipated further in-depth training. These will be informed by focus group output, and findings from strategy and policy outcomes. *Estimated 10-15hrs total expected, fixed price at \$5,000.*

#10 Explained: Baring any COVID setback, it is possible the number of participants in training sessions maybe increased as originally designed in 2021. Also adding to a reduced number of sessions are NewPoint's familiarity with the organization, and very specific areas to be elaborated upon in sessions. *Estimating 548 employees, sessions could be set for 30-40 participants, resulting in at least 13 half-day sessions with 2 facilitators each in person. Estimated total could be \$65,000, to be finalized.*

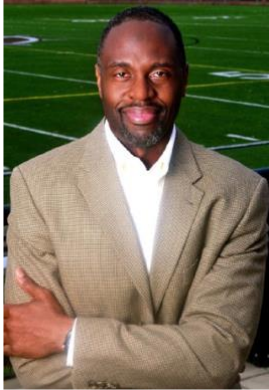
#11 Explained: A detailed closeout assessment survey that captures DEIB status since the onset of the program in 2021 will be custom designed and provided to all employees. *Estimated 25-30hrs of design, deployment, analysis, and report @\$375/hr, fixed at price at \$10,000.*

***Project management meetings (re-kick-off, progress/alignment/clarification/report meetings) are not charged. There is a possibility that more than the two Focused Groups defined above are requested after those sessions. The only impact of in-person sessions is associated travel costs.*

Reference: NewPoint 2022 cost for services as follows for nongovernmental entities:

Simple Assessments:	\$10,000 - \$15,000
Complex Assessments:	\$20,000 and above
Simple Training Design:	\$5,000 - \$10,000
Complex Training Design:	\$15,000 and above
Half-Day Training with One Trainer	\$2,500 (2-4 hrs)
Full-Day Training with One Trainer	\$5,000 (6-8 hrs)
Consulting Hourly Rate	\$375-\$450

Appendix A: Bios

**MR. ZIZ ABDUR-RA'OOF****Senior Presenter/Trainer/Coach -Racial Equity & Social Justice**

Ziz Abdur-Ra'oof is a Senior Presenter, Consultant and Trainer for NewPoint Strategies LLC. Ziz is the NewPoint lead on training for Racial Equity and Social Justice projects. Ziz speaks with passion to NewPoint clients on what it takes to achieve racial healing. He is a former NFL Wide Receiver for the Kansas City Chiefs turned Entrepreneur (4-3 Forty, LLC), guiding Industry leaders and educators to achieve peak performance in the 21st century.

Author of *"Accelerate, A Guided Playbook for Young Dreamers, Scholars, Artists & Athletes"*, he uses his Performance Coaching Skills to shift thinking, reframe leadership concepts and increase performance levels by playing to win. As a former professional athlete with three decades of performance coaching experience, Ziz serves as an Outside Consultant to Anne Arundel County Public Schools (AACPS) in their office of Equity. He works with students, teachers and various sports teams in team building, culture, diversity and inclusion work.

From 2017 to present, Ziz has been intricately involved with school administrators, teachers, parents and key stakeholders in dealing with specific issues, such as race and implicit bias at various middle and high schools in the AACPS school system. He has been involved in panel discussions as well as book studies on White Fragility. His specific areas of focus include: Performance Coach, Speaker and Facilitator.

In 1987, he received a Bachelor of Arts Degree in Speech Communication from the University of Maryland, College Park, Maryland.

In 2001, Ziz completed his training from *The Coaches Training Institute* and is a Certified Coach through the *International Coach Federation*.



MR. DAMOND HAYNES

Senior Presenter/Trainer/Coach

Damond Haynes is a consultant with NewPoint Strategies and he is a Brooklyn-based educator and facilitator focusing on the important areas of anti-bias activity, anti-racism, intergenerational community building, and youth development. Damond is interested in “providing spaces” for brave discussions about exclusion, privilege, and healing.

For the past 15 years, he has worked with nonprofits and local government agencies to provide impactful direct service to their clients and staff of all levels and demographics. A few of Damond’s clients include the New York Public Library’s *Schomburg Center for Research in Black Culture*, *The Police Athletic League*, New York City’s *Department for the Aging*, New York City’s Department of Education, and *The Human Root*.

As an Equity Practitioner for *The Human Root*, Damond provided trauma-informed professional development training, consultation, and in-depth partnerships with the school’s educators and families. His focus was centered on accountability and long-term strategy. He has also created and facilitated workshops for teens throughout the New York City area, with special focus on college and career choices, professional development and life skills.

Damond has worked with the New York City’s Department for the *Aging’s Family Resource Center*. He has delivered inter-generational workshops which focused on community building for seniors and youth within New York City Housing Authority communities. These communities were participants in the Mayor’s *Action Plan for Neighborhood Safety Program*. Damond has provided presentations at multiple conferences and has also provided fun, equity-based workshops to students enrolled within New York City’s Department of Education and private academic institutions.



Ms. KARLA HILL-DONISCH

Senior Consultant and Trainer, NewPoint Strategies LLC

Karla Hill-Donisch is a Senior Consultant with NewPoint Strategies. She works with NewPoint clients on a range of issues covering Diversity and Inclusion, Harassment Prevention, and Conflict Management. She is highly skilled in working with client teams to ensure that DEI and workplace respectful culture programs and commitments are implemented and sustained throughout the organization. She is currently on the NewPoint DEI team to provide ongoing support to client leadership and department heads who need guidance in designing strategies that achieve DEI objectives. Karla has substantial expertise in the non-profit and private sectors, government, and universities.

Karla Hill-Donisch is a learning development and change management consultant with expertise in strategic planning, facilitation, diversity and inclusion, team development and individual coaching. Her 20 years of experience includes leadership and consulting roles with organizations in the private, non-profit, government, health and education sectors.

Karla has led change management coaching, facilitation and training for large and small companies. She has designed and implemented strategic sessions as well as led consensus building sessions for multiple organizations and non-profits. She has provided health and wellness training for a Fortune 100 health insurance company. She provides individual coaching for leaders and team members.

Her clients have included The Virginia Department of Behavioral Health and Developmental Services, System of Care Advisory Committee, Allina Health, Autism Works, The City of Bloomington, J.B. Hunt, Electronic Media Group, HealthPartners Foundations, Cultural Vistas, Dashe & Thomson, City of New Richmond School District, PeaceMakers MN, Edison High School, Maple Grove School District, HueLife, Clare Housing, Collective Health Impact, LLC, and the Hazelden Foundation.

Karla is a National Mentor Trainer and Facilitator for the Institute of Cultural Affairs and the Technology of Participation Network. She has trained facilitators nationally and internationally. She sits on the Board of Directors for the Global Synergy Group, a non-profit agency which provides leadership experiences for professionals and youth. Karla is a licensed practitioner of Insights Discovery.

She has volunteered with the Conflict Resolution Center Twin Cities and been a neutral mediator. She holds a Bachelor of Arts Degree in School and Community Health Education from the University of Minnesota Twin Cities and a Master of Human Development from St. Mary's University Twin Cities.



DR. RAJANIQUE MODESTE

Senior Consultant, Organizational Strategy and Transformation


Rajanique's experience with organizational development and Human Capital Management spans over 15 years primarily within the government contracting industry. Her expertise leverages both practical and evidence-based approaches by applying concepts and models from both a humanistic and positive psychology perspective. Her philosophy is deeply rooted in understanding and developing leaders and transforming organizations from a holistic view.

She applies a people-centered approach when assessing organizational needs which has helped organizations become successful. Rajanique continues to provide strategic planning for optimal organizational growth, anti-racism, anti-oppression and (DEI) training work to profit and non-profit businesses to promote a positive, inclusive organizational culture.

Rajanique holds a doctoral degree in Industrial and Organizational Psychology from Capella University. She serves in organizations such as Blacks in IO where she is the Diversity Task Force Chair. She has co-authored a White Paper on DEI soon to be published in the SIOP journal. Rajanique is an adjunct professor at University of Maryland, College Park where she teaches Performance Management, and Organizational Change to Graduate level students.

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 24, 2022
TO: Jeff Szabo, CEO
FROM: J.M. Pokorny P.E., Deputy CEO for Operations 
SUBJECT: Town of Shelter Island – West Neck - Long Term Operations Agreement

As you know, the Authority is currently operating the West Neck water system under a short-term operating agreement with the Town of Shelter Island. At the January Board meeting, we presented the latest developments in our efforts to execute a 40 year, long-term operating agreement with them. Since that time, we have met with the Town and West Neck Water Boards to review the proposed agreement and we have integrated their concerns and comments into it. The agreement is now in the hands of the newly appointed Town Attorney. It is his opinion, and that of Tim Hopkins, that any agreement with the Authority will be subject to a permissive referendum. This could add several months to the process of finalizing the long-term agreement.

In light of the above and with the recognition that the Town appears to be operating in good faith, we respectfully request that you obtain approval from our Board to extend the current short-term agreement to allow for the referendum process to play out. In addition, we request that you obtain approval to enter into a long-term agreement. Both the short-term extension and long-term agreement will be subject to the review and approval of our legal department.

**SUFFOLK COUNTY WATER AUTHORITY
Laboratory**

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 3, 2022**

TO: **Jeffrey Szabo, CEO**

FROM: **Kevin Durk, Director of Water Quality & Lab Services**

SUBJECT: **Board's Approval for Lab Purchase – FIALab Instrument, Inc.**

The Laboratory will need to purchase one FIALYZER – 1000 flow injection analyzer to perform cyanide analysis. The current Lachat system used for this analysis is no longer supported by Hach and we can't purchase consumables or parts to operate the system.

The FIALYZER – 1000 flow injection analyzer will allow us to replace just the analyzer and incorporate our current autosampler and pump to perform cyanide analysis. FIALab Instruments, Inc is not on New York State Contract, but is the sole manufacturer and distributor of this equipment (documentation attached). The total cost for this purchase would be \$37,410.00 (price quotation attached).

For reasons of economy and efficiency, the Laboratory recommends this purchase from FIALab Instruments, Inc of Seattle, WA. If you concur, we would like to request the Board's approval to purchase this instrument. If you have any questions or need additional information, I am available at your convenience. Thank you for your consideration of this matter.



Fluidics Intelligently Automated

FIAlab Instruments, Inc.
(206) 258 2290
2151 N Northlake Way, Ste, 100
Seattle, WA 98103

January 31st, 2022

To Whom it May Concern,

This letter is to confirm that the FIAlab Instruments, Inc. is the sole of provider of the FIAlyzer-Flex in the United States. All accessory, are not available through any other distributor. The FIAlab products are manufactured, shipped, and invoiced by FIAlab Instruments, Inc in Seattle, WA.

The unique specifications that are not available via other instrumentation would be:

- Displaying the full absorbance spectrum in real time. Also, utilizing alternative wavelengths to extend linear range.
- Analyzer is able to include absorbance flow cells up to 100 mm path
- Each channel has its own power supply and light source and detector. The instrument does not share power supplies, or light source or detectors in order to do multiple channels. Each channel can be a standalone unit without any added cost.
- Full view of fluid movement in manifold.
- Able to analyze samples while running with different variables-Analyze on the fly (changing wavelengths for example)
- Software is compatible with Window 10 or Windows 11 and written in C++ with programmers in house that have Ph.D. in Chemistry
- Must have EPA approved fluorescence method for TKN & Ammonia without the need to switchover manifolds

If you have any further questions, please contact us at [206-258-2290](tel:206-258-2290)

Regards,

**Scott
Schroeder**

National Sales Manager

(206) 619-6705 (Mobile)

(262) 670-1389 (Office)



Fluidics Intelligently Automated

*Proud to be a small US business with 100%
of manufacturing done in the USA.*

www.flowinjection.com

FIALab Instruments, Inc.

Seattle, WA 98103, USA

Tel + 1 206 258 2290

accounting@flowinjection.com

Quote

Date	Quote #
2/2/2022	6397

Customer Contact Information
Suffolk County Water Authority ATTN: Tom Schneider 4060 Sunrise Hwy, Oakdale, NY 11769

Terms	Rep	Shipping Terms	Quotation Valid Until
Net 30	GS	CIF	2-APR-2022

Item	Description	Qty	Unit Price	Total
793150	FIALYZER-1000 - One-channel flow injection analyzer -Includes one license for FIAsoft control software package -Includes two days training and installation by a FIALab scientist			25,250.00T
77554	FIAlyzer-1000 detector accessories - amperometric	1	1,640.00	1,640.00T
797060	FIAlyzer-1000 module: amperometric cyanide (free / available / WAD / total) OI1677	1	485.00	485.00T
79301	Desktop computer and 19" monitor.	1	1,285.00	1,285.00T
810140	Service Plan - Silver - 2yr new FIA instrument -first channel at location Service plan provides: - extension of warranty on non-consumable parts from 1 year to 2 years - one service visit - phone, e-mail and remote desktop support - free software upgrades *Note: cost of travel not included. Travel fee waived if service visit is scheduled at least 6 weeks in advance.		7,850.00	7,850.00T
83004	Packing and Handling		185.00	185.00T
83003	Shipping and Insurance		715.00	715.00T
	Out-of-state sale, exempt from sales tax		0.00%	0.00
Total				\$37,410.00

**Suffolk County Water Authority
Laboratory**

M E M O R A N D U M

DATE: February 10, 2022

TO: Jeffrey Szabo, CEO

FROM: Kevin P. Durk, Director of Water Quality & Lab Services

SUBJECT: Lab Purchase of 40ml Vials from Industrial Glassware

The Laboratory will need to purchase 40ml vials with a septa to test for Chlordane, Toxaphene and Aroclors by EPA Method 505.

To obtain competitive pricing, three vendors were contacted:

<i>Vendor</i>	<i>Cost per box of 288/vials</i>
Industrial Glassware	\$198.00
Fisher Scientific	\$367.70
VWR	\$650.88

Industrial Glassware is offering the lowest price, but they are not on NYS Contract. The Laboratory recommends purchasing these products from Industrial Glassware of Millville, NJ. If you concur, we would like to request the Board's approval to purchase 40ml vials from Industrial Glassware for an annual total cost not to exceed \$7,500.

If you have any questions or need additional information, I am available at your convenience. Thank you for your consideration of this matter.

Durk, Kevin

From: Brown, Marion
Sent: Thursday, February 10, 2022 3:39 PM
To: Durk, Kevin
Subject: FW: Price Quote

From: Sales <sales@inglass.com>
Sent: Wednesday, February 02, 2022 4:51 PM
To: Brown, Marion <Marion.Brown@SCWA.com>
Subject: RE: Price Quote

CAUTION: This email originated from outside of SCWA. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Marion:

I'm sorry but the minimum order quantity 27 cases. We cannot accept an order for 20 cases because of the special septum which has a minimum order requirement.

The current lead time is approximately 4 months. Current price is \$198.00 per case of 288 vials.

Thanks,

Lois Abbott
Industrial Glassware | 130 Bogden Blvd. | Millville, NJ 08332
Phone: (856) 327-2688 | Fax: (856) 327-0750 | loisabbott@inglass.com
www.inglass.com

From: Brown, Marion [<mailto:Marion.Brown@SCWA.com>]
Sent: Wednesday, February 02, 2022 4:25 PM
To: Sales
Subject: RE: Price Quote

What if we only need 20 cases instead of 27. How much will it be?

From: Sales <sales@inglass.com>
Sent: Wednesday, February 02, 2022 2:56 PM
To: Brown, Marion <Marion.Brown@SCWA.com>
Subject: RE: Price Quote

CAUTION: This email originated from outside of SCWA. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Marion:

The minimum order quantity for this item is 27 cases (288 vials per case). Please advise if you are interested in ordering that quantity. If so, we will have to request current pricing and lead time for the Teflon/silicon septum that is used on this vial. It is a special-order item that we do not stock.

Thanks,

Lois Abbott

Industrial Glassware | 130 Bogden Blvd. | Millville, NJ 08332

Phone: (856) 327-2688 | Fax: (856) 327-0750 | loisabbott@inglass.com

www.inglass.com

From: Brown, Marion [<mailto:Marion.Brown@SCWA.com>]

Sent: Wednesday, February 02, 2022 2:13 PM

To: SALES@INGLASS.COM

Subject: Price Quote

Hello,

Please supply a written quotation for the above-attached documentation; also include any applicable shipping and handling charges.

Thanking you in advance.

Marion Brown

Office Administrator

Suffolk County Water Authority

Laboratory

260 Motor Parkway

Hauppauge, NY 11788

(P) 631-218-1112

marion.brown@scwa.com

Shopping Cart

Shipping Account Number:

Change shipping address for this site visit



Item Subtotal

\$226.46

 **Cart Preferences**

☒ Expand All | ☐ Collapse All

Standard Products

Description	Catalog #	Unit	Qty	List Price 	Extended Price
VIALS CLEAR 40ML CS100	EPGVB-100C	CS	<div> <div>-</div> <div>1</div> <div>+</div> </div>	\$266.42 New Customer Promotional Price : \$226.46	\$226.46 

Item Subtotal \$226.46

Recommended for You

Item	Price	Qty.	Availability	Item Subtotal
05-719-106 Thermo Scientific® I-Chem® Economy Processed VOA Glass Vials with Septa Description: I-Chem 40mL Vial clear 0.125 in. unbonded ... by Thermo Scientific™ SB360040	\$183.85 / Case of 144	1	In Stock (1) - Estimated delivery 02/08/2022	\$183.85
Subtotal				\$183.85
Estimated Tax				\$0.00
Cart Total				\$183.85

*Price and availability are subject to change.

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

TO: Jeffrey W. Szabo, CEO

FROM: Brendan J. Warner, P.E. – Director of CM

DATE: February 16, 2022

SUBJECT: Request for Payment Plan – The D'Amico House in Amagansett
BP# 2000696624

New Service has received a request on behalf of Christopher Kohan from the Victor D'Amico Institute of Art in Amagansett who would like to connect to an existing stub vault on Shore Road.

Mr. Kohan is requesting permission to utilize a payment plan for the surcharge and tapping fee costs associated with connecting the Art Studio's water service line. The fees associated with connecting to the existing stub vault total \$8,324 (water main surcharge of \$6,474 plus a tapping fee of \$1,850). They are proposing to put a down payment of \$1,000 and finance the remainder over 5 years at a 4.05% annual interest rate. This would give them a quarterly payment of \$406.37.

The Art Studio is a non-for-profit, 501C-3 organization used for educational purposes. They are currently served by a well from 1990 located inside the building that has recently failed. Due to the difficulty and cost associated with replacing the well they would like to connect to public water. Mr. Kohan states that their small annual budget will not be able to cover the unforeseen costs associated with connecting to public water.

In February 2018, the Board granted a similar request from the Central Islip Seventh-Day Adventist Church for their Fire Line System in the amount of \$8,013, to be paid within 60 months (5 years). In September 2018, the Board granted a similar request from the Chabad at Stonybrook for their domestic and fire lines in the amount of \$57,018, to be paid within 120 months (10 years).

Thank you for your consideration.

Approved  Joe Pokorny, P.E., Deputy C.E.O. Operations

cc: Stephen Huber, Assistant Manager of New Service
Elizabeth Vassallo, Chief Financial Officer
Lisa Cetta, New Construction Manager

**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, 2022
To: Jeffrey W. Szabo, CEO
From: Elizabeth Vassallo, CFO
Subject: Pine Barren's Dime Bank Account
LICAP Dime Bank Account
General Fund Account

The Board members approved the opening of a new account for the Pine Barrens Credit Clearinghouse account with Citibank at the January Board meeting. Citibank is no longer continuing with public funds account and is exiting government services.

I am requesting to place the three accounts from Citibank to Dime.

Once approved by the Suffolk County Water Authority board, the account will be established with the board authorized bank:

Dime

898 Veterans Memorial Highway

Suite 560

Hauppauge, NY 11788

Routing - 021406667

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Please place on the February board meeting agenda for the Board's consideration.

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

To: Chairman and Board Members

From: Dan Dubois, Government Relations Coordinator

Date: February 2, 2022

RE: AMWA Water Policy Conference

AMWA's Water Policy Conference (WPC) will take place in Washington D.C. from March 7th – March 9th at the Hyatt Regency Washington.

This conference will provide attendees important information on water policy, and my attendance is important in order to stay current on how upcoming policy changes will effect SCWA.

On the agenda for this year's conference is:

- Political Outlook for 2022
- Federal policy Updates with guests from the US EPA
- View from Capitol Hill
- Discussions with federal officials on emerging contaminants, cybersecurity, resiliency, etc.

Please consider this for the February 24, 2022 Board Meeting.

Your trip is booked

Once ticketed, we'll email your confirmation and you can print your receipt (usually within 3 hours).

\$197.20

\$197.20

Your trip to Washington, DC

Your trip to Washington, DC

Record Locator: **RWVYXY**

Trip name: **JFK/DCA**

DEPART

JFK to DCA

Sun, Mar 6, 2022

5:20 PM → 6:45 PM

Includes flights operated by Republic
Airways As American Eagle

RETURN

DCA to JFK

Wed, Mar 9, 2022

10:00 AM → 11:28 AM

Includes flights operated by Republic
Airways As American Eagle

View trip details, request upgrades,
change seats and more.

Manage your trip

Passengers

Daniel Dubois

Ticket number: --

Status: **Pending**

Don't leave miles behind



Earn miles on this
flight and redeem
them for flights,
hotels, cars and
more.

[Join for free](#)

Travel with benefits

Get your first checked bag free on domestic itineraries with this credit card offer.

[Card offer details](https://creditcards.aa.com/citi-platinum-card-american-airlines-bp/?utm_medium=referral&utm_source=aa&utm_campaign=bpfinish) (https://creditcards.aa.com/citi-platinum-card-american-airlines-bp/?utm_medium=referral&utm_source=aa&utm_campaign=bpfinish).



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Booking.com

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Washington, D.C.

Check-in

03/06/2022

Check-out

03/09/2022

Search



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Get in the fast lane for savings and AAAdvantage miles with these special offers.

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Trip insurance



You will also receive a separate email from Allianz Global Assistance with your trip insurance receipt and policy information.

Policy #: AMR15220473983

Purchase amount: \$25.10

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Through our partnership with Cool Effect, you can make a difference in the fight against climate change.

Donate now [↗](#)

[. \(https://www.cooleffect.org/content/american-airlines\).](https://www.cooleffect.org/content/american-airlines)

Baggage information

Checked bags

Online*	1st bag	2nd bag
	\$30	\$40
Airport	1st bag	2nd bag
	\$30	\$40

Maximum dimensions: 62 inches / 158 Centimeters
Maximum weight: 50 pounds / 23 kilograms

Dimensional size is calculated as follows: (Length + Width + Height)

*Available beginning 24 hours (and up to 4 hours) before departure.

[Other baggage and optional charges ↗ \(/i18n/customer-service/support/optional-service-fees.jsp\)](#).

Carry-on bags (no charge)

Personal Item

Includes: purse, briefcase, laptop bag or similar item that must fit under the seat in front of you.

Carry-On

Maximum dimensions not to exceed:
22" long x 14" wide x 9" tall (56 x 35 x 23 cm)

If your flight is operated by a partner airline, see the other airline's website for carry-on and checked bag policies.

[Other airlines \(/i18n/customer-service/support/optional-service-fees.jsp#otherairlines\)](#).

Help

[Contact American \(/i18n/customer-service/contact-american/american-customer-service.jsp?anchorEvent=false&from=footer\)](#)

[Receipts and Refunds \(/i18n/customer-service/contact-american/receipts-and-refunds.jsp?anchorEvent=false&from=footer\)](#)

[FAQs \(/i18n/customer-service/faqs/faqs.jsp?anchorEvent=false&from=footer\)](#)

[Agency reference \(/i18n/customer-service/travel-professional-online-resources.jsp?anchorEvent=false&from=footer\)](#)

[Cargo ↗ \(https://www.aacargo.com/\)](#)

[Bag and optional fees \(/i18n/customer-service/support/optional-service-fees.jsp?anchorEvent=false&from=footer\)](#)

[Customer service and contingency plans \(/i18n/customer-service/support/contingency-plans.jsp?anchorEvent=false&from=footer?\)](#)

[Conditions of carriage \(/i18n/customer-service/support/conditions-of-carriage.jsp?anchorEvent=false&from=footer?\)](#)

About American

[About us \(/i18n/customer-service/about-us/about-us.jsp?anchorEvent=false&from=footer\)](#)

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[Investor relations !\[\]\(a810766bb3ae538cb12fe1c29558d28d_img.jpg\) \(http://phx.corporate-ir.net/phoenix.zhtml?c=117098&p=irol-IRHome\)](#)

[Newsroom !\[\]\(6565f0d593b8525ef53527b3c0b1cbe7_img.jpg\) \(http://news.aa.com\)](#)

[Legal, privacy, copyright \(/i18n/customer-service/support/legal-privacy-copyright.jsp?anchorEvent=false&from=footer\)](#)

[Environmental, social and governance \(/i18n/customer-service/about-us/environmental-social-governance.jsp?anchorEvent=false&from=footer\)](#)

[Combating human trafficking \(/i18n/customer-service/about-us/combating-human-trafficking.jsp?anchorEvent=false&from=footer\)](#)

[Browser compatibility \(/i18n/customer-service/support/browser-compatibility.jsp?anchorEvent=false&from=footer\)](#)

[Web accessibility \(/i18n/customer-service/about-us/web-accessibility.jsp?anchorEvent=false&from=footer\)](#)


Extras

[Business programs \(/i18n/customer-service/programs-products/business-travel-services.jsp\)](#)

[Gift cards !\[\]\(746952a8d883d7de9a076d9f0183a428_img.jpg\) \(https://www.americanairlines.com/giftcards\)](#)

[American Airlines credit card \(/i18n/customer-service/payment-options/american-airlines-credit-card.jsp?anchorEvent=false&from=footer\)](#)

[Trip insurance \(/i18n/plan-travel/extras/trip-insurance.jsp?anchorEvent=false&from=footer\)](#)

 Link opens in new window. Site may not meet accessibility guidelines.

  
(http://facebook.com/aa) (http://youtube.com/aa) (http://twitter.com/aa)



Thank you for choosing to stay with Hyatt Hotels & Resorts

Confirmation: 41355386

Hyatt Regency Washington on Capitol Hill

400 New Jersey Avenue, NW Washington, D.C., 20001 United States

Tel: +1 202 737 1234

Reservation Summary

Check-in	Sun, Mar 6, 2022 03:00 PM	Rate	- G-WAT3/WAT3
Checkout	Wed, Mar 9, 2022 12:00 PM	Total Cash Per Room*	\$1,306.98
Room	1 1 King Bed	Sun, Mar 6	\$379.00
Guest	1 Adult	Mon, Mar 7	\$379.00
Guest Details	Daniel Dubois daniel.dubois@scwa.com 4060 Sunrise Highway Oakdale, NY 11769 US (631) 835-2159	Tue, Mar 8	\$379.00
Payment Details	MasterCard xxxx9240 6/2024	Subtotal	\$1,137.00
		OCCUPANCY TAX	\$169.98
		Taxes & Fees	\$169.98

*Changes in taxes or fees will affect the total price.

Special Requests

[Summary](#) [Post Registration](#) 

[Log Out](#)

Thank you for registering! We look forward to seeing you in Washington DC

Your Confirmation Number is:

7WN89H7RDLV

You will receive an email with your registration details.

[Add to Calendar](#)

See you in...



[Modify Registration](#)

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Register online or complete a paper form.

Registration Fees

The registration fee for all publicly owned water utility staff is \$925 per person; the fee for AMWA subscribers is \$1,025 per person.

Confirmation and Refunds

Registrations sent by FAX will be accepted but cannot be confirmed until the completed registration form is received with full payment. If you register for the AMWA conference but cancel, there will be a \$100 fee. No refunds will be given after February 28th.

Hotel Reservations

A block of rooms has been set aside for the conference, and they must be reserved on a first-come, first-served basis by contacting The Hyatt Regency Washington on Capitol Hill directly at 877-803-7534, or you may reserve online. The special AMWA room rate of \$379 for a single or double room is available only until February 11. Be sure to indicate Group Code: WAT3.

There is a 14.95% sales tax. Check-in time is 3:00 PM, and reservations cannot be held for late arrival unless guaranteed by a credit card (Visa, Master Card, American Express, Discover, Diners Club) or a check for one night's stay. Check-out time is 12:00 PM. Cancellations must be received 72 hours prior to the scheduled arrival date.

The Hyatt Regency Washington on Capitol Hill is located at 400 New Jersey Ave., NW, Washington, D.C. 20001.

Ground Transportation

Reagan National Airport (DCA) is a 15-minute cab ride to the hotel (approx. \$20-30). Or take Metro (subway) from DCA to Union Station. Dulles International Airport (IAD) is a 45-minute cab ride to the hotel (approx. \$80).

Spouses/Guests

A spouse/guest program has not been planned for the conference, but members are welcome to bring a spouse or guest to the evening receptions at no charge. Please complete the appropriate portion of the registration form.

Information


For additional information, please contact Eugenia Cadena at the national office by email or at 202-331-2820.

List of links present in page

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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 16, 2022
TO: Jeff Szabo, CEO
FROM: J.M. Pokorny P.E., Deputy CEO for Operations 
SUBJECT: NYS AWWA Spring Meeting – Saratoga Springs NY

The annual NYS AWWA Water Conference and Spring Meeting will take place from April 12-14, 2022. This is the biggest event put on by the NYS Section and it is an opportunity for engineers and operations personnel in the water industry to network and see, first hand, some of the latest technological innovations being developed in their area. Attendance at the event also allows water treatment and distribution system licensed operators to earn continuing education credits towards the renewal of their licenses through attendance at training classes put on by experts in the field. Feedback from attendees at this conference over the years has always been positive and given the many changes currently taking place in our industry, it makes sense for SCWA personnel to attend. This year's event will be in person and will coincide with a meeting of the NYS water authorities.

This year we would like to send five representatives from Operations to the conference. The participants would be Michael Zobel and Kris Zimmer from Production Control, Ray Meyer from Engineering, Brendan Warner from Construction and Maintenance and myself (I will be attending the NYS Authorities meeting on Monday). The estimated cost of the conference which includes two night's hotel, meals and transportation is estimated to be \$1300 per person. I am attaching a copy of the conference itinerary for your information. If you concur with this request, please place this on the February Board meeting for approval.

2022 NEW YORK'S WATER EVENT CONFERENCE AT A GLANCE

Tuesday, April 12, 2022 | Registration Open - 9:00 am | Committee Meetings - 9:00 am - 12:00 pm

1:00 - 2:30 pm					
2:45 - 3:15 pm	2 2.0 W 0.5 WW 2.0 PE	First Suspended Ion Exchange Technology Pilot Outside Europe Zeta Potential: More than a 13-word Score in Scrabble Flexible Approaches for Treating PFAS in an Uncertain Regulatory Future Advanced Oxidation Process Downstream of Iron/Manganese Removal	3 2.0 W 1.5 WW 2.0 PE	Solar Savings: Integrating Solar to offset your Energy Budget How Technology is Changing the Water Industry Reduce Non-Revenue Water with Cost Effective Leak and Pressure Data One Water: Vision, Planning and Getting it Done!	

Exhibit Hall Opens

Scholarship and Awards Reception in the Saratoga Ballroom

Wednesday, April 13, 2022 | Registration Open - 6:00 am | Exhibit Hall - 9:30 am - 6:30 pm

7:30 - 9:15 am	Awards Brkf	NYSDOH / USDA RD Regulatory	Session 5: Operators	Session 6: Operators Track A - 1st Room 2B	8 advis 2-4
9:30 - 10:00 am	5A 1.0 W 0.5 WW 1.0 PE	Hydraulic Modeling of a Water Distribution System in NJ Cyber, System, and Operation Security for W / WW Systems	6A 1.0 W 1.0 WW 0.05 PE	Endocrine Disruptors	7A 1.0 W 0.5 WW 1.0 PE
10:00 - 10:30 am					Emergency Treatment at Well 7 Fate and Removal of PFAS in Advanced Treatment
10:30 - 11:00 am					
11:00 - 11:30 am	5B 1.0 W 0.5 WW 1.0 PE	Converting Diesel-Driving Pumps to Electric Thinking Outside the Box: A guide to Effective Emergency Wallhead Treatment	6B 1.0 W 1.0 WW 0.5 PE	Toxic Use Reduction for Chemical Hazards	7B 1.0 W 0.0 WW 1.0 PE
11:30 am - 12:00 pm					Employing Metals in the PFAS Battle: What have we Learned? Active Control of THM Levels in Water Distribution Systems
12:00 - 1:30 pm					

Lunch in the Exhibit Hall | Hydrant Hysteria Trials

1:30 - 2:00 pm	8A 1.0 W 1.0 WW 1.0 PE	Strategies for Lead Service Line Replacement Funding Controlling the Aging Infrastructure Pandemic	9A 1.0 W 1.0 WW 0.0 PE	Top Ops: Room - Alabama/Travers	10A 1.0 W 0.5 WW 1.0 PE
2:00 - 2:30 pm					Proactive Water Storage Tank Maintenance & Inspections The Revolution in Pipeline Installations
2:30 - 3:00 pm					

Break in the Exhibit Hall | Hydrant Hysteria Trials

3:00 - 3:30 pm	8B 1.0 W 1.0 WW 1.0 PE	Protect your Utility with Cybersecurity	9B 1.0 W 1.0 WW 0.5 PE	Disaster Preparedness for Water/Wastewater Utilities Operator Ethics	10B 1.0 W 0.5 WW 1.0 PE
3:30 - 4:00 pm					Automatic Control Valve Applications, Features, and Options

Contests: Best Tasting Water, Meter Challenge, Hydrant Hysteria - Finals | Reception in Exhibit Hall

Thursday, April 14, 2022 | Registration Open - 8:00 am | Exhibit Hall - 8:00 am - 12:00 pm

Breakfast in the Exhibit Hall


8:00 - 9:30 am					
9:30 - 10:00 am	11A 1.0 W 0.5 WW 1.0 PE	Occurrence of PFAS in NYS Small Water Systems Options for Rural Fire Protection Water Supply	12A 1.0 W 0.5 WW 1.0 PE	Exploring Geophysical Survey Techniques to Recue Project Costs One Step Closer to Sustainable Operations at Mohawk Valley Water Authority	
10:00 - 10:30 am					
10:30 - 11:00 am					
11:00 - 11:30 am	11B 1.0 W 0.5 WW 1.0 PE	Assessing Old Pipelines with New Technologies to Improve Capital Planning Water Distribution with Ductile Iron Horizontal Directional Drilling	12B 1.0 W 0.5 WW 1.0 PE	Decisions through Modeling: From Planning to Construction of Ozone Treatment Walkerton - Twenty Years Later	
11:30 am - 12:00 pm					

**SUFFOLK COUNTY WATER AUTHORITY
OAKDALE**

INTEROFFICE MEMORANDUM

DATE: February 16, 2022

TO: Jeffrey W. Szabo, Chief Executive Officer

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

SUBJECT: Request to Attend CS Week Executive Summit (May 2nd -3rd) and CS Week Conference 46 (May 3rd-6th)

This year the CS Week Conference will be held in Phoenix, AZ from May 2nd -3rd. CS Week focuses solely on customer service within the utility industry. Its mission is “to plan and deliver professional, unbiased educational opportunities in a cost-effective manner for the electric, gas, water/wastewater utilities, cooperatives and municipalities throughout North American and the world.”

The Executive Summit is a portion of CS Week specifically designed for executives. Attendees are typically senior and executive level managers. This year, Summit topics will include discussions on incorporating diversity, equity, and inclusion in a company’s DNA, various digital transformations, cybersecurity threats, customer expectations for communications and restoration, etc.

In addition, the Summit offers a Power Collaborative and a newly formed Water Executive Council. I am a member of the Steering Committee for the council. As a member, I have had input in the selection of topics to be presented and in choosing the facilitators.

The general CS Week Conference offers a plethora of information for all customer service managers and staff. Sessions focus on billing and payment, contact center operations, credit and collections, customer engagement, field service, analytics, etc. I believe it provides a valuable environment for new and highly seasoned customer service employees in the utility industry.

Therefore, I hereby, request approval for me, Janice Tinsley, Deputy CEO for Customer Service, and Richard Reinfrank, Director of Customer Service to attend this year’s CS Week Executive Summit. In addition, I am requesting approval for Gina Spauling, Contact Center Manager, to attend CS Week Conference 46 in Phoenix, AZ. The estimated costs to attend are: \$2760.00 per person for the Executive Summit (Tinsley and Reinfrank) and \$2607.00 for CS Week Conference 46 (Spaulding).

If this meets your approval, please arrange to have this item placed on the agenda for the next Members’ meeting.



SEMINAR/CONVENTION ATTENDANCE
AND
TRAINING REQUEST FORM

INSTRUCTIONS: This form should be completed whenever an employee requests attendance at a seminar, convention, or training session. The completed form should be forwarded to the Chief Human Resources Officer after appropriate departmental approvals have been received for final authorization and processing.

Employee Name: Janice E. T. James Title: Deputy CEO for Customer Service
Department: Customer Service

Seminar/Course/Training Requested: (attach literature and completed registration form) _____
CS Week - Executive Summit

Date(s) of Training: May 2-3, 2022 Number of Hours/CEU: _____

Location: Phoenix, AZ

Expected Benefits: Presentation and discussion of industry trends and challenges
Network with peers for insight and direction on new and innovative practices

Projected costs:

Course: \$ 1295.00 Travel: \$ 432.00 Food/Lodging: \$ 1000.00 Auto Rental: \$ _____

TOTAL: \$ 2730.00

Training/Seminar actual costs should be allocated to general ledger account 502602 - _____ - 100075.

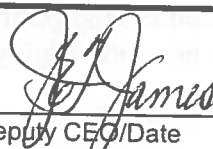
(Your Dept. Cost Center)

Training related (lodging, food, travel) actual costs should be allocated to general ledger account 502600- _____ -100075.

(Your Dept. Cost Center)

APPROVALS:

Department Head//Date

 2/6/22

Deputy CEO/Date

Deputy CEO for Administration/Date

Chief Executive Officer/Date

Authorizing Resolution (If costs exceed \$1,500)

Original to Employee, Copy to Department Head, and Copy to Human Resources Department

Revised 06/16/2017



SEMINAR/CONVENTION ATTENDANCE
AND
TRAINING REQUEST FORM

INSTRUCTIONS: This form should be completed whenever an employee requests attendance at a seminar, convention, or training session. The completed form should be forwarded to the Chief Human Resources Officer after appropriate departmental approvals have been received for final authorization and processing.

Employee Name: Richard Reinfrank Title: Director of Customer Service
Department: Customer Service

Seminar/Course/Training Requested: (attach literature and completed registration form) _____

CS Week - Executive Summit

Date(s) of Training: May 2-3, 2022 Number of Hours/CEU: _____

Location: Phoenix, AZ

Expected Benefits: Presentation and discussion on industry trends, and challenges
Network with peers for insight and direction on new innovations, etc.

Projected costs:

Course: \$ 1295.00 Travel: \$ 432.00 Food/Lodging: \$ 1000.00 Auto Rental: \$ _____

TOTAL: \$ 2730.00

Training/Seminar actual costs should be allocated to general ledger account 502602 - _____ - 100075.
(Your Dept. Cost Center)

Training related (lodging, food, travel) actual costs should be allocated to general ledger account 502600 - _____ - 100075.
(Your Dept. Cost Center)

APPROVALS:

Richard Reinfrank 2/16/22
Department Head//Date

James 2/16/22
Deputy CEO/Date

Deputy CEO for Administration/Date

Chief Executive Officer/Date

Authorizing Resolution (If costs exceed \$1,500)

Original to Employee, Copy to Department Head, and Copy to Human Resources Department

Revised 06/16/2017



SEMINAR/CONVENTION ATTENDANCE
AND
TRAINING REQUEST FORM

INSTRUCTIONS: This form should be completed whenever an employee requests attendance at a seminar, convention, or training session. The completed form should be forwarded to the Chief Human Resources Officer after appropriate departmental approvals have been received for final authorization and processing.

Employee Name: Gina Spaulding Title: Call Center Manager
Department: Customer Service

Seminar/Course/Training Requested: (attach literature and completed registration form) CS Week 2022

Date(s) of Training: May 3rd - 5th, 2022 Number of Hours/CEU: _____

Location: Phoenix, Arizona

Expected Benefits: Presentation and discussion on industry trends and challenges.
Network with peers for insight and direction on new innovations, etc.

Projected costs:

Course: \$ 1150.00 Travel: \$ 457.20 Food/Lodging: \$ 1000.00 Auto Rental: \$ _____

TOTAL: \$ 2607.20

Training/Seminar actual costs should be allocated to general ledger account 502602 - _____ - 100075.
(Your Dept. Cost Center)

Training related (lodging, food, travel) actual costs should be allocated to general ledger account 502600 - _____ - 100075.
(Your Dept. Cost Center)

APPROVALS:

Gina Spaulding 2/16/22
Department Head/Date

J. James 2/17/22
Deputy CEO/Date

Deputy CEO for Administration/Date

Chief Executive Officer/Date

Authorizing Resolution (If costs exceed \$1,500)

Original to Employee, Copy to Department Head, and Copy to Human Resources Department

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summit

noun sum·mit \ˈsə-mət\

3b: a conference of highest-level officials

[an invitation-only E V E N T]

2022 marks CS Week's Executive Summit's 19th year of providing substantive educational and networking opportunities for C-level utility attendees whose focus is all things customer experience and the required enabling IT services. Summit is designed for executives by executives who keep their pulse on the industry, its trends and challenges, while ensuring their utilities remain customer-focused. Typical attendees include chief customer officers, chief technology/information officers, directors, vice and senior vice presidents, deputy and general managers.

Planners utilize a variety of formats during this two-day venue. Table-top discussions, panel and deep-dive presentations, best-practice case studies that include lessons learned and roadmaps to success, Q & A sessions; all spark interest and keep conversations lively. Interactive tools allow real-time polling. Attendees can use their smart phones to participate anonymously in surveys and provide thoughtful feedback. Breakout sessions following the Summit offer additional industry-specific sharing and learning opportunities.

Networking and connecting extend to meals, breaks, and a private reception and dinner. Plan to attend this dynamic and motivational gathering.



Executive Summit
Questions?

Please contact:

Lisa Collins
Education Dir
(903) 893-3214

Level I:

2022 Executive Summit Sponsors:

uplight

Level II:



2022's Executive Summit options for attendee flexibility:

Executive Summit - \$1,295

Monday - Tuesday, May 2-3, 2022

Executive Summit Attendees will receive a \$500 discount off Conference 46 registration.

Monday - Thursday, May 2-5, 2022

(Must Register for Conference Separately | Discount code will be provided upon Summit Registration)

The 2022 Executive Summit is taking shape! We are excited to bring you an exciting lineup and stellar presenters sharing valuable experience and insights.

Watch your inboxes for:

Digital Invitation in late February

The 2022 Executive Summit Advisory Panel brought forth their own topics and evaluated many more submitted by 2021 attendees and CS Week's Executive Advisory Panel.

This year's two-day agenda will feature these nine:

1. Digital transformations undertaken by utilities in recent years have produced residual benefits to align employee skill sets with corporate goals.
2. Utilities are institutionalizing best practices in customer assistance developed and implemented for the pandemic as long-term programs.
3. Cybersecurity threats continue to strike the prepared. A local FBI agent returns for an update on how utilities can proactively identify, mitigate and protect against a wide range of attacks.
4. Today's job market is challenging, and employees are disconnecting from traditional work foundations. Hear approaches utilities are taking to create a new and engaged workforce.
5. DEI is a term promoted by every company. See how utilities are incorporating diversity, equity and inclusion into their DNA.
6. Customer expectations for outage communications/restoration have never been higher. Revisit some recent situations and see how utilities are proactively messaging using social media.
7. Utilities are actively working with communities, government, regulatory bodies and customers to increase resiliency during weather and natural disasters.
8. Competitors have entered the traditional utility services/products space. Learn how some utilities are promoting loyalty with their customers and new relationships with competitors.
9. See how utilities are unlocking the value and building business cases using the big data they've collected from advanced technology solutions.

For additional information on sponsorship and invitation requests, or to register, please contact [Lisa Collins](#) at 903-893-3214.

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Return to CS Week



Conference Registration Workshops Deep Dives Conference Events

Conference 46 Workshop Sessions

Here's what's scheduled for the event.

Search for sessions...

Category

May 4, 2022

- >

Changing Behavior in Vulnerable Households With Consumer Education

Analytics

9:30 AM-10:30 AM
- >

Prepayment: History & Lessons Learned from a Leader

Billing & Payments

9:30 AM-10:30 AM
- >

Boosting Morale for Work-at-Home Call Center Agents

Contact Center

9:30 AM-10:30 AM

> **Utilities United Against Scams - A New Frontier in the Fight**

9:30 AM-10:30 AM

Credit & Collections

> **CenterPoint Energy's Visual IVR Transformation**

9:30 AM-10:30 AM

Digital Customer Engagement

> **Revenue Protection: Analytics vs. Traditional Investigative Methods**

9:30 AM-10:30 AM

Field Services

Harris - Sponsor Solution session

9:30 AM-10:30 AM

Sponsor Solution

SEW - Sponsor Solution session

9:30 AM-10:30 AM

Sponsor Solution

Visa - Sponsor Solution session

9:30 AM-10:30 AM

Sponsor Solution

> **Drive Incentive Pay with VOC Analytics and Benchmarking**

10:45 AM-11:45 AM

Analytics

> **Creating an Omni Channel Experience to Improve CX**

10:45 AM-11:45 AM

Billing & Payments

> **Avoiding Communication Overload: Centralize Your Customer's System Experience**

10:45 AM-11:45 AM

Contact Center

> **Connecting Available Funds to Vulnerable Customers**

10:45 AM-11:45 AM

Credit & Collections

> **Steps in the Digital Direction**

10:45 AM-11:45 AM

Digital Customer Engagement

> **Digital Transformation: Leveraging Cloud-Native and Mobile-First**

10:45 AM-11:45 AM

Field Services

> **Bots - Driving Efficiency**

10:45 AM-11:45 AM

Strategies & Management

> **Best Practices in Mid Scale CIS Implementation**

10:45 AM-11:45 AM

Strategies & Management

Uplight - Sponsor Solution session

10:45 AM-11:45 AM

Sponsor Solution

> **SAP - How Utilities are Managing Customer Data**

10:45 AM-11:45 AM

Sponsor Solution

IBM - Sponsor Solution session**10:45 AM-11:45 AM****Sponsor Solution****Grassroots AI****Analytics****2:00 PM-3:00 PM****Credit Card Payments in the Field****Billing & Payments****2:00 PM-3:00 PM****Follow Up: Culture Shocked, Chapter 3****Contact Center****2:00 PM-3:00 PM****Delivering Flexible Credit and Collections Solutions During a Global Pandemic****Credit & Collections****2:00 PM-3:00 PM****CIS + CRM = Successful Customer Engagement****Digital Customer Engagement****2:00 PM-3:00 PM****A Transformational Vision for Training****Field Services****2:00 PM-3:00 PM****Net Zero by 2050 and Electrification Strategies****Strategies & Management****2:00 PM-3:00 PM**

Expanding Excellence Award Winners - 1**Expanding Excellence Award****2:00 PM-3:00 PM****Salesforce - Sponsor Solution session****Sponsor Solution****2:00 PM-3:00 PM****Oracle - Sponsor Solution session****Sponsor Solution****2:00 PM-3:00 PM****Infosys - Sponsor Solution session****Sponsor Solution****2:00 PM-3:00 PM****> Load Research in the Cloud****Analytics****3:15 PM-4:15 PM****> A Water Utility's Journey to Digitally Transform the CX****Billing & Payments****3:15 PM-4:15 PM****> Using Technology to Deliver Funds to Customers in Need****Contact Center****3:15 PM-4:15 PM****> A Giant Drop of Kindness****Credit & Collections****3:15 PM-4:15 PM**

> Trickl - Enhancing CX Through Mobile App Capabilities

3:15 PM-4:15 PM

Digital Customer Engagement

> Using Smart Phones to Connect Utility Field Activities

3:15 PM-4:15 PM

Field Services

> Thriving at the Speed of Business

3:15 PM-4:15 PM

Strategies & Management

Expanding Excellence Award Winners - 2

3:15 PM-4:15 PM

Expanding Excellence Award

EY - Sponsor Solution session

3:15 PM-4:15 PM

Sponsor Solution

Utegration - Sponsor Solution session

3:15 PM-4:15 PM

Sponsor Solution

Powercloud - Sponsor Solution session

3:15 PM-4:15 PM

Sponsor Solution

May 5, 2022

Aptumo - Sponsor Solution session

9:15 AM-10:15 AM

Sponsor Solution**VertexOne - Sponsor Solution session**

9:15 AM-10:15 AM

Sponsor Solution**Kore.ai - Sponsor Solution session**

9:15 AM-10:15 AM

Sponsor Solution**TMG - Sponsor Solution session**

9:15 AM-10:15 AM

Sponsor Solution**> Optimizing Customer Transformation Value**

9:30 AM-10:30 AM

Analytics**> Transforming Customer Behavior: Leveraging Technology to Drive Self-Service Utility Payments**

9:30 AM-10:30 AM

Billing & Payments**> How EPCOR is Achieving New Heights in Customer Service**

9:30 AM-10:30 AM

Contact Center**> AMI Strategy for Collections**

9:30 AM-10:30 AM

Credit & Collections**> Engaging More Customers with Interactive Content and Segmentation**

9:30 AM-10:30 AM

Digital Customer Engagement

> **Curing Your Safety Culture: A Prescription for Change**

9:30 AM-10:30 AM

Field Services

> **Women in Utilities - Voices That Make a Difference**

9:30 AM-10:30 AM

Strategies & Management

Itineris - Sponsor Solution session

10:30 AM-11:30 AM

Sponsor Solution

KUBRA - Sponsor Solution session

10:30 AM-11:30 AM

Sponsor Solution

E Source - Sponsor Solution session

10:30 AM-11:30 AM

Sponsor Solution

> **Organic Use Case Growth**

10:45 AM-11:45 AM

Analytics

> **Payment Platform Replacement: One Year Later**

10:45 AM-11:45 AM

Billing & Payments

> **Builders Concierge**

10:45 AM-11:45 AM

Contact Center> **Impact of Covid 19 on Bankruptcy Law and Bankruptcy Filings**

10:45 AM-11:45 AM

Credit & Collections> **From 0 to 60: Supercharging EV Programs at Every Stage**

10:45 AM-11:45 AM

Digital Customer Engagement> **Safety and Security: Cousins not Identical Twins**

10:45 AM-11:45 AM

Field Services> **The Liberty Utilities Journey - Changing Our Customer's Experience**

10:45 AM-11:45 AM

Strategies & Management> **Phishing and Ransomware**

10:45 AM-11:45 AM

Strategies & Management> **Which Tools Are Right for Your Analytics Toolbox?**

2:30 PM-3:30 PM

Analytics> **Investing in Your Employees**

2:30 PM-3:30 PM

Contact Center> **Beyond Collections: Flexible Payment Plans and Faster Relief Deployment**

Credit & Collections	2:30 PM-3:30 PM
Digital Self Service Innovation: Minimizing Effort, Maximizing Satisfaction	2:30 PM-3:30 PM
Digital Customer Engagement	
> Field Collection Trends	2:30 PM-3:30 PM
Field Services	
> Balancing Water Conservation While Protecting Revenue	2:30 PM-3:30 PM
Strategies & Management	
Expanding Excellence Award Winners - 3	2:30 PM-3:30 PM
Expanding Excellence Award	
Cinch Home Services - Sponsor Solution session	2:30 PM-3:30 PM
Sponsor Solution	
Doxim - Sponsor Solution session	2:30 PM-3:30 PM
Sponsor Solution	
Paymentus - Sponsor Solution session	2:30 PM-3:30 PM
Sponsor Solution	
> Strategies for Achieving 100% e-Bill Enrollment	

3:45 PM-4:45 PM

Billing & Payments

> Lessons Learned from Launching a New Contact Center Solution

3:45 PM-4:45 PM

Contact Center

> Going Beyond Mainstream Credit Data to Drive Inclusion

3:45 PM-4:45 PM

Credit & Collections

> Beyond Efficiency: Utility Customer Engagement through Embracing the Smart Home

3:45 PM-4:45 PM

Digital Customer Engagement

> Modernize Operations with a Single Integrated Work Management System (IWMS)

3:45 PM-4:45 PM

Field Services

> Closing the Knowledge Gap: Discover the Leader in Utilities

3:45 PM-4:45 PM

Strategies & Management

Expanding Excellence Award Winners - 4

3:45 PM-4:45 PM

Expanding Excellence Award

May 6, 2022

Deep Dive: Talent Management

8:00 AM-11:00 AM

Deep Dive REGISTRATION REQUIRED - not included with Conf46

Deep Dive: Revenue Protection

8:00 AM-11:00 AM

Deep Dive REGISTRATION REQUIRED - not included with Conf46

Deep Dive: Customer Assistance

8:00 AM-11:00 AM

Deep Dive REGISTRATION REQUIRED - not included with Conf46

Deep Dive: Cyber Security

8:00 AM-11:00 AM

Deep Dive REGISTRATION REQUIRED - not included with Conf46

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