

**TOWN OF RIVERHEAD**

**TB Resolution 2024-138**

**AWARDS BID - HYDRAULIC CONTROL VALVE MAINTENANCE SERVICES**  
**CONTRACT RIVERHEAD WATER DISTRICT**

Councilman Kern offered the following resolution,  
which was seconded by Councilwoman Merrifield

**WHEREAS**, this Town Board did authorize the advertisement for bids for the Annual Hydraulic Control Valve Maintenance Services Contract on behalf of the Riverhead Water District, and

**WHEREAS**, one bid was received opened and read aloud on the date and time advertised in the notice, and

**WHEREAS**, H2M Group, consulting engineers to the Riverhead Water District, by attached letter dated January 9, 2024 did determine that the bidder unit bid prices were fair and reasonable and that the bidder is qualified to fulfill the contract and accordingly recommended that the bid be awarded to Harper Haines Fluid Control, Inc. for the unit prices set forth on the attached pages for 2024 and that extension of the contract for additional years be done at District discretion by formal letter, pursuant to the unit prices on the attached pages.

**NOW, THEREFORE, BE IT RESOLVED**, that the bid for Annual Hydraulic Control Valve Maintenance Services Contract on behalf of the Riverhead Water District be and is hereby awarded to:

Harper Haines Fluid Control, Inc.  
125 Old Gate Lane  
Milford, Connecticut 06460  
[fhaines@harper-haines.com](mailto:fhaines@harper-haines.com)

**BE IT FURTHER RESOLVED**, that the Town Clerk forward a certified copy of this resolution to the above-named contractor, and

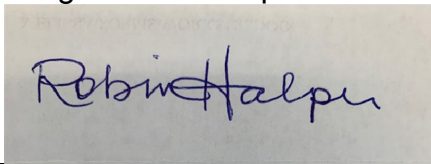

**BE IT FURTHER RESOLVED**, that pursuant to this bid award, the Town Supervisor be and is hereby authorized to execute a contract with Harper Haines Fluid Control, Inc. for provision of Hydraulic Control Valve Maintenance Services, on behalf of the Riverhead Water District and

**RESOLVED**, all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Robert Kern, Councilman
<b>SECONDER:</b>	Denise Merrifield, Councilwoman
<b>AYES:</b>	Hubbard, Rothwell, Kern, Merrifield, Waski

# FISCAL IMPACT STATEMENT OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION

A. Type of Legislation      Resolution <u>  X  </u> Local Law		
B. Title of Proposed Legislation: Awards bid – Hydraulic Control Valve maintenance services contract RWD		
C. Purpose of Proposed Legislation: awards bid		
D. Will the Proposed Legislation Have a Fiscal Impact?    Yes <u>  X  </u> No		
E. If the answer to section D is "yes", select (a) or (b) below and initial or detail as applicable:		
(a) The fiscal impact can be absorbed by Town/department existing resources set forth in approved Town Annual Budget RH (example: routine and budgeted procurement of goods/services)*if selecting E(a), please initial then skip items F,G and complete H,I and J; <div style="text-align: center;">or</div> (b) The description/explanation of fiscal impact is set forth as follows:		
F. If the answer to E required description/explanation of fiscal impact (E(b)), please describe total Financial Cost of Funding over 5 Years		
<b>G. Proposed Source of Funding</b> Appropriation Account to be Charged: EW1-8-8320-402-000-00000  Grant or other Revenue Source:  Appropriation Transfer (list account(s) and amount):		
H. Typed Name & Title of Preparer: Robin Halpin	I. Signature of Preparer <div style="text-align: center;">   <hr style="width: 100%;"/>         Robin Halpin       </div> <div style="text-align: right;">2/6/2024</div>	J. Date 1/12/24
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff <div style="text-align: center;">           William Rothaar       </div>	M. Date 1/16/24

January 9, 2023

Town Board  
Town of Riverhead  
4 West Second Street  
Riverhead, NY 11901

**Re: Riverhead Water District  
Hydraulic Control Valve Maintenance Services Contract  
Recommendation of Award  
H2M Project No.: RDWD2302 (HCV)**

Dear Board Members:

On Thursday, December 7, 2022, on behalf of the Riverhead Water District (District) bids were received by the Town for the Annual Control Valve Maintenance Services contract. This contract included services as described for the 2024 calendar year with a District option to extend the contract for two additional years. One (1) bid was submitted by **Harper Haines Fluid Control, Inc.** of 125 Old Gate Lane, Milford, CT 06460.

A copy of the unit price schedule for each of the three years is attached to this letter for reference and as follows for the first year:

Item	Description	Unit Price
1	Minimum Basic Service Charge	\$3,885.73 / unit
2A	Unit Price Straight Time	\$158.69 / hour <sup>(1)</sup>
2B	Unit Price Overtime - Weekdays	\$214.62 / hour <sup>(1)</sup>
2C	Unit Price Overtime - Weekends	\$280.30 / hour <sup>(1)</sup>
3	District-Wide Hydraulic Control Valve Assessment	\$24,500.00 / unit
4	Equipment & Material (Fixed Price)	\$40,000.00

(1) The submitted bid form included an error in calculating total unit item cost. As per contract document, the unit price governs over the calculated cost, therefore the contract shall be awarded based on the unit hourly rate submitted.

Based on the unit prices submitted, the total bid comparison amount submitted for the first year (January 1, 2024 – December 31, 2024) is \$78,692.70.

Harper Haines Fluid Control, Inc. has successfully completed similar maintenance work for the District as well as many other Long Island Water suppliers. It is our opinion that Harper Haines Fluid Controls is qualified, and their unit bid prices are fair and reasonable. Therefore, we recommend the contract be awarded to **Harper Haines Fluid Control, Inc.** for 2024 based on the unit prices submitted. Extension of the contract for additional years, shall be done at District discretion by formal letter.

If you have any further questions regarding the above letter, please contact our office.

Very truly yours,

**H2M architects + engineers**

John R. Collins, P.E.



JRC:hfc

ecc: Supt. Frank Mancini  
Robin Halpin  
Christopher Abbott, Esq.  
Teresa Balducci

HYDRAULIC CONTROL VALVE MAINTENANCE  
AND EMERGENCY SERVICES CONTRACT  
H2M PROJECT NO.: RDWD2302 (HCV)

RIVERHEAD WATER DISTRICT  
TOWN OF RIVERHEAD  
SUFFOLK COUNTY, NEW YORK  
BID DATE: NOVEMBER 2, 2023

A. Bid Form:

Item No.	Description	Number of Units	Total Price					
			January 1, 2024 through December 31, 2024		January 1, 2025 through December 31, 2025		January 1, 2026 through December 31, 2026	
1	Minimum basic service mobilization charge (See Note 9)	4 units	\$ 3,885.73		\$ 4,133.76		\$ 4,397.61	
2A	Straight time hourly labor rate per man	40 hours	Hourly Rate \$ 158.69	Total Cost \$ 6,347.76	Hourly Rate \$ 163.79	Total Cost \$ 6,551.48	Hourly Rate \$ 168.67	Total Cost \$ 6,746.75
2B	Overtime hourly labor rate weekdays per man	8 hours	Hourly Rate \$ 214.02	Total Cost \$ 1,717.94	Hourly Rate \$ 221.05	Total Cost \$ 1,768.42	Hourly Rate \$ 228.10	Total Cost \$ 1,824.88
2C	Overtime hourly labor rate weekends per man	8 hours	Hourly Rate \$ 280.30	Total Cost \$ 2,242.42	Hourly Rate \$ 289.83	Total Cost \$ 2,318.67	Hourly Rate \$ 298.95	Total Cost \$ 2,391.58
3	District-Wide Hydraulic Control Valve Assessment & Report (see notes on following pages)	Lump Sum	\$ 24,500					
4	Equipment and materials (Cost plus 20% for OH&P) – See Notes	Lump Sum	\$ 40,000.00		\$ 45,000.00		\$ 50,000.00	
<b>Bid Comparison Totals: (Sum of Items 1 through 4)</b>			\$ 78,693.85		\$ 59,772.33		\$ 65,360.77	