

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Tuesday, March 15, 2016 (3:30 pm)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the March 1, 2016 meeting.
2. Solicit Bids for HVAC Unit (Public Works/Library) – Request from Mike Guyon for Town Board authorization to solicit bids for the replacement of a HVAC unit on the roof of the Brighton Memorial Library (see letter from M. Guyon).
3. Award Bid for Sidewalk Replacement Program (Public Works) – Request from Mike Guyon for Town Board action to award a bid for the 2016 Sidewalk Replacement Program to the low, responsible and responsive bidder, Espana Enterprises, LLC, in an amount not to exceed \$144,975 and to authorize the Supervisor to execute change orders not exceeding 10% of the base contract (see letter from M. Guyon).
4. Contract and Change Order for Culvert Lining Project (Public Works) – Request from Mike Guyon for Town Board authorization, nunc pro tunc, of the Supervisor to execute an agreement with Skanex Pipe Service, Inc. for services relating to the Fairfield Drive Culvert Lining in the amount of \$96,500 and authorization of the Supervisor to execute a change order in the amount of \$810 for equipment rental (see letter from M. Guyon).
5. Declare Equipment as Surplus for Auction (Highway) – Request from Tim Anderson for Town Board action to declare items of equipment as surplus and authorize for auction (see letter from T. Anderson).
6. Budget Transfer (Highway) – Request from Tim Anderson for Town Board action to transfer \$5,315 from the salt budget to equipment in the highway department for the replacement of a snow blower attachment for a Kubota sidewalk tractor (see letter from T. Anderson).
7. Contract for Yard Waste Processing (Highway) – Request from Tim Keef for Town Board authorization to enter into an agreement with Green Renewable Inc. for yard waste processing services at the Town landfill (see letter from T. Keef).
8. Executive Session – Employment of particular people.

The next regularly scheduled meeting of the FASC will be held **Tuesday, April 5, 2016 at 3:30 pm**, in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ★ ROCHESTER, NEW YORK 14618 ★ PHONE (585)784-5250 ★ FAX (585)784-5368

March 9, 2016

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Replace AAON Rooftop Unit Serving the Brighton Memorial Library
Prepare Bid Documents and Solicit a Request for Bidders.

Dear Councilperson DiPonzio and Committee Members:

I am requesting authorization to prepare design documents and solicit a request for bidders for construction services necessary to replace the existing AAON Roof top HVAC Unit serving the Brighton Memorial Library. This unit was installed as part of the library addition in 1999 and serves the entire north end of the library. The unit has been problematic and has had over 10 service outages over the past 4 years. The unit is particularly problematic in the summer months and has not been able to accommodate temperatures above the mid 80's prompting numerous complaints from patrons and staff. In anticipation of this project we developed a budget of \$65,000.

Funds have been proposed to be borrowed for this project. No action as to awarding a contract will be considered without returning to this committee.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled March 15, 2016 meeting in the event that you have any questions regarding this matter.

Respectfully,

Michael E. Guyon, P.E.
Town Engineer

cc: S. Zaso
T. Keef
Steve Spencer
Mary Ann Hussar



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE * ROCHESTER, NEW YORK 14618 * PHONE (585)784-5250 * FAX (585)784-5368

3/8/2016

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Award of Project
2016 BCSD Sidewalk Repair Program

Dear Councilperson DiPonzio and Committee Members:

Pursuant to prior authorization, the above bid was publicly advertised and opened on March 8, 2016. Eighteen Contractors downloaded the contract documents for this project. Attached is a copy of the public notice along with the Bid Result. Below is Table-1 which lists the bids that were received from contractors.

Table - 1 Contractor List

#	Contractor Name	Base Bid
1	Espana Enterprises	\$144,975.00
2	Roman Construction	\$183,982.50
3	Peter Holmes Contracting	\$348,427.10
4	Campobello Construction	\$180,782.50
5	Millennium Construction	\$213,317.00
6	Villager Construction	\$389,590.00
7	Sunshine Concrete	\$149,887.50
8	Hewitt Young Electric	\$187,655.50

Town staff reviewed the bids for completeness and accuracy and concluded that the lowest price quote provided by *Espana Enterprises, LLC, 234 Rayfield Circle, Webster NY 14580* is representative of the costs necessary to complete the project and the contractor is qualified to perform the proposed work. Therefore, I am requesting that FASC recommend that the Town Board award the project to the low, responsible and responsive contractor, *Espana Enterprises LLC*, for a lump sum price not to exceed **\$144,975.00**. I further recommend that the Supervisor be authorized to execute any necessary change orders that do not collectively exceed ten percent of the awarded contract price.

As always, thank you for your consideration. In the event that you have any questions regarding this matter please contact me.

Respectfully,



Michael Guyon
Town of Brighton

cc: S. Zaso
T. Keef
M. Hussar

BID TABULATION

Opening Date:

Project Name: 2016 Sidewalk Repair Contract
Contract For: Highway

Work Order #:
Time: 10:00 AM

3/8/2016

COMPANY INFO

BASE BID

SECTION CHECKLIST

Company: Espana Enterprises LLC
Contact: Scott Spring
Address: 234 Rayfield Circle
City: Webster **State:** NY **Zip:** 14580
Phone: (585) 233-2755 **Fax:**
email: sspring1@frontiernet.net
website:
Comments:

Base Bid: \$ 144,975.00
Alt 1:
Alt 2:
Grand Total: \$ 144,975.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Roman Construction
Contact:
Address: 7279 Lakeview Court
City: Pendleton **State:** NNY **Zip:** 14120
Phone: (716) 946-6844 **Fax:**
email: romanconcrete@aol.com
website:
Comments:

Base Bid: \$ 183,982.50
Alt 1:
Alt 2:
Grand Total: \$ 183,982.50

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Peter Holmes Contracting
Contact: Peter Holmes
Address: 198 Honey Hill Road
City: Fulton **State:** NY **Zip:** 13069
Phone: **Fax:**
email:
website:
Comments:

Base Bid: \$ 348,427.10
Alt 1:
Alt 2:
Grand Total: \$ 348,427.10

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Campobello Construction Co. INC
Contact:
Address: 23 Stratford Road
City: Buffalo **State:** NY **Zip:** 14216
Phone: (716) 873-5090 **Fax:**
email:
website:
Comments:

Base Bid: \$ 180,782.50
Alt 1:
Alt 2:
Grand Total: \$ 180,782.50

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company: Millenium Construction
Contact:
Address: 248 North Brier Road
City: Amherst **State:** NY **Zip:** 14228
Phone: **Fax:**
email:
website:
Comments:

Base Bid: \$ 213,317.00
Alt 1:
Alt 2:
Grand Total: \$ 213,317.00

- 300-1.3 Bid Security 5%
- 300-1.4 Addendums
- 300-2.4 Signatures
- 410 Bid Security Form
- 440 EEO
- 450 Bidder Responsibility
- 470 Corporate Resolution
- 480 Non-Collusive
- 485 MacBride
- 490 Site Investigation

Company:	Villager Construction, INC			
Contact:				
Address:	425 Old Macedon Center Road			
City:	Fairport	State:	NY	Zip: 14450
Phone:	(585) 223-7697	Fax:	(585) 223-7787	
email:				
website:				
Comments:				

Base Bid:	\$ 389,590.00
Alt 1:	
Alt 2:	
Grand Total:	\$ 389,590.00

<input checked="" type="checkbox"/>	300-1.3 Bid Security 5%
<input type="checkbox"/>	300-1.4 Addendums
<input checked="" type="checkbox"/>	300-2.4 Signatures
<input checked="" type="checkbox"/>	410 Bid Security Form
<input type="checkbox"/>	440 EEO
<input checked="" type="checkbox"/>	450 Bidder Responsibility
<input checked="" type="checkbox"/>	470 Corporate Resolution
<input checked="" type="checkbox"/>	480 Non-Collusive
<input type="checkbox"/>	485 MacBride
<input checked="" type="checkbox"/>	490 Site Investigation

Company:	Sunshine Concrete			
Contact:				
Address:	3461 Stevenson Ct			
City:	North Tonawanda	State:	NY	Zip: 14120
Phone:		Fax:		
email:				
website:				
Comments:				

Base Bid:	\$ 149,887.50
Alt 1:	
Alt 2:	
Grand Total:	\$ 149,887.50

<input checked="" type="checkbox"/>	300-1.3 Bid Security 5%
<input type="checkbox"/>	300-1.4 Addendums
<input checked="" type="checkbox"/>	300-2.4 Signatures
<input checked="" type="checkbox"/>	410 Bid Security Form
<input type="checkbox"/>	440 EEO
<input checked="" type="checkbox"/>	450 Bidder Responsibility
<input checked="" type="checkbox"/>	470 Corporate Resolution
<input checked="" type="checkbox"/>	480 Non-Collusive
<input type="checkbox"/>	485 MacBride
<input checked="" type="checkbox"/>	490 Site Investigation

Company:	Hewitt Young Electric, LLC			
Contact:				
Address:	645 Maple Street			
City:	Rochester	State:	NY	Zip: 14611
Phone:		Fax:		
email:				
website:				
Comments:				

Base Bid:	\$ 187,655.50
Alt 1:	
Alt 2:	
Grand Total:	\$ 187,655.50

<input checked="" type="checkbox"/>	300-1.3 Bid Security 5%
<input type="checkbox"/>	300-1.4 Addendums
<input checked="" type="checkbox"/>	300-2.4 Signatures
<input checked="" type="checkbox"/>	410 Bid Security Form
<input type="checkbox"/>	440 EEO
<input checked="" type="checkbox"/>	450 Bidder Responsibility
<input checked="" type="checkbox"/>	470 Corporate Resolution
<input checked="" type="checkbox"/>	480 Non-Collusive
<input type="checkbox"/>	485 MacBride
<input checked="" type="checkbox"/>	490 Site Investigation



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MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ★ ROCHESTER, NEW YORK 14618 ★ PHONE (585)784-5250 ★ FAX (585)784-5368

March 14, 2016

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Fairfield Drive Culvert Lining Project
Nunc Pro Tunc Authorization of Construction Agreement and Request for Change Order

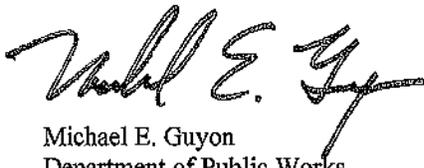
Dear Councilperson DiPonzio and Committee Members:

I am requesting that FASC authorize the Supervisor to sign and execute the attached Agreement nunc pro tunc with Skanex Pipe Services, Inc. to provide lining services of the Fairfield Drive drainage culvert. A budget line item, in the amount of \$184,000, was included in the 2015 Town Capital Budget to address the replacement of the Fairfield Drive drainage culvert and was to be financed by the Issuance of Town Bonds. Town staff prepared design and construction documents for the rehabilitation of the drainage culvert and Skanex Pipe Services, who held a contract with Monroe County for pipe lining services, was contracted on August of 2015 to provide the work for a not to exceed amount of \$96,500. A purchase order was requested and issued for the project in August 2015 without first presenting the project to the FASC and subsequently to the Town Board.

In addition, I am requesting that FASC authorize the Supervisor to sign and execute the attached Change Order for the amount of \$810.00 to cover the cost of rental equipment provided by the Contractor, which was not included in the Original Scope of Work, for installation of the Fairfield Drive liner.

As always, thank you for your consideration. A member of the Department of Public Works staff will be in attendance at your regularly scheduled March 15, 2016 meeting in the event that you have any questions regarding this matter. As always, your consideration of matters such as this is greatly appreciated.

Sincerely,



Michael E. Guyon
Department of Public Works

Cc: Suzanne Zaso
Evert Garcia
Tim Keef
Tim Anderson



Town Of Brighton

Operations Center

1941 Elmwood Ave. / Rochester, New York 14620 / Phone (585) 784 - 5280 Fax (585) 784 - 5385

March 11, 2016

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, NY 14618

Re: Authorize Disposal of Equipment

Honorable Members:

I recommend that the following equipment be declared surplus to our needs:

2002 Sterling Dump truck w/all season body	Asset #H94326
Tenco Front Plow	Asset #00957
Tenco Right Wing Plow	Asset #00958

I further recommend that I be authorized to dispose of the truck and plow equipment through Roy Teitworth, Inc. at a municipal auction scheduled for May of this year.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

Cc: S. Zaso
A. Banker
M. Hussar
T. Keef



Town Of Brighton

Operations Center

1941 Elmwood Ave. / Rochester, New York 14620 / Phone (585) 784 - 5280 Fax (585) 784 - 5385

March 14, 2016

Honorable Finance Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, NY 14618

Re: Transfer of funds: Sidewalk Tractor Snow blower attachment replacement.

Honorable Members:

I recommend that a transfer be approved from the following:

Highway – Snow/Ice Control – Salt (D. HWY.5142 4.09) in the amount of \$5,315

To the following:

Highway – Machinery – Highway Equipment (D.HWY.5130 2.30) in the amount of \$5,315

The funds are proposed to be used for an unanticipated purchase of a replacement snow blower attachment for a Kubota sidewalk tractor. I am available to answer any questions if needed.

Sincerely,

Timothy J. Anderson
Deputy Highway Superintendent

Cc: M. Hussar
S. Zaso
T. Keef
A. Banker

TOWN OF BRIGHTON
2015 FAIRFIELD CULVERT LINING PROJECT
CONTRACT CHANGE ORDER NUMBER 1

CONTRACT NUMBER:
CONTRACTOR: Skanex Pipe Services, Inc.
DATE: March 10, 2016
CHANGE IN CONTRACT TIME: Zero CALENDER DAYS

DESCRIPTION OF CHANGE ORDER:

Equipment rental cost, which is not included in the scope of work, for installation of liner, which is cause for the following adjustment to the contract:

1) Positive net change to contract resulting in an addition of: \$810
Total Cost of Addition this Change Order: \$810

Original Contract Price: \$96,500.00
Adjusted Contract Price through previous change orders: \$96,500.00
Adjusted Contract Price through this change order: \$97,310.00

The work covered by this change order shall be performed under the same terms and conditions as that included in the original contract. All other terms and conditions of said contract as modified shall remain the same.

APPROVALS

<hr/>	<hr/>	<hr/>	<hr/>
CONTRACTOR	DATE	DEPT of PUBLIC WORKS	DATE
<hr/>	<hr/>	<hr/>	<hr/>
		SUPERVISOR	DATE

LEGAL NOTICE

The Town of Brighton, Monroe County, New York, will receive sealed bids for the improvements to the:

**2016 BRIGHTON CONSOLIDATED SIDEWALK DISTRICT
SIDEWALK REPAIR PROGRAM**

Sealed Bids will be received, publicly opened and read at the following place and time:

Place: Town of Brighton
Department of Public Works
2300 Elmwood Avenue
Rochester, New York 14618

Date: Tuesday, March 8, 2016

Time: 10:00 A.M. Local Time

The work consists principally of removal and replacement of existing sidewalk as well as new installation of sidewalk in various locations in the Town of Brighton.

The foregoing is a general outline of work only and shall not be construed as a complete description of the work to be performed under each contract. Plans and Specifications are available for inspection at the above location and may be obtained upon payment of twenty-five (\$25.00) dollars (nonrefundable) for each set of documents requested. The check for the Plans and Specifications shall be made payable to the Town of Brighton. Alternatively, Plans and Specifications can be downloaded from the Town's website (www.townofbrighton.org) under the Town Departments - Public Works - Current Bid Offerings.

The check for the Plans and Specifications shall be made payable to the Town of Brighton. Bids must be made in writing on the forms furnished and shall be accompanied by a bid guarantee for an amount not less than five percent (5%) of the amount bid in accordance with the INSTRUCTIONS TO BIDDERS.

The Town of Brighton is exempt under New York State Tax law, and therefore, no sales tax on the cost of materials incorporated into the project shall be included in the bid.

All prices bid shall be good for a period of sixty (60) days after opening. The Town of Brighton reserves the right to consider bids for sixty (60) days after their receipt before awarding any contract. The Town of Brighton further reserves the right to reject any and all bids, and to accept any Proposal or individual item or items, which it may deem to be the most favorable to its best interests.

A non-collusive bidding certificate shall be included with each bid. The attention of the Bidder is called to the requirements as to the conditions of employment and the minimum wage rates to be paid under this contract. Any unauthorized modifications or alterations to this document could result in a rejected bid.

Dated: February 11, 2016

Fa 11

01548733

The Town of Brighton, Monroe County, New York, will receive sealed bids for the improvements to the:

2016 BRIGHTON CONSOLIDATED SIDEWALK DISTRICT SIDEWALK REPAIR PROGRAM

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Department of Public Works
2300 Elmwood Avenue
Rochester, New York 14618

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Dated: **February 11, 2016**



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ROCHESTER, NEW YORK 14618

PHONE: (585)784-5250 FAX: (585) 784-5368

March 14, 2016

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

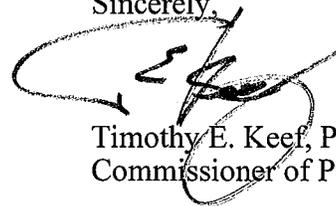
re: Landfill Contracting Services for 2016
Recommendation of Award

Dear Chairman DiPonzio and Committee Members:

As you will recall from previous discussions, the agreement between the Town and Sensenigs Landscape Supply, which expires March 31st, can be renewed annually with provisions to do so two more times. During recent discussions with Sensenigs they have indicated their desire to forego the balance of the remaining renewal options for a variety of reasons. In anticipation of this development, Sensenigs has partnered with S. M. Gallivan, LLC of Troy, New York for the provision of these types of services. Last month I had the opportunity to meet with Sensenigs and Sean Gallivan, owner, and Elijah Young, project manager, to discuss their operation and what services they could provide us operating as "GreenRenewable". Subsequently, and as discussed, a proposal has been provided to us for our consideration, which is attached for your reference. In summary, the proposal is for two years with an option to renew for a third year and it is zero cost to the Town. Based upon discussions with Messrs. Gallivan and Young, what has been proposed in the attached and my knowledge of the current market economics in this regard (i.e. the Town could incur significant annual cost to have our yard wastes processed and removed, potentially in the range of \$70,000 and upwards), I believe that it would be prudent and beneficial for the Town to enter into this agreement.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled March 15, 2016 meeting in the event that you have any questions regarding this matter.

Sincerely,



Timothy E. Keef, P.E.
Commissioner of Public Works

TEK/wpd

attachment

cc: T. Anderson
M. Hussar
S. Zaso
A. Banker



QUOTE

03 March 2016

S.M. Gallivan, LLC
215 Oakwood Avenue
Troy, NY 12182
Ph: (518) 271-6100
Fax: (518) 271-7505

Date: 03/03/2016
Expiration Date:
Quote No. 16-0303

To: Town of Brighton
Department of Public Works
2300 Elmwood Avenue
Rochester, NY 14618
Attention: Timothy Keef

Salesperson	Phone	Ship Via	FOB	Project
Elijah Young	518-370-5289			Grinding

Quantity	Description	Unit Price	Line Total
4/1/16 – 3/31/18	Grind & remove brush & leaves	\$0.00	\$0.00
4/1/18 – 3/31/19	1 year option to extend	\$0.00	\$0.00
TBD	Process & remove green waste currently being landfilled	TBD	TBD

Terms:

Accepted By:

Date:

Thank you for your business



www.gallivancompanies.com

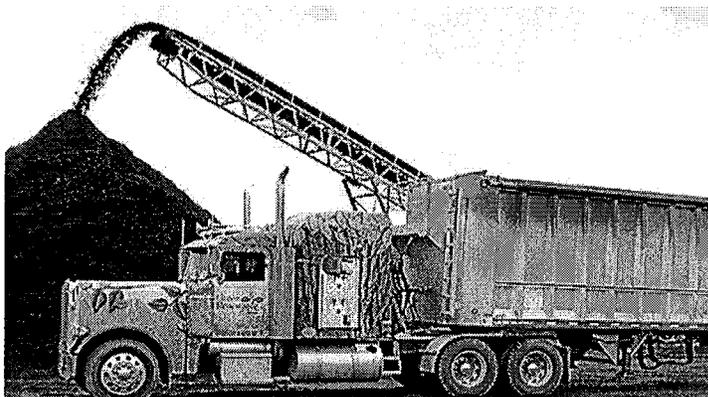
☎ Berlin, NY - 518.658.2233
☎ Manchester, NY - 585.402.8710

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News

GreenRenewable, Inc. Open Operations In Manchester, N.Y.

GreenRenewable Inc. - Monday, September 14, 2015



Company to Fill Approximately 35 Jobs at New Facility

MANCHESTER, N.Y. – GreenRenewable, Inc. continues its growth in the lawn and garden products manufacturing industry with the opening of its newest facility in Manchester, N.Y. This is the company’s fourth location, allowing for better service and distribution to its customers in Central and Western New York.

GreenRenewable manages wood material recovery and repurposing facilities in Colonie, Watervliet and Berlin, N.Y. The company also handles its own organic materials collection and transportation logistics. Those services are offered to surrounding towns and municipalities, assisting in their compliance with state and federal regulations.

“Manchester is a great location that offers easier access to our clients in this part of the state,” said Sean Gallivan, president & CEO, GreenRenewable, Inc. “We’re proud of our growth in the

Get in Touch... Become a Customer

Full Name *

Business Name

Email Address *

Phone Number *

Services or Products
You're Interested In? ^
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