
Agenda

July 16, 2025 at 8:00 a.m.

Watershed Education Center (Vitale Park)

Lakeville, NY 14480

All attachments and reports may be found at

www.lcwsa.us

1. Call to Order

2. Approval of Agenda

3. Approval of Minutes

- a. June 30, 2025 – Regular Meeting
- b. July 11, 2025 – Governance and Strategic Growth Initiatives Committee Meeting

4. Reports

- a. Financial Report – June 2025
- b. Operations Report
- c. Capital Report
- d. Executive Director's Report

5. Other Business

- | | |
|---------------------------|--|
| Resolution No.: 2025 - 25 | RESOLUTION IN SUPPORT OF TOWN OF LEICESTER COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE LEICESTER PUMP STATION IMPROVEMENT PROJECT |
| Resolution No.: 2025 - 26 | RESOLUTION IN SUPPORT OF TOWN OF LIVONIA COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE HEMLOCK PUMP STATION IMPROVEMENT PROJECT |
| Resolution No.: 2025 - 27 | RESOLUTION TO APPROVE AN EIGHTEENTH SUPPLEMENTAL RESOLUTION TO ALLOW AN INCREASE IN BORROWING TO FINANCE CERTAIN WATER IMPROVEMENTS IN CONNECTION WITH E.F.C. STATE DRINKING WATER REVOLVING FUND PROJECT NO.: 18746 |
| Resolution No.: 2025 - 28 | RESOLUTION AWARDING A BID FOR COUNTY WIDE WATER SYSTEM IMPROVEMENTS CONTRACT 4 – SHELLY ROAD UPPER WATER STORAGE TANK, CONTRACT A – GENERAL CONSTRUCTION |

Resolution No.: 2025 – 29 RESOLUTION AWARDING A BID FOR COUNTY WIDE WATER SYSTEM IMPROVEMENTS: CONTRACT 4 – SHELLY ROAD UPPER WATER STORAGE TANK, CONTRACT B – WATER STORAGE TANK

Resolution No.: 2025 – 30 RESOLUTION ADOPTING VARIOUS POLICIES FOR THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY

6. Adjournment

Next Regular Meeting: Wednesday, August 20, 2025 @ 8:00 am

Unreviewed Minutes
REGULAR MEETING
June 30, 2025 at 8:00 a.m.
Watershed Education Center (Vitale Park)
Lakeville, NY 14480

Members Attending: M. McKeown, B. Ceci, R. White, M. Falk, T. Saunders, and S. Beardsley

Others attending: J. Molino (Executive Director), L. Monaghan (Deputy Executive Director), M. Kosakowski (Director of Operations), R. Lewis (Principal Accountant), J. Campbell (Attorney), and S. Wright (Secretary),

Call to Order: 8:00 a.m.

Approval of Agenda:

Motion: B. Ceci moved, and T. Saunders seconded to approve the agenda. Carried unanimously.

Approval of Minutes:

May 21, 2025 - Regular Meeting

Motion: S. Beardsley moved, and M. Falk seconded to approve the regular meeting minutes dated May 21, 2025. Carried unanimously.

Reports:

Financial Report May 2025

R. Lewis reviewed the May 2025 Financial Report.

Motion: T. Saunders moved, and R. White seconded to approve the May 2025 Financial Report. Carried unanimously.

Operations Report

M. Kosakowski reviewed the Operations Report.

Capital Report

L. Monaghan reviewed the status of the capital projects.

Executive Director Report

J. Molino reviewed:

- The Request for Qualifications for Engineering Services for the Town of Springwater resulted in the selection of CHA Consulting for the updated engineering report and design services for the Wastewater Treatment Plant.
- GHD Engineering is working to update the SCADA alarming at the Springwater Water Plant.
- The Village of Geneseo Board voted against the Water Supply Agreement as part of the Regional Project. The Authority has received no response to our inquiries regarding the vote. J. Molino will revisit other scenarios that will provide water to the Town of Leicester and the NYS Parks Department. The Authority has received a total of \$22 million in grant funding and will work to present the Board with a scenario that can utilize this grant funding to continue to provide water to these areas.

Other Business:

Resolutions:

2025-23 RESOLUTION TO STANDARDIZE VARIOUS EQUIPMENT FOR THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY

Motion: R. White moved, and T. Saunders seconded to approve Resolution 2025-23. Carried unanimously.

2025-24 RESOLUTION ESTABLISHING CERTAIN BENEFITS FOR EMPLOYEES OF THE
LIVINGSTON COUNTY WATER AND SEWER AUTHORITY NOT COVERED BY A
COLLECTIVE BARGAINING AGREEMENT
*Motion: B. Ceci moved, and S. Beardsley seconded to approve Resolution 2025-24. Carried
unanimously.*

Adjournment: 9:02 a.m.

Motion: M. Falk moved, and R. White seconded to close the meeting. Carried unanimously.

Unreviewed Minutes
**GOVERNANCE COMMITTEE &
STRATEGIC GROWTH INITIATIVES COMMITTEE MEETING**
July 11, 2025 at 8:00 a.m.
Watershed Education Center (Vitale Park)
Lakeville, NY 14480

Members Attending: B. Ceci, M. McKeown, and Ted Saunders

Others attending: J. Molino (Executive Director), R. Lewis (Principal Accountant), and S. Wright (Secretary)

J. Molino reviewed:

- **Disposal of Property of the Authority Policy**
- **Disposition of Surplus Items Policy**
- **Credit Card Use Policy**
- **Procurement Policy**

Each policy was reviewed and after discussion, it was agreed to present the policies to the Board for approval for the July 16, 2025 meeting.

J. Molino reviewed the status of the Regional Project and presented a potential new scenario to continue to move forward with the project.

Livingston County Water and Sewer Authority

June 2025

Financial Report

	Page(s)
Summary	1
Balance Sheet	2-4
Capital Projects	5
Cash	6
Revenue & Expense	7-11
Purchased Water Analysis	12
Purchased Sewer Analysis	13
Disbursements	
Capital \$ 35,252.97	14
Operating \$373,809.33	15-23
Debt <u>\$255,580.00</u>	24
Total Disbursements	\$664,642.30

**June 2025
Revenue & Expenses**

①

REVENUE

2025 Budget Revenue -\$4,707,556

Year to date **\$1,658,032**

Current Period \$ 34,022

Retail Fees up \$ 80,294

Created new Revenue GL's for Fire Service & Surcharges that were previously in Retail Fees. Created new GL for Customer Fines previously going to Late Fees. Adjusted Late Fees/Retail Fees due to incorrect mapping in the Billing Software

-Retail Fees represents billing 11/1/24-4/30/25, next billing August 2025 for 5/1/25-7/31/25

EXPENSES

2025 Budget Expenses -\$4,816,557

Year to Date Expenses \$ 2,293,463 (Approximately 47.6% of total budget)

Current Period \$ 344,023

Decreases

6310 Outside Services	\$68,487	Not all 2024 encumbrances have been paid. New in 2025 if a repair is done by an outside vendor it is being coded as 6621 (repair).
6620 Bldg. Supply	\$36,354	In 2024 all building supply/in house repairs were coded here, now only the supply is, in house repairs are coded as 6621.
6641 Other Govt's	\$24,718	Pd. Town of Livonia (from Compact of Town Restricted Funds)
6550 Chemicals	\$21,999	Per Jeff-buying in larger quantities, higher strength & using Less. Predicting to be under budget.

Increases

5050 Health Insurance	\$122,693	1 st Year HSA Deposits
6120 Engineering Services	\$ 55,407	GS UV Project converted to operating expenses
6125 Project Engineering	\$ 56,635	Camp Run
6140 Computer Services	\$30,006	Trimble & Ziptility Software, paying subscriptions at one time instead of several times a year. New Server. SCADA on call services.
6320 Lab Services	\$ 11,821	Wet Testing, Springwater
6510 Purchased Water	\$ 28,700	See attached comparisons
6621 Maint. & Repair	\$112,807	Due to the decreases in 6310 & 6620

Date 7/3/2025

Balance Sheet - Grouping

Time 2:41 PM

Balance Sheet - Grouping

Period 06/2025

June 2025

(2)

CURRENT ASSETS

Cash & Cash Equivalents:

01 Checking - Operating	4,686.07
03 Checking - Reserve	1,315,654.12
04 Checking - Debt Reserve	1,118,579.62
Total Cash & Cash Equivalents	2,438,919.81

Accounts Receivable:

03.1210	A/R Retail Fees	359,876.75
03.1211	A/R Town of Springwater Debt	864.02
04.1215	A/R Fees Debt	55,981.96
03.1230	Accrued Billing	0.00
04.1230	Accrued Billing	0.00
03.1235	A/R Relevy	0.00
04.1235	A/R Debt Relevy	0.00
03.1290	Other Receivables	139,920.00
	Total Accounts Receivable	556,642.73

Capital Contributions Receiv

03.1275	Contributions Receivable	28,073.60
03.1380	Contributuons Receivable-LT	60,346.45
03.1382	Cont. Rec.-LT Dairy Knoll	117,154.03
	Total Capital Contributions Re	205,574.08

Inventory:

01.1300	Inventory	47,406.00
	Total Inventory	47,406.00

Prepaid Expenses:

01.1700	Prepaid Expenses	37,154.61
03.1700	Prepaid Exp	0.00
	Total Prepaid Expenses	37,154.61

Funds Held for Others:

02.1100	Checking - Clearing	27,669.26
06.1185	Checking - Funds Held for Othe	1,470.95
	Total Funds Held for Others	29,140.21

Total CURRENT ASSETS 875,917.63

NON-CURRENT ASSETS

Restricted Cash:

05.1160	Checking - Restricted	12,456.09
01.1181	SLGS Debt Reserve	112,279.00
01.1182	C8-6449-05-00-Reserve	280,811.56
04.1175	CD - for loan covenant's	83,006.47
07.1183	2024 BAN On Deposit with Trust	123,343.32
	Total Restricted Cash	611,896.44

Date 7/3/2025

Balance Sheet - Grouping

Time 2:41 PM

Balance Sheet - Grouping

Period 06/2025

June 2025

Property & Equipment, Net Dep		
01.1410	Land	150,284.85
01.1420	DP, Electronic, Comm Equip	648,421.54
01.1430	Automotive Equipment	1,194,137.42
01.1440	Bldg Maint, Tools, Machines	3,798,058.95
01.1450	Water Distribution Systems	22,582,796.61
01.1460	Sewer Collection Systems	32,435,747.71
01.1470	Buildings	6,205,399.54
01.1480	Leased Holdings Improvements	871,376.63
01.1490	Right to Use Asset VLivonia	259,308.62
01.1520	Accum Depr: Electronic Equip	(534,389.97)
01.1530	Accum Depr: Automotive	(529,336.07)
01.1540	Accum Depr: Tools, Machines	(2,257,356.54)
01.1550	Accum Depr: Water Systems	(6,047,021.63)
01.1560	Accum Depr: Sewer Systems	(13,177,182.47)
01.1570	Accum Depr: Buildings	(3,289,815.04)
01.1580	Accum. Dep-leased Holdings	(119,814.42)
01.1590	Accum Depr Right to Use	(97,303.02)
Total Property & Equipment		42,093,312.71
Work-In-Progress		
01.1600	Work-In-Progress	1,411,872.97
Total Work-In-Progress		1,411,872.97
Deferred Outflow Asset		
01.2200	Deferred Outflow-Pension	638,663.50
01.2210	Deferred Outflow -OPEB	305,043.00
Total Deferred Outflow Asset		943,706.50
Total NON-CURRENT ASSETS		45,060,788.62
TOTAL ASSETS		48,375,626.06
CURRENT LIABILITIES		
Accounts Payable		
01.2050	Accrued Payroll	(4,986.37)
04.2025	Accrued Interest	12,536.00
Total Accounts Payable		7,549.63
Current Portion Loans Payabl		
01.2021	Current Portion-VLivonia lease	0.03
03.2019	Loan Pay ST-D0-18746	0.00
04.2019	Loan Pay ST-D0-18746	3,500,109.34
04.2020	Current Debt Payable	126,724.71
04.2022	Cur Port Debt C8-6449-05-00	0.00
07.2023	2023 BAN	60,000.00
Total Current Portion Loans Pa		3,686,834.08
Other Current Liabilities		
01.2090	Other Accounts Payable	3,470.32
Total Other Current Liability		3,470.32

Date 7/3/2025

Balance Sheet - Grouping

Time 2:41 PM

Balance Sheet - Grouping

Period 06/2025

June 2025

(4)

Fund Held for Others		
01.2080	Funds Held for Others	(1,844.83)
02.2080	Funds Held For Others	27,669.29
06.2080	Funds Held for others	268.14
02.2085	Billing Owed to other Entity	9.93
Total Funds Held for Others		26,102.53

Total CURRENT LIABILITIES 3,723,956.56

NON-CURRENT LIABILITIES

System Revenue Notes Payable		
01.2150	Lease Liability-V Livonia	115,039.42
01.2215	Deferred Inflows	399,550.00
01.2250	Deferred Inflow-Pension	277,865.00
01.2270	Net Pension Liability	532,073.00
01.2280	Total OPEB Liability	1,916,410.70
01.2290	Compensated Absences	47,437.48
04.2100	LT Debt	2,935,875.00
04.2101	LT Debt C8-6449-05-00	6,886,865.38
07.2102	LT Debt 2024 BAN	1,275,682.15
Total System Revenue Notes Pay		14,386,798.13

Total NON-CURRENT LIABILITIES 14,386,798.13

RETAIN EARNINGS & NET POSITION

Other		
01.3020	Unrestricted	11,845,394.54
01.3030	Capital Assets, net debt	29,300,214.25
01.3040	Restricted	391,888.25
05.3030	Capital Assets, net debt	(510.00)
07.3030	Capital Assets, net debt	(123,343.00)
Total Other		41,413,644.04

TOTAL LIABILITIES 59,524,398.73

Total Funds Equity Balance (11,148,772.67)

June 2025

Project	Expenditures		Budget					Financing			Date Began End Date	
								Grant/Contr ibuted	Reserve	Debt		
Code	Project Name	Expenses	Capitalized	Budget	Balance	Service Area	Funding					
DEBT & REIMBURSABLE PROJECTS												
31131	County Wide WaterSystem Improvements (EFC WHIA)	25,817.54	5,225,644.15	9,250,000	3,998,538.31	WR	DO 18746	\$ 3,000,000	\$ -	\$ 6,250,000	7/12/2019	
31450	Leicester/York Regional Water Project	304,100.25										
31455	Conesus Lake PS Improvements (EFC WHIA)	816,492.38		8,750,000	7,933,507.62	SL	C8-6449-06-00	\$ 3,750,000	\$ -	\$ 5,000,000		
		1,146,410.17			11,932,045.93							
GENERAL RESERVE PROJECTS												
Reserve Cash for Debt & Reimbursable Projects					\$ -							
31148	SCADA Design (Phase I)	\$ 265,462.80		\$ 370,000	\$ 104,537.20						1/1/2022	
Total General Reserve Projects		265,462.80			104,537.20							
Total WIP Expense (GL 1600)		1,411,872.97										
Studies/ Non Capital Project												
	SCADA Expansion Lakeville	3,105.76		77,000.00	73,894.24							
	SCADA Expansion Springwater	13,290.49		49,000.00	35,709.51							
	Mini-Excavator	58,704.00		60,000	-						Received & Pd	
	Zero Turn Mower	11,553.00		12,000	-						Received & Pd	
					109,603.75			\$ -				
Less Grants					-							
Total General Reserves Projects + Total Studies/Non Capital					214,140.95							

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Est	Est
Cash on hand 1st of each month	\$ 1,089	\$ 952	\$ 899	\$ 1,108	\$ 635	\$ 442	\$ 575	\$ 216	\$ 462	\$ 1,115	\$ 1,054	\$ 1,167	\$ 1,330	\$ 1,063
Cash Received														
Customer Billing	60.7	293.5	679	103.2	234.8	712	33.9	471.9	514.6	36.5	466.6	551.7	30	480
Miscellaneous	5.8	8	38.1	2.6	1.5	1.6	1.3	0.8	24.4	3.5	63.4	4.1	3	3
Debt/Project Related														
Billing Services/O & M Services		3.6			16.3		13.2	35.7	4.4			16.4		15
Relevy										320.6				
adj. pre. Month														
BAN/Debt/Grant/Contrib Receipts	249	198					162	206.5	494.7		25			
EFC											70.7		150	
Cash Balance before expenditures	\$ 1,405	\$ 1,455	\$ 1,616	\$ 1,214	\$ 888	\$ 1,156	\$ 786	\$ 931	\$ 1,500	\$ 1,476	\$ 1,679	\$ 1,739	\$ 1,513	\$ 1,561
Operating Vouchers	388.2	428.6	452	366.5	417.1	523.5	533.2	452.3	304	415.5	444.9	373.8	400	305
Transfer to Debt/Relevy											53.5			
Project Vouchers	64.3	128.1	56	212.1	28.5	57	36.7	16.2	80.7	6.8	13.8	35.2	50	100
Estimated Expenditures														
Utilities														
Operating														
Projects														
Cash Balance after expenditures	\$ 952	\$ 899	\$ 1,108	\$ 635	\$ 442	\$ 575	\$ 216	\$ 462	\$ 1,115	\$ 1,054	\$ 1,167	\$ 1,330	\$ 1,063	\$ 1,156
Reserve Projects in Progress Budget Bal + Equipment to Purchase	265	265	265	265	360	251	192	192	177	177	177	110	110	110
Unallocated Cash Balance	\$ 687	\$ 634	\$ 843	\$ 370	\$ 82	\$ 324	\$ 24	\$ 270	\$ 938	\$ 877	\$ 990	\$ 1,220	\$ 953	\$ 1,046

5

A12060 Oper:RL
Date 7/3/2025
Time 2:17 PM

Livingston Co. Water Sewer Authority

Page 1
Profit Loss Grouping Report
Period 06/2025

Profit Loss Report - Grouping Report

Account Description	June 2025		YTD 2025	Plus/Minus over Prev. Year	Budget	Uncollected/ Uncommitted
	YTD PY 2024	MTD May 2025				
OPERATING REVENUE:						
Fees:						
4110 Retail Fees	1,319,636.72	(2,240.97)	1,399,931.10	80,294.38	4,288,969.00	2,889,037.90
4120 Wholesale Fees	505.89	159.87	529.98	24.09	0.00	(529.98)
4125 Wholesale Fees V Caledoni	86,756.50	14,918.54	89,633.84	2,877.34	180,000.00	90,366.16
Total Fees...	1,406,899.11	12,837.44	1,490,094.92	83,195.81	4,468,969.00	2,978,874.08
Permit Fees:						
4200 Permits	77,510.00	4,540.00	70,779.22	(6,730.78)	55,000.00	(15,779.22)
Total Permit Fees...	77,510.00	4,540.00	70,779.22	(6,730.78)	55,000.00	(15,779.22)
O&M Services:						
4130 O&M Services	23,230.00	0.00	23,460.00	230.00	23,460.00	0.00
Total O&M Services...	23,230.00	0.00	23,460.00	230.00	23,460.00	0.00
Other Income:						
4140 Late Fees	26,955.25	12,199.71	25,234.92	(1,720.33)	60,527.00	35,292.08
4145 Fire Service	0.00	60.00	6,860.00	6,860.00	0.00	(6,860.00)
4150 Surcharges	0.00	0.00	1,000.00	1,000.00	0.00	(1,000.00)
4155 Customer Fines	0.00	60.00	2,460.00	2,460.00	0.00	(2,460.00)
4160 Billing Services	5,750.00	3,250.00	6,625.00	875.00	0.00	(6,625.00)
4410 Miscellaneous Income	8,895.03	1,075.00	31,517.99	22,622.96	99,600.00	68,082.01
4415 Other Governments	5,000.00	0.00	0.00	(5,000.00)	0.00	0.00
Total Other Income...	46,600.28	16,644.71	73,697.91	27,097.63	160,127.00	86,429.09
Total OPERATING REVENUE...	(1,554,239.39)	(34,022.15)	(1,658,032.05)	(103,792.66)	(4,707,556.00)	(3,049,523.95)

7

Profit Loss Report - Grouping Report

Account Description	June 2025		YTD 2025	Plus/Minus over Prev. Year	Budget	Uncollected/ Uncommitted
	YTD	MTD				
	PY 2024	May 2025				
OPERATING EXPENSE:						
Wages & Fringes:						
5010 Wages & Salaries	565,462.71	115,992.17	623,173.79	57,711.08	1,403,284.00	780,110.21
5020 Overtime	16,126.97	5,008.33	26,570.05	10,443.08	55,415.00	28,844.95
5030 FICA	43,415.14	9,350.44	49,023.22	5,608.08	111,590.00	62,566.78
5040 Retirement	37,560.50	0.00	43,252.68	5,692.18	207,084.00	163,831.32
5048 Retiree Health Insurance	20,792.91	3,152.33	25,342.69	4,549.78	45,624.00	20,281.31
5050 Health Insurance	241,572.25	37,012.04	364,264.75	122,692.50	527,554.00	163,289.25
5060 Workman's Comp/Disability	23,389.07	0.00	22,321.00	(1,068.07)	25,275.00	2,954.00
5070 Unemployment	8,620.84	701.61	8,936.44	315.60	15,840.00	6,903.56
Total Wages & Fringes...	956,940.39	171,216.92	1,162,884.62	205,944.23	2,391,666.00	1,228,781.38
Professional Services:						
6110 Legal Services	11,653.25	0.00	6,906.25	(4,747.00)	32,200.00	25,293.75
6120 Engineering Services	12,660.00	13,877.54	68,066.93	55,406.93	90,000.00	21,933.07
6125 Project Engineering NC	0.00	3,250.00	56,635.00	56,635.00	0.00	(56,635.00)
6130 Financial Services	26,426.63	417.86	25,302.84	(1,123.79)	35,700.00	10,397.16
6140 Computer Services	34,335.41	(1,915.00)	64,341.14	30,005.73	53,310.00	(11,031.14)
6150 Insurance	60,600.00	11,450.00	71,043.44	10,443.44	145,000.00	73,956.56
6190 Other Professional Serv	2,570.20	0.00	400.00	(2,170.20)	15,000.00	14,600.00
Total Professional Ser...	148,245.49	27,080.40	292,695.60	144,450.11	371,210.00	78,514.40
Utilities:						
6210 Electricity	154,507.72	28,841.94	150,073.16	(4,434.56)	353,227.00	203,153.84
6220 Gas/Heating	11,169.99	3,391.73	15,725.79	4,555.80	31,336.00	15,610.21
6230 Telephone	8,844.60	4,656.15	12,664.53	3,819.93	21,617.00	8,952.47
Total Utilities...	174,522.31	36,889.82	178,463.48	3,941.17	406,180.00	227,716.52
Vehicle Expense:						
6420 Vehicle Mainteance	13,843.56	3,099.33	10,458.00	(3,385.56)	24,800.00	14,342.00
6430 Gasoline	8,570.98	0.00	8,828.35	257.37	47,351.00	38,522.65
Total Vehicle Expense...	22,414.54	3,099.33	19,286.35	(3,128.19)	72,151.00	52,864.66



Profit Loss Report - Grouping Report

Account Description	June 2025		YTD 2025	Plus/Minus over Prev. Year	Budget	Uncollected/ Uncommitted
	YTD	MTD				
	PY 2024	May 2025				
Purchased Water/Sewer:						
6510 Purchased Water	184,571.90	73,684.74	213,272.03	28,700.13	746,462.00	533,189.97
6515 Purchased Water MCWA	62,621.20	14,918.54	74,918.30	12,297.10	0.00	(74,918.30)
6520 Purchased Sewer Treatment	31,519.95	0.00	28,909.97	(2,609.98)	80,000.00	51,090.03
Total Purchased WA/SW...	278,713.05	88,603.28	317,100.30	38,387.25	826,462.00	509,361.70
Equipment Maintenance:						
6610 Equipment Repair/Supply	3,618.48	385.21	2,834.65	(783.83)	14,600.00	11,765.35
6625 Equipment	31,650.42	3,042.97	38,512.23	6,861.81	48,846.00	10,333.77
6635 Equip Lease/Rental Contra	0.00	346.01	1,779.47	1,779.47	4,045.00	2,265.53
Total Equipment Mainte...	35,268.90	3,774.19	43,126.35	7,857.45	67,491.00	24,364.65
Building Maintenance:						
6305 Water/Sewer Installs	0.00	0.00	13,230.00	13,230.00	0.00	(13,230.00)
6310 Outside O&M Services	56,709.63	3,683.15	(11,777.83)	(68,487.46)	99,357.00	111,134.83
6315 Water/Sewer Repair	6,374.33	0.00	13,890.00	7,515.67	20,000.00	6,110.00
6320 Laboratory Services	12,654.40	9,429.00	24,475.75	11,821.35	39,600.00	15,124.25
6325 Sludge Hauling	0.00	0.00	8,400.00	8,400.00	31,750.00	23,350.00
6350 Refuse Collection	1,464.99	(1,214.57)	0.00	(1,464.99)	0.00	0.00
6360 Cleaning Service	1,750.00	(1,450.00)	0.00	(1,750.00)	0.00	0.00
6370 Building Rent	4,200.00	900.00	6,300.00	2,100.00	7,200.00	900.00
6620 Building Repair/Supply	89,348.47	33,320.60	52,994.27	(36,354.20)	114,080.00	61,085.73
6621 Maintenance & Repair	0.00	(2,967.25)	112,807.00	112,807.00	124,300.00	11,493.00
6622 Main Line Repairs	0.00	0.00	9,500.00	9,500.00	0.00	(9,500.00)
6640 Customer Installation Sup	23,245.51	940.40	19,404.07	(3,841.44)	37,500.00	18,095.93
6650 Chemicals	23,855.02	0.00	1,855.80	(21,999.22)	81,500.00	79,644.20
Total Building Maint...	219,602.35	42,641.33	251,079.06	31,476.71	555,287.00	304,207.94
Other Expenses:						
6340 Uniforms/Clothing	6,217.45	94.77	5,055.33	(1,162.12)	9,850.00	4,794.67
6641 Other Governments	24,717.86	0.00	0.00	(24,717.86)	0.00	0.00
6700 Permits, Fees, & Inspecti	3,321.63	2,356.00	2,535.00	(786.63)	3,165.00	630.00
6810 Postage & Freight	7,571.68	365.00	1,748.48	(5,823.20)	2,100.00	351.52
6820 Office Supplies	3,049.35	282.67	1,976.28	(1,073.07)	4,010.00	2,033.72
6830 Advertising	460.33	73.50	3,830.56	3,370.23	3,750.00	(80.56)
6840 Travel & Training	19,512.08	1,567.59	13,520.67	(5,991.41)	24,776.00	11,255.33

Profit Loss Report - Grouping Report

Account Description	June 2025		YTD 2025	Plus/Minus over Prev. Year	Budget	Uncollected/ Uncommitted
	YTD PY 2024	MTD May 2025				
6885 Fines Errors & Losses	0.00	0.00	160.84	160.84	0.00	(160.84)
6890 Miscellaneous Expenses	0.00	0.00	0.09	0.09	0.00	(0.09)
6891 Contingency	0.00	0.00	0.00	0.00	37,959.00	37,959.00
Total Other Expenses...	64,850.38	4,739.53	28,827.25	(36,023.13)	85,610.00	56,782.75
Easements & Judgements:						
6870 Easements & Landtaking	0.00	0.00	0.00	0.00	40,000.00	40,000.00
6880 Judgements & Claims	0.00	0.00	0.00	0.00	500.00	500.00
Total Easements & Judg...	0.00	0.00	0.00	0.00	40,500.00	40,500.00
Total OPERATING EXPENSE	1,900,557.41	378,044.80	2,293,463.01	392,905.60	4,816,557.00	2,523,093.99
GAIN/LOSS BEFORE DEPRECIATION	(346,318.02)	(344,022.65)	(635,430.96)	(289,112.94)	(109,001.00)	526,429.96
Depreciation Expense:						
6910 Deprec Expense-Water	428,353.06	76,699.60	518,870.42	90,517.36	0.00	(518,870.42)
6920 Deprec Expense-Sewer	333,189.97	55,531.66	333,189.96	(0.01)	0.00	(333,189.96)
Total Depreciation Exp...	761,543.03	132,231.26	852,060.38	90,517.35	0.00	(852,060.38)
OPERATING GAIN/LOSS	(1,107,861.05)	(476,253.91)	(1,487,491.34)	(379,630.29)	(109,001.00)	1,378,490.34
NON-OPERATING REVENUE/EXPENSE						
Non-Operating Income:						
4115 Retail Fees-Debt Related	257,326.17	2,250.84	300,669.06	43,342.89	708,619.00	407,949.94
4300 Restricted Revenue	15,402.19	39.46	250.94	(15,151.25)	0.00	(250.94)
7110 Interest Income	44,773.75	9,339.42	45,702.19	928.44	8,343.00	(37,359.19)
Total Non-Oper Income...	317,502.11	11,629.72	346,622.19	29,120.08	716,962.00	370,339.81
Non-Operating Expense:						
8110 Interest Expense	6,446.69	0.00	39,054.20	32,607.51	88,007.00	48,952.80
8111 Least Interest Exp	4,019.83	0.00	3,249.00	(770.83)	0.00	(3,249.00)
8130 Grant Expense	0.00	110.24	110.24	110.24	0.00	(110.24)
8140 Debt Fees	11,871.95	500.00	7,724.00	(4,147.95)	14,077.00	6,353.00
Total Non-Operat Expen...	(22,338.47)	(610.24)	(50,137.44)	(27,798.97)	(102,084.00)	(51,946.56)
Total NON-OPERATING	295,163.64	11,019.48	296,484.75	1,321.11	614,878.00	318,393.25

6

		June 2025					
Account Description		YTD	MTD	YTD	Plus/Minus	Budget	Uncollected/
		PY 2024	May 2025	2025	over Prev. Year		Uncommitted
NET GAIN/LOSS BEFORE CONTRIB		295,163.64	11,019.48	296,484.75	1,321.11	614,878.00	318,393.25
CAPITAL CONTRIBUTIONS							
Grant Revenue:							
9110 Grant & Donation Revenue		167,730.17	40,330.44	859,335.81	691,605.64	0.00	(859,335.81)
Total Grant Revenue...		167,730.17	40,330.44	859,335.81	691,605.64	0.00	(859,335.81)
Contributed Capital:							
Total CAPITAL CONTRIBUTIONS		167,730.17	40,330.44	859,335.81	691,605.64	0.00	(859,335.81)
CHANGE IN NET ASSETS.....		(644,967.24)	(424,903.99)	(331,670.78)	313,296.46	505,877.00	837,547.78

Purchased Water 2024 vs. 2025

as of 6.30.25

2024			
Vcaledonia Payable		\$	(1,169)
V Avon		\$	(4,866)
City of Roch Payable		\$	(35,025)
Tavon Payable		\$	(3,780)
Village of Lima		\$	(11,305)
Town of Leicester		\$	(14,118)

WB			
Pd Date	TAVON	Period	Amount
2.1.23		10.25.23-1.29.24	\$ 7,266
5.15.24		02.1.24-04.25.24	\$ 2,963
9.18.24		4.26.24-7.29.24	\$ 2,709
11.6.24		7.30.24-10.30.24	\$ 2,861

WA			
2.7.24	VAVON	11.1.23-1.31.24	\$ 5,711
5.15.24	VAVON	02.01.24-04.30.24	\$ 6,587
8.7.24	VAVON	5.1.24-7.31.24	\$ 4,971
11.21.24	VAVON	8.1.24-10.31.24	\$ 6,299

WC			
VCaledonia			
1.10.24		9.7.23-12.11.23	\$ 968
4.4.24		12.11.23-3.7.24	\$ 1,075
7.16.24		3.8.24-6.6.24	\$ 1,038
10.2.24		6.6.24-9.25.24	\$ 1,045
12.31.24			\$ 308

WR			
City of Roch			
1.17.24		12.1.23-12.31.23	\$ 22,025
2.9.24		12.31.23-1.31.24	\$ 26,999
3.20.24		1.31.24-2.23.24	\$ 43,503
4.17.24		2.23.24-3.26.24	\$ 29,877
5.15.24		03.27.24-04.26.24	\$ 34,520
6.18.24		04.26.24-5.30.24	\$ 34,533
7.16.24		5.31.24-6.26.24	\$ 31,419
9.17.24		6.6.24-7.31.24	\$ 41,856
10.2.24		7.31.24-8.31.24	\$ 33,405
11.6.24		8.28.24-9.27.24	\$ 35,830
12.4.24		9.27.24-10.30.24	\$ 41,705
12.18.24		10.30.24-11.26.24	\$ 23,328

VLima			
1.17.24	V Lima	2023	\$ 5,517
7.3.24	V Lima	1.1.24-5.31.24	\$ 6,159
9.18.24	V Lima	5.21.24-6.22.24	\$ 3,150
12.18.24	V Lima	Julv-Oct	3952.78
12.31.24	V Lima	November	1177
12.31.24	V Lima	December	\$ 1,400

Tleicester (T. York)			
2.7.24		10-1.23-12/31/23	\$ 14,118
4.17.24		1.1.24-3.31.24	\$ 19,173
7.3.24		4.1.24-6.30.24	\$ 15,239
10.2.24		7.1.24-9.30.24	\$ 5,897
12.31.24		10.1.24-12.31.24	\$ 6,022

VLeicester			
7.16.24		4/1/24-6/30/24	\$ 9,263
10.16.24		7.1.24-9.30.24	\$ 12,432.00
12.31.24		10.1.24-12.31.24	\$ 11,375.00

Over/Under Prev. Year

2025			
Vcaledonia Payable		\$	(1,267)
V Avon		\$	(3,950)
City of Roch Payable		\$	(33,277)
Tavon Payable		\$	(1,900)
Village of Lima			
Town of Leicester			

WB			
Pd Date	TAVON	Period	Amount
2.5.25		11.1.24-1.23.25	\$ 2,335
5.7.25		1.24.25-4.23.25	\$ 2,211

WA			
Pd Date	VAVON	Period	Amount
2.5.25		11.4.24-1.31.25	\$ 6,707
5.7.25		2.1.25-4.30.25	\$ 3,734

WC			
Pd Date	VCaledonia	Period	Amount
01.10.25		9.05.24-12.5.24	\$ 959
4.2.25		12.5.24-3.6.25	\$ 979

WR			
Pd Date	City of Roch		
2.5.25	Est	11.26.24-12.30.24	\$ 45,554
2.26.25	Est	12.31.24-1.31.25	\$ 29,125
3.19.25	Actual	1.31.25-2.28.25	\$ 33,195
4.16.25	Actual	2.28.25-3.28.25	\$ 32,796
6.4.25 &			
6.17.25	Actual	3.28.25-5.30.25	\$ 73,685

VLima			
Pd Date	V Lima	Period	Amount
1.15.25		12.1.24-12.31.24	\$ 1,214
2.26.25		1.1.25-1.31.25	\$ 1,793
3.19.25		2.1.25-2.28.25	\$ 1,442
5.7.25		3.31.25-3.31.25	\$ 1,603

Tleicester (T. York)			
Pd Date			
5.7.25		1.1.25-3.31.25	\$ 4,868

VLeicester			
Pd Date	Period	Amount	
4.16.24	1.1.25-3.31.25	\$ 11,467	

Over/Under Prev. Year

Increase/Decre	
\$	(98)
\$	916
\$	1,748
\$	1,880
\$	11,305
\$	14,118
\$	-

\$	(4,931)
\$	(751)

\$	996
\$	(2,853)

\$	(9)
\$	(96)

\$	-
\$	-
\$	(22,025)
\$	18,555
\$	29,125
\$	(10,308)
\$	2,919
\$	(34,520)

\$	39,152
----	--------

\$	(4,303)
\$	1,793
\$	1,442
\$	1,603

\$	-
\$	(14,118)
\$	(19,173)
\$	4,868

\$	11,467
----	--------

\$ 213,274

\$ 28,703

Purchased Sewer 2025 vs 2024

**As of
6/30/2025**

Payable

Village of Avon	\$ (3,508.00)
Village of Mt. Morris	\$ (7,558.00)

SA

Pd Date	Period	Amount
2.21.24	11.1.23-1.31.24	9189.46
5.15.24	2.1.24-4.30.24	9148.14
9.4.24	5.1.24-7.31.24	8586
11.6.24	8.1.24-10.31.24	8965.08

SM

Pd Date	Period	Amount
2.21.24	11.1.24-1.31.24	13001
5.15.24	2.1.24-4.30.24	11247
9.4.24	5.1.24-7.31.24	13398.55
11.21.24	8.1.24-10.31.24	16377.99

Payable

Village of Avon	\$ (5,830)	\$ (2,322)
Village of Mt. Morris	\$ (9,004)	\$ (1,446)

SA

Pd Date	Period	Amount
2.5.25	11.1.24-1.31.25	\$ 9,236 \$ 46
5.7.25	2.1.25-4.30.25	\$ 9,119 \$ (29)

SM

Pd Date	Period	Amount
2.5.25	11.1.24-1.31.25	\$ 13,133 \$ 132
5.15.25	2.1.25-4.30.25	\$ 12,256 \$ 1,009

\$ 28,910 \$ (2,610)

Livingston County WSA
Vendor Activity - Cash Disbursements - Board Meeting - Capital Expense Overview
From 6/1/2025 through 6/30/2025

(14)

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
Clark Patterson Lee*						
	6/18/2025	P31131 03/29/25 - 05/23/25	1600	Work-In-Progress	4,500.00	5481
Transaction Total					4,500.00	
Duke Holzman Photiadis & Ritter LLF						
	6/18/2025	P31455 - Legal Svs CLPS 02/25/25 - 0	1600	Work-In-Progress	770.00	5485
Transaction Total					770.00	
GHD Consulting Services Inc*						
	6/4/2025	P31455 CLPS Improve Prof Svs throug	1600	Work-In-Progress	29,982.97	5457
Transaction Total					29,982.97	
Grand Totals...					35,252.97	

Livingston County WSA
Vendor Activity - Cash Disbursements - Board Meeting - Operating Expense Overview
From 6/1/2025 through 6/30/2025

15

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
ALS Group USA*						
	6/18/2025	Water Samples 06/09/25	6320	Laboratory Services	340.00	5474
	6/18/2025	Lakeville Samples 06/05/25	6320	Laboratory Services	264.00	5474
	6/18/2025	Groveland Samples 05/30/25	6320	Laboratory Services	202.00	5474
	6/18/2025	Lakeville Samples 05/29/25	6320	Laboratory Services	264.00	5474
	6/18/2025	Wet Testing	6320	Laboratory Services	2,600.00	5474
	6/18/2025	Samples 05/20/25	6320	Laboratory Services	1,445.00	5474
	6/4/2025	Groveland Samples 05/15/25	6320	Laboratory Services	202.00	5446
	6/4/2025	Lakeville Samples 05/15/25	6320	Laboratory Services	316.00	5446
	6/4/2025	Springwater Samples 05/15/25	6320	Laboratory Services	268.00	5446
	6/4/2025	Lakeville Samples 05/08/25	6320	Laboratory Services	264.00	5446
	6/4/2025	Lakeville Wet Testing	6320	Laboratory Services	2,600.00	5446
	6/4/2025	Water Samples 05/29/25	6320	Laboratory Services	60.00	5446
	6/4/2025	Water Samples 05/19/25	6320	Laboratory Services	340.00	5446
	6/4/2025	Lakeville Samples 05/22/25	6320	Laboratory Services	264.00	5446
Transaction Total					9,429.00	
Aquafix Inc*						
	6/4/2025	Groveland Supplies	6620	Building Supply	685.69	5447
Transaction Total					685.69	
BLATTNER ENERGY*- BULK WATER						
	6/27/2025	UTIL REFUND 99 15382	1215	A/R Fees-Debt	1.84	5500
	6/27/2025	UTIL REFUND 99 15382	1210	A/R Retail Service Fees	19.68	5500
Transaction Total					21.52	
Bailey Electric Motor Pump & Supply						
	6/4/2025	Motor for 3E	6620	Building Supply	1,158.48	5448
	6/4/2025	Motor for pump #1 - 4E	6620	Building Supply	1,390.17	5448
Transaction Total					2,548.65	
Ber-National Automation, Inc*						
	6/18/2025	Hang Tags for Gate access	6620	Building Supply	197.85	5475
	6/4/2025	Lakeville Gate repair	6621	Maint & Repair (Bldg & Prop)	152.46	5449
	6/18/2025	Hang Tags for Gate access	6620	Building Supply	230.40	5475
	6/4/2025	Lakeville Gate repair	6621	Maint & Repair (Bldg & Prop)	177.54	5449
Transaction Total					758.25	
Briggs Tire & Farm Service Inc*						
	6/4/2025	4 Tires for Truck 110 Todd M. Ram 15t	6420	Vehicle Maint/Repair	516.48	5450
	6/4/2025	4 Tires for Truck 110 Todd M. Ram 15t	6420	Vehicle Maint/Repair	443.52	5450
Transaction Total					960.00	
CRONMILLER*CODY						
	6/27/2025	UTIL REFUND 1 12775	1215	A/R Fees-Debt	1.01	5501
	6/27/2025	UTIL REFUND 1 12775	1210	A/R Retail Service Fees	6.00	5501
Transaction Total					7.01	
CSEA Employee Benefit Fund Dental						
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	352.59	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	242.25	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	33.04	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	164.18	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	191.18	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	5050	Health Insurance	302.78	5476
	6/18/2025	Dental and Vision 07/01/25 - 07/31/25	2050	Accrued Payroll	734.25	5476

16
Check #

Vendor Name	Date Paid	Transaction Description	GL Code	Account Description	Expenses	Check #
Transaction Total					2,020.27	
CSEA, Inc*						
	6/4/2025	Union Dues 05/09/25, 05/23/25	2050	Accrued Payroll	414.90	5451
Transaction Total					414.90	
Carbone* Kaitlin						
	6/18/2025	Leak Detection Water Training	6840	Travel & Training	317.90	5477
Transaction Total					317.90	
Casella Waste Services*						
	6/18/2025	06/01/25 - 06/30/25	6350	Refuse Collection	123.22	5478
	6/18/2025	06/01/25 - 06/30/25	6350	Refuse Collection	143.50	5478
Transaction Total					266.72	
Charter Communications*						
	6/18/2025	06/08/25 - 07/07/25 1997 D'Angelo Dr	6140	Computer Services	85.47	5479
	6/18/2025	06/08/25 - 07/07/25 1997 D'Angelo Dr	6140	Computer Services	99.53	5479
Transaction Total					185.00	
City Treasurer, Rochester, NY*						
	6/18/2025	04/30/25 - 05/30/25	6510	Purchased Water	34,832.60	5480
	6/4/2025	03/28/25 - 04/30/25	6510	Purchased Water	38,852.14	5452
Transaction Total					73,684.74	
Clark Patterson Lee*						
	6/18/2025	General A/E Services 04/26/25 - 05/23/25	6120	Engineering Services	373.91	5481
	6/18/2025	Outbound Pump Station Eval 04/26/25 - 05/23/25	6125	Project Engineering NC	3,250.00	5481
	6/18/2025	General A/E Services 04/26/25 - 05/23/25	6120	Engineering Services	321.09	5481
Transaction Total					3,945.00	
Colacino Industries Inc*						
	6/4/2025	Springwater Water Plant control panel	6621	Maint & Repair (Bldg & Prop)	2,120.00	5453
	6/4/2025	Springwater WWTP Generator Service	6621	Maint & Repair (Bldg & Prop)	429.99	5453
	6/4/2025	Springwater Water Plant Kellogg Rd Gr	6621	Maint & Repair (Bldg & Prop)	635.83	5453
Transaction Total					3,185.82	
Commercial Automotive*						
	6/18/2025	2019 RAM 4 tires, alignment, NYS Insp	6420	Vehicle Maint/Repair	540.15	5482
	6/18/2025	2019 RAM 4 tires, alignment, NYS Insp	6420	Vehicle Maint/Repair	463.84	5482
	6/18/2025	2021 Chevy brakes rotors calipers NYS	6420	Vehicle Maint/Repair	527.22	5482
	6/18/2025	2021 Chevy brakes rotors calipers NYS	6420	Vehicle Maint/Repair	452.73	5482
Transaction Total					1,983.94	
Complete Payroll*						
	6/20/2025	PR13 06.01.25 - 06.14.25	6130	Financial Services	71.16	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	977.86	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	1,223.15	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	1,050.37	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5070	Unemployment	211.18	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5070	Unemployment	181.34	257
	6/20/2025	PR13 06.01.25 - 06.14.25	6130	Financial Services	82.86	257
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	8,790.88	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	7,549.05	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	1,659.29	253
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	131.53	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	709.57	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5030	FICA	826.31	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	10,423.76	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	8,951.26	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	1,659.29	257

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	11,839.14	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	14,575.15	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5010	Wages & Salaries	12,516.20	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5020	Overtime	496.67	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5020	Overtime	855.02	257
	6/20/2025	PR13 06.01.25 - 06.14.25	5020	Overtime	734.24	257
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	11,042.82	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	12,554.96	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5010	Wages & Salaries	10,781.38	253
	6/6/2025	PR 12 (5/18/25-5/31/25) Alissa Kaufm.	5010	Wages & Salaries	262.34	254
	6/6/2025	PR12 (5.18.25-5.31.25)	6130	Financial Services	263.84	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5070	Unemployment	142.80	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5070	Unemployment	166.29	253
	6/6/2025	PR 12 (5/18/25-5/31/25) Alissa Kaufm.	5010	Wages & Salaries	225.29	254
	6/6/2025	PR 12 (5/18/25-5/31/25) McTarnaghan	5050	Health Insurance	585.34	255
	6/6/2025	PR 12 (5/18/25-5/31/25) McTarnaghan	5050	Health Insurance	487.87	255
	6/6/2025	PR 12 (5/18/25-5/31/25) McTarnaghan	5050	Health Insurance	568.13	255
	6/6/2025	PR 12 (5/18/25-5/31/25) McTarnaghan	5050	Health Insurance	1,056.00	255
	6/6/2025	PR 12 (5/18/25-5/31/25) McTarnaghan	5050	Health Insurance	502.66	255
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	930.78	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	1,083.89	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5020	Overtime	19.58	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5020	Overtime	16.81	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5020	Overtime	1,347.92	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5020	Overtime	827.49	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5020	Overtime	710.60	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	699.90	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	984.27	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	131.81	253
	6/6/2025	PR12 (5.18.25-5.31.25)	5030	FICA	601.00	253
Transaction Total					131,509.05	
Constellation NewEnergy, Inc*						
	6/18/2025	05/01/25 - 05/30/25	6210	Electricity	88.04	5483
	6/18/2025	05/01/25 - 05/30/25	6210	Electricity	36.82	5483
Transaction Total					124.86	
Core and Main LP*						
	6/18/2025	Springwater Park Meter Job	6640	Customer Installation Supplie	391.82	5484
	6/18/2025	Supplies stock	6640	Customer Installation Supplie	286.78	5484
	6/18/2025	Groveland Tap - Crabapple Drive	6640	Customer Installation Supplie	261.80	5484
	6/18/2025	Water Line supplies	6620	Building Supply	1,449.50	5484
	6/18/2025	Saddles	6620	Building Supply	3,078.84	5484
Transaction Total					5,468.74	
Elan Financial Services*						
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6420	Vehicle Maint/Repair	21.52	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6820	Office Supplies	41.71	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6700	Permits/Fees/Inspections	121.59	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6700	Permits/Fees/Inspections	104.41	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	33.99	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6820	Office Supplies	48.59	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6810	Postage	168.63	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	19.34	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	144.84	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	28.08	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	319.98	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6810	Postage	196.37	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6420	Vehicle Maint/Repair	18.48	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	31.36	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6621	Maint & Repair (Bldg & Prop)	19.99	261

Vendor Name	Date Paid	Transaction Description	GL Code	Account Description	Expenses	Check #
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6621	Maint & Repair (Bldg & Prop)	46.46	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	460.00	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	75.94	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	23.61	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	68.43	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	16.32	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	18.15	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	62.22	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	44.00	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	634.41	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6840	Travel & Training	19.02	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	22.54	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6420	Vehicle Maint/Repair	47.34	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	45.98	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	52.71	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	45.26	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	30.26	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	9.14	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	7.85	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	3.45	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6610	Equipment Repair/Supply	4.03	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6625	Purchased Equipment	45.00	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	4.36	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	75.76	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6310	Outside O & M Services	14.49	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6310	Outside O & M Services	16.88	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6820	Office Supplies	103.50	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6820	Office Supplies	88.87	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	137.73	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	118.27	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	34.44	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	29.56	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	53.56	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	41.57	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	48.42	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	44.11	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	37.88	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	123.46	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	106.02	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6625	Purchased Equipment	380.45	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6420	Vehicle Maint/Repair	40.65	261
	6/30/2025	05/15/25 - 06/12/25 Five Star Bank CC	6620	Building Supply	27.90	261

Transaction Total 4,628.88

Excellus Health Plan-Group*

6/18/2025	07/01/25 - 07/31/25	5048	Retiree Health Insurance	734.82	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	4,422.88	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	3,798.09	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	596.45	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	7,216.17	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	8,872.93	5486
6/18/2025	07/01/25 - 07/31/25	5048	Retiree Health Insurance	855.70	5486
6/18/2025	07/01/25 - 07/31/25	5050	Health Insurance	7,619.50	5486

Transaction Total 34,116.54

Featured Media*

6/4/2025	2024 Quality Report	6830	Advertising	73.50	5454
----------	---------------------	------	-------------	-------	------

Transaction Total 73.50

Five Corners Repair*

6/4/2025	Springwater parts for cleaning filters	6620	Building Supply	760.00	5455
----------	--	------	-----------------	--------	------

Vendor Name	Date Paid	Transaction Description	GL Code	Account Description	Expenses	Check #
	6/4/2025	Lakeville repair steps to Influent Buildin	6621	Maint & Repair (Bldg & Prop.)	315.00	5455
Transaction Total					1,075.00	
Frontier*						
	6/4/2025	Springwater 05/22/25 - 06/21/25	6230	Telephone	51.10	5456
	6/4/2025	Entrance Chamber 05/22/25 - 06/21/25	6230	Telephone	54.07	5456
Transaction Total					105.17	
GHD Consulting Services Inc*						
	6/4/2025	SCADA 2025 On Call 04/27/25-05/24/2	6120	Engineering Services	402.68	5457
	6/4/2025	SCADA 2025 On Call 04/27/25-05/24/2	6120	Engineering Services	468.92	5457
	6/4/2025	SCADA Expansion 04/27/25 - 05/24/25	6120	Engineering Services	12,310.94	5457
Transaction Total					13,182.54	
Genesee Lumber Inc*						
	6/4/2025	Groveland WWTP	6621	Maint & Repair (Bldg & Prop.)	35.17	5458
	6/4/2025	stock parts	6620	Building Supply	30.65	5458
	6/4/2025	stock parts	6620	Building Supply	35.69	5458
	6/4/2025	Lakeville Biotower Pump parts	6620	Building Supply	1.50	5458
	6/4/2025	Groveland Pump parts	6620	Building Supply	23.14	5458
	6/4/2025	Groveland WWTP	6621	Maint & Repair (Bldg & Prop.)	13.52	5458
	6/4/2025	Groveland Air Line Repair	6621	Maint & Repair (Bldg & Prop.)	15.18	5458
	6/4/2025	Lake Gates	6620	Building Supply	4.59	5458
	6/4/2025	Adams Road parts	6620	Building Supply	16.40	5458
	6/4/2025	Adams Road parts	6620	Building Supply	14.07	5458
	6/4/2025	Truck tool - screwdriver set	6625	Purchased Equipment	3.69	5458
	6/4/2025	Truck tool - screwdriver set	6625	Purchased Equipment	4.30	5458
	6/4/2025	Shop Parts	6620	Building Supply	50.78	5458
	6/4/2025	Shop Parts	6620	Building Supply	43.60	5458
	6/4/2025	Groveland airline parts	6620	Building Supply	160.72	5458
	6/4/2025	truck and shop supplies	6620	Building Supply	11.88	5458
	6/4/2025	truck and shop supplies	6620	Building Supply	13.84	5458
	6/4/2025	Groveland WWTP	6621	Maint & Repair (Bldg & Prop.)	-26.97	5458
	6/18/2025	Primary Clarifier Repair	6621	Maint & Repair (Bldg & Prop.)	5.92	5487
	6/18/2025	Bug Spray	6620	Building Supply	9.68	5487
	6/18/2025	Bug Spray	6620	Building Supply	8.30	5487
	6/18/2025	Maintenance Supplies fior shop	6620	Building Supply	31.17	5487
	6/18/2025	Maintenance Supplies fior shop	6620	Building Supply	26.76	5487
	6/18/2025	Maple Beach PS parts	6620	Building Supply	18.26	5487
	6/18/2025	Pump Station keys made	6620	Building Supply	25.52	5487
	6/18/2025	tape measure	6625	Purchased Equipment	8.31	5487
	6/18/2025	5E PS keys	6620	Building Supply	16.74	5487
	6/18/2025	Adams Rd PS	6620	Building Supply	4.29	5487
	6/18/2025	Broom	6625	Purchased Equipment	6.19	5487
	6/18/2025	Broom	6625	Purchased Equipment	5.30	5487
	6/18/2025	maintenance supplies	6620	Building Supply	8.60	5487
	6/18/2025	maintenance supplies	6620	Building Supply	7.38	5487
	6/18/2025	tape measure	6625	Purchased Equipment	9.68	5487
	6/18/2025	Pump Station keys made	6620	Building Supply	21.91	5487
	6/18/2025	Adams Rd PS	6620	Building Supply	5.01	5487
	6/18/2025	Primary Clarifier Repair	6621	Maint & Repair (Bldg & Prop.)	45.88	5487
Transaction Total					716.65	
Grainger*						
	6/4/2025	Supplies - Flags, vests, hard hats	6620	Building Supply	161.42	5459
	6/4/2025	Supplies - Flags, vests, hard hats	6620	Building Supply	32.40	5459
	6/4/2025	Groveland Supplies - paper charts	6620	Building Supply	172.14	5459
	6/4/2025	Groveland Repair	6621	Maint & Repair (Bldg & Prop.)	122.72	5459
	6/4/2025	Groveland Repair	6621	Maint & Repair (Bldg & Prop.)	232.32	5459
	6/4/2025	Groveland Repair	6621	Maint & Repair (Bldg & Prop.)	25.84	5459
	6/4/2025	Supplies - Flags, vests, hard hats	6340	Uniforms & Clothing	43.78	5459

Vendor Name	Date Paid	Transaction Description	GL Code	Account Description	Expenses	Check #
	6/4/2025	Supplies - Flags, vests, hard hats	6340	Uniforms & Clothing	50.99	5459
	6/4/2025	Groveland Repair	6621	Maint & Repair (Bldg & Prop)	127.73	5459
	6/4/2025	Saw Blades	6620	Building Supply	107.58	5459
	6/4/2025	Saw Blades	6620	Building Supply	92.38	5459
	6/4/2025	Hydrant painting supplies	6620	Building Supply	366.62	5459
	6/4/2025	Paper Towels	6620	Building Supply	87.20	5459
	6/4/2025	Paper Towels	6620	Building Supply	74.88	5459
	6/18/2025	Hydrant Paint supplies	6620	Building Supply	54.70	5488
	6/18/2025	Groveland Lab repair part	6610	Equipment Repair/Supply	117.60	5488
	6/18/2025	Ladder	6625	Purchased Equipment	75.39	5488
	6/18/2025	Hydrant Painting paint	6620	Building Supply	1,040.04	5488
	6/18/2025	Hydrant paint supplies - brushes	6620	Building Supply	19.94	5488
	6/18/2025	Leicester Chlorine Pump	6620	Building Supply	20.27	5488
	6/18/2025	Ladder	6625	Purchased Equipment	87.80	5488
	6/18/2025	Hydrant Paint supplies	6620	Building Supply	869.12	5488
				Transaction Total	3,982.86	
Honeoye Falls Napa*						
	6/4/2025	Exchanged belt for Influent exhaust ve	6620	Building Supply	-7.76	5460
	6/4/2025	Wipers for Treatment truck #112	6420	Vehicle Maint/Repair	27.40	5460
				Transaction Total	19.64	
Invoice Cloud*						
	6/5/2025	Bill Portale Fees 5/1/25-5/30/25	6310	Outside O & M Services	199.33	251
	6/5/2025	Bill Portale Fees 5/1/25-5/30/25	6310	Outside O & M Services	171.17	251
				Transaction Total	370.50	
Jackson Welding & Gas Products*						
	6/4/2025	Cylinder rental	6620	Building Supply	20.06	5461
	6/4/2025	Cylinder rental	6620	Building Supply	23.37	5461
				Transaction Total	43.43	
Kircher Construction, Inc*						
	6/18/2025	Top Soil for Restorations	6620	Building Supply	133.05	5489
	6/18/2025	Top Soil for Restorations	6620	Building Supply	154.95	5489
				Transaction Total	288.00	
Koester Associates, Inc*						
	6/4/2025	Replacement Pump Groveland Station	6621	Maint & Repair (Bldg & Prop)	6,900.00	5462
				Transaction Total	6,900.00	
Layer 3 Technologies*						
	6/4/2025	Scada Modems	6140	Computer Services	1,800.00	5463
				Transaction Total	1,800.00	
Livingston Co Dept of Health*						
	6/18/2025	Operation Fee 01/01/25 - 12/31/25	6700	Permits/Fees/Inspections	1,890.00	5490
	6/18/2025	Operation Fee 01/01/25 - 12/31/25	6700	Permits/Fees/Inspections	240.00	5490
				Transaction Total	2,130.00	
Livingston Co Treasurer*						
	6/4/2025	Retiree Health Insurance 05/01/25 - 05	5048	Retiree Health Insurance	721.55	5464
	6/4/2025	Retiree Health Insurance 05/01/25 - 05	5048	Retiree Health Insurance	840.26	5464
				Transaction Total	1,561.81	
Molino, Jason*						
	6/4/2025	Cell phone allowance 06/01/25 - 06/30/	6230	Telephone	23.30	5465
	6/4/2025	Cell phone allowance 06/01/25 - 06/30/	6230	Telephone	26.70	5465
				Transaction Total	50.00	
Monaghan, Lauren*						

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
	6/4/2025	Cell phone allowance 06/01/25 - 06/30/	6230	Telephone	26.70	5466
	6/4/2025	Cell phone allowance 06/01/25 - 06/30/	6230	Telephone	23.30	5466
Transaction Total					50.00	
Monroe County Water Authority*						
	6/18/2025	04/30/25 - 05/30/25	6515	Purchased Water MCWA	14,918.54	5491
Transaction Total					14,918.54	
Morsch Pipeline, Inc*						
	6/18/2025	Top Soil for Restorations	6620	Building Supply	150.64	5492
	6/18/2025	Top Soil for Restorations	6620	Building Supply	129.36	5492
Transaction Total					280.00	
NORRIS*GREGORY						
	6/27/2025	UTIL REFUND 1 15755	1210	A/R Retail Service Fees	3,450.00	5502
Transaction Total					3,450.00	
NYS Deferred Compensation Plan*						
	6/6/2025	PR 12 (5/18/25-5/31/25)	2050	Accrued Payroll	1,426.53	252
	6/20/2025	PR13 06.01.25 - 06.14.25	2050	Accrued Payroll	1,579.76	256
Transaction Total					3,006.29	
NYS Employees Retirement System*						
	6/26/2025	June 2025 Employee Retirement	2050	Accrued Payroll	2,102.30	258
Transaction Total					2,102.30	
NYSEG*						
	6/27/2025	04/09/25 - 05/08/25	6220	Gas/Heating	555.72	260
	6/27/2025	04/09/25 - 05/08/25	6210	Electricity	93.02	260
	6/4/2025	04/09/25 - 05/08/25	6220	Gas/Heating	113.84	5467
	6/4/2025	04/09/25 - 05/08/25	6220	Gas/Heating	58.21	5467
	6/4/2025	04/09/25 - 05/08/25	6210	Electricity	189.75	5467
	6/4/2025	04/09/25 - 05/08/25	6210	Electricity	238.31	5467
	6/4/2025	04/09/25 - 05/08/25	6220	Gas/Heating	43.87	5467
	6/4/2025	04/09/25 - 05/08/25	6210	Electricity	889.18	5467
Transaction Total					2,181.90	
National Grid*						
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	20.20	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	8,662.09	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	32.11	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	8,827.33	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	110.90	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	27.58	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	735.81	5468
	6/4/2025	04/24/25 - 05/23/25	6210	Electricity	2,886.50	5468
Transaction Total					21,302.52	
Nexamp*						
	6/18/2025	02/26/25 - 03/26/25 Solar Discounts	6210	Electricity	2,983.90	5493
	6/18/2025	02/26/25 - 03/26/25 Solar Discounts	6210	Electricity	2,573.50	5493
	6/18/2025	02/26/25 - 03/26/25 Solar Discounts	6210	Electricity	216.91	5493
Transaction Total					5,774.31	
Piranha Tec Dr LLC*						
	6/18/2025	07/01/25 - 07/31/25	6370	Building Rent	415.80	5494
	6/18/2025	07/01/25 - 07/31/25	6370	Building Rent	484.20	5494
Transaction Total					900.00	
PlanTech*						
	6/4/2025	Groveland Station WWTP Aeration sys	6621	Maint & Repair (Bldg & Prop)	3,350.00	5469



<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
Transaction Total					3,350.00	
Rochester Gas & Electric*						
6/4/2025	04/12/25 - 05/15/25	6220	Gas/Heating	21.72	5470	
6/4/2025	04/12/25 - 05/15/25	6220	Gas/Heating	42.32	5470	
6/4/2025	04/12/25 - 05/15/25	6220	Gas/Heating	49.23	5470	
6/4/2025	04/12/25 - 05/15/25	6210	Electricity	57.54	5470	
6/4/2025	04/12/25 - 05/15/25	6220	Gas/Heating	2,188.40	5470	
6/4/2025	04/12/25 - 05/15/25	6210	Electricity	172.45	5470	
6/4/2025	04/12/25 - 05/15/25	6220	Gas/Heating	318.42	5470	
Transaction Total					2,850.08	
Ross Valve Mfg Co*						
6/18/2025	Hemlock Water Tank repair valve	6621	Maint & Repair (Bldg & Prop)	961.67	5495	
Transaction Total					961.67	
SHAKER FARM CORP*						
6/27/2025	UTIL REFUND 1 14798	1210	A/R Retail Service Fees	200.00	5503	
Transaction Total					200.00	
SMG - Batavia, LLC*						
6/18/2025	Town of Leicester Public Hearing Notice	8130	Grant Expense	110.24	5496	
Transaction Total					110.24	
STEGER*CHRISTOPHER & LISA						
6/27/2025	UTIL REFUND 1 12778	1210	A/R Retail Service Fees	280.00	5504	
Transaction Total					280.00	
ServiceMaster*						
6/4/2025	05/01/25 - 05/31/25	6360	Cleaning Services	138.60	5471	
6/4/2025	05/01/25 - 05/31/25	6360	Cleaning Services	161.40	5471	
Transaction Total					300.00	
Siewert Equipment (T)*						
6/18/2025	Springwater Pump repair	6621	Maint & Repair (Bldg & Prop)	746.50	5497	
Transaction Total					746.50	
Ti-Sales Inc*						
6/18/2025	Trial Pump Parts	6620	Building Supply	538.82	5498	
Transaction Total					538.82	
Toshiba American Business Solution						
6/4/2025	05/15/25 - 06/15/25	6635	Equipment Lease/Rental Contract	159.85	5472	
6/4/2025	05/15/25 - 06/15/25	6635	Equipment Lease/Rental Contract	186.16	5472	
Transaction Total					346.01	
USA Blue Book*						
6/4/2025	marking paint	6620	Building Supply	195.97	5473	
6/4/2025	marking paint	6620	Building Supply	178.19	5473	
6/4/2025	Pump	6625	Purchased Equipment	268.97	5473	
6/4/2025	Pump	6625	Purchased Equipment	230.98	5473	
6/4/2025	Groveland Pump Winch Cable	6620	Building Supply	173.48	5473	
Transaction Total					1,047.59	
Verizon Wireless*						
6/18/2025	05/02/25 - 06/01/25	6230	Telephone	254.55	5499	
6/18/2025	05/02/25 - 06/01/25	6230	Telephone	296.43	5499	
Transaction Total					550.98	

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
				Grand Totals...	373,809.33	23

Livingston County WSA
Vendor Activity - Cash Disbursements - Board Meeting - Debt Reserve Expense Overview
From 6/1/2025 through 6/30/2025

24

<u>Vendor Name</u>	<u>Date Paid</u>	<u>Transaction Description</u>	<u>GL Code</u>	<u>Account Description</u>	<u>Expenses</u>	<u>Check #</u>
M&T Bank-Bond pmts*						
	6/26/2025	C8-6449-05-00 Annual Debt Payment	2022	Cur Port Debt C8-6449-05-00	255,080.00	259
Transaction Total					255,080.00	
Wilmington Trust*						
	6/3/2025	Grov. Stat. Trustee Fees	8140	Debt Fees-GS Water	500.00	250
Transaction Total					500.00	
Grand Totals...					255,580.00	

LCWSA OPERATIONS REPORT

July 16, 2025

Water and Sewer Work Program

Customer Work Orders	Staff completed 73 workorders down 11 from last month.
UFPO	Staff completed 130 stakeouts down 15 from last month
PM Maintenance	All PM maintenance was completed.
Sampling & Testing	All sampling and testing was completed.

Water Work Program

Meter Pit	Staff installed 3 meter pits on existing services.
Curb Box Locations	Staff have been locating curb boxes for GPS locations
Restoration	Staff has been working on lawn and driveway restorations.
Water Tap	2- Taps to do. 1- in South Livonia and 1- in Groveland

Sewer Work Program

Sewer Ejection Pump (Springwater)	Staff replaced 2 sewer ejection pumps.
Sewer Pump Station Repair	Staff rebuilt the rotating unit at 5E



RESOLUTION NO. 2025 - 25

**RESOLUTION IN SUPPORT OF TOWN OF LEICESTER COMMUNITY DEVELOPMENT
BLOCK GRANT APPLICATION FOR THE LEICESTER PUMP STATION IMPROVEMENT
PROJECT**

WHEREAS, the Community Development Block Grant (“CDBG”) Program is a federally funded program authorized by Title I of the Housing and Community Development Act of 1974. The CDBG Program is administered by the NYS Office of Community Renewal (“OCR”) under the direction of the Housing Trust Fund Corporation (“HTFC”); and

WHEREAS, The primary objective of the CDBG program is the development of viable communities by providing decent housing and a suitable living environment and expanding opportunities, principally for person of low and moderate income (LMI). A low-and moderate-income person is defined as being a member of a household whose income is less than 80% of the area median income for the household size. A principal benefit to low- and moderate-income persons requires at least 51% of the project beneficiaries to qualify as low- and moderate- income; and

WHEREAS, the Town of Leicester (“Town”), in coordination with the Livingston County Water and Sewer Authority (“Authority”), is an eligible applicant under the CDBG Grant; and

WHEREAS, the Authority supports the Town of Leicester’s CDBG grant application to make necessary updates to the two sewer pump stations located at 5520 Mount Morris Road and 5741 River Street, hereafter referred to as the Leicester Pump Station Improvement Project (the “Project”); and

WHEREAS, the Project improvements would include larger enclosures, replacement of pumps, motors, valves, and SCADA systems updates; and

WHEREAS, the cost of completing the Leicester Pump Station Improvement Project is estimated at \$989,520, and receiving CDBG grant funds would alleviate the increased cost burden of higher sewer rates for residents in a low and moderate-income family community, and now therefore be it

RESOLVED, the Livingston County Water and Sewer Authority Board fully supports the Town of Leicester CDBG grant application for the Leicester Pump Station Improvement Project.

July 16, 2025

Livingston County Water & Sewer Authority

Moved By:

Seconded By:

AYES:

NAYS:

Livingston County Water & Sewer Authority Board	<p>This is to Certify that I, the undersigned, Secretary of the Livingston County Water & Sewer Authority, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Livingston County Water & Sewer Authority Board on the 15th day of January 2025 and that the same is a true and correct transcript of said resolution and of the whole thereof.</p> <p>In Witness Whereof I have hereunto set my hand and the official seal of the Livingston County Water & Sewer Authority Board, this 15th day of January 2025.</p> <p>_____ Secretary of the Board</p>
---	--



RESOLUTION NO. 2025 - 26

RESOLUTION IN SUPPORT OF TOWN OF LIVONIA COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR THE HEMLOCK PUMP STATION IMPROVEMENT PROJECT

WHEREAS, the Community Development Block Grant ("CDBG") Grant Program is a federally funded program authorized by Title I of the Housing and Community Development Act of 1974. The CDBG Program is administered by the NYS Office of Community Renewal ("OCR") under the direction of the Housing Trust Fund Corporation ("HTFC"); and

WHEREAS, the primary objective of the CDBG program is the development of viable communities by providing decent housing and a suitable living environment and expanding opportunities, principally for person of low and moderate income ("LMI"). A low-and moderate-income person is defined as being a member of a household whose income is less than 80% of the area median income for the household size. A principal benefit to low- and moderate-income persons requires at least 51% of the project beneficiaries to qualify as low- and moderate- income; and

WHEREAS, the Town of Livonia ("Town"), in coordination with the Livingston County Water and Sewer Authority ("Authority"), is an eligible applicant under the CDBG Grant; and

WHEREAS, the Authority supports the Town of Livonia's CDBG grant application to make necessary updates to the five sewer pump stations located within the Hamlet of Hemlock, hereafter referred to as the Hemlock Pump Station Improvement Project (the "Project"); and

WHEREAS, the Project improvements would include larger enclosures, replacement of pumps, motors, valves, and SCADA systems updates; and

WHEREAS, the cost of completing the Hemlock Pump Station Improvement Project is estimated at \$2,493,005, and receiving \$1,500,000 of CDBG grant funds would alleviate an increased cost burden of higher sewer rates for residents in a low and moderate-income family community, and now therefore be it

RESOLVED, the Livingston County Water and Sewer Authority Board fully supports the Town of Livonia's CDBG grant application for the Hemlock Pump Station Improvement Project.

July 16, 2025

Livingston County Water & Sewer Authority

Moved By:

Seconded By:

AYES:

NAYS:

Livingston County Water & Sewer Authority Board	<p>This is to Certify that I, the undersigned, Secretary of the Livingston County Water & Sewer Authority, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Livingston County Water & Sewer Authority Board on the 15th day of January 2025 and that the same is a true and correct transcript of said resolution and of the whole thereof.</p> <p>In Witness Whereof I have hereunto set my hand and the official seal of the Livingston County Water & Sewer Authority Board, this 15th day of January 2025.</p> <p>_____ Secretary of the Board</p>
---	--



July 9, 2025

Jason Molino, Executive Director
Livingston County Water and Sewer Authority
1997 D'Angelo Drive
Lakeville, NY 14480

**RE: LIVINGSTON COUNTY WATER & SEWER AUTHORITY
COUNTY WIDE WATER SYSTEM IMPROVEMENTS
CONTRACT 4 – SHELLY ROAD UPPER WATER STORAGE TANK
CPL PROJECT NO.: R20.15761.00
RECOMMENDATION FOR AWARD**

Dear Mr. Molino:

The last primary project related to the Livingston County Water & Sewer Authority (LCWSA) County Wide Water System Improvement is the new water storage tank at the Shelly Road location, just south of the Village of Livonia. The project was identified as Contract 4 – Shelly Road Upper Water Storage Tank and was further broken-down into Contract 4A – General Construction and Contract 4B – Water Storage Tank. The bids for Contract A were opened on May 9, 2025, and the bids for Contract B were opened on May 16, 2025. A copy of the bid tabulations are enclosed.

The bid advertisement was sent to three (3) tank manufacturers and several general contractors directly, along with being advertised in the LCWSA's legal newspaper and several construction periodicals. A total of seventeen (17) bidding documents were distributed to a combination of potential contractors and subcontractors. A total of three (3) bids were received for Contract A – General Construction and a total of two (2) bids were received for Contract B – Water Storage Tank.

Contract A – General Construction included the following Base Bids and Alternate:

- Base Bid A: 3.0 MG Water Storage Tank
- Base Bid B: 2.5 MG Water Storage Tank
- Base Bid C: 2.0 MG Water Storage Tank
- Alternate Bid 1: New Chlorine Building & Chemical Feed System

Contract B – Water Storage Tank included the following Base Bids:

- Base Bid A: 3.0 MG Water Storage Tank
- Base Bid B: 2.5 MG Water Storage Tank
- Base Bid C: 2.0 MG Water Storage Tank

Bid Review

The low bidder for the LCWSA's preferred tank size (2.0 million gallons) for Contract A was L.G. Evans Construction, Inc. of Avon, New York with Base Bid C: 2.0 MG Water Storage Tank amount of \$804,733.00, and an Alternate Bid 1 amount of \$284,172.00.

The low bidder for the LCWSA's preferred tank size for Contract B was DN Tanks of New York, LLC of Wakefield, MA with Base Bid C: 2.0 MG Water Storage Tank amount of \$3,194,625.00.

The bid amounts did result in a project that was over budget. However, in collaboration with both contractors and LCWSA, we've been able to agree on several cost-saving value engineering items. This includes modifications to the site piping design and tank mixing method.



The resulting change orders include a credit of \$182,483.00 to Contract A and \$145,000 to Contract B, for a total reduction in cost of \$327,483.00. Both change orders are enclosed for Board consideration.

We have reviewed L.G. Evans Construction and DN Tanks qualifications and have discussed their bids with them. We feel their bids received are a true representation of the costs to complete this project and that these Contractors are qualified to complete the Contract.

L.G. Evans Construction and DN Tanks have worked with CPL in the past on various projects. Their performance and quality of work is good and their willingness to collaborate and work as a team has been excellent.

Recommendation

Based on the information above, we recommend that the following resolutions be passed awarding the Contracts as follows:

We recommend the Board pass a resolution **“Accepting the Contract A – General Construction Base Bid C: 2.0 MG Water Storage Tank amount of \$804,733.00 plus Alternate Bid 1 in the amount of \$284,172.00 for the total amount of \$1,088,905.00, as received from L.G. Evans Construction, Inc. and authorizing Change Order GC-01 with a deduct for \$182,483.00, contingent upon concurrence of Award by the NYS Environmental Facilities Corporation.”**

We recommend the Board pass a resolution **“Accepting the Contract B – Water Storage Tank Base Bid C: 2.0 MG Water Storage Tank amount of \$3,194,625.00, as received from DN Tanks of New York, LLC and authorizing Change Order WST-01 with a deduct for \$145,000.00, contingent upon concurrence of Award by the NYS Environmental Facilities Corporation.”**

We have also enclosed Change Orders GC-01 and WST-01. Once the award of Contracts A and B are made as described in the suggested resolutions above, please present these Change Orders and act on those. Once these Change Orders have been approved by resolution (contingent upon approval by the funding agency) and accepted, please return signed dated copies to us for further processing. These Change Orders will need to be presented to NYSEFC for review and approval after all signatures have been obtained.

We have enclosed the Notices of Award for your signature. Upon receipt of the signed Notices of Award, we will prepare the Agreements for signature by the Contractors and LCWSA for both contracts.

CPL looks forward to working with LCWSA and both Contractors to successfully complete this project.



Jason Molino, Executive Director

LCWSA

July 9, 2025

Page 3 of 3

If you have any questions or require additional information, please contact me directly at ewies@cplteam.com or by phone at (585) 402-7529.

Very truly yours,

CPL

Eric C. Wies, P.E.
Senior Vice President

Enclosures:

- Bid Tabulation
- Change Order GC-01
- Change Order WST-01
- Notice of Award Contract A
- Notice of Award Contract B

Date of Issuance: July 16, 2025	Effective Date:
Owner: Livingston County Water & Sewer Authority	Owner's Contract No.: 18745
Contractor: LG Evans Construction Inc.	Contractor's Project No.:
Engineer: CPL Architects, Engineers, and Landscape Architects, D.P.C. dba CPL	Engineer's Project No.: R20.15761.00
Project: County Wide Water System Improvements Contract 4 – Shelly Road Upper Water Storage Tank	Contract Name: Contract A: General Construction

The Contract is modified as follows upon execution of this Change Order:

Description: A value engineering cost analysis is attached to this change order that describes the value engineering items accepted by the Contractor, Owner, and Engineer to meet the project budget in accordance with the revised plans dated July 8, 2025. **Deduct \$182,483.00.**

Attachments: *Value engineering Cost Analysis, Bid Tabulation, Revised plans dated 7/8/2025 revision 1.*

CHANGE IN CONTRACT PRICE	
Original Contract Price:	
<u>\$ 1,088,905.00</u>	
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: NA	
\$ _____	
Contract Price prior to this Change Order:	
<u>\$ 1,088,905.00</u>	
Decrease of this Change Order:	
<u>\$ 182,483.00</u>	
Contract Price incorporating this Change Order:	
<u>\$ 906,422.00</u>	

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>Eric C. Wies, P.E., Senior Vice President</u>	Title <u>Jason Molino, Executive Director</u>	Title <u>Jeff Swan, President</u>
Date: _____	Date _____	Date _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____

Title: _____

Date of Issuance: July 16, 2025	Effective Date:
Owner: Livingston County Water & Sewer Authority	Owner's Contract No.: 18745
Contractor: DN Tanks of New York, LLC	Contractor's Project No.:
Engineer: CPL Architects, Engineers, and Landscape Architects, D.P.C. dba CPL	Engineer's Project No.: R20.15761.00
Project: County Wide Water System Improvements Contract 4 – Shelly Road Upper Water Storage Tank	Contract Name: Contract B: Water Storage Tank

The Contract is modified as follows upon execution of this Change Order:

Description: A value engineering cost analysis is attached to this change order that describes the value engineering items accepted by the Contractor, Owner, and Engineer to meet the project budget in accordance with the revised plans dated July 8, 2025. **Deduct \$145,000.00**

Attachments: *Value engineering Cost Analysis, Bid tabulation, Revised plans dated 7/8/2025 revision 1.*

CHANGE IN CONTRACT PRICE	
Original Contract Price:	
\$ 3,194,625.00	
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: NA	
\$ _____	
Contract Price prior to this Change Order:	
\$3,194,625.00	
Decrease of this Change Order:	
\$ 145,000.00	
Contract Price incorporating this Change Order:	
\$ 3,049,625.00	


RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: _____	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: Eric C. Wies, P.E., Senior Vice President	Title Jason Molino, Executive Director	Title Stephen P. Boyle, Sr. Vice President of Estimating			
Date: _____	Date _____	Date _____			

Approved by Funding Agency (if applicable)

By: _____ Date: _____

Title: _____

To: Livingston County Water and Sewer Authority Board

From: Jason Molino, Executive Director 

Date: July 9, 2025

Subject: Increase Borrowing for County Wide Water System Improvement Project

1. Action Requested:

Board approval of a resolution authorizing the increase in borrowing to reflect an increase in project size for water improvements related to the County Wide Water System Improvement Project (EFC Project No.: 18746)

2. Background:

September 2019

On June 24, 2019, the Authority received an Administrative Order (SDWA-02-2019-8032) from the United States Environmental Protection Agency (EPA) related to the elevated levels of Total Trihalomethane (TTHM) in the water distribution system. The Order required the Authority to submit a Corrective Action Plan to the EPA.

Based on meetings with the Livingston County Department of Health (LCDOH), a plan was established to evaluate multiple options in order to correct the issue and provide safe potable water to customers. As the Authority began to assess these items, multiple improvements were identified through the Authority's distribution system that would improve the quality of service to the customers and make the system operate more efficiently overall.

There were multiple reasons the Authority experienced high TTHM levels throughout the distribution system, one being the addition of a significant amount of new infrastructure (DOCCS) without the connection of the anticipated large user at the end of the system. At the time the Authority had been tasked with regularly flushing large volumes of water in order to keep water fresh throughout the system.

Further upstream there were system operational struggles based on the existing infrastructure. Due to the elevation and diameter of the Shelly Road tank and the volume of water passing through the Village of Livonia experienced significantly low pressures in multiple areas for many years. In some areas, customers' static pressures are as low as 23 psi. While some action had been taken to move some customers to a higher-pressure zone in order to address these concerns, a large capital project would be required to correct the overall system as a whole. By raising the hydraulic pressure of the system by approximately 20 to 30 pounds, the customers in this area would not have to contend with distribution pressure concerns.

The hydraulic grade and low pressures throughout Livonia also presented operational difficulties for the Authority. Since the Shelly Rd. tank level contributes to the hydraulic grade for that specific zone, the operating range of the tank was shortened in order to maintain pressure in the Village. Only 4 feet of the tank is turned over in each cycle. This results in the Shelly Road tank cycling often, sometimes more than 5 times per day. The pumps at Hemlock in the Woods pump station are the only source of water to fill the tank, and therefore, are turning on and off numerous times per day in order to keep up with the demands throughout the system. The lack of capacity at the Shelly Road tank leads to inefficient operation of the largest pump station in the system.

In addition, the Authority had identified multiple operational deficiencies that affect their ability to control the water system. Many of the services in the system are aged and the water meters throughout the system had not been replaced or updated in years. Regularly maintaining and replacing meters throughout a system is extremely important when billing customers accurately, locating water main leaks or breaks, and increasing revenue. In addition, accurate metering can play a significant part in planning from both a residential and nonresidential standpoint in terms of future demands and available water. As reported in 2019, the lack of new water meters contributed to a rate of 39.5% of non-revenued water throughout the system. This volume of water is a direct revenue loss for the Authority which leads to less funding available to operate, maintain, and expand the system.

In 2019 to address the identified deficiencies, the Authority submitted a grant and State Revolving Loan (SRF) application seeking funding from NYS Water Infrastructure Improvement Act (WIIA) program through the New York State Environmental Facilities Cooperation (EFC). The application requested \$3,000,000 in grant funding and \$4,000,000 in long-term financing through the SRF. In December 2019, the Authority was awarded a \$3,000,000 WIIA grant award and \$4,000,000 long-term financing to support a variety of distribution improvements, chlorine and THM removal upgrades, a new water tower and SCADA upgrades.

January 2022

Shortly after the WIIA grant award the COVID-19 pandemic caused significant project delays and inflationary cost increases. In addition, a leadership change in the Executive Director for the first half of 2021 caused further project delays.

In late 2021, staff recommended that the project be expanded to include several additional projects. Some of these projects had been contemplated by the Authority for over 20 years but were never addressed. Specifically, those projects included water line replacements at Lake Forest and Pine Tree Mobile Home Parks that would allow the Authority to discontinue providing individual retail services within each mobile home park, saving considerable staffing resources. Several additional projects included adding a redundant connection to the western part of the system with the Conesus Lake outlet crossing and transferring water services on Stone Hill Rd. In total these additional projects, along with inflationary cost increases, increased the total project cost from \$7,000,000 to \$8,500,000. In January 2022, the Authority Board increased the bond authorization to accommodate the increased project size.

March 2024

In 2019, the original project identified a 1-million-gallon elevated steel tank to address water storage needs and water pressure concerns. Since then, several new developments such as the Groveland Water District #1 and the Regional Water Supply Project, which were not part of the original scope of the 2019 project, changed future water demand perspectives. As a result, a 2-million-gallon concrete ground water storage tank was recommended as a better alternative to meet current and future water demands. In addition, a ground concrete tank will have lower long-term maintenance costs than an elevated steel tank. The tank type and size change along with inflationary cost increases, added to the originally estimated project costs. In September 2021 estimates from one tank contractor for a 2-million-gallon concrete ground water storage tank were \$1,490,000. In October 2023, engineering estimates were updated due to market changes, and the same contractor estimated a 2-million-gallon concrete ground water storage at \$2,505,000. These estimates did not include site work costs. As a result, in March 2024 the Authority Board approved an increase in the bond authorization to accommodate the change in tank size and increase in estimated project costs.

July 2025

In May 2025 the concrete tank was bid for construction. The low bidder for a 2-million-gallon concrete water storage is \$3,094,625. The low bid for site work is \$804,733. In addition, a chlorine building is needed to boost chlorination to the water distribution system. This addition was not considered as part of the original project but is required to maintain an acceptable chlorine residual. The low bidder for the chlorine building is \$284,172. It should be noted that value engineering was completed on the submitted low bids and \$182,483 and \$145,000 of deduct credits were identified due to piping changes with the original bids, decreasing the cost of the project.

In total, due to the increase in material costs and the additional chlorine building, the total project cost for the water tank has increased from \$9,250,000 to \$9,750,000. It should be noted that all other sub-projects have been completed and the only remaining sub-project with the County Wide Water System Improvements is the construction of the 2-million-gallon water storage tank. In addition, \$207,600 will remain in contingency for the remainder of the project.

3. Financial Implications:

The annual debt service payments for the current project are ~\$242,000. Increasing the project costs from \$9,250,000 to \$9,750,000, which increases the amount of long-term financing (30-years) from \$6,250,000 and \$6,750,000, will add an additional ~\$19,500 to the annual debt service payment, equaling \$261,500.

Project timeline delays, project scope changes, and inflationary material and labor increases have contributed to the increase in project size and costs from its original inception in 2019. While any increase in project cost is undesirable, the improvements that have already been completed over the past four years, specifically the water distribution system improvements, SCADA improvements, TTHM removal and chlorination boosting have resulted in significant improvements in water quality monitoring and reductions

in TTHM levels throughout the entire water system. As result in April 2025, the EPA lifted the Administrative Order for water quality concerns.

In addition, the change in Shelly Rd. water storage tank from a 1-million-gallon elevated steel tank to a 2-million-gallon ground concrete tank will provide much needed improvements to the Authority's water storage shortage, improve customer water pressure in the Village of Livonia, lower long-term maintenance costs and position the Authority well to handle new customer growth into the future.

Attached please find a budget worksheet showing the development of the project since its original submission to the EFC in September 2019, through each of the approved increases in project size and bond authorization in 2022 and 2024, followed by the final estimated project cost based on the water tank bids that were recently received.

The requested increase in project size of \$500,000 will result in an increase of ~\$19,500 in additional debt for the term of financing which is 30 years. Under the adopted Capital Plan, the capital charge for water customers is expected to increase over the next several years to cover new capital debt related to the County Wide Water System Improvement Project, a future \$2,500,000 capital improvement in 2030 and growth in the water reserve fund into the future. The capital charges outlined in the Capital Plan are as follows:

Capital Charge	2025	2026	2027	2028	2029
Unit Charge/Yr.	\$36	\$37	\$38	\$39	\$39
Charge /1,000 gals	\$.35	\$.45	\$.55	\$.65	\$.75

Due to changes in the customer base such as, increased water consumption system wide over the past few years, annual growth of new water customers (~20 new water service connections) and the addition of 135 new water customers with the construction of the Groveland Water District #1 (2025), no increase in capital charges is expected to cover the increase in debt payment related to this project cost increase.

Inc.:

1. Project Budget Worksheet

PROJECT BUDGET

Livingston County Water & Sewer Authority

Project Name: County Wide Water System Improvements

Funding Source

EFC Loan:	\$4,000,000	\$5,500,000	\$6,250,000	\$6,750,000
WIIA Grant:	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
SUBTOTAL:	\$7,000,000	\$8,500,000	\$9,250,000	\$9,750,000

ITEM	ORIGINAL BUDGET 9/2019	MODIFIED BUDGET 1/2022	MODIFIED BUDGET 3/2024	MODIFIED BUDGET 7/2025	EXPENDITURES TO DATE	BALANCE REMAINING
A. ADMINISTRATIVE						
1. Legal/Admin/Fees/Misc. (Kruk & Campbell, Newspaper, Unerberg & Kessler, Fees, Misc.)	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 29,904.00	\$ 20,096.00
Total A. Administrative	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 29,904.00	\$ 20,096.00
B. TECHNICAL SVCS.						
1. Engineering - Groveland Water Main - Contract 1						
1. Engineering - Groveland Water Main - Contract 1 - Subtotal		\$ 212,955.00	\$ 212,955.00	\$ 212,955.00	\$ 212,955.00	\$ -
2. Engineering - ChlorineFeed System - Contract 2A						
2. Engineering - ChlorineFeed System - Contract 2A - Subtotal		\$ 24,985.00	\$ 24,985.00	\$ 24,075.00	\$ 24,075.00	\$ -
3. Engineering - TTHM Removal Systems- Contract 2B						
3. Engineering - TTHM Removal Systems- Contract 2B - Subtotal		\$ 31,500.00	\$ 31,500.00	\$ 25,500.00	\$ 25,500.00	\$ -
4. Engineering - Water Meters						
4. Engineering - Water Meters - Subtotal		\$ 2,499.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
5. Engineering - Water Storage Tank						
Task 1 (Project Kick off)		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Task 3 (Preliminary Design)		\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ -
Task 4 (Final Design)		\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
Task 5 (Meetings)		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
Task 6 (Permitting & Regulatory Approvals)		\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ -
Task 7 (Bid Phase)		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,500.00	\$ 500.00
Task 8 (Construction Phase)		\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ -	\$ 55,000.00
Task 9 (Close Out & Rec Dwgs)		\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 6,000.00
Subconsultant		\$ 63,000.00	\$ 63,000.00	\$ 63,000.00	\$ 63,000.00	\$ -
5. Engineering - Water Storage Tank - Subtotal		\$ 250,500.00	\$ 250,500.00	\$ 250,500.00	\$ 189,000.00	\$ 61,500.00
6. Engineering - Water Mains - Contract 5						
6. Engineering - Water Mains - Subtotal		\$ 98,000.00	\$ 98,000.00	\$ 98,000.00	\$ 96,360.00	\$ 1,640.00
7. Engineering - Water Mains Big Tree						
7. Engineering - Water Mains Big Tree - Subtotal		\$ -	\$ -	\$ 5,150.00	\$ 3,400.00	\$ 1,750.00
Total B. Technical Svcs.	\$ -	\$ 620,439.00	\$ 620,440.00	\$ 618,680.00	\$ 553,790.00	\$ 64,890.00
C. CONSTRUCTION						
1. Construction Contracts						
a. Contract 1: ARS WM & Groveland Sta. WM (Randsco)	\$ 2,100,000.00	\$ 2,201,570.00	\$ 2,288,655.65	\$ 2,288,655.65	\$ 2,288,655.65	\$ -
b1. Contract 2A: Chlorine System Improvements (MW Controls)	\$ 200,000.00	\$ 210,000.00	\$ 203,296.14	\$ 178,496.14	\$ 178,496.14	\$ -
b2. Additional Chlorine System Improvements (Plan Tech)			\$ -	\$ 7,815.00	\$ 7,815.00	\$ -
c. Contract 2B: TTHM Removal Systems	\$ 200,000.00	\$ 225,000.00	\$ 318,036.00	\$ 47,976.00	\$ 47,976.00	\$ -
d1. SCADA (Server Room upgrades Layer 3, Peaks Electrical, Plantech)	\$ 500,000.00	\$ 900,000.00	\$ 900,000.00	\$ 49,363.87	\$ 49,363.87	\$ -
d2. SCADA (Motion AI)				\$ 930.00	\$ 930.00	\$ -
d3. SCADA (Shelly Road Tank)				\$ 100,000.00	\$ -	\$ 100,000.00
d4. SCADA (Other Assets)				\$ 97,774.46	\$ 97,774.46	\$ -
e1. Contract 4A: Shelly Road Water Storage Tank - Site Work	\$ 3,000,000.00	\$ 2,200,000.00	\$ 2,600,000.00	\$ 622,250.00		\$ 622,250.00
e2. Contract 4A: Shelly Road Water Storage Tank - CL2 Bldg.				\$ 284,172.00		\$ 284,172.00
e2. Contract 4B: Shelly Road Water Storage Tank - Tank Work				\$ 3,094,625.00		\$ 3,094,625.00
f. Contract 5: Stone Hill WS, Pine Tree, Lake Forest, Conesus Outlet (Morsch)		\$ 758,000.00	\$ 935,857.35	\$ 985,113.00	\$ 985,113.00	\$ -
Total C. Construction	\$ 6,000,000.00	\$ 6,494,570.00	\$ 7,245,845.14	\$ 7,757,171.12	\$ 3,656,124.12	\$ 4,101,047.00
D. DIRECT EXPENDITURES						
1. Contract 3: Water Meter Replacement	\$ 1,000,000.00	\$ 910,000.00				
a. LCWSA Labor & Equipment			\$ 367,742.00	\$ 367,742.00	\$ 367,742.00	\$ -
b. Ti-Sales			\$ 533,125.00	\$ 588,118.99	\$ 588,118.99	\$ -
c. Large Meter (Equipment)			\$ 34,990.35	\$ 2,459.91	\$ 2,459.91	\$ -
c2. Additional Chlorine System Improvements (Hach Equipment)			\$ -	\$ 12,670.14	\$ 12,670.14	\$ -
c3. Additional Chlorine System Improvements (Chlorine Pumps)			\$ -	\$ 21,696.55	\$ 21,696.55	\$ -
2B. Direct Purchase THM equipment			\$ -	\$ 123,861.00	\$ 123,861.00	\$ -
Total D. Expenditures	\$ 1,000,000.00	\$ 910,000.00	\$ 935,857.35	\$ 1,116,548.59	\$ 1,116,548.59	\$ -
E. CONTINGENCY						
1. Contingency	\$ -	\$ 424,991.00	\$ 397,857.51	\$207,600.29	\$ -	\$207,600.29
Total E. Contingency	\$ -	\$ 424,991.00	\$ 397,857.51	\$207,600.29	\$ -	\$ 207,600.29
TOTAL PROJECT COST	\$ 7,000,000.00	\$ 8,500,000.00	\$ 9,250,000.00	\$ 9,750,000.00	\$ 5,356,366.71	\$ 4,393,633.29



RESOLUTION NO. 2025 – 27

**RESOLUTION TO APPROVE AN EIGHTEENTH SUPPLEMENTAL RESOLUTION
TO ALLOW AN INCREASE IN BORROWING TO FINANCE CERTAIN WATER
IMPROVEMENTS IN CONNECTION WITH E.F.C. STATE DRINKING WATER
REVOLVING FUND PROJECT NO.: 18746**

WHEREAS, the Livingston County Water and Sewer Authority (the “**Authority**”) had previously received a \$3,000,000 grant from the Water Infrastructure Improvement Act (the “**WIIA**”) program and a \$4,000,000 loan (the “**Initial Indebtedness**”) from the New York Environmental Facilities Corporation to fund the Countywide Water Systems Improvements Project, also referred to as E.F.C. Project No. 18746 (the “**Project**”); and

WHEREAS, the Authority is a local agency pursuant to the New York State Environmental Quality Review Act (“**SEQRA**”), ECL Section 8-0101, et seq., and implementing regulations, 6 NYCRR Part 617 (the “**Regulations**”); and

WHEREAS, by adoption of Resolution 2019-17 on August 18, 2019 (the “**SEQRA Resolution**”), the Authority determined that the Project will not cause any adverse environmental impacts and therefore adopted a negative declaration pertaining thereto in accordance with the Regulations; and

WHEREAS, by Resolution No. 2021-19, adopted on October 21, 2021, the Authority adopted its Ninth Supplemental Resolution (the “**Ninth Supplemental Resolution**”) approving the Initial Indebtedness; and

WHEREAS, pursuant to the Authority granted by the Ninth Supplemental Resolution the Authority issued its E.F.C. Drinking Water Facility Note- 2021, dated November 4, 2021, in the amount of \$4,000,000 (the “**2021 Note**”); and

WHEREAS, the proceeds of the 2021 Note provided new monies to finance the Cost of the Project; and

WHEREAS, subsequent to the issuance of 2021 Note the Authority deemed it necessary to issue additional debt (the “**2022 Additional Indebtedness**”) to fund the completion of the Project and to consolidate the outstanding principal balance of the 2021 Note with the 2022 Additional Indebtedness; and

WHEREAS, by Resolution No. 2022-06, adopted on January 19, 2022, the Authority adopted its Eleventh Supplemental Resolution (the “**Eleventh Supplemental Resolution**”) approving the 2022 Additional Indebtedness and consolidation thereof with the Outstanding balance of the 2021 Note; and

WHEREAS, pursuant to the Authority granted by the Eleventh Supplemental Resolution the Authority issued its E.F.C. Drinking Water Facility Note- 2022, dated January 19, 2022, in the amount of \$5,500,000 (the “**2022 Note**”); and

WHEREAS, the proceeds of the 2022 Note redeemed and renewed the 2021 Note and provided \$1,500,000 of new monies to finance the Cost of the Project; and

WHEREAS, subsequent to the issuance of 2022 Note the Authority deemed it necessary to issue additional debt (the “**2024 Additional Indebtedness**”) to fund the completion of the Project and to consolidate the outstanding principal balance of the 2022 Note with the 2024 Additional Indebtedness; and

WHEREAS, by Resolution No. 2024-14, adopted on March 20, 2024, the Authority adopted its Fourteenth Supplemental Resolution (the “**Fourteenth Supplemental Resolution**”) approving the 2024 Additional Indebtedness and consolidation thereof with the Outstanding balance of the 2022 Note; and

WHEREAS, pursuant to the Authority granted by the Fourteenth Supplemental Resolution the Authority issued its E.F.C. Drinking Water Facility Note- 2024, dated March 20, 2024, in the amount of \$6,250,000 (the “**2024 Note**”); and

WHEREAS, the proceeds of the 2024 Note redeemed and renewed the 2022 Note and provided \$750,000 of new monies to finance the Cost of the Project; and

WHEREAS, due to an unanticipated increase in Project costs, the Authority has recently deemed it necessary to issue additional debt (the “**2025 Additional Indebtedness**”) to fund the completion of the Project and to consolidate the outstanding principal balance of the 2024 Note with the 2025 Additional Indebtedness; and

WHEREAS, the Authority is required by Section 3.2(b) of the Authority’s General Bond Resolution, dated as of January 1, 2008 (the “**General Resolution**”), to adopt a Supplemental Bond Resolution authorizing Additional Indebtedness to be incurred by the Authority;

WHEREAS, as a condition precedent to incurring the 2025 Additional Indebtedness, the Authority intends to adopt the Eighteenth Supplemental Resolution annexed hereto and made a part hereof (the “**Eighteenth Supplemental Resolution**”);

WHEREAS, the Eighteenth Supplemental Resolution shall authorize the issuance of the Authority’s E.F.C. Drinking Water Facility Note- 2025 in the par amount of \$6,750,000 (the “**2025 Note**”) and the proceeds of the 2025 Note shall be applied to redeem and renew the 2024 Note and provide \$500,000 of new monies to finance the Cost of the Project; and

WHEREAS, the scope of work of the Project has not changed since adoption of the SEQRA Resolution;

NOW THEREFORE, it is hereby resolved as follows:

1. The Authority hereby authorizes:
 - a. the form and substance of the Eighteenth Supplemental Resolution,
 - b. the issuance of the 2025 Note pursuant to the terms of the Eighteenth Supplemental Resolution in the aggregate principal amount not to exceed \$6,750,000,
 - c. the sale of the 2025 Note at private sale to the New York State Environmental Facilities Corporation, and
 - d. the execution and delivery of all other agreements, certificates and required documents in connection with the issuance of the 2025 Note.
2. The Chairperson, Vice Chairperson, Secretary, Treasurer and Executive Director, are each hereby authorized to deliver and execute in the name and on behalf of the Authority any agreement, certificate, opinion, record or other document required by or authorized pursuant to the General Resolution, the Eighteenth Supplemental Resolution, and this board resolution in connection with the issuance of the 2025 Note, all in substantially the forms as Chairperson, Vice Chairperson, Secretary, Treasurer or Executive Director shall approve. The execution thereof by the Chairperson, Vice Chairperson, Secretary, Treasurer or Executive Director shall constitute conclusive evidence of that approval.
3. This resolution shall take effect immediately.

July 16, 2025

Livingston County Water & Sewer Authority

Moved By:

Seconded By:

AYES:

NAYS:

Livingston County Water & Sewer Authority Board	<p>This is to Certify that I, the undersigned, Secretary of the Livingston County Water & Sewer Authority, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Livingston County Water & Sewer Authority Board on the 16th day of July 2025 and that the same is a true and correct transcript of said resolution and of the whole thereof.</p> <p>In Witness Whereof I have hereunto set my hand and the official seal of the Livingston County Water & Sewer Authority Board, this 16th day of July 2025.</p> <p style="text-align: right;">_____ Sarah Wright, Secretary of the Board</p>
---	---

LIVINGSTON COUNTY WATER AND SEWER AUTHORITY

**EIGHTEENTH SUPPLEMENTAL
RESOLUTION AUTHORIZING
\$6,750,000 E.F.C. DRINKING WATER FACILITY NOTE – 2025
(E.F.C. STATE DRINKING WATER REVOLVING FUND PROJECT NO.: 18746)**

Dated as of July 16, 2025

**EIGHTEENTH SUPPLEMENTAL RESOLUTION AUTHORIZING
\$6,750,000 E.F.C. DRINKING WATER FACILITY NOTE - 2025**

Be It Resolved by the Governing Board of the Livingston County Water and Sewer Authority (the “**Authority**”), as follows:

ARTICLE I

DEFINITIONS AND STATUTORY AUTHORITY

SECTION 1.01. Eighteenth Supplemental Resolution. This Eighteenth Supplemental Resolution Authorizing a \$6,750,000 E.F.C. Drinking Water Facility Note – 2025 is supplemental to the resolution adopted by the Governing Board of the Authority dated as of January 1, 2008, entitled “General Revenue Bond Resolution” (the “**Resolution**”).

SECTION 1.02. Definitions. (a) All terms that are defined in Section 1.5 of the Resolution shall have the same meanings, respectively, in this Eighteenth Supplemental Resolution as such terms are given in said Section 1.5 of the Resolution.

(b) In addition, as used in this Eighteenth Supplemental Resolution, unless the context shall otherwise require, the following terms shall have the following meanings:

“Closing Date” shall mean the date that 2025 Note closes with E.F.C..

“E.F.C.” shall mean the New York State Environmental Facilities Corporation.

“Project” shall mean the Countywide Water Systems Improvements Project, also referred to as E.F.C. Project No. 18746.

“Project Finance Agreement” shall mean the Project Finance Agreement between the Authority and E.F.C relating to the 2025 Note.

“Ninth Supplemental Resolution” shall mean Resolution No. 2021-19, adopted by the Authority on October 21, 2021.

“Eleventh Supplemental Resolution” shall mean Resolution No. 2022-06, adopted by the Authority on January 22, 2022.

“Fourteenth Supplemental Resolution” shall mean Resolution No. 2024-14, adopted by the Authority on March 20, 2024.

“Eighteenth Supplemental Resolution” shall mean this Eighteenth Supplemental Resolution.

“2024 Note” shall mean the Authority’s E.F.C. Drinking Water Facility Note-2021, dated March 20, 2024, in the amount of \$6,250,000 which refinanced and financed certain water system improvements in connection with the Project.

“2025 Note” shall mean the \$6,750,000 E.F.C Drinking Water Facility Note - 2025 authorized pursuant to this resolution the purposes for which are described hereinafter.

(c) Words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neutral genders. Unless the context shall otherwise indicate, words importing the singular number shall include the plural number and vice versa, and words importing persons shall include authorities and associations, including public bodies, as well as natural persons, but shall not include the Authority.

(d) The terms “hereby”, “hereof,” “hereto”, “herein”, “hereunder”, and any similar terms, as used in this Eighteenth Supplemental Resolution, refer to the Eighteenth Supplemental Resolution.

SECTION 1.03. Authority for the Eighteenth Supplemental Resolution. This Eighteenth Supplemental Resolution is adopted pursuant to the provisions of the Act and the Resolution.

ARTICLE II

AUTHORIZATION, TERMS AND ISSUANCE OF THE 2025 NOTE

SECTION 2.01. Authorization of the 2025 Note, Principal Amounts, Designation and Series. The 2025 Note is hereby authorized to be issued in an aggregate principal amount not to exceed \$6,750,000 and subject to the terms, conditions and limitations established in the Resolution, this Eighteenth Supplemental Resolution and Project Finance Agreement with E.F.C.

SECTION 2.02. Purposes. The purposes for which the proceeds of the 2025 Note are being issued are to (i) redeem the 2024 Note issued pursuant to the Fourteenth Supplemental Resolution, and (ii) provide \$500,000 in new monies to pay the Costs of the Project, including the Costs of Issuance of the 2025 Notes.

SECTION 2.03. Date of the 2025 Note. The 2025 Note shall be dated the date the 2025 Note closes with the E.F.C.

SECTION 2.04. Maturities and Interest Rates. The 2025 Note shall bear such interest and shall mature as set forth in the Project Finance Agreement.

SECTION 2.05. Place of Payment. The principal of the 2025 Note shall be payable at maturity to E.F.C.

ARTICLE III

APPLICATION OF PROCEEDS OF THE 2025 NOTE

SECTION 3.01. Application of Proceeds and Other Moneys. All proceeds will be deposited into the Project Fund.

ARTICLE IV

FORM AND EXECUTION OF THE 2025 NOTE

SECTION 4.01. Form of the 2025 Note. Subject to the provisions of the Resolution, the 2025 Note in registered form, together with the form of assignment therefor and the Trustee's Certificate of Authentication, shall be in substantially the form set forth in the Project Finance Agreement.

SECTION 4.02. Execution and Authentication of the 2025 Note. Pursuant to the provisions of Section 2.3 of the Resolution, and this Eighteenth Supplemental Resolution either the Chairperson, the Vice Chairperson or the Executive Director of the Authority is hereby authorized and directed to execute, by such person's manual or facsimile signature, the 2025 Note in the name of the Authority and the corporate seal (or a facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. The Secretary of the Authority is hereby authorized and directed to attest, by manual or facsimile signature, the execution of the 2025 Note. The Trustee is hereby authorized to authenticate, by manual or facsimile signature, the 2025 Note and to deliver the same to or upon the order of the Authority in such amounts and at such times as the Trustee shall be directed in writing by an Authorized Officer.

ARTICLE V

MISCELLANEOUS

SECTION 5.01. State Covenant. In accordance with the provisions of the Act the State has pledged and agreed with the owners of Bonds of the Authority that the State will not alter or limit the rights vested by the Act in the Authority to finance or refinance the acquisition, construction, maintenance, operation, repair, reconstruction, rehabilitation and improvement of facilities and to fulfill the terms of any agreement made with or for the benefit of the holders of bonds of the Authority or with any public corporation or person with reference to such project or part thereof, or in any way impair the rights and remedies of the Authority's bondholders, until the 2025 Note and all costs and expenses in connection with any action or proceeding by or on behalf of such holders, are fully met and discharged. The State has further pledged and agreed with the holders of any bonds issued by the Authority pursuant to the Act that the State will not alter or limit the rights of the Authority to establish and collect rates, rents, fees or other charges to pay expenses in connection with the System.

SECTION 5.02. Authorized Officers. The Chairperson, Vice Chairperson, Secretary, and Treasurer of the Authority, and the Executive Director, are each hereby authorized

to deliver and execute in the name and on behalf of the Authority any agreement, certificate, opinion, record or other document required by or authorized pursuant to the Resolution or this Eighteenth Supplemental Resolution in connection with the issuance of the 2025 Note.

SECTION 5.04. When Effective. The Eighteenth Supplemental Resolution shall become effective immediately upon the filing with the Trustee of a copy hereof certified by an Authorized Officer.

WITNESS WHEREOF, LIVINGSTON COUNTY WATER AND SEWER AUTHORITY has caused this resolution to be executed by its Executive Director and its corporate seal to be hereunto affixed, attested by its Secretary, all as of the day and year first above written.

[SEAL]

**LIVINGSTON COUNTY WATER
AND SEWER AUTHORITY**

Attest: _____
Sarah Wright, Secretary

By: _____
Jason Molino, Executive Director



RESOLUTION NO. 2025 - 28

**RESOLUTION AWARDING A BID FOR COUNTY WIDE WATER SYSTEM
IMPROVEMENTS CONTRACT 4 – SHELLY ROAD UPPER WATER STORAGE TANK,
CONTRACT A – GENERAL CONSTRUCTION**

WHEREAS, after proper legal advertisement for bids for the Livingston County Water and Sewer Authority (Authority), two (2) bids were received on May 16, 2025:

	Rochester Pipeline	LG Evans	Rochester Earth
Base Bid A: 3.0 MG Water Storage Tank	\$769,600.00	\$788,098.00	\$880,325.00
Base Bid B: 2.5 MG Water Storage Tank	\$762,775.00	\$808,780.00	-
Base Bid C: 2.0 MG Water Storage Tank	\$759,825.00	\$804,733.00	-
Alternate Bid 1: Chlorine Building	\$368,500.00	\$284,172.00	\$245,100.00

WHEREAS, Authority has completed a review of the bids, and that L.G. Evans Construction Inc., having an address of 1823 Lakeville Road, Avon, NY 14414, has been identified as the lowest bidder and now therefore be it,

RESOLVED, the Livingston County Water and Sewer Authority Board accepts the Base Bid C and Alternate Bid 1 for Contract A – General Construction in the amount of \$1,088,905.00, as received from L.G. Evans Construction Inc., and therefore be it further,

RESOLVED, the Livingston County Water and Sewer Authority Board authorizes Change Order GC-01 with a deduct for \$182,483.00, contingent upon concurrence of award by the New York State Environmental Facilities Corporation, and therefore be it further,

RESOLVED, that the contract price amount including Changes Order GC-01 for the project is \$906,422.00, and now therefore be it further,

RESOLVED, that the Livingston County Water and Sewer Authority Board authorizes the Executive Director to sign a contract with L.G. Evans Construction Inc. for a total contract price incorporating Change Order GC-01 in the amount of \$906,422.00.

July 16, 2025

Livingston County Water & Sewer Authority

Moved By:

Seconded By:

AYES:

NAYS:



RESOLUTION NO. 2025 - 29

**RESOLUTION AWARDING A BID FOR COUNTY WIDE WATER SYSTEM
IMPROVEMENTS: CONTRACT 4 – SHELLY ROAD UPPER WATER STORAGE TANK,
CONTRACT B – WATER STORAGE TANK**

WHEREAS, after proper legal advertisement for bids for the Livingston County Water and Sewer Authority (Authority), two (2) bids were received on May 16, 2025:

	DN Tanks	Preload LLC
Base Bid A: 3.0 MG Water Storage Tank	\$3,976,145.00	\$4,125,000.00
Base Bid B: 2.5 MG Water Storage Tank	\$3,490,039.00	\$3,732,000.00
Base Bid C: 2.0 MG Water Storage Tank	\$3,194,625.00	\$3,340,000.00

WHEREAS, Authority has completed a review of the bids, and that DN Tanks of New York, LLC, having an address of 11 Teal Road, Wakefield, MA 01880 has been identified as the lowest bidder and now therefore be it,

RESOLVED, the Livingston County Water and Sewer Authority Board accepts the Contract B – Water Storage Tank, Base Bid C: 2.0 MG Water Storage Tank in the amount of \$3,194,625.00, as received from DN Tanks of New York, LLC, and therefore be it further,

RESOLVED, the Livingston County Water and Sewer Authority Board authorizes Change Order WST-01 with a deduct for \$145,000.00, contingent upon concurrence of award by the New York State Environmental Facilities Corporation, and therefore be it further,

RESOLVED, that the contract price amount including Changes Order WST-01 for the project is \$3,049,625.00, and now therefore be it further,

RESOLVED, that the Livingston County Water and Sewer Authority Board authorizes the Executive Director to sign a contract with DN Tanks of New York, LLC for a total contract price incorporating Change Order WST-01 in the amount of \$3,049,625.00.

July 16, 2025
Livingston County Water & Sewer Authority
Moved By:
Seconded By:
AYES:
NAYS:



RESOLUTION NO. 2025 - 30

**RESOLUTION ADOPTING VARIOUS POLICIES FOR THE LIVINGSTON COUNTY
WATER AND SEWER AUTHORITY**

WHEREAS, The Livingston County Water and Sewer Authority (the "Authority") currently has the Purchasing, Disposition, and Capital Projects Policy; and

WHEREAS, Authority staff, including the Authority's Attorney, have analyzed and reviewed the current Purchasing, Disposition, and Capital Projects Policy and recommend the following policies replace the current Purchasing, Disposition, and Capital Projects Policy:

Disposal of Property Policy
Disposition of Surplus Items Policy
Credit Card Use Policy
Procurement Policy

WHEREAS, the Governance Committee has reviewed and recommends the policies attached hereto, to be utilized as the official policies for the Authority, and now therefore be it,

RESOLVED, the Livingston County Water and Sewer Authority Board hereby adopts the:

Disposal of Property Policy
Disposition of Surplus Items Policy
Credit Card Use Policy
Procurement Policy

RESOLVED, that effective immediately, the policies:

Disposal of Property Policy
Disposition of Surplus Items Policy
Credit Card Use Policy
Procurement Policy

shall replace the existing Purchasing, Disposition, and Capital Projects Policy and said Purchasing, Disposition, and Capital Projects Policy is hereby null and void, and no longer in use by the Authority.

July 16, 2025
Livingston County Water & Sewer Authority
Moved By:
Seconded By:
AYES:
NAYS:

PURPOSE & SCOPE

The Livingston County Water and Sewer Authority (the “Authority”), a New York public benefit corporation, in compliance with the New York State Public Authorities Law, has established this policy for the Disposal of Property (the “Policy”).

This Policy shall apply to the disposal of real property and personal property throughout the year following its adoption and until such time as the Authority adopts a new or revised Policy. The Board of the Authority shall review and approve this Policy, with any necessary modifications and revisions, on an annual basis.

POLICY

I. Designation of Contracting Officer

The Authority hereby designates the Executive Director as the Authority’s Contracting Officer, in compliance with the provisions of New York State Public Authorities Law. The Contracting Officer shall hold this position until the Board of the Authority designate a new Contracting Officer or until such time as the Board adopt a new Disposal Policy.

The Contracting Officer shall be responsible for the administration and implementation of this Policy. The Contracting Officer shall cause the Policy to be posted on the Authority’s website so that it is available to the general public.

II. Application of Policy

The procedures outlined in this Policy shall apply to the Authority’s disposal from time to time of all personal property having a fair market value at the time of disposal of more than fifteen thousand dollars (\$15,000.00) and all interests in real property having a fair market value of more than one hundred thousand dollars (\$100,000) at the time of disposal. In addition, the Policy contains procedures governing the disposal of property for less than fair market value. As used in this Policy, “property” shall include tangible personal property and real property.

Tangible personal property and real property are distinguished from each other as appropriate in some Sections of the Policy.

The Authority shall dispose of tangible personal property with a fair market value at the time of disposal of fifteen thousand dollars (\$15,000) or less under the terms of the Authority’s Policy for Disposal of Surplus Items.

III. Purpose

The Authority has adopted this Policy to comply with the provisions of NYS Public Authorities Law and to realize a favorable return on the disposal of Authority property.

IV. Fair Market Value

Before disposing of property, the Contracting Officer shall take reasonable measures to determine the fair market value of the property to be disposed. The fair market value of property that (i) is unique in nature, or (ii) due to unique circumstances of the proposed transaction, is not readily valued by reference to an active market for similar property, shall be determined through an appraisal by a qualified professional. Prior to its disposal, the fair market value of all real property shall be established by an appraisal conducted by a qualified professional.

V. Advertised Bid

All disposals of Authority property shall be made after public advertisement for bids for the purchase of Authority property. The Contracting Officer shall order the advertising for bids in such a manner and in such publications as the Contracting Officer deems reasonably necessary to permit full and fair competition for the property consistent with the fair market value and nature of the property.

All advertisements for soliciting bids on Authority property shall state the method, place and deadline for the submission of bids, and request any other information the Contracting Officer deems necessary to evaluate bids being solicited. All advertisements shall include a statement that no warranty or guarantee of fitness for a particular purpose is included and that the property is being sold in As-Is Condition.

All advertisements and announcements soliciting bids shall state the place and time at which the content of all bids received for the property advertised shall be publicly disclosed. The content of all bids received shall be publicly disclosed as announced in the solicitation for bids.

VI. Award of Property Subject to Bid

Award of the property for which bids have been solicited shall be made within a timeframe reasonable for the evaluation of the bids received. The Contracting Officer shall evaluate the bids and select the bid most advantageous to the Authority based upon (a) conformance with the invitation for bids, (b) the terms, including but not limited to the price offered, and (c) any other factors that warrant consideration.

Notwithstanding the foregoing, the Authority may reject as inadequate all bids received in response to a particular solicitation for bids if the Contracting Officer deems that it is in the best interest of the Authority to reject all bids.

VII. Notification of Successful Bid

The Authority, or its designee, shall notify the successful bidder in writing of the Authority's acceptance of the bid. This notice shall contain a description of the property, a statement that no warranty or guarantee of fitness for a particular purpose is included and that the property is being sold in As-Is Condition, the amount of the successful bid and any other material terms of the bid. The bidder shall be required to make payment to the Authority, or its designee, in a form and on terms acceptable to the Authority before taking possession of the property.

The Authority, or its designee, shall gather the following information regarding any successful bidder: name, address, phone number.

The Authority, or its designee, shall provide to the successful bidder a deed, bill of sale, lease or other appropriate instrument adequate to transfer to the successful bidder the interest in the property.

VIII. Contracts to Dispose of Property

The Authority may solicit bids for contracts to dispose of the Authority property covered by the Policy. In the event that the Authority determines that the services of a company are necessary to assist the Authority in disposing of certain of its property, the Authority shall follow the same procedures in selecting an organization to dispose of property as the Authority follows under the Policy for disposal of property through advertised bid.

IX. Disposal of Property by Negotiation

The Authority may dispose of property through negotiation or by public auction without regard to the above described procedures if the Contracting Officer determines that any of the following conditions exist:

- (a) introduction into the market of the personal property to be disposed of would adversely affect the State or local market for that kind of property due to the property's artistic qualities, antiquity, historical significance, rarity, or other quality (separate from the property's utilitarian purpose), and a fair market price and other terms for the sale of the personal property can be obtained through negotiation;
- (b) the fair market value of the property does not exceed fifteen thousand dollars (\$15,000);
- (c) prices for the property that were obtained by advertised bid were not reasonable or the bid process did not generate open competition;
- (d) disposal of the property to the State or any political subdivision at fair market value can be arranged through negotiation;
- (e) the property is being disposed of for less than fair market value under the circumstances set forth in Section 11 of this Policy; or
- (f) such action is otherwise authorized by law.

X. Documentation of Disposal by Negotiation

The Contracting Officer shall cause to be prepared an explanation of the circumstances of the disposal when property is disposed of through the negotiation process described in Section 9, and any of the following are true:

- (a) tangible personal property disposed of has an estimated fair market value in excess of fifteen thousand dollars (\$15,000);
- (b) real property sold has an appraised value in excess of one hundred thousand dollars (\$100,000.00);
- (c) real property leased has an estimated annual fair market rent over the term of the lease in excess of fifteen thousand dollars (\$15,000.00);
- (d) the tangible personal or real property has been disposed of by exchange; or
- (e) any part of the consideration for the property disposed of consists of real property.

Not less than ninety (90) days prior to the scheduled date of any transaction under Section 9 and 10 of the Policy, the Contracting Officer shall provide the following information to the Board of the Authority (the "Board"), the Office of the State Comptroller, the New York State Director of the Budget, the New York State Commissioner of General Services, the New York State Authorities Budget Office, and the New York State Legislature c/o the Speaker of the House and the Senate Majority Leader:

- (a) description of the parties involved in the property transaction;
- (b) justification for disposing of the property by negotiation;
- (c) identification of property, including its location;
- (d) estimated fair market value of the property;
- (e) proposed sale price of the property;
- (f) size of the property; and
- (h) expected date of sale of the property.

XI. Disposal of Property for Less than Fair Market Value

The Authority may sell, lease or otherwise alienate an asset owned, leased or otherwise in the Authority's control for less than fair market value only if the Contracting Officer determines that any of the following conditions exist:

- (a) the transferee is a government or other public entity, and the terms and conditions of the transfer require that the ownership and use of the asset will remain with the government or any other public entity;
- (b) the purpose of the transfer is within the purpose, mission or governing statute of the Authority; or
- (c) the Authority seeks to transfer the asset to a non-governmental entity, the disposal is not consistent with the Authority's mission, purpose or governing statutes, and the Authority either:
 - i. provides written notification to the Governor, the Speaker of the Assembly, and the temporary President of the Senate, and all such recipients fail to deny the proposed transfer within the applicable time period as set forth in Section 2897 of the Public Authorities Law; or
 - ii. the transfer is of property obtained by the Authority from a political subdivision where the Authority resides and is approved in accordance with Section 2897(7)(iii) of the Public Authorities Law.

For each proposed transfer of an asset below fair market value, the Contracting Officer shall provide the following information to the Board and to the public:

- (a) a full description of the asset;
- (b) an appraisal of the fair market value of the asset and any other information establishing the fair market value requested by the Board;
- (c) a description of the purpose of the proposed transfer and a reasonable statement of the kind and amount of the benefit to the public resulting from the transfer, including, without limitation:
 - i. the kind, number, location, wages or salaries of jobs created or preserved that are required by the transfer; and
 - ii. the benefits, if any, to the communities in which the asset is situated that are required by the transfer;
- (d) a statement of the value to be received compared to the fair market value;
- (e) the names of any private parties participating in the transfer and a statement of the value to the private party; and
- (f) the names of other private parties who have made an offer for such asset, the value offered, and the purpose for which the asset was sought to be used.

The Board shall consider the foregoing information before approving the disposal of any property for less than fair market value. The Board shall also make a written determination that there is no reasonable alternative to the proposed below-market transfer that would achieve the same purpose. The reporting requirement of this Section 11 is in addition to the reporting requirements of Section 9 and 10 of the Policy, as applicable.

XII. Yearly Property Report

Each year the Contracting Officer shall publish a report listing all of the real property of the Authority to the extent permitted under applicable laws and regulations governing homeland security. The report will list and fully describe all real and personal property disposed of by the Authority during the previous twelve-month period.

The report shall contain a full description of each item of property disposed of, the price received by the Authority and the name of the individual(s) or entity that purchased the property.

The Contracting Officer shall cause the report to be delivered to the Office of the State Comptroller, the New York State Director of the Budget, the New York State Commissioner of General Services, the New York State Authorities Budget Office and the New York State Legislature c/o the Speaker of the House and the Senate Majority Leader.

The Contracting Officer shall publish the report on the Authority's website.

XIII. Annual Report to the New York State Authorities Budget Office

The Authority will include in its Annual Report, in addition to providing the information contained in the Yearly Property Report described above, a listing and description of all real property disposed of by the Authority during such year having an estimated fair market value in excess of Fifteen Thousand and No/100 Dollars (\$15,000.00). The Annual Report must include, at a minimum, the price received by the Authority and the name of the purchaser for all property sold. The Annual Report shall also contain a description of all assets, services or both assets and services that are sold by the Authority without competitive bidding, which description shall include the following:

- (a) the nature of those assets and/or services;
- (b) the names of the counterparties; and
- (c) where the contract price for assets that are sold by the Authority is less than fair market value, then a detailed explanation of the justification for making such sale without competitive bidding will be provided along with a certification by the Executive Director stating that they have reviewed the terms of the sale and determined that it complies with the applicable law and the Authority's procurement Policy.

The Authority shall cause its Annual Report to be delivered to the Governor, Office of the State Comptroller, the New York State Authorities Budget Office, the Senate Finance Committee Chair, Assembly Ways & Means Committee Chair, Livingston County Board of Supervisors, Livingston County Treasurer and Livingston County Administrator within ninety (90) days after the end of the Authority's fiscal year. The Authority shall publish its Annual Report on the Authority's website.

PURPOSE & SCOPE

It is the policy of the Livingston County Water and Sewer Authority (the “Authority”) that surplus items shall be disposed of in an orderly, equitable, and efficient manner. The disposal of obsolete and/or surplus items such as motor vehicles, office equipment and furniture no longer used by the Authority will be handled in the following manner.

Surplus items are defined as tangible or tangible public property with a value of \$1,000 or more.

POLICY

I. Procedures

The following procedures shall be utilized by the Authority and staff for disposal of surplus items by the Authority.

- A. Surplus items shall be identified by department heads and then forwarded to the Executive Director for consideration for disposal.
- B. Tangible public property, with a value of less than \$1,000, shall be disposed of at the discretion of the Executive Director.
- C. The Director or their designee shall determine if any other department can use the potential surplus items and, if so, said property shall be transferred to said department. Otherwise, said items shall be declared to be surplus and shall be disposed of pursuant to this policy.
- D. Prior to disposal of any personal public property by the Authority the Authority Board shall declare the items surplus by resolution for disposal.
- E. After the declaration by the Authority Board that said property is surplus, the Director or their designee is authorized to dispose of surplus items by sale, exchange, lease or public auction.
- F. Following the disposal of surplus items, the Director or their designee shall report to the Authority Board that the property has been disposed of and the manner of disposal and revenue, if any, received by the Authority from the sale.
- G. The Executive Director or their designee shall record or cause to be recorded of all surplus items, revenue received and the method of disposal to be kept by the Principal Account Clerk.

PURPOSE & SCOPE

The Livingston County Water and Sewer Authority (the “Authority”) Credit Card Use Policy is a simplified and cost-effective method of purchasing and remitting payment for approved expenditures and replaces all other charge cards. A credit card is not intended to avoid or bypass appropriate purchasing procedures but is to be used in accordance with all the Purchasing Policy guidelines. The Procurement Officer, or their designee, shall be the credit card program manager. This policy shall apply to Authority issued Gas Cards as well.

POLICY

I. Guidelines for Issuing a Credit Card

The following guidelines have been created for issuing an Authority credit card to Authority employees:

1. The Procurement Officer shall issue an Authority credit card to each employee dependent upon each employee’s job requirements. Individual authorizations for dollar limits and types of transactions will vary and are also determined by the Procurement Officer. Card usage will be audited and restricted and/or rescinded at any time.
2. The Procurement Officer will provide the training required prior to card issuance to the employee, culminating in the employee’s signature of the “Credit Card-Acknowledgement of Card Receipt And Cardholder Agreement”. After training, and immediately upon receipt of the card, the cardholder is required to activate and sign the card.
3. Each employee is the only person authorized to use their card and is responsible to use the card only for authorized Authority purchases.
4. All employees issued a credit card shall be required to read and sign a copy of this Policy, acknowledging their understanding of the policy requirements.

II. Cardholder Responsibilities

The Authority credit card is intended for purchases such as services, supplies, material, and lodging and conference registration. It will be used in conformity with current Authority policies. Failure to use the credit card in accordance with Authority policies may result in revocation of the credit card and may include appropriate disciplinary action up to and including termination and prosecution.

The following guidelines have been created for use of an Authority credit card by Authority employees:

1. The cardholder is responsible for the card’s safekeeping. The card may not be transferred to, assigned to, or used by anyone other than the designated cardholder.
2. Only authorized purchases for Authority business are allowed. Use of the credit card for personal purchases is not permitted at any time.

3. Misuse of the credit card will result in revocation of the credit card and disciplinary action, if necessary. Violations may include, are not limited to:
 - a. Purchasing items for personal use.
 - b. Allowing someone else to use your card.
 - c. Failure to submit related receipts for submission to cardholder's supervisor for approval as scheduled.
 - d. Failure to report a lost or stolen credit card to the Procurement Officer immediately upon discovery and completing the "Lost/Stolen Card Notification Form".
 - e. Failure to return a credit card when canceled, or upon request.
4. The credit card may be used in person, via telephone, mail, internet or fax.
5. Cardholders are responsible for informing vendors that the Authority is exempt from sales tax.
6. Refunds and exchanges must be credited directly back to the credit card account. Under no circumstances shall cash be received for refunds/exchanges. Documentation for refunds and exchanges are required to be returned to the Finance Office once received.
7. If the purchase is for a service, the necessary insurance information must be on file with the Finance Office before the transaction can be processed. Purchases of products do not require insurance.
8. Cardholders are responsible for providing receipts for purchase to the Finance Office. Cardholders are responsible for the monetary value of any missing receipts. However, if a cardholder provides signed and dated documentation giving reason for a missing receipt it may be considered sufficient. The Procurement Officer will discern sufficiency of this documentation.
9. A Monthly Statement providing a transaction report is provided for each account. Finance Office staff will reconcile receipts to the transaction reports and pay the credit card account prior to the due date with management oversight.
10. When the current credit card has expired or when a new credit card is issued to the cardholder, it is the Procurement Officers responsibility to ensure the credit card is collected and destroyed appropriately.
11. The Authority may, at any time, suspend or cancel the cardholder's privileges for any reason and the cardholder will surrender the credit card to their supervisor or the Procurement Officer upon request. Failure to surrender the card upon request, or use of the card after its cancellation may be considered fraudulent and further action by the Authority may take place against the cardholder.
12. Lost or stolen cards must be immediately reported to your supervisor and the Procurement Officer. Also, a "Lost/Stolen Card Notification Form must be completed and given to the Procurement Officer. The Procurement Officer may authorize replacement of the credit card.

PURPOSE & SCOPE

The Livingston County Water and Sewer Authority (the “Authority”) is a local public benefit corporation created by a special act of the New York State Legislature, codified as Article 5, Title 8G, of the Public Authorities Law (the “Enabling Statute”) for the express purpose of providing water and sewer services within Livingston County, New York. As outlined in its enabling statute, the Authority was created “for the benefit of the people of the county and the state, for the improvement of their health, welfare and prosperity, and that such purposes are public purposes, and that the authority is and will be performing an essential governmental function in the exercise of the powers conferred upon it”.

The Authority actively solicits competition for all procurements, unless otherwise specified in this Policy. By promoting the competitive securing of goods and services, the Authority seeks to ensure the prudent and economic use of public monies in the best interest of the public, its customers, and its bondholders. The Authority seeks to facilitate the acquisition of goods and services of maximum quality at the lowest possible price.

In enacting this Procurement Policy, the Authority intends to guard against favoritism, extravagance, fraud, and corruption. Wherever possible within existing laws, the Authority seeks to promote and support local businesses and industry. The Authority intends for the adoption of this Procurement Policy to foster a greater degree of public accountability of the Authority’s personnel and others involved in the procurement process to provide assurance to its customers and the public that the Authority’s procurements are in their best interests.

The Procurement Policy governs the procurement of goods and services for use by the Authority. Authority personnel are directed to comply with the Procurement Policy. Authority personnel shall retain the necessary documentation as required in this Policy to substantiate compliance with it. The Procurement Policy will be posted on the Authority’s website.

This Procurement Policy is intended to conform the Authority’s procurement process to the requirements of the New York State Finance Law §139-j and 139-k, as well as to General Municipal Law (“GML”) §103 and 104-b. In the event of a conflict between the Procurement Policy and the requirements of any applicable law, the law will prevail.

Procedures for the Procurement of Goods and Services

The Authority formally adopts the following written policies applicable to all purchases of goods and services. These policies are meant to actively promote competitive procurement of all goods and services, with very limited exceptions, as set forth in this Procurement Policy. Authority personnel are directed to comply with these policies and to retain the necessary documentation as required in this Procurement Policy to substantiate such compliance.

Procurement Authority and Responsibility

The Finance Office is charged with the responsibility to procure materials, supplies, equipment, and services as needed by the Authority in pursuing its mission. All such purchases shall be made in accordance with the New York State Finance Law, the Enabling Statute, and this Procurement Policy.

The Authority Board of Director designates the Executive Director as the Authority's Procurement Officer. The Procurement Officer, or their designee, is directed and authorized to do the following:

- A. Create purchase orders on behalf of the Authority for the acquisition of supplies, materials, equipment, and services necessary to support the functions of the Authority in accordance with this Procurement Policy.
- B. Prepare and recommend revisions and amendments to the Procurement Policy and submit them periodically to the Board for approval.
- C. Develop and implement written procedures and forms to ensure compliance with the Procurement Policy within ninety (90) days of adoption of this Procurement Policy and update such procedures and forms as necessary.
- D. Supervise the receipt and inspection of all materials, supplies, equipment, and services purchased to ensure conformance with specifications.
- E. Recommend the disposition of surplus and unused supplies, materials, equipment, and scrap through sale or other means. Maintain necessary records for the efficient operation of the Finance Office.
- F. Develop, or cause to be developed, a purchasing schedule for Invitations to Bid and Requests for Proposals.

The Procurement Officer, or their designee, shall perform the following functions:

- A. Analyze purchase orders from Authority departments to ensure the proper authorizations are present, and that the procurement is tailored to meet the Authority's needs and is not unnecessary nor duplicative. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- B. Assist Department Heads in the preparation of invitations for bids, requests for proposals, informal solicitations and notices of procurement opportunities, as needed.
- C. Remain current and in compliance with applicable federal, State and local laws.
- D. Maintain vendor files.
- E. Maintain all supporting documentation including small purchase procurement authorizations, sole source documentation, and quotations.

POLICY

I. Board Approval of Contracts and Authorization for the Approval of Certain Contracts Advertisement of Bids and the Solicitation of Requests for Proposals or Information

Board approval is required for all contracts requiring execution by the Executive Director, including:

- A. Any construction-related contract for goods, equipment or services with an actual or estimated value of Thirty-Five Thousand Dollars (\$35,000) or more; and
- B. Any other contract for goods, equipment, or services with an actual or estimated value of Twenty Thousand Dollars (\$20,000) or more.

The Board delegates and vests the power and duty to sign and execute any construction-related contracts for goods, equipment or services with an actual or estimated value of less than \$35,000 where performance will be completed in a period of one year or less to the Executive Director without Board approval.

The Board delegates and vests the power and duty to sign and execute any other contract for goods, equipment or services with an actual or estimated value of less than \$20,000 where performance will be completed in period of one year or less to the Executive Director without Board approval.

The Board delegates and vests the power and duty to authorize the advertisement of bid notices, the solicitation of requests for proposals, and the solicitation of requests for information to the Authority's Staff, consisting of the Executive Director, Deputy Executive Director, Director of Operations, Wastewater Treatment Manager, Principal Financial Clerk, Authority Attorney and Secretary to the Authority. The Authority Staff has the duty to report to the Board at each of its meetings all advertisements of bid notices, solicitations of requests for proposals and solicitations of requests for information that have been posted to the Authority's website since the prior Board meeting.

II. Purchases for Goods, Equipment, and Services Related to Construction

All contracts related to construction with a value over \$35,000 must be awarded pursuant to a Resolution of the Authority's Board of Directors. The Authority must issue an invitation for sealed bids for contracts for work, materials or supplies related to construction. The Authority may issue a request for sealed proposals for professional service contracts for consulting engineers on construction projects.

The Authority complies with the New York State Department of Labor's prevailing wage requirements on all contracts for public works.

The Authority complies with the requirements of General Municipal Law § 101 for all contracts for public works in excess of \$500,000.

All sealed bids shall be publicly opened by Authority personnel designated by the Authority's Procurement Officer. All sealed bids shall be awarded to the lowest responsible, responsive bidder pursuant to the criteria under Articles 14 and 15 regarding bid openings.

The Authority has the exclusive right to declare a bid rejected in its discretion.

The following guidelines are established for contracts related to construction involving an annual expenditure up to \$34,999,

<u>Purchase Amount</u>	<u>Quotes</u>
\$0 - \$4,999	One (1) written quote
\$5,000 up to \$34,999	Three (3) written quotes
\$35,000 and over	Sealed bid

The Procurement Officer shall review all quotations prior to a purchase. In all instances where practicable the Procurement Officer shall retain copies of such quotes for a period of not less than six (6) years. In any instance where less than three written quotes have been obtained the Procurement Officer shall ensure the circumstances underlying the purchase are documented in a memorandum maintained in the purchasing system.

The Authority reserves the right to not award any contract to a person or corporation who is in arrears to the Authority, in litigation or potential litigation with the Authority, or in a fee dispute with the Authority.

III. Purchases for Goods, Equipment, and Services Not Related to Construction

The following guidelines are established for purchases of goods, equipment or services involving an annual expenditure up to \$19,999. In all instances, purchase orders are required to be completed for all purchases in excess of \$3,000 with the exception of emergency purchases.

<u>Purchase Amount</u>	<u>PO Required</u>	<u>Quotes Needed</u>	<u>Type of Quotes</u>
\$0 - \$499	No	No	N/A
\$500 - \$1,499	Yes	2	Verbal/Written
\$1,500 - \$19,999	Yes	3	Written

All awards shall be made to the lowest responsible bidder if possible. Circumstances may dictate a purchase from other than lowest bidder, in which case documentation shall be provided to the Procurement Officer explaining the reason and justification for not selecting the lowest bidder (i.e. delivery requirement, quantity requirement if a pick-up, location of vendor, known past experience of vendor, etc.).

All purchases for goods, equipment, and services which will involve an annual expenditure of \$20,000 or greater shall be awarded after an invitation for sealed bids has been issued. All such sealed bids shall be awarded to the lowest responsible, responsive bidder pursuant to the criteria under Articles 14 and 15 regarding bid openings.

The Procurement Officer shall review all quotations prior to a purchase. In all instances where practicable the Procurement Officer shall retain copies of such quotes for a period of not less than six (6) years. In any instance where less than three written quotes have been obtained, the Procurement Officer shall ensure the circumstances underlying the purchase are documented in a memorandum maintained in the purchasing system.

The Authority reserves the right to not award any contract to a person or corporation who is in arrears to the Authority, in litigation or potential litigation with the Authority, or in a fee dispute with the Authority.

IV. Purchases for Professional Services

The following guidelines are established for purchases related to professional services.

<u>Purchase Amount</u>	<u>Quotes</u>
\$0 - \$24,999	One (1) written proposal.
\$25,000 and over	Request for Proposal

The Procurement Officer shall review all proposals prior to a purchase. In all instances where practicable, the Procurement Officer shall retain copies of such proposals for a period of not less than six (6) years. In any instance where less than three written proposals have been obtained, the Procurement Officer shall ensure the circumstances underlying the purchase are documented in a memorandum maintained in the purchasing system.

The Authority reserves the right to not award any contract to a person or corporation who is in arrears to the Authority, in litigation or potential litigation with the Authority, or in a fee dispute with the Authority.

V. Professional Service Contracts

Professional services are those which require a State license to practice, special skills and training (i.e., creative, technological), or those which require professional methods, character or standards. Professional services shall be procured after the Authority issues a Request for Proposals (“RFP”) and the proposals have been reviewed by Authority personnel in accordance with Article 16 of this Policy. Every attempt shall be made to issue the Request for Proposal to three or more firms. The RFP shall define the scope of work, required qualifications, deliverables, and may request a proposed fee for the services, as well as an estimated time frame for completion of the scope of work. The proposed fee may include, as is relevant to the scope of work, any lump sum costs as set for in the RFP, direct labor costs, hourly billing rates and relevant estimated indirect costs.

Professional service contracts may include retainer type agreements where the selected firm provides services to the Authority upon approval of Authority personnel within a general scope of services and at previously set billing rates.

VI. Insurance

The Authority is a member of the New York Municipal Insurance Reciprocal (NYMIR), a not-for-profit insurance company. It is the Authority’s intent to purchase insurance coverage from NYMIR. If NYMIR cannot provide the coverage required by the Authority, the Authority will go through an insurance agent. The RFP process is used to choose the Authority insurance agent. The Agent will investigate agreements for insurance coverage. If competition is available in the market, RFP’s will be requested to evaluate potential insurance carriers. If no competition is available, a contract will be negotiated between the Authority and the respective insurance carrier.

VII. Repair and Maintenance Contracts

All repair and maintenance contracts shall be reviewed by the Procurement Officer. All contracts for repair and maintenance must be executed in the manner set forth in Article 1 of this Procurement Policy.

Repair and maintenance contracts include contracts for “per call” services where equipment is serviced upon request and service contracts which include preventative annual maintenance. If the estimated value of the repair and maintenance contract is for more than \$20,000, the Authority shall issue an invitation for sealed bid for the services; if the estimated value for the contract is between \$1,000 and \$20,000, the Authority shall obtain written quotations from at least three vendors; if the estimated value for the contract is less than \$1,000, the Authority shall obtain, where possible, three verbal quotes.

Repair and maintenance services provided by the original equipment manufacturer, supplier or installer may be exempt from the quoting aspect of this policy if their services are required due to a specific or proprietary type of equipment that would qualify the services to be procured as a sole source pursuant Articles 9 of this Policy.

VIII. Standardization

Section 103 of the General Municipal Law makes it possible for the Authority to standardize on a particular type of material or equipment. A standardization resolution must be approved by at least two thirds of all Board members and must state that for reasons of efficiency or economy, there is a need for standardization. The resolution will contain a full explanation supporting such action.

The adoption of such a resolution does not eliminate the necessity for conformance to the competitive bidding requirements.

Standardization, as the word implies, restricts a purchase to a specific model or type of equipment or supply, but does not limit the vendors it can be purchased from.

The list of such Board approved standardization material or equipment shall be attached to this Policy as Appendix A.

IX. Sole Source Procurements

When only one source can provide a particular good, piece of equipment or service, such procurement is defined as sole source. Sole source procurements include sole providers of a licensed or patented good or service, sole providers of a factory-authorized warranty service, items manufactured by a single manufacturer, or exclusive distributors. The Procurement Officer will review all requests for sole source purchases. Requests should be accompanied by a letter from the manufacturer confirming that the product is a sole source item, and a quote for the purchase.

X. Emergency Purchases

Emergency purchases may be allowed in cases where a genuine emergency or necessity for immediate action exists. Notwithstanding any of the other provisions in this policy, in the case of (1) a public emergency arising out of an accident or other unforeseen occurrence or condition whereby circumstances affecting Authority buildings, property, or the life, health, safety or property of Authority employees, customers or the general

public; and/or (2) the prospect of interruption of service to a community due to an unforeseen circumstance; and/or (3) the disruption of the efficient operation of the Authority arising from an unforeseen circumstance requires immediate action which cannot await a competitive process or competitive bidding, the Authority may enter into contracts for public work or the purchase of supplies, materials, equipment or services.

Declarations of Emergency shall be documented in writing. A declaration may be approved by any of the **two (2) following individuals**: Executive Director or Deputy Executive Director.

Documentation and justification of a Declaration of Emergency shall be provided to the Procurement Officer prior to any purchase under such Declaration.

In any emergency procurement, the quantity to be purchased should only be that necessary to meet the circumstance. If time, nature of the requirements, and other circumstances permit, verbal or written price quotations should be obtained from more than one potential source. All purchases under a Declaration of Emergency must be made with thirty (30) days of the Declaration of Emergency.

All emergency purchases shall be reported to the Board as reasonably possible following the emergency and at the next Board meeting following the purchase.

XI. “Piggybacking” Exception to Competitive Bidding

Pursuant to GML § 103(16), in lieu of complying with competitive bidding requirements, the Authority may purchase apparatus, materials, equipment or supplies, or contract for services related to the installation, maintenance or repair of apparatus, materials, equipment and supplies through the use of a contract let by the United States of America or an agency thereof, any state, or any other county or political subdivision or district therein (i.e., the Authority may “piggyback” onto a contract let by another governmental entity)¹.

In order to take advantage of the Piggybacking Exception, the general requirements² set forth below must be met:

1. The contract must have been made available for use by other governmental entities (typically by inclusion in the contract of a clause extending the terms and conditions of the contract to other governmental entities); and
2. The contract must have been let in a manner that constitutes competitive bidding consistent with New York law³;
3. The terms of the contract should be carefully reviewed for consistency with New York law and regulations (which may for example prohibit advance payment for goods and services);
4. The payment to the contract vendor must be subject to standard procedures for claims processing;

¹ This exception is effective August 1, 2017, unless extended by the state legislature.

² See NY State Office of the Comptroller Memorandum “New ‘Piggybacking’ Law – Exception to Competitive Bidding,” November 2012.

³ Note, that the NY Comptroller has opined that this requirement does not mean that the contract be let precisely according to NY GML § 103, rather, the contract must be let in “harmony or general agreement with” competitive bidding principles. NY State Office of the Comptroller Memorandum “New ‘Piggybacking’ Law – Exception to Competitive Bidding,” November 2012.

5. A cost-benefit analysis should be used to confirm that “piggybacking” is cost justified in light of all pertinent cost factors including any potential savings on administrative expense;
6. The Authority must maintain appropriate documentation (including copies of the contract, an analysis showing compliance with the criteria set forth in this Article 13 and a cost saving analysis) to allow a thorough review of any decision to use “piggybacking” by Authority officials, external auditors and regulators; and
7. With respect to contracts let by non-New York entities, the following elements should also be present: (i) public solicitation of bids or in the case of best value, offers, (ii) submission of sealed bids or offers, or analogous procedures to secure and preserve the integrity of the process and confidentiality of the bids or offers submitted, (iii) preparation of bid specifications, or a similar document that provides a common standard for bidders or offerors to compete fairly, and (iv) award to the lowest bidder who materially or substantially meets the bid specifications and is determined to be a responsible bidder, or in the case of a best value process, an award to the responsive and responsible offeror.

XII. Preferred Source Exception to Competitive Bidding

Pursuant to State Finance Law § 162(4), the Authority is required to purchase certain approved products and services from “preferred sources,” provided they meet the Authority’s needs for form, function and utility. Preferred Sources include veterans, not-for-profit organizations that serve and employ people who are blind and severally disabled, and the correctional industries program to DOCS. Procurement from such preferred sources takes precedence over all other sources of supply and is an exception to the competitive bidding requirements otherwise applicable under GML §103. Purchases from preferred sources shall be made from the List of Preferred Source Offerings and in compliance with the NYS Procurement Bulletin-Preferred Source Guidelines, as promulgated and amended by the Office of General Services.

XIII. Award on the Basis of Best Value

Pursuant to GML §103, purchase contracts may be awarded by the Authority to a responsive and responsible offeror on the basis of “best value” (i.e. a “competitive offering”), instead of to the lowest responsible bidder. This includes contracts for service work, but excludes contracts necessary for the completion of a public works contract covered by the prevailing wage provisions of article 8 of the Labor Law, such as for building construction.

“Best value” is defined for this purpose as a basis for awarding contracts “to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors.” In assessing best value, non-price factors can be considered by the Authority when awarding the purchase contract. Non-price factors can include, but are not limited to, reliability of a product, efficiency of operation, difficulty/ease of maintenance, useful lifespan, ability to meet needs regarding timeliness of performance, and experience of a service provider with similar contracts. The basis for a best value award by the Authority, however, shall reflect, whenever possible, objective and quantifiable analysis. For purposes of best value, a responsive offeror is an offeror meeting the minimum specifications. In assessing whether an offeror is responsible, the Authority should consider an offeror’s capacity and financial ability to complete the contract, accountability, past performance, reliability and integrity.

In order to make an award on the basis of “best value,” the Authority must be prepared to show that: (1) the offeror is responsive and responsible; and (2) the Authority applied objective and quantifiable standards, whenever possible, to determine that the offer optimizes quality, cost and efficiency. The Authority shall have a written justification if it bases a best value award on criteria that are not objective and quantifiable.

The best value specification shall describe the general manner in which the evaluation and award of offers will be conducted by the Authority and, as appropriate, identify the relative importance or weighting of price and non-price factors. In evaluating and determining to accept a higher priced offer, the Authority shall use a cost-benefit analysis to show quantifiable value or savings from non-price factors that offset the price differential of the lower price offers and maintain documentation of this analysis as part of the Procurement Record.

XIV. Advertisement and Opening of Bids

Advertisements for bids may be published in any of the following, but not limited to: the New York State Contract Reporter, the Dodge Report, Construction Exchange, Livingston News and/or such other appropriate publication. The advertisement shall contain a statement of the time when, and place where all bids received, pursuant to such notice, will be publicly opened and read. The Authority encourages its personnel to take all such additional measures as possible to maximize the response to the bid invitation, including broad direct solicitation by letter and telephone and notice to additional public listings.

As set forth in Article 1, a formal resolution is not required prior to advertisement of a bid notice.

In accordance with State Finance Law § 139-j and § 139-k, all questions about meaning or intent of the bidding documents shall be submitted to the designated contact person in writing.

Bid openings for contracts are conducted by the Procurement Officer, or their representative, at 1997 D’Angelo Drive, Geneseo, NY 14454 or designated location at the specified time and day. All bids received shall be publicly opened and read at the time and place so specified. At least one (1) week shall elapse between the first publication of such advertisement and the date so specified for the opening and reading of the bids.

XV. Rejection of Bids

The Authority reserves the right to reject any and all bids or to accept any bid deemed to be for the best interests of the Authority even though the bid chosen may result in the award of the contract to a bidder whose bid is not mathematically lowest.

In the event the Authority reviews the bids and decides to reject the bids, the bidders will then be notified of the rejection and the necessary steps will be taken to return their bid security (whether in the form of a bid bond or certified check). Upon written request, bidders, or offerors whose bid or proposal has been rejected shall be advised of the reasons for rejection.

In evaluating the responsiveness of an apparent low bidder, the Authority may consider the following factors:

1. Has all required information been provided?

-
2. Does the bid contain mistakes?
 3. Has the bidder failed to commit to a firm price?
 4. Are there unacceptable qualifications or conditions tied to the bid?
 5. Has the bid been prepared in accordance with the bidding instructions?
 6. Are unacceptable provisions included in the bid?
 7. Has the bidder altered or limited any of the contract or solicitation provisions?
 8. Has the bidder offered non-conforming products or services?
 9. Has the bidder failed to acknowledge addendums to the invitation to bid issued by the Authority?

The foregoing list is not exhaustive. Minor deviations which are immaterial and do not affect quantity, quality or delivery may be waived by the Authority if such waiver does not prejudice or affect the relative standing of bidders.

In evaluating the responsibility of an apparent low bidder, the Authority may consider, among other factors, whether the bidders' records with the Authority or other owners includes or demonstrates:

1. Being listed on a Federal or State debarred contractors list.
2. Poor prior performance on an Authority contract.
3. Lack of adequate expertise; prior experience with comparable projects; or financial resources to perform the work outlined in a timely, competent, and acceptable manner. Evidence of such factors may include failure to submit satisfactory evidence of insurance, surety bonds, or financial responsibility, or a history of terminations for cause.
4. Engagement in criminal conduct in connection with any other government contract or the conduct of business activity that involves such crimes as extortion, racketeering, bribery, fraud, bid-rigging, and embezzlement.
5. Grave disregard for the safety of employees, Authority personnel, or members of the public.
6. Willful noncompliance with the State's Labor Law requirements regarding prevailing wages and supplemental benefits, including consideration of any pending violations.
7. Disregard for other State Labor Laws, including child labor, proper and timely wage payments, and unemployment insurance laws.
8. Violation of the State Workers' Compensation Law, including failure to provide proof of proper workers' compensation or disability coverage.

9. Violations of the State's Environmental Conservation Law or violations of any other Federal or State environmental statutes.
10. Failure to abide by State and Federal statutes and regulations regarding efforts to solicit and utilize disadvantaged, minority, and women-owned business enterprises as potential subcontractors.
11. Submission of a bid which is mathematically or materially unbalanced.
12. Submission of a bid which is so much lower than the Authority's confidential engineers estimate that it appears unlikely that the contractor will be able to complete the project satisfactorily at the price bid.
13. The presentation of false or misleading statements or any other issue that raises serious questions about the responsibility of the bidder.

XVI. Requests for Proposals

A Request for Proposal (RFP) is used when goods and services are complex, do not have standardized specifications, and where price is not the only determining factor. An RFP is the best source of competition when obtaining professional services. Professional services include services rendered by attorneys, engineers, insurance companies and certain other services requiring specialized or technical skills, expertise or knowledge. Circumstances which may dictate the use of an RFP include:

- A. Multiple solutions are available that will fit the need.
- B. Multiple suppliers can provide the same solution.
- C. There is a requirement to determine the "best value" of the suppliers' available solutions.
- D. Products/services for the project cannot be clearly specified.
- E. Different skills, expertise and technical capabilities are required from the consultants.
- F. Price is not the determining criterion for awarding the contract. When reviewing RFPs, project approach and understanding, firm experience, and individual experience shall take precedence.

As set forth in Article 1, a formal resolution is not required prior to issuance of an RFP.

Upon receipt of all proposals, a review committee shall be set up to include at least three employees of the Authority to review all proposals. After proposals are received, evaluated and terms negotiated, the contract(s) can be awarded to the supplier(s) presenting the best combination of price, delivery, compliance to specifications, capacity to perform, and quality of service. A recommendation to award shall be presented to the Board for final approval and execution of contract.

Request for Proposal for Independent Auditor Services will request pricing for a period of no more than five (5) consecutive years.

XVII. Requests for Information/Request for Qualifications

A Request for Information (RFI)/ Request for Qualifications is a method of soliciting information from different suppliers prior to formally sourcing products or services. It is normally used where there are many potential suppliers and not enough information is known about them. It is a structured process where an extensive list of potential suppliers can be reduced to a concise list of those organizations that are willing and able to fulfill the Authority's requirements.

As set forth in Article 1, a formal resolution is not required prior to issuance of an RFI.

XVIII. Requests for Quotes/Informal Quotations

A Request for Quotes is a written request for quotes that is emailed or mailed. There is no public reading of bids or quotations. Items are to be purchased at the lowest cost consistent with the quality and service required. If the bids are tied, the location of the product and delivery time of the product will be considered. Request for Quotes may be used for procurements of under \$20,000 or for procurements of under \$35,000 for construction contracts. The Request for Quotes must be issued to at least three potential vendors, and in all instances where practicable, at least three quotes should be obtained for the services or goods to be purchased. The Procurement Officer shall retain copies of all quotations for a period of not less than six (6) years.

XIX. Quotation Process

Documentation of quotations is required. Written or verbal quotations shall be documented on or attached to existing Authority forms. Bid or quote solicitations must provide, where applicable, that shipping, handling, and other ancillary charges are included in bids. Quotes and proposals must be considered in determining the lowest responsible and responsive provider.

XX. Expenses not Subject to Negotiation

The Authority recognizes that prompt payment of invoices for utilities, including, but not limited to, electrical, telephone, cellular, natural gas, governmental fees of any sort, legal notice publications, postage, medical examinations, mileage, travel, conference reimbursement, subscriptions, contracts for professional services which are exempt under the General Municipal Law and delivery services is important and represents a good business practice. The fees for such services are not subject to negotiation. The Authority may make such payment upon receipt of an invoice for the same without Board approval, provided that the cumulative dollar amount for such purchases for the year is within the amounts budgeted and approved by the Board.

The Board delegates and vests the power and duty to make payments for these services upon receipt of an invoice for the same without further Board action to the Executive Director or their designee.

XXI. Statement of Non-Collusion Regarding Bids and Proposals

Every sealed bid to provide work, services or equipment to the Authority shall contain a detailed statement subscribed by the bidder or proposer, under penalty of perjury, certifying that the prices were arrived at independently without collusion, consultation, communication or agreement; that the prices have not been disclosed and will not knowingly be disclosed by the bidder prior to the opening; and that no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to

submit a bid for the purpose of restricting competition. No contract shall be awarded where the statement of non-collusion required herein is not properly completed and submitted with the bid or proposal.

XXII. Procurement Compliance Requirements

All Authority procurements are subject to the restrictions on contacts during the procurement process set forth in State Finance Law § 139-j, as well as the disclosure of contacts and the responsibility of offerors set forth in State Finance Law § 139-k (“Lobbying Law”).

Pursuant to the Lobbying Laws, all “contacts” (defined as oral, written or electronic communications with the Authority intended to influence a procurement) during procurement must be made with the designated Point of Contact only. Exceptions to this rule include written questions during the bid process, communications with regard to protests, contract negotiations and RFP conference participants. Nothing in the Lobbying Law inhibits any rights to make an appeal, protest or complaint under existing administrative or judicial procedures.

Violations of the policy regarding permissible contacts must be reported to the appropriate Authority officer and investigated accordingly. First violation may result in a determination of non-responsibility and ineligibility for award to the violator and its subsidiaries, affiliates and related entities. The penalty for a second violation within four (4) years is ineligibility for bidding/proposing on a procurement and/or ineligibility from being awarded any contract for a period of four (4) years. The Authority will notify the New York State Office of General Services (the “OGS”) of any determinations on non-responsibility or debarments due to violations of the Lobbying Law. Violations found to be “knowing and willful” must be reported to the Authority Chairman and OGS.

Moreover, the statutes require the Authority to obtain certain affirmation and certifications from bidders and proposers. Exhibit B contains the forms to comply, with additional information and instructions.

The Authority’s Board members, officers, and employees shall conduct themselves at all times in accordance with the Authority’s Code of Ethics, as amended.

XXIII. Performance Security and Bonding Requirements

- A. Bid Security: All formal bids for construction contracts shall require bid security equal to five percent (5%) of the total bid price in the form of a bid bond or a certified check. Bid security may be required for product contracts at the discretion of the Procurement Officer in consultation with the Attorney Counsel and Executive Director.
- B. Performance Bond: All construction contracts shall require a performance bond guaranteeing the contractor’s faithful performance equal to the contract amount. The Performance Bond shall remain in full force and effect for the duration of the contract and for one full year after final acceptance of the project. Performance security may be required for product contracts at the discretion of the Procurement Officer in consultation with the Authority Counsel and Executive Director.
- C. Payment Bond: All construction contracts shall require Payment Bonds in an amount equal to the contract amount which shall remain in full force and effect for the duration of the contract and for a period of one year following final acceptance of the contract.

Any section of this article can be waived or altered in instances where project securities and/or bonding would be prohibitive to getting qualified bidders and/or reasonable pricing. The decision to waiver or alter security or bonding requirements can be made by the Executive Director after consultation with the Authority Attorney and Authority Engineer, and notification to the Board.

XXIV. Contractor Insurance

Contracts, Invitations to Bid, and Requests for Proposals shall require bidders/contractors to obtain insurance on behalf of the Authority as a condition of doing business with the Authority. All vendors and contractors are required to meet New York State's requirements for appropriate Workers' Compensation and Disability Coverage. Prior to issuing an Invitation to Bid or Request for Proposals, the Authority's Claims Representative/Risk Manager shall review and approve the insurance requirements. Additionally, prior to entering into any contract the Authority Attorney shall review and approve compliance with the insurance requirements.

XXV. Support for Minority and Women-Owned Business Enterprises

Pursuant to New State Executive Law Article 15-A, the Authority recognizes its obligations under the law to promote opportunities for maximum feasible participation of certified minority-and women-owned business enterprises when awarding contracts in purchasing goods, services, and equipment. The Authority will encourage active participation by minority-owned and women-owned businesses in its procurement process and will fully support equal opportunity and fair treatment of all people in its contracting.

It is the desire of the Authority to promote and assist participation by MBE's and WBE's and facilitate a fair share of the awarding of contracts and bids. The Authority aims to solicit proposals from NYS-certified MWBE's that are qualified to perform the required work. For goods and services contracts in excess of \$25,000 and construction contracts in excess of \$100,000 the Authority shall attempt to utilize, in good faith, any MBE's or WBE's will strive to achieve a minimum MWBE contractor participation based on the Authority's Annual MWBE Goal Plan, project funding requirements as determined by funding agencies, or Article 15-A, as amended.

XXVI. Annual Review

The Board shall annually review and re-adopt this Policy at its Annual Meeting in January. The Procurement Officer shall be responsible for assisting the Authority in conducting an annual review of this Procurement Policy, for an evaluation of the internal control structure established to ensure compliance with this Procurement Policy and for reviewing and recommending standardized and sole source vendors for Board consideration annually.

APPENDIX A

STANDARDIZED MATERIALS AND EQUIPMENT

PRODUCT	USE
General Electric iFix (SCADA)	Software, maintenance, support, professional services
Neptune Automatic Meter Reading System (AMR)	Water meters for residential, commercial and industrial meters
Schneider electric – Modicon - PLCs, Field Operator Terminals, Variable Speed Drives	Equipment, parts, service, support
EsTeem – Mesh Radios	Equipment, parts, service, support
Hirschmann – Managed Ethernet Switches, Cellular Modems	Equipment, parts, service, support
Endress and Hauser – Flow meters	Equipment, parts, service, support
Ashcroft – Pressure Transmitters, Level Transmitters	Equipment, parts, service, support
Mueller – Meter pits, all brass fittings for water service-related items	
AY McDonald – Meter pits, all brass fittings for water service-related items	Equipment, parts, service, support
Kenndey – Fire Hydrants	Equipment, parts, service, support
Kupferle Eclipses – Auto flusher, water sampling stations	Equipment, parts, service, support
Smith and Blair; Ford – Water main repair bands	Equipment, parts, service, support
Baldor Electric; US Motor – Electric motors	Equipment, parts, service, support
Liberty Pumps; Dayton – Sump pump	Equipment, parts, service, support
Dezurik; Pratt – Plug valve	Equipment, parts, service, support
Kennedy Valve; Pratt – Check Valve	Equipment, parts, service, support