

**29309**

To: Board of Acquisition and Contract

From: Thomas J. Lauro, P.E.  
Commissioner of Environmental Facilities

Date: September 19, 2012

Re: Request for **Authority to Solicit Bids by Public Advertisement** for  
Contract No. **EF-1205**  
Maintenance and calibration of DataGator leachate flow meters  
located at the Sprout Brook Ash Disposal Facility, Cortlandt, New York

Attached for your consideration is a resolution, which, if approved by your Honorable Board, would authorize the Department of Environmental Facilities to solicit bids by public advertisement for the above referenced project. The work under this contract consists of providing all necessary labor, materials and equipment required to provide maintenance and calibration of DataGator leachate flow meters located at the Sprout Brook Ash Disposal Facility, Cortlandt, New York. The selected Contractor will perform the following work:

- a) Regular calibration, data collection, maintenance, and service of twenty-two (22) DataGator flowmeters at the Sprout Brook Ash Disposal Facility. Also, the contractor will verify the calibration of pressure transducers, backup and main battery status.
- b) Maintenance and service of the wired modem and Radio. Provide remote data collection and storage as a redundant data archive.
- c) Provide the quarterly reports of flow data in appropriate form for submitting to State Authorities, and also provide annual summary flow data report data in appropriate form for submission to State Authorities.
- d) Frequency Modem communication and data collection network for the twenty-two (22) DataGator flowmeters at the Sprout Brook Ash Disposal Facility.
- e) Provide any hardware upgrades of the system, or software upgrades for the Calcuflow software as they become available for distribution.

This contract is for a scheduled duration of three (3) years.

The goals and objectives of the Contract are to obtain the services of a contractor who has the equipment and manpower resources available to undertake the work, consisting of the following tasks:

1. Maintenance and service of twenty-two (22) DataGator flow meters at the Sprout Brook Ash Disposal Facility on site at regular intervals.
2. The Contractor will analyze the flow data from the 22 sites and prepare a complete report for the collection system flow and detection system flow for the ash cell phases I, II, IIIB, IV and stage I.
3. The contractor will provide the necessary personnel to enter the manhole for calibration and perform the repair.
4. During the term of the contract, the contractor will make the necessary piping changes or repairs which are necessary to the flow meter installation, if required.
5. Provide necessary spare parts for quick system recovery or for simple routine maintenance.

DEF personnel will inspect and supervise the work performed by the selected Contractor. Verification by DEF is for payment and tracking purposes only and in no way relieves contractual responsibility from the Contractor for completing the work as described herein. The Contractor will be responsible to comply with all applicable regulations and industry standards.

Issuing this contract is fiscally responsible because the tools, equipment and materials needed to perform the work are not readily available and it would be more costly for DEF personnel to procure these items independently. A mechanical contractor is needed who is regularly engaged in flow metering work and has the necessary manpower training and equipment resources to cost effectively perform the work.

This Contract is deemed to fulfill a public purpose as the services provided under this Contract protect the building facilities and equipment systems that are operated by DEF personnel and enable the Department to carry out its basic mission to provide wastewater treatment and maintaining satisfactory water quality.

Approval of the attached resolution is respectfully requested.

# RESOLUTION

Upon communication from the Commissioner of Department of Environmental Facilities,

**RESOLVED**, that the Commissioner of Environmental Facilities is hereby authorized to solicit bids by public advertisement for the following Contract:

**CONTRACT NO. EF-1205**

Maintenance and calibration of twenty-two DataGator leachate flow meters  
located at the Sprout Brook Ash Disposal Facility  
Cortlandt, New York

and be it further;

**RESOLVED**, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 30% of the total contract amount, and in a form approved by the County Attorney. The Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; and be it further;

**RESOLVED**, Pursuant to Section 308.01 of the Laws of the County of Westchester, it is the goal of the County to use its best efforts to encourage, promote and increase the participation of business enterprises owned and controlled by persons of color or women - Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) and be it further;

**RESOLVED**, that such advertisement shall appear in the following County newspaper(s):

**THE JOURNAL NEWS (Southern Edition)**

	Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub	Trust Account	Dollars
Account to be charaed/credited	N/A					

Budget Funding Year (s) _____ (must match resolution)	Start Date: _____ End Date: _____
Funding Source _____	Tax dollars <u>100%</u>
	State Aid _____
	Federal Aid _____
_____ (must match resolution)	