



Town of Chenango Work Session Agenda

Wednesday – July 13, 2022 @ 5:00 PM

5:00pm: PLEDGE OF ALLEGIANCE





5:00pm: OPEN FORUM

Guests shall speak in an orderly fashion and are limited to remarks of five (5) minutes or less. The speaker shall deliver their comments or concerns regarding the Town of Chenango in a civil tone and without the use of profanity, personal attacks or other disruptive behavior which may result in the offender’s removal from the meeting. The speaker shall not be interrupted except in a matter of urgency.

5:15pm: PUBLIC HEARINGS

5:15pm: PANEL PRESENTATION

DEPARTMENT HEAD REPORTS

2nd Work Session		
5:15pm: Public Works – Greg Burden		
5:25pm: Engineering – Alex Urda		
 MEMO-engineering WS 2022 07 13.pdf	 Urda Contract Out of Scope Wastewate	 Urda Contract Out of Scope Compost 2
5:35pm: Assessor – John Endress		
 Assessor's Report 7.13.22.docx		

5:45pm: OLD BUSINESS

- Town Email Host
 - Pyramid Business Systems & Broome County I.T.
(Info to Board on Monday)

• ARPA Funds/Uses


Procurement Rules
for ARPA.pdf


DPW ARPA.pdf


Highway ARPA.pdf


Acquisition Tracker
Form.xlsx


Signed Smith Hill
Creek Easements.pdf

- Agenda Software (Update)
- Town Correspondence



7.13.22.msg

6:30pm: NEW BUSINESS

6:30pm: REVIEW OF RESOLUTIONS

- Resolution for MOU with Municipal Solutions



Resolution for
MOU with Municipa



Municipal
Solutions MOU.pdf

6:35pm: UNFINISHED BUSINESS



Town Board
Projects.xlsx

6:45pm: OPEN FORUM

Guests shall speak in an orderly fashion and are limited to remarks of five (5) minutes or less. The speaker shall deliver their comments or concerns regarding the Town of Chenango in a civil tone and without the use of profanity, personal attacks or other disruptive behavior which may result in the offender's removal from the meeting. The speaker shall not be interrupted except in a matter of urgency.

MEETING and PUBLIC HEARING REMINDERS

- July 20, 2022 – Work Session, 5:00pm; Town Board, 7:00pm
 - Public Hearing for WWTP Consolidation, 7:00pm
- July 26, 2022 - Zoning Board of Appeals, 7:00pm
- August 3, 2022 - Work Session, 5:00pm; Town Board, 7:00pm
 - Public Hearing to Increase Bond, 7:00pm
- August 8, 2022 – Planning Board, 7:00pm

07/13/2022 WORK SESSION



106 Main Street
Suite #4
Windsor, NY 13865
607.760.6545
alex@urdaengineering.com

Department Head
Engineering



From: Alex Urda, P.E. – Engineer for the Town

1. Wastewater: URDA Contract Amendment update relative to Wastewater project ongoing since 2018. See Attached. The work is ongoing as a long term extra, however the amendment is required to formal amend my 2022 contract and such that the Town may get reimbursed by EFC via their funding. Julie and I have been working on my EFC paperwork and this is the last piece such that she may release a prior URDA invoice payment of +/- \$7,000 for work services prior to May, and such that I can continue to bill for upcoming services through 2026 (assumed project completion).
2. Compost: URDA Contract Amendment to assist Greg/Bruce with the Biosolids compost facility NYSDEC permit renewal. Renewal is for the January deadline, but requires that documents be updated and/or created as per new NYSDEC guidelines 6 months prior to the January end of term. Details are outlined in the attached contract amendment request. Typically don Benjamin would file any similar paperwork to the NYSDEC, however the newly requested documents as discussed with Greg are outside of their typical production abilities and they would have me work on them for them.
3. Other?



July 8 2022 (revised)

Mrs. Jo Anne Klenovic, Town Supervisor
Town of Chenango
1529 NY Rt. 12
Binghamton, NY 13901

Re: Town of Chenango Wastewater Improvement Project
Sanitary Sewer Collection System Improvements
Northgate Wastewater Treatment Plant Improvements
Additional Engineering – Out of Scope
Annual Contract Engineer for the Town 2022 Amendment

Dear Mrs. Klenovic:

The following is an amendment to the 2022 contract between Urda Engineering, PLLC (URDA) and the Town of Chenango (TOC) for the referenced out of scope project. Work relative to this project has been historically reimbursed as out of scope work since 2018. Clarification relative to our 2022 contract will aid with reimbursement to TOC from the project funds/grant funds available via the NYS Environmental Facilities Corporation (EFC). The projected fee over the term of the project, in excess of \$25,000, determined that an MWBE 'waiver request' be provided to the EFC for the grant program, which we have submitted. The general conditions of the original 2022 contract between URDA and TOC apply.

SCOPE OF SERVICES

This amendment pertains to engineering services for completion of the following scope of services relative to Part 1. E. 13.

PART 1 – ENGINEERING SERVICES

E. Reimbursable Services

13. "Other items for reimbursement established between the Town and URDA for review of capital work projects designed by other consultants or engineers, special projects, i.e. preliminary designs, SPDES, preliminary applications, audit and control reports, and similar type development work."

As a capital work project designed other consultants URDA performs oversight and review on the project. In an Engineer for the Town capacity, this includes at minimum attendance of project team meetings, project plans/specifications/project manual review, review of consultant's construction bid process and canvas, assist with any TOC grant requests, and any project inspections requested by TOC.

2022 compensation shall be per 2022 contract rates (hourly rates and reimbursable expense rates) and subject to all 2022 contract terms and conditions as previously established. Each subsequent year should be reviewed as URDA's annual contract is reviewed and accepted.

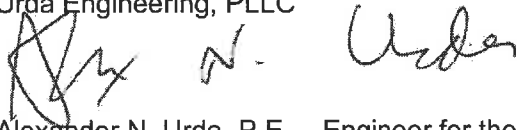
The work remaining is estimated to be approximately 250 hours from this date through anticipated closeout of the project post construction in 2026. We project this to be roughly \$26,000.00 (subject to change in staff required to be utilized and any annual rate change). (This is roughly \$5233year projected).

Current estimate at current rates:

Professional Engineer (Alex Urda, P.E.)	\$120.00/hour x 200 hours =	\$24,000.00
Project Designer	\$85.00/hour x 50 hours =	\$ 4,250.00

Thank you for your consideration.

Sincerely,
Urda Engineering, PLLC



Alexander N. Urda, P.E. – Engineer for the Town
Owner/Professional Engineer

cc: Town Board
Town Clerk

TOWN SIGNATURE/ACCEPTED BY:

(Signature)

Jo Anne Klenovic, Supervisor
(Printed Name, Title) (Date)

URDA 106 Main Street
Suite #4
Windsor, NY 13865
607.760.6545
ENGINEERING, PLLC alex@urdaengineering.com

July 8, 2022

Mrs. Jo Anne Klenovic, Town Supervisor
Town of Chenango
1529 NY Rt. 12
Binghamton, NY 13901

Re: Town of Chenango Biosolids Composting Permit Renewal
@ Northgate Wastewater Treatment Plant
Additional Engineering – Out of Scope
Annual Contract Engineer for the Town 2022 Amendment

Dear Mrs. Klenovic:

The following is an amendment to the 2022 contract between Urda Engineering, PLLC (URDA) and the Town of Chenango (TOC) for the referenced out of scope compost permit renewal assistance. The general conditions of the original contract apply.

SCOPE OF SERVICES

This amendment pertains to engineering services for completion of the following scope of services relative to Part 1. E out of scope reimbursable services.

PART 1 – ENGINEERING SERVICES

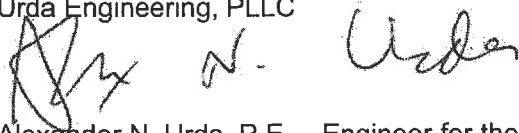
The TOC Biosolid Composting facility at 'Northgate' has an existing NYSDEC permit for composting with a term end date of January 21, 2023. The TOC sewer department is filing a permit renewal this year, 6 months prior to end of term. The NYSDEC for this renewal has requested that the following be added to the renewal (not just the renewal form this time) per 6 NYCRR Part 361, more specifically 361-3.2, as well as Part 360.16(4). This is a result of recent NYSDEC modifications to Parts 360 and 361 between or last renewal and now.

'A complete application must include the signed renewal form, updated engineering report, and updated facility manual. Engineering documents must be signed and stamped by a professional engineer registered in New York State.'

URDA typically provides engineering support relative to this facility with long term knowledge of the facility and operations. As we already have 'base documents' relative to this type of project, we intend to assist the Sewer Department with completion of the renewal forms and engineering documents. The documents are more specifically the Engineering Report which includes waste control planning, O&M plan, training plan, emergency response plan, noise monitoring and control plan, etc. per Part 360.16. We anticipate assisting with submitting the renewal quickly. Nicole Smith with NYSDEC has indicated to submit the documents to comply and be SAPA compliant, and they will review and work with us on any requested for revisions or modifications between that date and the January end of term.

The work is estimated to be approximately 40 hours x \$120/hour = \$4,800.00 and expenses (report printing, etc.) of \$500. Anticipating there will be back and forth comment and revision with NYSDEC, we request to bill at our 2022 contracted out of scope hourly and expense rates with a suggested 'not to exceed' amount of \$6000.00.

Sincerely,
Urda Engineering, PLLC



Alexander N. Urda, P.E. – Engineer for the Town
Owner/Professional Engineer

cc: Town Board
Town Clerk

TOWN SIGNATURE/ACCEPTED BY:

(Signature)

Jo Anne Klenovic, Supervisor
(Printed Name, Title) (Date)

Assessor's Progress report as of July 8, 2022
Prepared for the work session of July 13, 2022

Happy New Year. The Final Tax Roll for 2022 has been posted and is available on the town website for your enjoyment. The process of doing the 2023 tax roll is now in progress.

In last month's report, I mentioned a problem with the RPSv4 software application. The problem involves our ability to efficiently produce and record letters of all kinds. That problem has not been resolved. I am continuing to work around the problem using Microsoft Office.

The good news post-Grievance Day is that there is very little to report post-Grievance Day. It has been quiet so far. I'll be able to report more conclusively next month because the deadline for filings is July 31, 2022.

During the past year, changes were made to the eligibility requirements for the Senior, or Aged, Exemption. The income requirement is based on the income of two years prior, not the previous year as before. Since the taxpayer knows the income of two years prior, there is no need to wait until January or February to complete the exemption renewal process. The process of accepting Senior Exemptions can begin anytime after the Final Tax Roll is posted.

Barring complications, I anticipate asking for exemption renewals starting on or about August 1. Taxpayers can bring their forms, ask questions, and otherwise conduct business during nice weather months.

John Endress, Assessor



Procurement Rules to Follow Using ARPA Funds

Association of Towns Finance School
May 2022

Presented by

Sarah Brancatella, Legislative Director and Counsel, Association of Towns

Katie Hodgdon, Counsel, Association of Towns

Overview- ARPA Funding

4 Categories of Eligible Uses

1. Respond to public health impacts and negative economic impacts
2. Provide premium pay to essential workers
3. Lost revenue for government services
 - Can assume up to \$10 million in lost revenue
4. Water, sewer and broadband infrastructure

Treasury guidance says have to follow applicable local, state and federal rules on procurement

*Spoiler – if you follow local and NYS rules you will be fine under federal rules in most instances



Local Procurement Policy



Overview

- Every local government is required to have a procurement policy (General Municipal Law section 104-b)
- Procurement policy governs all purchases / public works Ks that do not meet the state competitive bidding thresholds (20k for purchases / 35k contracts for public work)
- Purchases made with ARPA funds are subject to town's procurement policy
 - Any ARPA funds purchase under 20k / public works contract under 35k – governed by town's policy
- Policy can be customized to suit the town's needs but must comply with requirements in GML 104-b

Local Procurement Policy



Procedure

- Procurement policy is established via board resolution
- Requirements:
 - Reviewed by the board annually (reorganizational meeting or other meeting)
 - List official charged with purchasing and their title
 - Must be updated biennially
 - Set forth the method of procurement authorized and the monetary thresholds that apply
 - Eg, Three verbal quotes for purchases under 5k, three written quotes for purchases under 20k, etc
 - Method should reflect a process that will generate the best value at the lowest cost for the town
 - RFP – Request for Proposals
 - Provide adequate documentation that procurement rules were complied with

Local Procurement Policy



- **Requirements:**
 - Include language requiring justification / documentation when contract is awarded to non-lowest offeror
 - Lowest responsible offeror not required to receive contract- town can take best interests of the town into consideration (similar to best value)
- **Flexibility!**
 - Unlike competitive sealed bids, the town has discretion in developing and implementing procurement policy
- **Exceptions**
 - Contracts for professional services (attorney, architect, computer engineer – whenever a specialized degree of skill / knowledge required) can be excepted from local procurement policy (must be indicated in policy)

Local Procurement Policy



- **Other factors to consider:**
- **Authorizing purchases without preapproval from town board**
 - Town board is responsible for authorizing purchases and auditing the claim (see Town Law Article 8)
 - Procurement policy can include language giving authority to purchase without board approval
 - “Highway superintendent can purchase up to 5k without board authorization”
 - Useful if an emergency purchase is required
 - Board must still audit and approve the claim after the purchase
 - Encourages efficiency
- **In sum – purchases under 20k and contracts for public work under 35k made with ARPA funds MUST comply with local procurement policy (spoiler – purchases over 10k have to comply with federal small purchases rules)**

Competitive Bidding Requirements



- General Municipal Law section 103- purchases over 20k and contracts for public work over 35k must be awarded through the competitive bidding process
 - Unless an exception applies
- Any purchase / contract using ARPA moneys over these thresholds must comply with the competitive bidding process
- Preferred Source- must be used if available and town would not use competitive bidding process
 - Preferred source status is granted by the state and gives employment opportunities to those that are blind, visually impaired, disabled, or an inmate
 - If available, required to award contract to preferred source unless cost is 15% higher than prevailing market rate (State Finance Law section 162)

Competitive Bidding Requirements



Competitive Bidding- Procedure

- Competitive bidding applies to any purchase contract in excess of 20k or contract for public work in excess of 35k in a given fiscal year
 - Contract is awarded to the lowest responsible bidder or on the basis of “best value” after receipt of sealed bids
1. Develop Bid Specifications
 - When soliciting bids, the specs should identify what the town is looking for, as well as how to submit bids
 - Standardization / Brand Names (GML 103 [5]) - The town can use brand names in its bid specs, so long as the brand name listed represents an industry-wide standard and there is an equivalency clause.
 - 2/3 vote of board required (4/5 board members)

Competitive Bidding Requirements



Competitive Bidding- Procedure

1. Develop Bid Specifications

- Statement of non-collusion- all bids must contain statement of non-collusion indicating that bid was arrived at independently and without collusion
- Iran Divestment Act of 2012- every bid received must contain a statement indicating that the bidder is not affiliated with entities invested in the Iranian energy sector
 - Very limited exception (eg, investment prior to 2012 or purchase is necessary and unavailable otherwise)
- Bid Deposits – the town can require a bid deposit of up to \$100, which must be returned within 30 days of contract award to all packets returned in good condition

Competitive Bidding Requirements



Competitive Bidding- Procedure

1. Develop Bid Specifications

- Performance Security– recommended (but not required) to ensure that contract will be completed once awarded to the successful bidder
- Alternative Bids- board can authorize base bid and alternative bid

2. Advertise Bids

- Bids must be advertised in town's official paper
 - If more than one, must be advertised in all
 - *Failure to comply could result in invalidation of process- advertising invites competition, which results in better prices / goods
 - Advertisement is a solicitation and does not constitute a binding contract until awarded
 - Contain time and place where bids will be opened, as well as manner of receiving bids (can accept electronically if authorized by town board resolution)
 - Include general description of project or products in advertisement
 - At least five days must elapse from date of advertisement and day of bid opening

Competitive Bidding Requirements



Competitive Bidding- Procedure

3. Bid Opening

- Town should designate an official / employee to open bids
- Must be done in public and read aloud
- Bids are recorded and presented to the board at the next open meeting

4. Contract Award

- All bids are a binding offer
- Bid awarded to the lowest responsible bidder that has complied with the bid specs and furnished required security
- Best value- town can award to bidder other than lowest responsible bidder if it has adopted a "best value" local law AND indicated in the bid specs that the bid will be awarded on the basis of best value
 - Does not apply to public works projects under Article 8 of the Labor Law (public works)
- Responsible bidder- can include reputation, moral character, experience, ability to conform to bid specs
 - Finding of "non-responsibility" can invoke bidder's due process rights – bidder should have the ability to challenge any findings of non-responsibility

Competitive Bidding Requirements



Competitive Bidding- Procedure

4. Contract Award

- Non-compliance with specs- town can waive non-compliance with specs if it is an irregularity and not a material defect
 - Example- failure to post security when it is promptly remedied, a late submission when lateness was beyond control of bidder
- Material defect- impairs the interests of other bidders and puts them at a disadvantage
 - Example- failure to comply with prevailing wage, changes in terms of payment, inclusion of a termination clause

Competitive Bidding Requirements



Competitive Bidding- Exceptions

1. Emergencies- requires a true emergency and not one created due to lack of compliance – accident or unforeseen occurrence
2. Professional Services – if a service requires a specialized degree of skill / knowledge, town can forego bidding and follow procurement policy (which can also except professional services)
3. Piggybacking off of other government contracts- if the contract was previously competitively let and opened up to other municipalities (includes federal contracts)
4. Purchases off of OGS contracts
5. Sole source- must be a true sole source situation and not one artificially created to suit the buyer in mind
6. Surplus / Secondhand materials -from the federal government or any other political subdivision or public benefit corporation
7. Leases (true leases)
8. Intermunicipal Cooperation (General Municipal Law 99-r)

FAQ – Competitive Bidding



- Can the town adopt a local law changing the competitive bidding thresholds to those of the federal government?
 - No
- The town put out an advertisement and did not receive any bids – do we still need sealed bids?
 - Yes
- What if contract involves both goods and services – which threshold applies?
 - Look to the total character of the contract – whichever governs the contract in totality is the threshold to apply
- Can we extend the bid opening by a few days?
 - Yes, so long as you readvertise with the new bid opening date



FAQ – Competitive Bidding

- What if all of the bids are terrible – what are our options?
 - Reject and readvertise!
- Does the contractor have to pay prevailing wage on ARPA projects?
 - Yes- the only exception is the sole proprietor that does not have employees or pay wages
- Do contracts for public work over 250k require OSHA 10 training?
 - Yes- all laborers, workers and mechanics on a public works project over this threshold must successfully complete a 10 hour training course in construction safety and health (should be included in bid specs)
- What if there are identical bids submitted?
 - Then the town has discretion in determining lowest responsible bidder (if not awarding on the basis of best value)
 - Use a neutral process to award if possible (drawing lots)



FAQ – Competitive Bidding

- What if a bidder forgot to include important information? Can we let them amend the bid?
 - Nope
- Does the Wicks Law separate specs requirement apply to projects using ARPA funds?
 - Yes!
 - General Municipal Law section 101- separate specs are required for building contracts:
 1. Plumbing and gas fittings;
 2. Heating and cooling systems; and
 3. Electric wiring
 - Applies to contracts in excess of 1.5 million in Nassau, Suffolk and Westchester counties and in excess of 500k for the rest of the state (excluding NYC)

Federal Procurement Rules



- Treasury states ARPA recipients must follow parts of the Uniform Guidance
- The Uniform Guidance – a "government-wide framework for grants management" – set of rules and requirements for Federal awards – covers more than just procurement
- The Assistance Listing at sam.gov lists which sections of the Uniform Guidance applicable to Coronavirus State and Local Fiscal Recovery Fund recipients
- Federal procurement rules found in Uniform Guidance at 2 CFR 200.317 – 2 CFR 200.327

Federal Procurement Rules



General Standards

- Must have a document procurement procedure conforming to state, local, and federal rules (procurement policy)
- Purchase must be necessary
- Oversight to ensure contractors perform in accordance with terms/conditions/specifications of contracts
- Have written conflict of interest standards (local ethics policy)
- Avoid acquisition of unnecessary or duplicative items
- IMA's / shared services encouraged
- Surplus / secondhand equipment encouraged
- Maintain sufficient records to document procurement



Federal Procurement Rules



- Federal rules refer to “formal” and “informal” procurement methods
- Three different categories of purchases based on price
 1. **Micro-purchases** –generally under \$10,000
 - “Informal” procurement method
 2. **Small purchases** –more than micro purchase but less than big purchase (aka generally between \$10,001 and \$250k)
 - “Informal” procurement methods
 3. **Purchases over \$250k**
 - Requires “formal” procurement methods – competitive bids, competitive proposals

Federal Procurement Rules 5 Methods of Procurement



- Micro-purchases (under 10k) – no bids / quotes
- Small purchases (\$10,001-250,000) – adequate # of quotes
- Sealed Bids (>\$250k) - if you follow state competitive bidding you should be good (but be mindful of state exceptions to bidding that don't apply at federal level)
- Competitive proposals - like an RFP
- Noncompetitive Procurement / “Exceptions” to competitive bidding

Federal Procurement Rules



Micro-purchases – under \$10,000 (local policy still applies!)

- Competitive bidding /obtaining quotes NOT REQUIRED if, based on research, purchasing history, experience etc. price considered reasonable
- Have to document purchase and price consideration (auditing process required under Town Law Article 8 should suffice)
- Can increase micro-purchase threshold up to \$50k consistent with state law (so really \$20k and 35k)
 - Self certify on annual basis and maintain adequate documentation
 - Have to qualify as “low-risk auditee” (term of art - defined in 2 CFR 200.520)
 - Have an annual financial risk assessment

Federal Procurement Rules



• **Small Purchase** – generally between \$10,000 (unless town increases) and “Simplified Acquisition Threshold” (SAT)

- SAT federally set at \$250k
- Can create lower SAT based on internal controls and procedures



- Must obtain price/quote from “an adequate number of qualified sources” as the town deems appropriate
- Make sure to document your quotes – no formal method, could be a phone call or email inquiry- just record that you did it

Federal Procurement Rules



- Small Purchases
- Remember state procurement rules get triggered at \$20k and \$35k
 - AKA even though SAT set at \$250k, really you're going to need to go out to bid under NYS Law when you reach \$20k or \$25k
- Local procurement rules also apply if they're consistent with federal rules or more stringent
 - AKA if your local policy allows purchases of over \$10k without a quote that's not cool! You still have to comply with federal rules requiring a quote
 - \$10,001k-\$19,999 might be where you have issues and might consider amending your local procurement policy to make sure it's consistent with federal rules

Federal Procurement Rules



Purchases Exceeding SAT (aka over \$250k, generally)

- Requires "formal methods" of procurement
 - Sealed bids (aka competitive bidding)
 - Competitive proposals
- Sealed bids can be used when
 - A complete, adequate, and realistic specification or purchase description is available (aka create bid specs)
 - Two or more responsible bidders are willing and able to compete
 - Procurement lends itself to a firm fixed price contract and selection of successful bidder can be made principally on basis of price

Federal Procurement Rules



Sealed bid requirements

- Solicited from “an adequate number of qualified sources”
- Bids must be publicly advertised
- Must provide “sufficient response time”
- Have bid specs that define the services or items needed
- Opened publicly at a set date and time
- Award IN WRITING to lowest responsible, responsive bidder
- Can reject any or all bids for a “sound documented reason”

Federal Procurement Rules



Competitive Proposals (for \$250k+)

- Publicize and identify all evaluation factors and their relative importance
- Solicit from “adequate number of qualified sources”
- Town must have a written method for conducting technical evaluations of the proposals and selecting recipients
- Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered

Federal Procurement Rules



Noncompetitive Procurement

- Used for micro-purchases (under 10k)
- Sole source
- Public emergency or exigency will not allow competitive solicitation
- You get permission from the federal gov
- After solicitation of a number of sources, competition is determined inadequate
- Make sure to document justifications!!!

Federal Procurement Rules



****Note About Exceptions to Competitive Bidding****

- NYS provides more exceptions to competitive bidding than federal rules
- If purchase / service over \$250k, federal competitive bidding rules kick in and some exceptions under NYS Law will not be available
 - E.g. secondhand / surplus equipment (fed only encourages, does not make it an exception)

Federal Procurement Rules



Required Contract Provisions

- **Provisions for Contractual Remedies** - Contracts over SAT (\$250,000) must contain provisions that give town administrative, contractual, or legal remedies when contractors violate or breach the terms of the contract.
- **Provisions for Termination for Cause and Convenience** - Contracts in excess of \$10,000 must have clause allowing town to terminate contracts for cause or convenience. The clause should address the manner by which termination will be effected and the basis for settlement with the contractor.

Federal Procurement Rules



Hypothetical:

The town of Opha Springs wants to purchase new park equipment using ARPA funds. What rules do they have to follow if the purchase amounts to:

- \$15,000
- \$30,000
- \$150,000
- \$300,000



Questions?

khodgdon@nytowns.org
sbrancatella@nytowns.org
info@nytowns.org

Attn Town Board:

The Public Works Dept is asking the Town board to allow the use of ARPA funds to purchase standby generators for the remaining water pumping stations that do not have them, and reimbursement to the Water department for the purchase and installation of a standby generator for Pennview Water station. We would also like to purchase a second standby generator that is portable, and use it for the Sewer Pumping stations. **(See attached comparison of generator pricing)**. I consulted with Eric Burns from Deikow Electric to spec out the generator sizes. I would suggest the Town purchases generators from Generators Direct and hire an electrician to install or go out to bid for the whole project.

Secondly:

I would also like to utilize some of the ARPA funds to have 8-foot chain link fencing with vehicle access gates installed at our water tanks. In our annual Risk Assessment for the Water Dept fencing/deterrents for vandalism is recommended. I would strongly recommend that the Town allows the use of the funds to be utilized. I have attached an email conversation from a local vendor with an estimated cost. I am aware multiple quotes or going out to bid will be needed, this is just a ball park figure without having vendors to the site. Once I have confirmation that the Town is interested in moving fwd. with this I will have vendors visit the location **(See attached email)**. I would suggest that the Town goes out to bid for this project and possible include engineering on this project.

Thirdly:

I would like to use ARPA funds to replace the existing 12" sleeved in 24" casing under exit 6 off ramps. I have attached an estimated budget cost from the hired contractor who repaired main. I have had 2 breaks already in the north bound off ramp that was hired out due to location, nature of break and traffic control. **(See attachment)**

Thank you

Gregory Burden

Superintendent of Public Works

GENERATORS PRICING COMPARISON

Cost to purchase from Generator Direct **OUTSIDE INSTALLER** (Quote by Deikow Elec)

LOCATION	KW	FUEL	AMPS	10 yr warranty	COST	INSTALL PRICE	
Applewood	30kw	Diesel	100	\$1,113.75	\$20,044.71	\$4,500.00	
Maplewood	20kw	Diesel	100	\$1,113.75	\$20,044.71	\$2,050.00	
Chenango Heights	30kw	N/Gas	100	\$1,113.75	\$20,044.71	\$4,500.00	
Poplar Hill Booster	25kw	N/Gas	100	\$1,113.75	\$16,044.71	\$3,150.00	
Run Acres	10kw	Propane	100	\$776.25	\$6,229.28	\$3,000.00	
Portable/Liftstations	50kw	Diesel			\$42,899.00	\$2,100.00	
					COST	\$129,424.62	\$19,300.00
					TOTAL	\$148,724.62	

Cost to purchase and install from Deikow Electric

LOCATION	KW	FUEL	AMPS	10 yr warranty	COST	INSTALL PRICE	
Applewood	30kw	Diesel	100		\$33,500.00	\$4,500.00	
Maplewood	20kw	Diesel	100		\$34,000.00	\$2,050.00	
Chenango Heights	30kw	Diesel	100		\$33,500.00	\$4,500.00	
Poplar Hill Booster	25kw	Diesel	100		\$32,000.00	\$3,150.00	
Run Acres	10kw	Propane	100		\$8,800.00	\$3,000.00	
Portable/Liftstations	50kw	Diesel			\$42,899.00	\$2,100.00	
					COST	\$184,699.00	\$19,300.00
					TOTAL	\$203,999.00	

GENERATORS PRICING COMPARISON

Cost to purchase and Install from Blanding Electric

LOCATION	KW	FUEL	AMPS	10 yr warranty	COST	INSTALL PRICE
Applewood	30kw	Diesel	100	\$1,113.75	\$19,284.11	\$32,318.43
Maplewood	20kw	Diesel	100	\$1,113.75	\$19,284.11	\$32,318.43
Chenango Heights	30kw	NG	100	\$1,113.75	\$14,518.94	\$32,318.43
Poplar Hill Booster	25kw	NG	100	\$1,113.75	\$13,250.67	\$32,318.43
Run Acres	14kw	Propane	100	\$776.25	\$6,465.88	\$32,318.43
Portable/Liftstations	45kw	Diesel			\$32,454.60	\$32,318.43
				COST	\$110,489.56	\$193,910.58
					TOTAL	\$304,400.14

ALL INSTALL PRICING EXCLUDING GENERATOR PAD EXCEPT BLANDING

CHENANGO HEIGHTS AND POPLAR HILL NEED UPGRADED GAS LINES THROUGH NYSEG PRICE UNKNOWN AS OF 6/16/22

RUN ACRES WILL HAVE TO HAVE A PROPANE TANK INSTALLED JUST LIKE PENNVIEW DID

Bid Proposal

Vacri Construction Corporation

One Brick Avenue
Binghamton, New York 13901
TEL: 607.723.4319 FAX: 607.723.9539

Proposal Submitted To: Town of Chenango Water Dept	Phone / Fax (607)648-4809	Date 06/30/22
Street 1529 State Route 12	Job Name Watermain Replacement	
City, State and Zip Code Binghamton, NY 13901	Job Location Route 12 at Exit 6 Offramp	
Attention: Greg Burden	Email: water@townofchenango.com	

We Propose to hereby furnish labor, and equipment - complete in accordance with specifications below, for the sum of:

Dollars **\$150,000.00**

Payment to be made as follows:

Net 30 Days

All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, Accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature _____
Roberto DeVincentis

Note: This proposal may be withdrawn by us if not accepted within 30 Days.

Vacri Construction providing budget pricing for the following:

Replace 12" Water Line on Front St at base of Exit 6 off Route 81
Pricing includes: Excavation, Bedding Stone and Backfill with Select Fill

Traffic Protection:	\$13,000.00
Mobilization/DeMobilization	\$8,000.00
12" Insertion Valves (2ea)	\$21,000.00
12" Water Line (Approx 140LF including Removal of Existing)	\$55,000.00
Pavement Restoration	\$23,000.00
Concrete Walk and Curb Restoration	\$11,500.00
Lawn Restoration	\$3,500.00
Subtotal:	\$135,000.00
Buffer for Increased Material Pricing	\$15,000.00
	\$150,000.00

EXCLUDES:

- Permits**
- Night Work**

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

RE: Town of Chenango



Kevin Normile <kevin@budgetfenceinc.com>

Mon 5/16, 6:53 PM

Burden, Greg

Reply all |

Hi Greg,

So at the top of a lot of hills, it is very rocky or even solid rock at the surface so we'd have to look at the sites. Sometimes the digging can be almost impossible.

My best guess for all of these jobs with gates, 8 ft. high with no barbed wire would be in the \$81 to \$86 thousand dollar range at NY State Prevailing Wage rates.

That is for a total of 1080 feet of fence with double drive gates at each location. Any questions let me know.

Thanks,

Kevin Normile
Field Estimator
Budget Fence Inc.

From: Burden, Greg <Greg.Burden@townofchenango.com>
Sent: Friday, May 13, 2022 2:21 PM
To: Kevin Normile <kevin@budgetfenceinc.com>
Subject: Town of Chenango

Hey Kevin looking to get a quote's on fencing around our water tanks. I have listed what iu am looking for below plus general measurements. I know you will have to come get hard numbers but I am just estimating at this point. Ball park figures rt no. All fencing to have a double gate for vehicle access.

- 1. Savitch Tank 60' l x 70' W x 8' H
- 2. Hillside Tank 40' l x 50' W x 8' H
- 3. Hospital Hill 60' l x 70' W x 8' H
- 4. CH Heights 30' l x 55' W x 8' H
- 5. Poplar Hill 35' l x 70' W x 8' H

Like I said above this is rough estimate and I know we will have to get exact numbers before install.

Thank you
Greg

Gregory Burden
Superintendent of Public Works, Town of Chenango
1529 Ny Rt 12
Binghamton, NY 13901
607-648-4809 ext 7

Town of Chenango - Highway Department

ARPA Funded Potential Projects (Ordered by Priority)

1. Quinn Estates (Theresa Blvd) – replacement of 165 of 24” pipe
2. Wallace Rd - Storm Debris Catchment System, if HMGP grant application is not awarded.
3. Wallace Rd/Smith Hill Rd – complete drainage from top to under US Route 11.
4. Frederick Rd – replace drainage system from north of River Rd to the river.
5. Fuller Rd – procure easement and install a retaining wall.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AND APPROVING MOU WITH MUNICIPAL SOLUTIONS

The Town Board of the Town of Chenango, duly convened in Work Session, July 13, 2022, does hereby RESOLVE as follows:

WHEREAS, the Town Board of the Town of Chenango has an existing contract with Municipal Solutions, Inc., and

WHEREAS, the Town Board wishes to clarify the confidentiality of information provided to Municipal Solutions, Inc. via a Memorandum of Understanding, attached hereto and incorporated herein.

NOW, THEREFORE, IT IS HEREBY RESOLVED, the Town Board of the Town of Chenango approves the MOU with Municipal Solutions and authorizes the Town Supervisor to effectuate any and all documentation necessary for implementation.

RESOLVED, that this Resolution shall take effect immediately.

Offered by:

Seconded by:

CERTIFICATION

I, Lizanne Tiesi-Korinek, do hereby certify that I am the Town Clerk of the Town of Chenango and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Chenango at a meeting thereof held on this 13th day of July, 2022. Said resolution was adopted by the following roll call vote:

Supervisor Jo Anne Klenovic _____
Councilperson David Johnson _____
Councilperson Gene Hulbert Jr. _____
Councilperson Frank Carl _____
Councilperson Jim DiMascio _____

Town of Chenango Seal

Dated: July 13, 2022

Lizanne Tiesi-Korinek
Town Clerk of the Town of Chenango

MEMORANDUM OF UNDERSTANDING

Date: July __, 2022

Parties:

Town of Chenango (the "Town")

Municipal Solutions, Inc.

The Parties have an existing contract for services. Related to the existing contract Municipal Solutions, Inc. will be receiving certain information from the Town which may be perceived as sensitive information. The Parties agree that such information shall not be shared outside of Municipal Solutions, Inc. and shall be used for the sole purpose of the Town's existing contract.

Municipal Solutions, Inc.

Town of Chenango